

## Public Document Pack



# Rutland County Council

Catmose Oakham Rutland LE15 6HP.

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Notes of a Meeting of the **PARISH COUNCIL FORUM** held on **Thursday 28 January 2016 at 7.00pm** in the Council Chamber, Catmose, Oakham

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**Mr Edward Baