

AGENDA

COMMUNITY, ENVIRONMENT AND HOUSING OVERVIEW AND SCRUTINY COMMITTEE MEETING



Overview and Scrutiny

Date: Tuesday 12 August 2014
Time: 6.30 pm
Venue: Town Hall, High Street, Maidstone

Membership:

Councillors: Mrs Joy, D Mortimer (Deputy Chair), Munford,
Mrs Parvin, Round, Sargeant, Mrs Stockell, Watson
and J.A. Wilson (Chairman)

Page No.

1. **The Committee to consider whether all items on the agenda should be web-cast**
2. **Apologies**
3. **Notification of Substitute Members**
4. **Notification of Visiting Members/Witnesses**
5. **Disclosures by Members and Officers**
6. **To consider whether any items should be taken in private because of the possible disclosure of exempt information**
7. **Minutes of the meeting held on 15 July 2014** 1 - 7
8. **Update on the West Kent Health and Wellbeing Board - what difference are they making to Maidstone?** 8 - 12

Interviews with:

- Dr Bob Bowes, Chairman of the West Kent Health and Wellbeing Board, and;
- Alison Broom, Chief Executive of Maidstone Borough Council and Board member of the West Kent Health and Wellbeing Board.

Continued Over/:

Issued on 30 July 2014

Alison Broom

**Alison Broom, Chief Executive, Maidstone Borough Council,
Maidstone House, King Street, Maidstone Kent ME15 6JQ**

9. Adults and Older Peoples Services - review of Loneliness and Isolation **13 - 30**

A report back from the review working group on the scope of the review on Adult and Older People Services in the borough.

10. Future Work Programme **31 - 40**

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact Orla Sweeney on 01622 602524**. To find out more about the work of the Overview and Scrutiny Committees, please visit www.maidstone.gov.uk/osc

MAIDSTONE BOROUGH COUNCIL

Community, Leisure Services and Environment Overview & Scrutiny Committee

MINUTES OF THE MEETING HELD ON TUESDAY 15 JULY 2014

Present: Councillor J.A. Wilson (Chairman), and
Councillors Mrs Joy, D Mortimer, Munford, Round and
Sargeant

Also Present: Councillors Newton, Perry and
Mrs Ring

12. THE COMMITTEE TO CONSIDER WHETHER ALL ITEMS ON THE AGENDA SHOULD BE WEB-CAST

RESOLVED: That all items on the agenda be webcast.

13. APOLOGIES

Apologies were received from Councillor Watson.

14. NOTIFICATION OF SUBSTITUTE MEMBERS

There were no substitute members present.

15. NOTIFICATION OF VISITING MEMBERS/WITNESSES

It was noted Councillor Newton was in attendance as a visiting member.

Councillor Perry and Councillor Ring were in attendance as Visiting Members, present as witnesses for item 11 - Cabinet Member for Community and Leisure Services and Cabinet Member for Environment – Priorities for the Municipal Year 2014-15.

John Littlemore, Head of Housing and Community Services was in attendance for item 8 – Review of the operation of the Allocation Scheme 2013-14.

Gary Stevenson, Head of Environment and Street Scene was in attendance for item 11 - Cabinet Member for Community and Leisure Services and Cabinet Member for Environment – Priorities for the Municipal Year 2014-15.

Ellie Kershaw, Programme Manager (Financial Inclusion and Maidstone Families Matter) was in attendance for item 9 - Maidstone Families Matter Programme Update and item 10 - Financial Inclusion and Capability.

16. DISCLOSURES BY MEMBERS AND OFFICERS

There were no disclosures.

17. TO CONSIDER WHETHER ANY ITEMS SHOULD BE TAKEN IN PRIVATE BECAUSE OF THE POSSIBLE DISCLOSURE OF EXEMPT INFORMATION

RESOLVED: That all items on the agenda be taken in public as proposed.

18. MINUTES OF THE MEETING HELD ON 17 JUNE 2014

RESOLVED: That the minutes of the meeting held on 17 June 2014 be approved as a correct record and signed by the Chairman.

19. ORDER OF THE AGENDA

RESOLVED: That agenda item 11 be taken before agenda item 8.

20. CABINET MEMBER FOR COMMUNITY AND LEISURE SERVICES AND CABINET MEMBER FOR ENVIRONMENT - PRIORITIES FOR THE MUNICIPAL YEAR 2014 - 15

Community and Leisure Services priorities for 2014-15

Councillor Perry presented his priorities for the 2014-2015 Municipal Year and explained the rationale behind them.

During discussions and questioning the following points were raised:

Parish Liaison:

- The planned work under the heading of Parish Liaison was ambitious. The staff team were keen to get started and were planning visits and meetings with parishes and the Cabinet member. Plans were afoot to delegate some of the work, with the 41 parishes in the borough, to council members;
- Parish Liaison included communities as well as parishes;
- More help would be provided to the smaller parishes and would be proportionate to the size of the parish;
- The Parish services scheme would be mapped out to see what could and could not be changed;
- In terms of performance against priorities for Parish Liaison, the Cabinet member agreed it would be useful for him to report back on:
 - Partnerships formed
 - Outcomes achieved

- Results for residents;
- Regarding the allocation of sites for the Local Plan housing numbers, (allocation and spatial issues) once known – the Cabinet member confirmed these would be looked at at Parish level and relevant evidence put forward as part of the consultation process;
- The Cabinet member explained he believed the Local Plan should take a whole community, two pronged (parish and borough), approach with neighbourhood plans taken into account and he would not be limited by the time frame of the Local Plan to make this happen;

Parks and Leisure:

- The Committee agreed it would be useful to look at ownership of allotments along with fairness of allocation of allotment sites;

Supporting Disadvantaged Communities:

- The Cabinet member confirmed his plan regarding community work would not just be based on disadvantaged families. It would focus on the priority work being done in communities where it would make the biggest difference, for example rural communities, elderly. The Cabinet member stated communities would be at the heart of the Parish Charter.

Environment priorities for 2014-2015

Councillor Ring presented her priorities for the coming Municipal year.

During discussion and questioning the following points were highlighted:

- It was noted the freighter service would not be discontinued. European Union laws prevented the council from picking up certain items. During August 2014 the Cabinet member and staff would be going out with the collection service to establish why people used it, how often and gather ideas for other ways of delivering the service, for example charities collecting old furniture etc.;

Street Scene Standards

- Street scene standards re-introduced the 'ward walks' with a new way of measuring the standards. Stakeholders responsible for maintaining the street scene standards (ie police, private and social landlords, Kent County council) had been invited to attend and assist with rating the standards and putting things right;
- Concern had been raised regarding maintaining the standards. It was hoped by making improvements it would influence a change in residents' behaviour to maintain the standards;

- The Cabinet member explained street cleaners had an 'app' on their mobile phone that enabled them to report repairs, fly tipping etc. needing attention while on site. This had resulted in a reduction in the time between reporting the issue and it being dealt with;
- The reduction of littering from passing cars had been looked at by the Kent Resource Partnership of 13 councils;

Bereavement Services

- The Cabinet member explained the provision of a florist at the crematorium was a new idea looking at ways of making residents' council tax go further and accepted it may be in competition with local florist businesses;

Flooding

- The Cabinet member confirmed the workshop on flooding would be attended by the Environment Agency and would be held in time to action ideas on how to deal with floods better;

Housing

- The Housing Strategy review would take place in six months in line with the Local Plan affordable housing policy;

Maidstone Town Centre Community Toilet Scheme

- The Cabinet member confirmed the Community Toilet scheme worked well and she planned to visit every toilet in the borough during the year. No toilets in the scheme would be shut unless minimum standards were not met;
- The Cabinet member stated portable toilet facilities were too expensive and there was no funds available to build more. The aim was to improve what was already available.

RESOLVED: That the:

- a. Cabinet Member for Community and Leisure Services and the Cabinet Member for Environment priorities for the Municipal year 2014-2015 be noted;
- b. Cabinet Member for Community and Leisure Services report back to the Committee, in terms of performance against priorities for Parish Liaison, on:
 - Partnerships formed
 - Outcomes achieved
 - Results for residents

- c. Cabinet Member for Community and Leisure services investigate ownership of allotments along with fairness of allocation of sites.

21. REVIEW OF THE OPERATION OF THE ALLOCATION SCHEME 2013/14

John Littlemore, Head of Housing and Community Services presented the report and outlined the main points.

During discussion and questioning the following points were raised:

- Information days to HM Forces explaining their eligibility to housing in the borough using local connection criteria had an anecdotal effect on the number of lettings to ex-service personnel;
- The council cooperated with local authorities and social housing providers outside of the borough using mutual exchange as a means to move;
- The figure considered as sufficient funds (to access the private rented accommodation or purchase) of £30,000 (10.4 of the Allocation Scheme document) was reviewed annually with stakeholders;
- Prison applicants who had worked in the community while serving their sentence would be able to apply the local connection criteria provided the work was on-going after their release;
- The lack of 1 bedroom units was due to increased demand and units demolished through regeneration work not being replaced. The figures gathered would be used to demonstrate the need and encourage further development.

RESOLVED: That the report reviewing the operations of the Allocation Scheme 2013/14 be noted.

22. MAIDSTONE FAMILIES MATTER PROGRAMME UPDATE

Ellie Kershaw, Programme Manager (Financial Inclusion and Maidstone Families Matter) presented her report.

An update since the report had been published was provided as follows:

- The programme worked with 182 families. More referrals had been received and would continue to be accepted after the 189 targeted families identified had been reached;
- There was no information on what the programme would look like after April 2015 other than the criteria would increase from 23 to 29 points. This was considered a positive move;
- A calculator was being developed by the Department for Communities and Local Government. It was hoped this would

provide regular reports on the cost benefits of improvements made by the programme;

- Gypsy and Traveller families were accepted onto programme provided they met the criteria. The referrals came from a number of sources for example, education and the Community Safety team.

RESOLVED: that the report on the Maidstone Families Matter programme be noted and the Committee receive regular progress reports.

23. FINANCIAL INCLUSION AND CAPABILITY

Ellie Kershaw, Programme Manager (Financial Inclusion and Maidstone Families Matter) presented her report.

Ms Kershaw explained a seminar for front line workers on 17 July 2014 had attracted 60 organisations. The seminar focussed on providing information on where service users could get financial support.

Special projects for older people, school children and digital inclusion were being considered.

The Committee agreed to feed in ideas to the project when receiving regular project updates and not take the project forward as a review topic.

RESOLVED: That the:

- a. Financial Inclusion and Capability report be noted, and;
- b. Committee receive regular updates on the work of the Financial Inclusion and Capability project.

24. FUTURE WORK PROGRAMME

RESOLVED: That:

- a. The items detailed on the Future Work Programme (Appendix A of the report) be agreed;
- b. An email be sent to all committee members and substitutes asking for interested members to form a working group to meet with Zena Cook, Director of Regeneration and Communities on 22 July 2014 to scope the reviews of:
 - Health and Wellbeing Boards, and;
 - Adult and Older People Services,

- c. The scoping documents for the Health and Wellbeing Board review and the Adult and Older People Services review be prepared for consideration by the Committee at the meeting of 12 August 2014;
- d. Anne Barnes, Kent Police Crime Commissioner be invited to the Crime and Disorder Overview and Scrutiny Committee on 14 October 2014.

25. DURATION OF MEETING

18:30 to 20:18

Agenda Item 8

Maidstone Borough Council

Community, Environment and Housing Overview & Scrutiny Committee

Tuesday 12 August 2014

Update on the West Kent Health and Wellbeing Board - what difference is it making to Maidstone?

In preparation for the meeting, while reading the following report you may want to think about:

- What you want to know from the report;
- What questions you would like answered.

Make a note of your questions in the box below.

As you read the report you may think of other questions .

Questions I would like to ask regarding this report:

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Maidstone Borough Council

Community, Environment and Housing Overview & Scrutiny Committee

Tuesday 12 August 2014

Update on the West Kent Clinical Commissioning Group Health and Wellbeing Board - what difference is it making to Maidstone?

Report of: Tessa Mallett, Overview & Scrutiny Officer

1. Introduction

- 1.1 At their Future Work Programming workshop on 17 June 2014 the Committee agreed to carry out a review of the West Kent Clinical Commissioning Group Health and Wellbeing Board (CCG HWB) one year on to find out what difference it is making to the people of Maidstone.
- 1.2 A Working Group was appointed to develop and scope the review, this is attached at **Appendix A**.
- 1.3 The Kent HWB was established by the Health and Social Care Act 2012. With effect from 1 April 2013 it became a committee of Kent County Council.
- 1.4 The Kent HWB leads and advises on work to improve the health and wellbeing of the people of Kent through joined up commissioning across the NHS, social care, public health and other services.
- 1.5 The Board's statutory functions are to:
 - Prepare a Joint Strategic Needs Assessment and a Joint Health and Wellbeing Strategy;
 - Encourage integrated working between health and social care commissioners including making arrangements under Section 75 of the National Health Service Act 2006.
- 1.6 Prior to April 2013 the Kent HWB operated in a shadow form.
- 1.7 The Kent HWB established a series of sub-committees known as local health and wellbeing boards, such as the West Kent CCG HWB.
- 1.8 The West Kent CCG HWB leads and advises on the development of the CCG level Integrated Commissioning Strategy and Plan; ensures effective local engagement and monitors local outcomes. It focuses on improving the health and wellbeing of the people living in the west Kent CCG area through joined up commissioning across the NHS, social care, district councils, public health and other services (that the HWB agrees are directly related to health and

wellbeing) in order to secure better health and wellbeing outcomes in their area and better quality of care for all patients and care users.

2 Recommendation

- 2.1 The Committee are recommended to interview Dr Bob Bowes, Chairman of the West Kent CCG Health and Wellbeing Board and Alison Broom, Chief Executive of Maidstone Borough Council and Board member.
- 2.2 The Committee may wish to focus its questioning on the following areas to help ensure the evidence gathered, through interviews and discussion, is relevant to the scope of the review:
 - Who is on the Board and what roles do they play?
 - Are there any Registered Social Landlords on the Board?
 - What are the Board's key objectives for the next three years?
 - What does the Board see as their role as far as Maidstone is concerned?
 - What provision is the Board making for adults and older people?
 - What is the Board planning to do to address social isolation and loneliness in older people of the borough?
 - What difference is the Board making to the people of Maidstone?

3. Reasons for Recommendation

- 3.1 The Committee agreed to review the West Kent CCG HWB one year on to establish what difference it has made to the health and wellbeing of the people of Maidstone borough.
- 3.2 The witnesses invited, Dr Bob Bowes and Alison Broom, are able to provide the information the Committee need in order to establish the difference the West Kent CCG HWB is making.

4. Impact on Corporate Objectives

- 4.1 The review will primarily impact on the Council priorities: 'For Maidstone to be a decent place to live' and 'Corporate and Customer Excellence'

5 Relevant Documents and information

- 5.1 Appendix A – Review Scoping document
- 5.2 More information on the West Kent CCG HWB can be found here - <http://democracy.tunbridgewells.gov.uk/mgCommitteeDetails.aspx?ID=371>

Scoping Template

<p>Name of Review:</p> <p>What difference is the West Kent Health and Wellbeing Board making to the Maidstone Borough</p>
<p>What are the objectives and desired outcomes of the review</p> <p>The Committee will know:</p> <ul style="list-style-type: none"> • Who is on the Board and the roles they play (is there any RSL representation) • What the Board's key objectives are for the next three years • What the Board sees as their role as far as Maidstone is concerned • What provision the Board is making for adults and older people • What recommendations should the Committee make to the Cabinet Member for Community and Leisure Services to support the work of the Board
<p>What equality issues will need to be considered as part of the review – giving consideration to the 9 protected characteristics:</p> <ul style="list-style-type: none"> • Ensuring access to services by all.
<p>Which witnesses are required?</p> <ul style="list-style-type: none"> • Dr Bob Bowes, Chairman of West Kent Health and Wellbeing Board • Alison Broom, Chief Executive of MBC and member of the Board
<p>Other ways to seek evidence? E.g. site visits, involving members of the public, consultation.</p> <ul style="list-style-type: none"> • None at this stage.
<p>What information/training is needed?</p> <ul style="list-style-type: none"> • None at this stage.
<p>Suggested time for review and report completion date</p> <ul style="list-style-type: none"> • Interview witnesses at the Committee meeting of 12 August 2014 • Recommendations to be made to relevant agencies/people after the meeting – by 22 August 2014 • Report and recommendations to be included in the report for the wider review of Overview of Healthcare in Maidstone Borough – draft report to come to Committee 13 January 2015
<p>How does the review link to council priorities?</p> <p>For Maidstone to be a decent place to live</p> <ul style="list-style-type: none"> • Continues to be a clear and attractive environment for people who live in and visit the Borough • Residents are not disadvantaged because of where they live or who they are, vulnerable people are assisted and the level of deprivation is reduced <p>Corporate and Customer Excellence</p> <ul style="list-style-type: none"> • Services are customer focused and residents are satisfied with them • Effective, cost efficient services are delivered across the Borough
<p>How does this item deliver CfPS effective scrutiny principles?</p> <ul style="list-style-type: none"> • Provides 'critical friend' challenge to executive policy-makers and decision-makers • Enables the voice and concerns of the public • Is carried out by 'independent minded governors' who lead and own the scrutiny role • Drives improvement in public services
<p>Any co-optees or expert witnesses?</p> <ul style="list-style-type: none"> • None

Maidstone Borough Council

Community, Leisure Services and Environment Overview & Scrutiny Committee

Tuesday 12 August 2014

Adults and Older People Services - review of Loneliness and Isolation

In preparation for the meeting, while reading the following report you may want to think about:

- What you want to know from the report;
- What questions you would like answered.

Make a note of your questions in the box below.

As you read the report you may think of other questions .

Questions I would like to ask regarding this report:

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Maidstone Borough Council

Community, Environment and Housing Overview & Scrutiny Committee

Tuesday 12 August 2014

Adults and Older People Services - review of Loneliness and Isolation

Report of: Tessa Mallett, Overview & Scrutiny Officer

1. Introduction

- 1.1 At their Future Work Programming workshop on 17 June 2014 the Committee agreed to focus on an overview of health services in the Maidstone Borough for the municipal year 2014-2015.
- 1.2 At their meeting of 15 July the Committee agreed the overview of health services would include:
 - Adults and Older People's services;
 - Child and Adolescent Mental Health Service (CAMHS) provision;
 - Maternity Services in the borough – are they working, and;
 - Young carers
- 1.3 A Working Group was appointed to develop and scope the review of Adult and Older Peoples' Services.
- 1.4 To assist the Working Group in their scoping a report, Older People Services Background Information, was written by the Director of Regeneration and Communities and the Community Partnerships Manager. This report is attached as **Appendix A**.
- 1.5 The Working Group met with the Director of Regeneration and Communities and the Community Development Team Leader on 22 July to scope the review.
- 1.6 The Working Group agreed to focus their review on the issue of Isolation and Loneliness of Older People. The scoping document is attached as **Appendix B**.

2 Recommendation

- 2.1 The Committee are recommended to agree the:
 - Scope of the review as outlined in Appendix B;
 - Witnesses they wish to invite to interview, and the;
 - Meeting date the Committee wish to interview the witnesses.

- 2.2 The Committee are recommended to use the meeting of 11 November to interview witnesses. This will mean moving the following agenda items on the Future Work Programme:
- Child and Adolescent Mental Health Services - from 9 September to 9 December
 - Maternity Services – are they working – from 11 November to 13 January 2015;
 - Young Carers – from 9 December to 10 February 2015;
 - Draft final report on Overview of Health Services in Maidstone Borough – from 13 January 2015 to 10 March 2015.

3. Reasons for Recommendation

- 3.1 The Committee agreed to review Adult and Older Peoples' services in the Maidstone Borough as part of their Overview of Health Services in the Borough.
- 3.2 The Committees Future Work Programme for 2014-2015 is very full. In order to fulfil the commitments of the work programme the Committee will need to decide how they want to programme the review items in.

4. Impact on Corporate Objectives

- 4.1 The review will primarily impact on the Council priorities: 'For Maidstone to be a decent place to live' and 'Corporate and Customer Excellence'

5 Relevant Documents and information

- 5.1 Appendix A – Older People Services Background Information
- 5.2 Appendix B - Adults and Older People Services - review of Loneliness and Isolation

Community, Leisure Services and Environment OSC - draft Future Work Programme for 2014-15

Review Topic: Older People Services

Zena Cooke, Sarah Robson, July 2014

At a glance

Society is changing, and advances in health and living conditions are helping people live longer. There are now more people over state pension age in the UK than children. By 2050, a 65-year-old man in Britain can expect to live to 91. In 1950, his life expectancy was 76. Older people deserve every opportunity to age well, in communities that value their experience. Local concerns need local solutions. Maidstone Borough Council has the opportunity to take a local lead in developing innovative ageing well approaches alongside leading organisations such as Kent County Council, Kent Public Health and the West Kent Clinical Commissioning Group.

National shifts in health: The National Care Bill

The Bill contains provisions covering adult social care reform, care standards and health education and research. The June Spending Round announced £335 million for local authorities in 2015 to support this reform. The funding is to help councils can prepare for reforms to the system of social care funding, including the introduction of a cap on people's care costs from April 2016, and a universal offer of deferred payment agreements from April 2015. This will mean that no-one will be forced to sell their home in their lifetime to pay for residential care. The £335 million covers:

- £145 million for early assessments and reviews.
- £110 million for deferred payment (cost of administering the loans and the loans themselves).
- £20 million for capacity building including recruitment and training of staff.
- £10 million for an information campaign.
- £50 million for capital investment, including IT systems (which sits in the Better Care Fund, improving health and care services)

The Department for Health has also identified £130 million of other costs for 2015/16 relating to issues such as: putting carers on a par with users for assessment; implementing statutory Safeguarding Adults Boards; and setting national eligibility. The Department's position is that the Spending Round allocated funding to cover these costs as part of the Better Care Fund.

Kent and Medway - social and demographic features

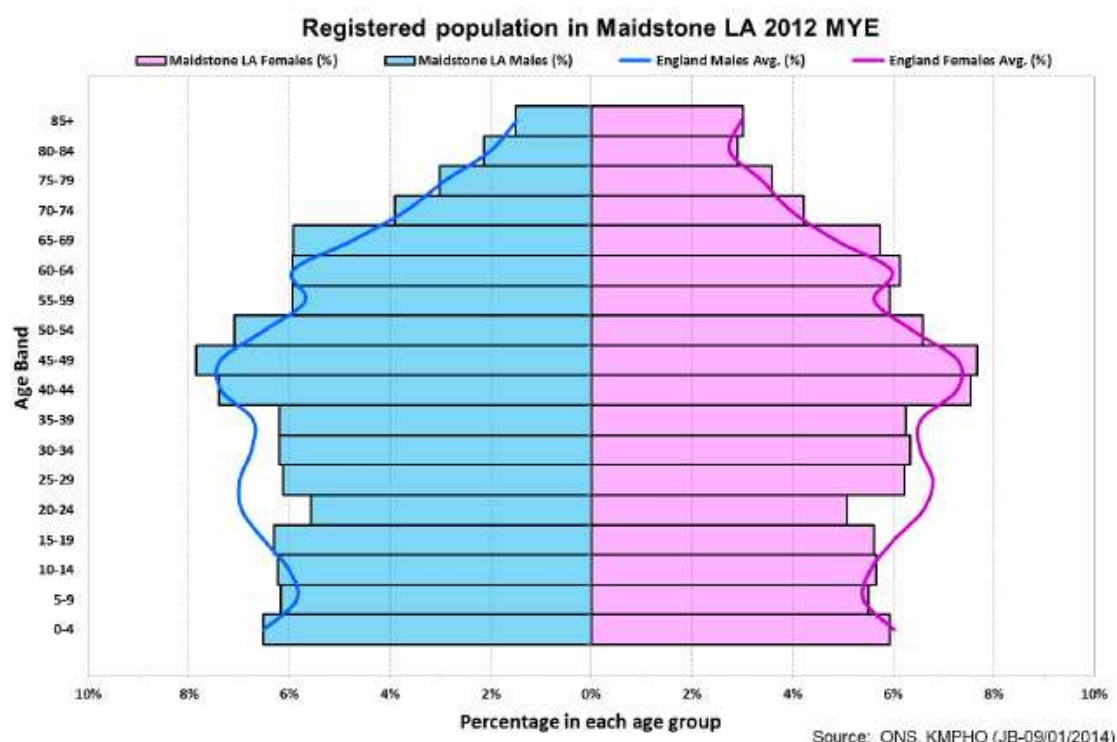
The population of Kent and Medway is aging and there will be a significant increase in the older population. As the population ages more people will be living with long term conditions, such as diabetes, dementia and COPD, which may affect quality of life leading to more health and social care services required to meet the increase in need. In Kent, over 65 years is expected to rise by at least 15% over the next five years (more than 20% for over 85 years). Total population for West Kent CCG residents ages 50 – 80 plus is 167,343 and broken down as shown below;

- Age 50 – 64 = 87,354
- Age 65 - 79 = 57,157
- Age 80 and over = 22,832

It is projected that there will be an increase of older people greater in those wards with higher indices of deprivation. As our communities grown, diversity of the diversity of the community will lead to differences in ability to access care. There will be an increased prevalence of complex co-morbidities within the older population and the number of people with dementia is expected to double across the UK in the next 30 years. (*Department of Health*).

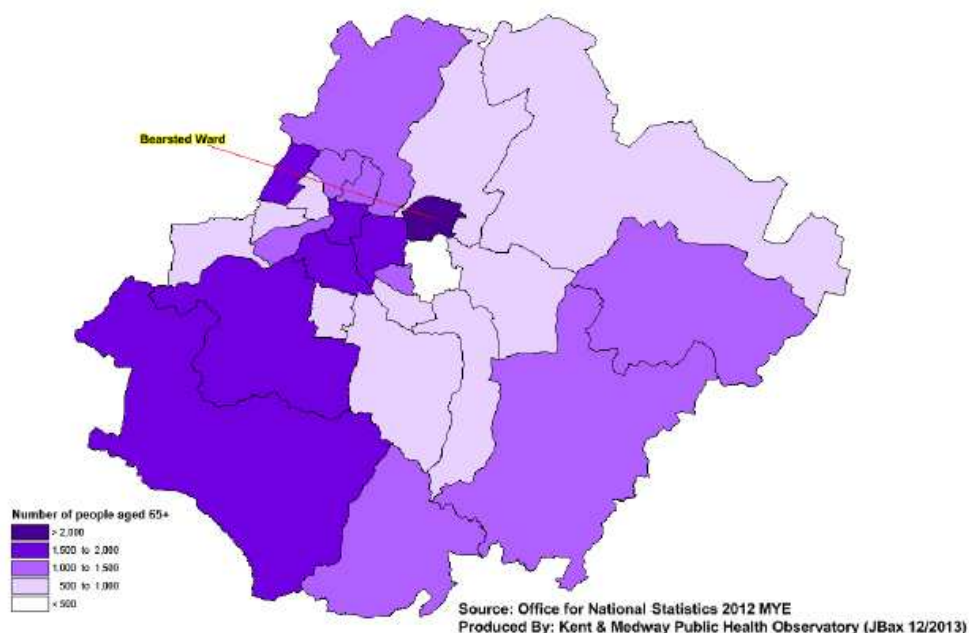
Maidstone borough - population

Maidstone has a higher percentage of 45-54s and 65-69s than the national profile but a much smaller proportion of 15 to 40s. The proportion of the population in all categories above age 50 is also higher than the national average. This will have an impact on health services because older people will generally have greater health needs and service usage.



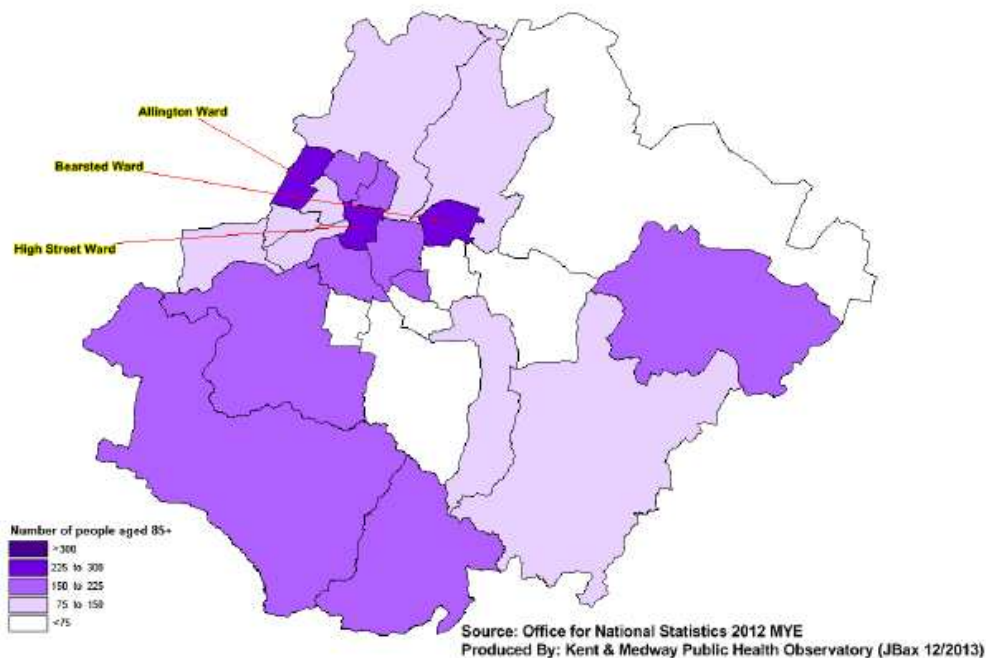
Maidstone borough – 65+ population

There are high numbers of people aged 65+ in the Bearstead and Allington wards. The wards with the fewest number of people aged 65+ are North Downs, Loose, Detling and Thurnham, Leeds and Downswood and Otham wards. There are approximately 28,200 people aged 65+ in Maidstone LA. This will have implications for commissioners and those providing services because the 65+ age group use health services at a higher rate than other so more provision will be needed by health services in the area.

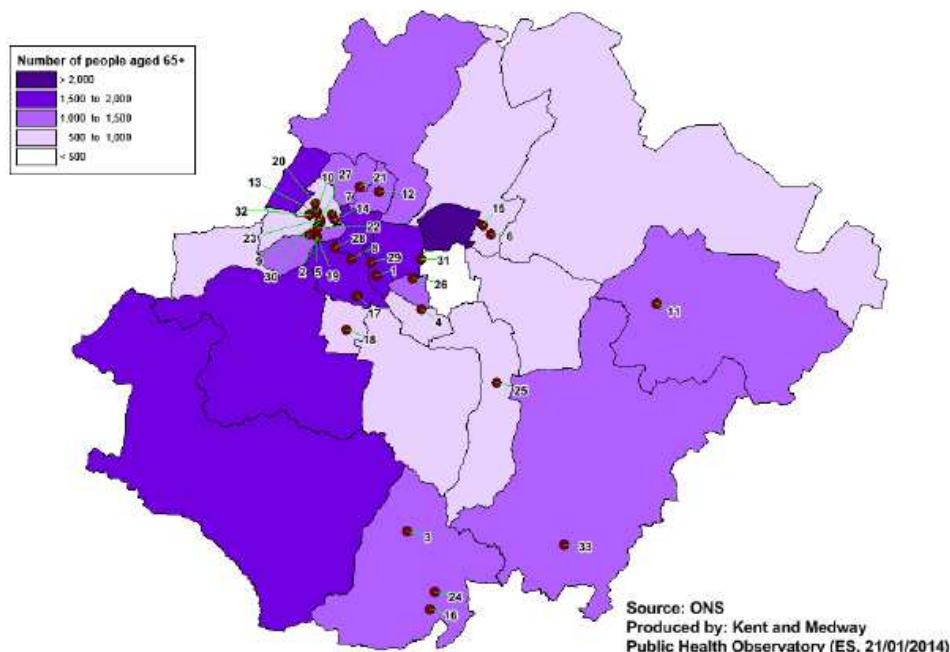
Distribution of people in Maidstone LA aged 65+ years

Maidstone borough – 85+ population

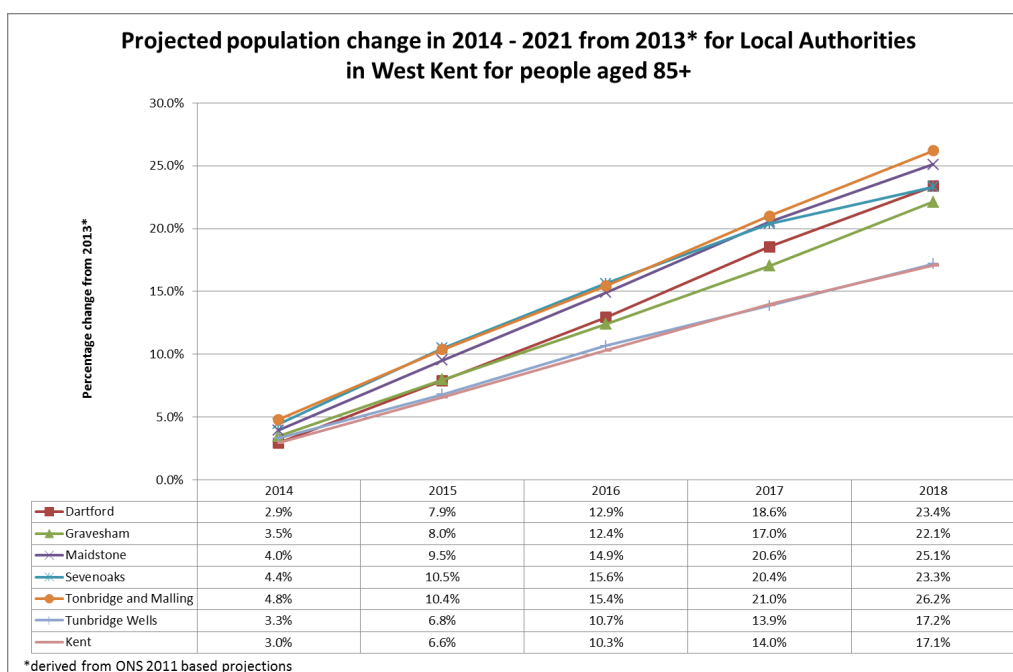
There are high numbers of people aged 85+ in the High Street, Bearstead and Allington wards. The wards with the fewest number of people aged 85+ are Boughton, Monchelsea and Chart Sutton, Loose, North Downs, Leeds and Downswood and Otham wards. There are approximately 3,500 people aged 85+ in Maidstone LA.

Distribution of people in Maidstone LA aged 85+ years

Distribution of people aged 65+ with older people homes overlayed, Mid 2012



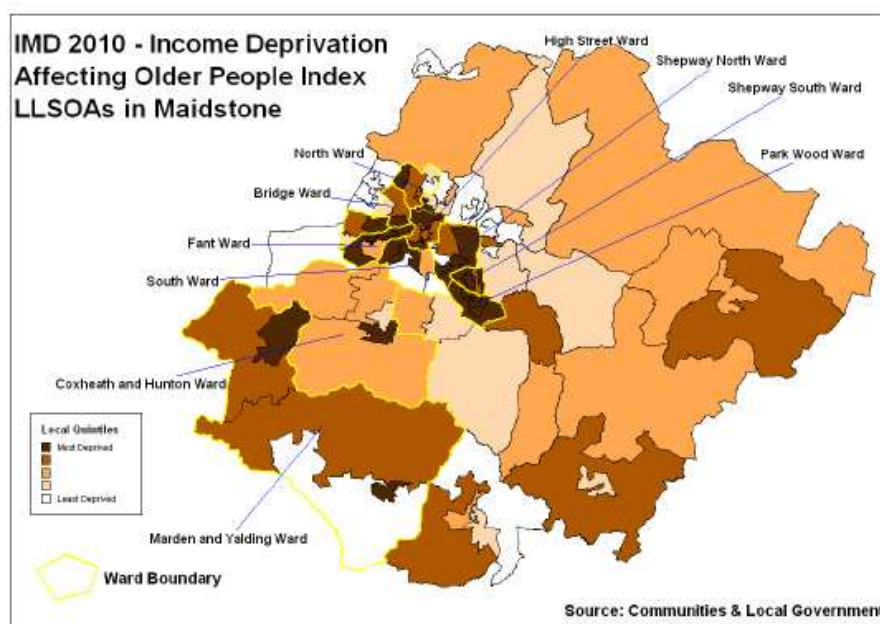
Population projections from the Office for National Statistics (ONS) show expected increases in all age groups. The largest percentage rise occurs in the 85+ age groups, with a 25% increase. The overall population projected increase for Maidstone for 2018 is just under 7%. This would result in the size of the population being just over 170,000. Commissioners will need to take account that planning will be necessary for an increased capacity for older people's health services. Older people have the greatest need to use health services and it may be necessary to expand the capacity of certain health services such as general practitioners in areas where there will be the greatest population increases.



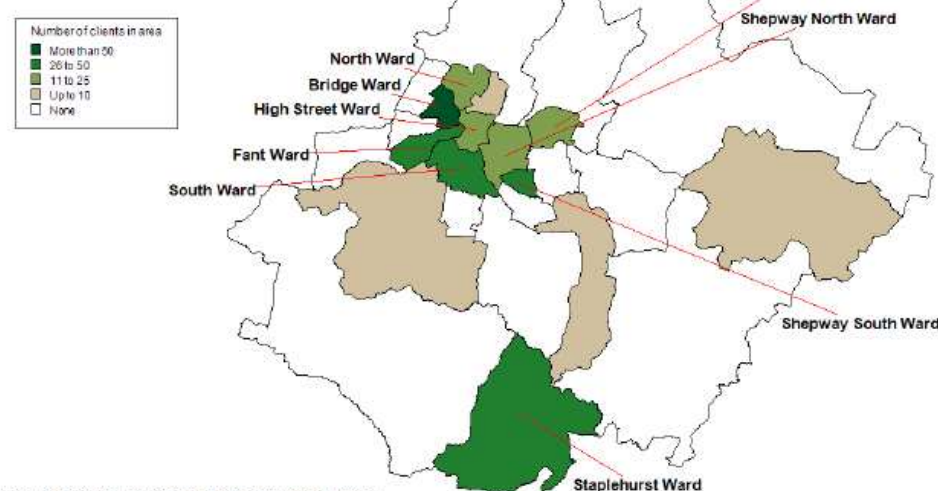
Deprivation

The Income Deprivation Affecting Older People Index gives the percentage of older people living in income poverty in each LSOA. The main causes of death are from circulatory conditions and cancer (each 27%) and other (32%). Within circulatory disease, nearly half are due to coronary heart disease and nearly a quarter were due to strokes. Lung cancer

was responsible for the highest percentage of deaths from cancer at 15%. Mortality and poor health outcomes are closely related to deprivation. The more deprived an area is the more likely residents within that area are to experience poor health outcomes. Indicators such as all age all cause mortality provide an indication of the overall health of an area, assessing premature death [defined as deaths prior to your 75th birthday] for cancer, circulatory diseases and respiratory conditions enables greater understanding of the health burdens within these communities and contributing factors to overall mortality. Trends in all age all-cause mortality (AAACM) have been steadily falling since 1993. The rate in males remains higher than for females. The rates for Kent have generally been lower than the rate for England.

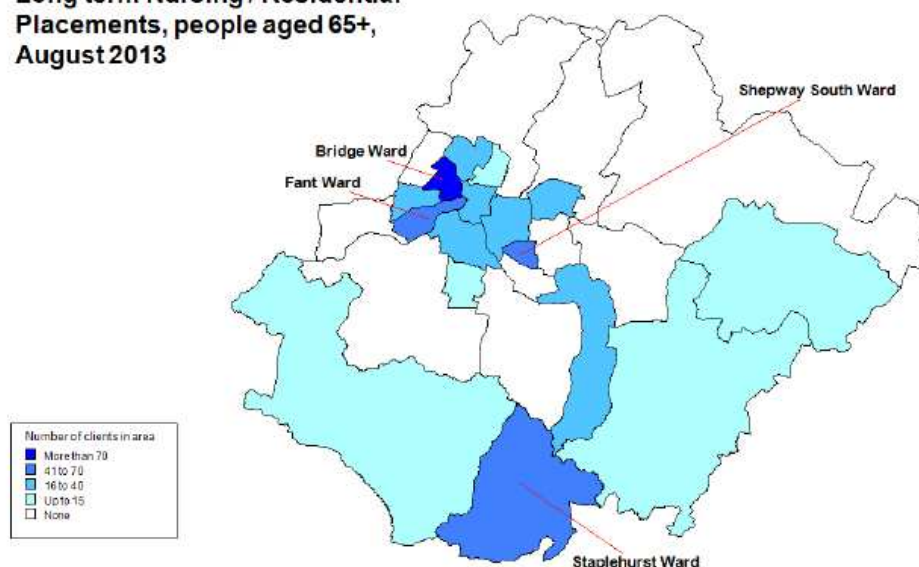


Older people Mental Health Long term Nursing / Residential Placements - August 2013



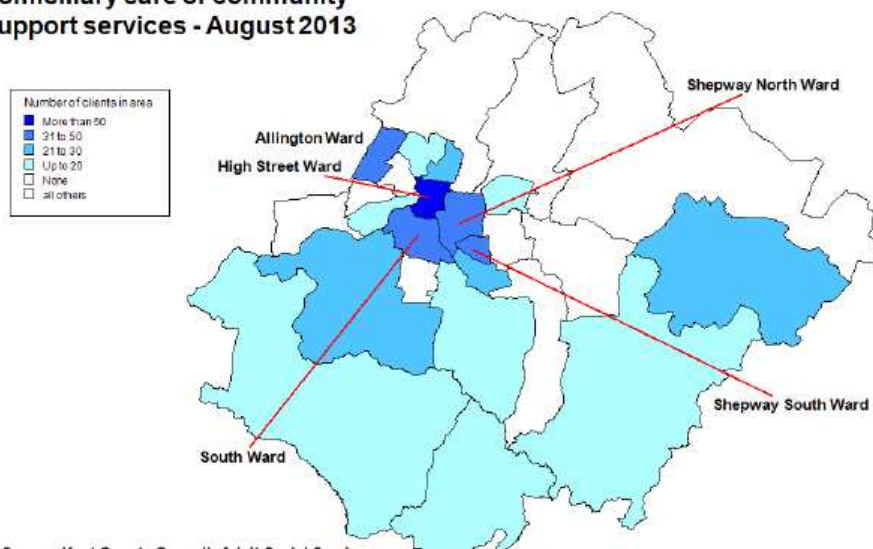
Source: Kent County Council, Adult Social Services
Produced by: Kent & Medway Public Health Observatory (ES, 25/09/13)

**Long term Nursing / Residential
Placements, people aged 65+,
August 2013**



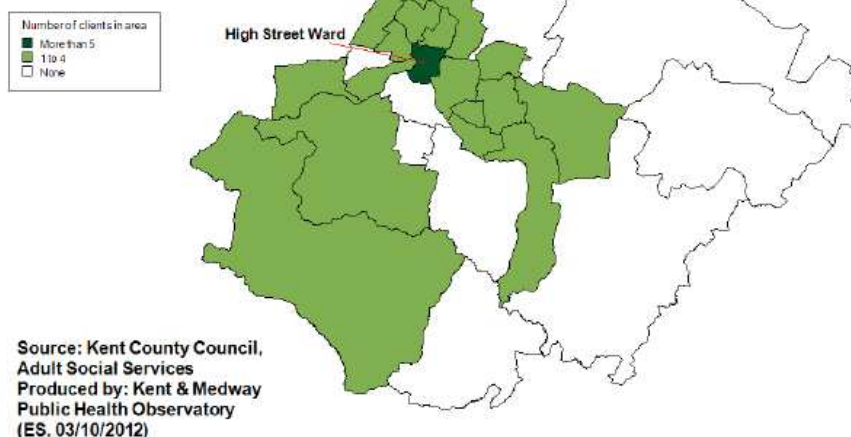
Source: Kent County Council, Adult Social Services
Produced by: Kent & Medway Public Health Observatory (ES, 25/09/2013)

**Number of people aged 65+ receiving
domiciliary care or community
support services - August 2013**



Source: Kent County Council, Adult Social Services
Produced by: Kent & Medway Public Health Observatory
(ES, 04/10/2013)

**Number of people aged 65+
receiving enablement or active
care - August 2013**

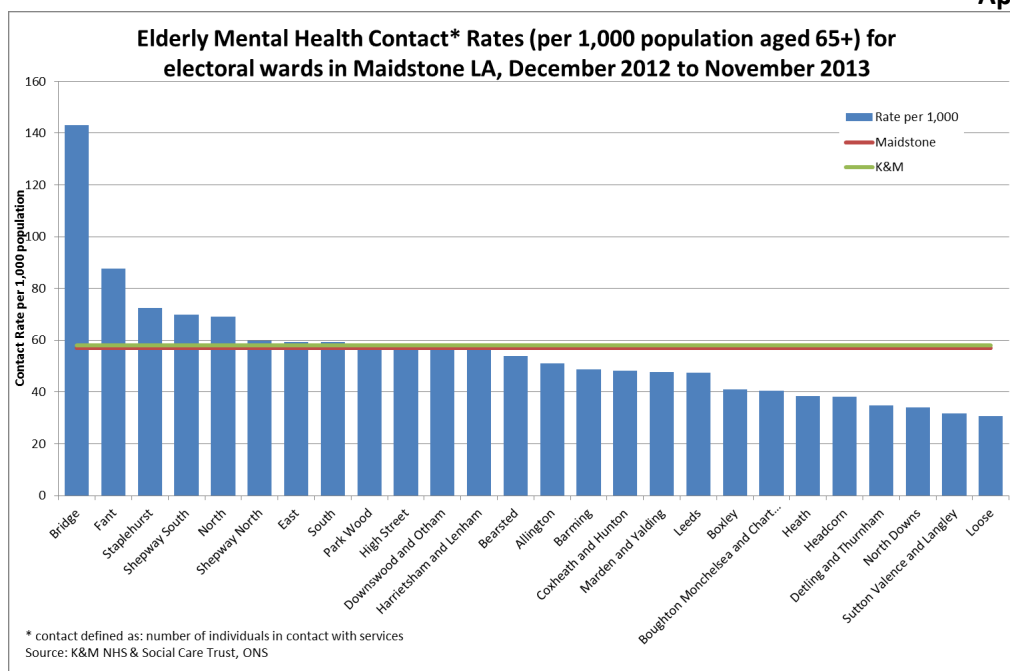


Elderly mental health

Getting older and retirement both involve a change in lifestyle for most people, both mentally as well as physically. There is an assumption that mental health problems are a 'normal' aspect of ageing but most older people don't develop mental health problems, and they can be helped if they do. While a significant number of people do develop dementia or depression in old age, they are not an inevitable part of getting older. Other contributing issues, include dementia and mental capacity and caring for others. Alcohol abuse in older people can often be caused through bereavement and other losses, loneliness, physical ill health, disability and pain, loss of independence, boredom and depression. Prescribed medications can cause symptoms associated with mental illness in older people. Most older people are taking some kind of medication, and many are taking several at the same time. There are risks associated with taking multiple medications, including confusion.

It is estimated that;

- nearly half of older people who take their own lives visit their GP in the previous month and only a very small number are in contact with specialist services;
- fewer than half of people with dementia will receive a diagnosis;
- only a third of older people with depression discuss it with their GP; of the third that have raised it, only half (or about 15 per cent of all older people with depression) are diagnosed and receive treatment



Dementia prevalence and projection for Maidstone

Dementia is a term used to describe a collection of symptoms including memory loss, problems with reasoning and communication, and a reduction in a person's ability to carry out daily activities such as washing, dressing and cooking. The most common types of dementia are: Alzheimer's disease, vascular dementia and mixed dementia. Dementia is a progressive condition, which means that the symptoms will gradually get worse. The number of people with dementia is increasing because people are living longer.

People aged 65+ predicted to have dementia, by age and gender, projected to 2020

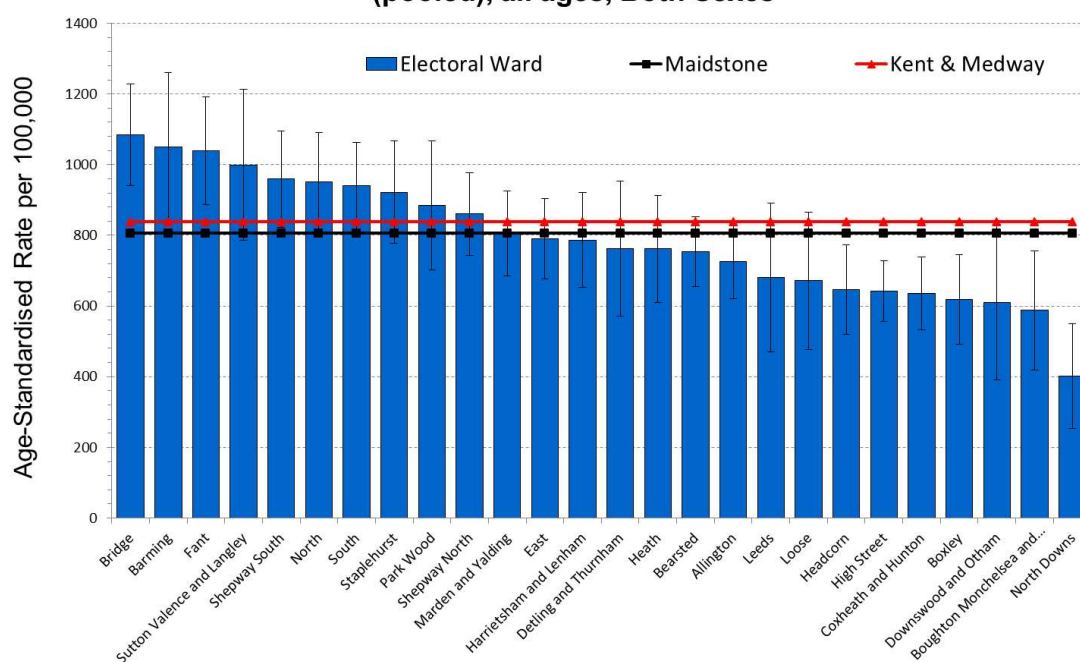
Dementia - all people	2012	2014	2016	2018	2020
Show by gender					
People aged 65-69 predicted to have dementia	115	121	120	108	105
People aged 70-74 predicted to have dementia	175	189	211	244	249
People aged 75-79 predicted to have dementia	304	328	334	357	391
People aged 80-84 predicted to have dementia	469	493	503	550	573
People aged 85-89 predicted to have dementia	467	506	544	583	622
People aged 90 and over predicted to have dementia	419	447	477	536	594
Total population aged 65 and over predicted to have dementia	1,948	2,082	2,189	2,379	2,534

Figures may not sum due to rounding
Crown copyright 2012

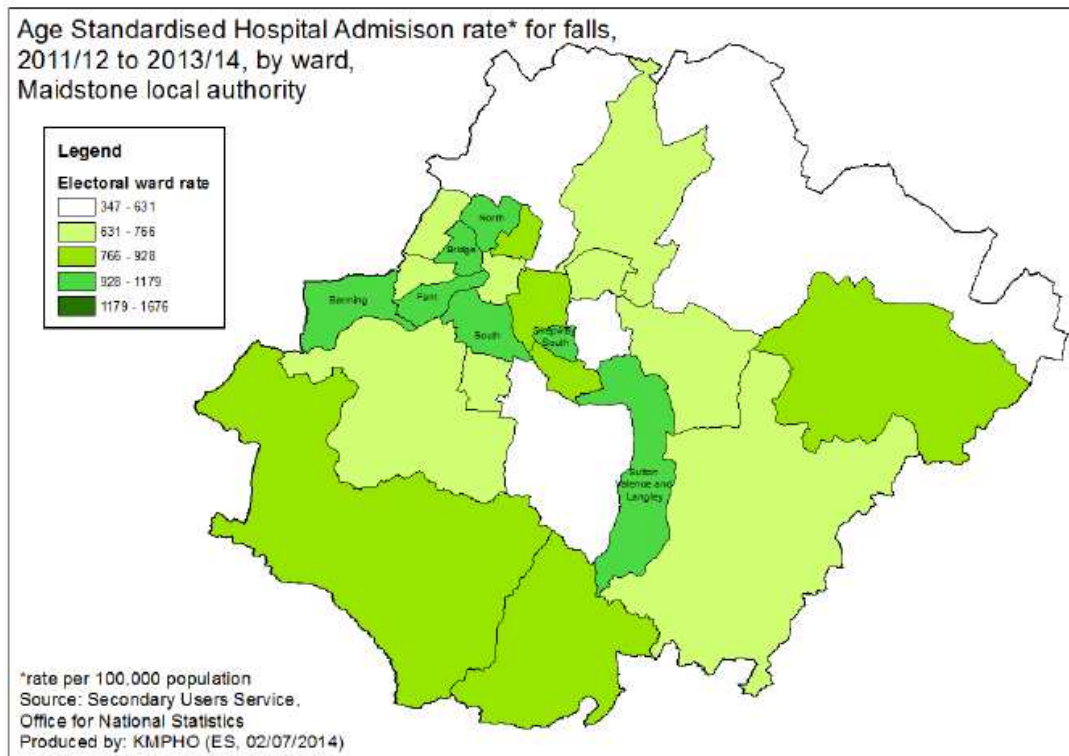
Source: Projecting Older People Population Information and Projecting Adult Needs and Service Information (2014)

Fall prevention

Admission rates in Maidstone for falls, 2011/12 - 2013/14 (pooled), all ages, Both Sexes



Source: Secondary Uses Service, ONS Population Estimates, KMPHO



Excess Winter Deaths

Excess deaths in winter are an important public health issue in Maidstone (and UK wide) linked to cold weather, which can be reduced through implementing preventative approaches with vulnerable groups, for example, older people and those with long term conditions.

Excess winter deaths are often caused from; homes not being efficiently heated or insulated, high cost of home energy bills versus low income (i.e. fuel poverty) and low take up of flu and pneumococcal vaccinations.

The percentage of households living in fuel poverty in the south east is 8.2%, lower than the national average of 10.9%. We could have as many as 5,500 households in the borough living in poverty, mostly attribute to single people on low incomes, but also prevalent in older people.

Social isolation and loneliness

Older people are particularly vulnerable to social isolation and loneliness owing to loss of friends and family, mobility or income. Social isolation and loneliness have a detrimental effect on health and wellbeing. Studies show that being lonely or isolated can impact on blood pressure, and is closely linked to depression. The impact of loneliness and social isolation on an individual's health and wellbeing has cost implications for health and social care services. Investment is needed to ensure that voluntary organisations can continue to help alleviate loneliness and improve the quality of life of older people, reducing dependence on more costly services. The range of interventions for alleviating loneliness and social isolation can be grouped into one-to-one interventions, group services and wider community engagement. Those that look most effective include befriending, social group schemes and Community Care Navigators.

People aged 65 and over predicted to have depression, by age and gender, projected to 2020

Depression - all people	2012	2014	2016	2018	2020
Show by gender					
People aged 65-69 predicted to have depression	768	813	807	734	707
People aged 70-74 predicted to have depression	530	570	633	731	750
People aged 75-79 predicted to have depression	441	474	485	518	563
People aged 80-84 predicted to have depression	367	386	395	433	452
People aged 85 and over predicted to have depression	339	360	392	425	457
Total population aged 65 and over predicted to have depression	2,445	2,602	2,712	2,842	2,929

Figures may not sum due to rounding
Crown copyright 2012

Digital Inclusion

The main barrier to use of computers and the internet among older appears to be a lack of understanding of and confidence with how it works. Affordability is also an issue for some (particularly those with the lowest incomes). There is wide variation in the extent to which people are interested in using the internet. The 55–64 age group tend to be more receptive and to have had more exposure to computers and the internet than the over-65s. Specific priority audiences who could benefit from the internet in Maidstone are identified as those older people;

- With long-term health conditions or mobility impairments
- Who live in remote or rural locations
- Who are socially isolated or lonely

Financial inclusion

Maidstone Borough Council recently launched its Financial Inclusion Partnership. Financial inclusion is about having access to the appropriate financial products and services that give people the opportunity, ability and confidence to make informed decisions about their financial situation and organise their money effectively. The partnership promotes financial literacy amongst key groups - young people, vulnerable people, older people and BME communities.

Recommendations

OSC is asked to agree a partnership approach for Older People in Maidstone and make the offer to residents, public bodies, and business and community leaders to take part in a five year programme, championed at Cabinet level.

Maidstone's ageing population also needs strategies and services to provide facilities which identify and promote independence and reduce isolation. The theme of local accessibility needs to be addressed for members of the community who are vulnerable or isolated due to old age, illness or disability, supporting people to live independent and active lives. As the population in the borough ages the pressure to support people will also increase. People are now living longer and this will add to the pressures faced by our health, social care and housing services.

Priority areas

1. **Placemaking: making Maidstone a good place in which to grow old**

- Having a proper vision (Sustainable Community Strategy, Health Inequalities Action Plan)
- Showing strong leadership to champion the older people's agenda
- Involving older people (e.g. Maidstone Older Person's Forum)
- Working across the whole council and other local partners in the health and social care, business and voluntary and community sectors

2. **Greater support to help older people stay well and independent**

Enable communities to help themselves, through a partnership with Maidstone's voluntary, housing, health and business sectors providing a community based older people support programme.

Co-ordinating existing support services and interventions could be led by GPs in partnership with Maidstone Borough Council, SECAMS, Kent Public Health, Age UK and KFRS. Support can target vulnerable older people, such as community-based falls prevention programmes, home adaptations, fuel poverty reduction measures and reducing social isolation through befriending schemes. The spectrum on offer is vast and has a diverse range of providers. The following is currently available or could be further developed, but is by no means an exhaustive list:

- Adaptations to aid daily living
 - Assistive Technology and Equipment,
 - Befrienders,
 - Carers Support,
 - Community Health Services, including falls prevention advice
 - Housing related community support for older people
 - Financial planning and Later Life care Planning
 - Fire Safety Checks and advice
 - Help with Smoke Alarms,
 - Home Improvement Agencies (HIAs),
 - Telecare
 - Lunch Clubs/Meals on Wheels
 - Minor adaptations to the home
 - Outreach Support Service for Older People
 - Reablement
 - Short breaks/Respite Care
 - Specialist Information, Advice and Advocacy
 - Older Person's Forum
 - Timebanking – using credit or vouchers
 - Trusted Trader and Rogue Trader support
 - Volunteering support
 - Benefits Advice
-
- Develop partnership working with Health and Social Care Coordinators who work with local GPs to provide an improved link into community health and social care services

3. Build housing aspirations

Work with partners to;

- Understand the housing needs and aspirations of older people
- Map these requirements against current and future planned housing supply
- Make recommendations for the development of future services and housing provision

4. Increase digital inclusion

Work with partners from the public, private and voluntary and community sector to;

- Facilitate more effective support for people who need to access the internet, and make best use of existing resources.
- Set up a network of 'silver sidekicks' – older, tech savvy people who would be paid/volunteer to go into peoples' homes and community centres to teach them how to use the internet to make digital transactions such as renewing a driving licence or paying a utility bill.
- Champion websites which are accessible for older disabled people e.g. addressing problems with comparison sites, social media sites and online financial services, such as insurance quote tools and online banking.
- Develop an online learning programme for older people and carers to support an understanding of health-related issues and self-care.

5. Support financial inclusion

Work with partners from the public, private and voluntary and community sector to;

- Ensure money and debt advice and financial capability projects are targeted to older people
- Support money advice training for advice workers, particularly those working specifically with older people

6. Fuel poverty

Work with partners from the public, private and voluntary and community sector to;

- Support energy efficient interventions in housing
- Encourage fuel poverty referrals
- Increase uptake of flu and pneumococcal vaccinations among priority groups

Aspirations for Maidstone - if we could, what outcomes would we really want to see for Maidstone...

- Later take up of formal care services, avoiding social care demand
- Markedly increased levels of older people with adapted houses and financial plans for later life
- Vulnerable persons aged 75 and over having a personal contact and a plan to link them with local opportunities
- A strong partnership with local voluntary and community groups and a strong sense of Maidstone looking after 'its own'
- A significant increase in volunteering to support older people by young people and people not working or with the capacity to take part
- A new 'habit' of information sharing about vulnerable older people, with no new bureaucracy

Scoping Template

<p>Name of Review:</p> <p>(Adult and Older People Services) – A review of loneliness and how to reduce it</p>
<p>What are the objectives and desired outcomes of the review</p> <p>To make recommendations to relevant agencies to proactively reduce loneliness in the Maidstone Borough by establishing:</p> <p>What:</p> <ul style="list-style-type: none"> • Is currently being done locally (in urban areas and rural areas) to reduce loneliness; • Is currently being done nationally to reduce loneliness; • Is working; • Are the barriers to success; <p>How:</p> <ul style="list-style-type: none"> • Big is the issue for Maidstone Borough – by equality group trends; • Do we find the people we don't know about; • Do we let people know of the choices they have to reduce their loneliness; <p>What:</p> <ul style="list-style-type: none"> • Choices could be offered to ensure everyone has a choice that suits them • Can we do to promote and support older people's independence by reducing loneliness. <p>The findings and recommendations from this review will support the Maidstone Health Inequalities Action Plan point:</p> <ul style="list-style-type: none"> • 2.3 - support older people to live safe, independent and fulfilled lives - develop and commission work on loneliness and social isolation
<p>What equality issues will need to be considered as part of the review – giving consideration to the 9 protected characteristics:</p> <ul style="list-style-type: none"> • The review seeks to: <ul style="list-style-type: none"> ○ Advance equality of opportunity between people who share a protected characteristic and those who do not; ○ Foster good relations between people who share a protected characteristic and those who do not; ○ Have a positive impact upon the lives of people, including particular communities and groups who have protected characteristics • We will be: <ul style="list-style-type: none"> ○ If necessary, using data broken down by equality groups where relevant (such as by gender, age, disability, ethnicity, sexual orientation, marital status, religion and belief) ○ Interviewing partners, stakeholders, and councillors to get information and feedback ○ Focussing on lonely adults and older people as this is an area of the community statistics show is an area of particular concern.
<p>Which witnesses are required?</p> <p>Suggestions so far:</p> <ul style="list-style-type: none"> ○ Joseph Rowntree Foundation ○ Age UK ○ Post masters ○ Local businesses and other community hubs ○ MBC Community Development officers ○ KCC officers ○ Voluntary Action Maidstone

<p>Other ways to seek evidence? E.g. site visits, involving members of the public, consultation.</p> <p>For further discussion with Committee, Sarah Shearsmith and Tessa Mallett</p>
<p>What information/training is needed?</p> <p>No training identified</p> <p>Other areas to consider during this review could include:</p> <ul style="list-style-type: none"> • Digital Inclusion • Age appropriate housing • Self-care • Fuel poverty • Hoarding • Dementia
<p>Suggested time for review and report completion date</p> <p>10 February 2015</p>
<p>How does the review link to council priorities?</p> <p>For Maidstone to be a decent place to live</p> <ul style="list-style-type: none"> • Residents are not disadvantaged because of where they live or who they are, vulnerable people are assisted and the level of deprivation is reduced <p>Corporate and Customer Excellence</p> <ul style="list-style-type: none"> • Services are customer focused and residents are satisfied with them • Effective, cost efficient services are delivered across the Borough
<p>How does this item deliver CfPS effective scrutiny principles?</p> <ul style="list-style-type: none"> • Provides 'critical friend' challenge to executive policy-makers and decision-makers • Enables the voice and concerns of the public • Is carried out by 'independent minded governors' who lead and own the scrutiny role • Drives improvement in public services
<p>Any co-optees or expert witnesses?</p> <p>To be discussed by Committee</p>

Maidstone Borough Council

Community, Environment and Housing Overview & Scrutiny Committee

Tuesday 12 August 2014

Future Work Programme and SCRAIP update 2014-15

In preparation for the meeting, while reading the following report you may want to think about:

- What you want to know from the report;
- What questions you would like answered.

Make a note of your questions in the box below.

As you read the report you may think of other questions .

Questions I would like to ask regarding this report:

-
-
-
-
-

Maidstone Borough Council

Community, Environment and Housing Overview and Scrutiny Committee

Tuesday 12 August 2014

Future Work Programme and Scrutiny Recommendation Action and Implementation Plan (SCRAIP) update

Report of: Tessa Mallett, Overview and Scrutiny Officer

1. Introduction

- 1.1 At the Future Work Programme (FWP) Workshop on 17 June 2014 members agreed the topics they wanted programmed in for the 2014-15 Municipal Year. The topic suggestions were made by members of the public, Parish Councils, officers and local press. The draft Future Work Programme can be found attached as **Appendix A**. Recommended changes are shown in ***bold italics***.
- 1.2 The Committee's Future Work Programme for 2014-2015 is very full. In order to fulfil the commitments of the agreed work programme the Committee will need to decide how they want to programme the review items in.
- 1.3 The Committee would usually consider the Scrutiny Recommendation Action and Implementation Plan (SCRAIP) update. There are no SCRAIP updates to report at this meeting.
- 1.4 The Committee will also consider the information update given by the Chairman and the List of Forthcoming Decisions attached as **Appendix B**.

2. Recommendation

- 2.1 That the Committee considers the draft future work programme showing the recommended changes in ***bold italics***, attached at **Appendix A**.
- 2.2 The Committee are recommended to agree the following changes to the Future Work Programme:
 - Use the meeting of 11 November to interview witnesses for the review of Isolation and Loneliness in Older People;
 - Child and Adolescent Mental Health Services – move from 9 September to 9 December
 - Maternity Services – are they working? – move from 11 November to 13 January 2015;
 - Young Carers – move from 9 December to 10 February 2015;
 - Draft final report on Overview of Health Services in the Maidstone Borough – programme in for 10 March 2015.

- 2.3 The Committee are recommended to agree a Working Group or Groups to scope the following review topics under the heading of an Overview of Health Care in the Borough:
- Child and Adolescent Mental Health Service (CAMHS) Provision;
 - Maternity Services in the Borough – are they working?, and;
 - Young Carers.
- 2.4 That the Committee considers the sections of the List of Forthcoming Decisions relevant to the Committee at **Appendix B** and whether these are items requiring further investigation or monitoring.
- 2.5 That the Committee considers its continuous professional development needs and recommends possible training or development sessions it would like to undertake.

3 Future Work Programme

- 3.1 Throughout the course of the municipal year the Committee is asked to put forward work programme suggestions. These suggestions are planned into its annual work programme. Members are asked to consider the work programme at each meeting to ensure it remains appropriate and covers all issues Members currently wish to consider within the Committee's remit.
- 3.2 The Committee is reminded that the Constitution states under Overview and Scrutiny Procedure Rules number 9: Agenda items that 'Any Member shall be entitled to give notice to the proper officer that he wishes an item relevant to the functions of the Committee or Sub-Committee to be included on the agenda for the next available meeting of the Committee or Sub-Committee. On receipt of such a request the proper officer will ensure that it is included on the next available agenda, the Member must attend the meeting and speak on the item put forward.'

4 List of Forthcoming Decisions

- 4.1 The List of Forthcoming Decisions (**Appendix B**) is a live document containing all key and non-key decisions.
- 4.2 Due to the nature of the List of Forthcoming Decisions, and to ensure the information provided to the Committee is up to date, a verbal update will be given at the meeting by the Chairman. The Committee can view the live document online at:
<http://meetings.maidstone.gov.uk/mgListPlans.aspx?RPId=443&RD=0>

5 Impact on Corporate Objectives

- 5.1 The Committee will consider reports that deliver against the following Council priorities:

- 'For Maidstone to have a growing economy' and 'For Maidstone to be a decent place to live'.

5.2 The Strategic Plan sets the Council's key objectives for the medium term and has a range of objectives which support the delivery of the Council's priorities.

Community, Leisure Services & Environment Overview and Scrutiny Committee Work Programme 2014-15

Meeting date	Report deadline	Agenda topics	Details and desired outcomes	Report Author and witnesses
17 June 2014		<ul style="list-style-type: none"> Election of Chair and Vice Chair Future Work Programme for 2014/15 and SCRAIP updates 		
15 July 2014		<ul style="list-style-type: none"> Cabinet Member Priorities Review of Allocations Scheme Initial reports on: <ul style="list-style-type: none"> Financial Inclusion update Troubled Families Project 		Cllrs Ring and Perry Neil Cole Ellie Kershaw
12 August 2014	30 July 2014	<ul style="list-style-type: none"> Health and Wellbeing Board <ul style="list-style-type: none"> How is it working for Maidstone? Adults and Older People Review – the way forward looking at: <ul style="list-style-type: none"> Isolation and Loneliness in Older People 		Interviews with Bob Bowes and Alison Broom
19 September 2014	27 August 2014	<ul style="list-style-type: none"> Empty Homes Strategy Private Rented sector update Update on recommendations from Accessing Mental Health Before the Point of Crisis 	Update Update Update on recommendations made by CLS&E OSC 2013-14	Neil Cole Neil Cole Sarah Shearsmith/Sarah Robson
14 October 2014	1 October 2014	<ul style="list-style-type: none"> Acting as the Crime & Disorder Overview and Scrutiny Committee <ul style="list-style-type: none"> Street population Road safety update Night time economy – violent crime 		John Littlemore Sarah Robson Invite to go out to Ann Barnes PCC
11 November 2014	29 October 2014	<ul style="list-style-type: none"> <i>Review Isolation and Loneliness in Older People</i> Impact of the Welfare Reforms – initial report – follow up reports if required 	Interview witnesses to establish what provision is being made and make recommendations.	Sarah Shearsmith/Sarah Robson Steve McGinnis to lead
9 December 2014	26 Nov 2014	<ul style="list-style-type: none"> <i>Child and Adolescent Mental Health Service Provision</i> 	Interview witnesses to establish what provision is being made and make recommendations.	Invite KCC CAMH Commission lead Interview with NHS rep
13 January 2015		<ul style="list-style-type: none"> <i>Maternity Services in the Borough – are they working?</i> Annual refresh of the Health inequalities Action Plan 	<ul style="list-style-type: none"> Interview witnesses to review Maternity services in the borough since the move of the service to Pembury Hospital Committee to see refresh of action plan and then decide if they want to look at a specific part in more detail 	TBA Sarah Robson

Meeting date	Report deadline	Agenda topics	Details and desired outcomes	Report author and witnesses
10 February 2015		<ul style="list-style-type: none"> <i>Young Carers</i> MBC Affordable Housing Development programme 	<ul style="list-style-type: none"> How do we identify them? What is the impact on the carer? How is it being delivered Key challenges for supply 	Report from Sarah Robson Andrew Connors
10 March 2015		<ul style="list-style-type: none"> Review of MKIP Shared Environmental Health Service Housing Strategy Review <i>Draft report on Overview of Health Services in the Borough</i> 	<ul style="list-style-type: none"> How is it performing one year on? 	John Littlemore/Cllr Ring Neil Cole
14 April 2015		<ul style="list-style-type: none"> Acting as the Crime & Disorder Overview and Scrutiny Committee 		Sarah Robson John Littlemore

FWP subject suggestions referred to Cabinet Members by Committee at the workshop and included in Cabinet member Priorities for 2014-15	Topics that were put under the heading of Overview of Healthcare reviews – and what's happening going forward:		FWP subject suggestions referred to other committees
<p>Cabinet Member – Environment & Housing</p> <ul style="list-style-type: none"> Waste Strategy (Commercial Opportunity) Crematorium Business Plan including bereavement services Flooding Review workshop – before September 2014 Maidstone Community Toilet scheme <ul style="list-style-type: none"> Access to info Access to facilities How we assess our environmental standards <p>Cabinet Member – Community & Leisure Services</p> <ul style="list-style-type: none"> Improving relationships with parish councils 	<ul style="list-style-type: none"> SCRAIP from Accessing Mental health Services Before the Point of Crisis Annual Refresh of Health Inequalities Action Plan Addressing the needs of an aging population – now changed to Adult and Older People services Child and adolescent Mental Health Services Toilet scheme Reviewing a particular part of the Health Inequalities Action Plan Health and Wellbeing Boards 	<ul style="list-style-type: none"> Report coming to September meeting Report coming to January meeting Working party to look at initial report of overall picture before agreeing scope On agenda for September to invite witness On Cabinet Member priorities Looking at refresh before deciding what part to review Invite witnesses to 12 August meeting 	<ul style="list-style-type: none"> Air pollution and noise – Cllr Grigg to take to Cabinet Member for PT&D OSC Gypsy and Traveller sites – PT&D OSC Using SMART model across the borough – PT&D OSC Promoting cycling, walking and public transport – PT&D OSC Night Time Economy – also to be covered by E&CD OSC

Rejected topics: - Mobile Phone services



LIST OF FORTHCOMING DECISIONS

37

Democratic Services Team

E: democraticservices@maidstone.gov.uk

Publication Date: 15 July 2014

List of Forthcoming Decisions

INTRODUCTION

This document sets out the decisions to be taken by the Executive and various Committees of Maidstone Borough Council on a rolling basis. This document will be published as updated with new decisions required to be made.

KEY DECISIONS

A key decision is an executive decision which is likely to:

- Result in the Maidstone Borough Council incurring expenditure or making savings which is equal to the value of £250,000 or more; or
- Have significant effect on communities living or working in an area comprising one or more wards in Maidstone.

At Maidstone Borough Council, decisions which we regard as “Key Decisions” because they are likely to have a “significant” effect either in financial terms or on the community include:

- (1) Decisions about expenditure or savings which equal or are more than £250,000.
- (2) Budget reports.
- (3) Policy framework reports.
- (4) Adoption of new policies plans, strategies or changes to established policies, plans or strategies.
- (5) Approval of portfolio plans.
- (6) Decisions that involve significant service developments, significant service reductions, or significant changes in the way that services are delivered, whether Borough-wide or in a particular locality.
- (7) Changes in fees and charges.
- (8) Proposals relating to changes in staff structure affecting more than one section.

Each entry identifies, for that “key decision” –

- the decision maker
- the date on which the decision is due to be taken
- the subject matter of the decision and a brief summary
- the reason it is a key decision
- to whom representations (about the decision) can be made

List of Forthcoming Decisions

- whether the decision will be taken in public or private
- what reports/papers are, or will be, available for public inspection

EXECUTIVE DECISIONS

The Cabinet collectively makes its decisions at a meeting and individual portfolio holders make decisions independently. In addition, Officers can make key decisions and an entry for each of these will be included in this list.

DECISIONS WHICH THE CABINET INTENDS TO MAKE IN PRIVATE

The Cabinet hereby gives notice that it intends to meet in private after its public meeting to consider reports and/or appendices which contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended). The private meeting of the Cabinet is open only to Members of the Cabinet, other Councillors and Council officers.

69

Reports and/or appendices to decisions which the Cabinet will take at its private meeting are indicated in the list below, with the reasons for the decision being made in private. Any person is able to make representations to the Cabinet if he/she believes the decision should instead be made in the public Cabinet meeting. If you want to make such representations, please email committeeservices@maidstone.gov.uk. You will then be sent a response in reply to your representations. Both your representations and the Executive's response will be published on the Council's website at least 5 working days before the Cabinet meeting.

ACCESS TO CABINET REPORTS

Reports to be considered at the Cabinet's public meeting will be available on the Council's website (www.maidstone.gov.uk) a minimum of 5 working days before the meeting.

HOW CAN I CONTRIBUTE TO THE DECISION-MAKING PROCESS?

The Council actively encourages people to express their views on decisions it plans to make. This can be done by writing directly to the appropriate Officer or Cabinet Member (details of whom are shown in the list below).

Alternatively, the Cabinet are contactable via our website (www.maidstone.gov.uk) where you can submit a question to the Leader of the Council. There is also the opportunity to invite the Leader of the Council to speak at a function you may be organising.

List of Forthcoming Decisions

Decision Maker and Date of When Decision is Due to be Made:	Title of Report and Brief Summary:	Key Decision and reason (if applicable):	Contact Officer:	Public or Private (if Private the reason why)	Documents to be submitted (other relevant documents may be submitted)
Cabinet Member for Environment and Housing Due Date: Friday 1 Aug 2014	Homelessness Strategy 2014-19 Adoption of a new Homelessness Strategy.	KEY Reason: Affects more than 1 ward	John Littlemore, Head of Housing & Community Services johnlittlemore@maidstone.gov.uk	Public	Homelessness Review - January 2014 Homelessness Strategy 2014-19 Appendix 1: Draft Homelessness Strategy 2014-19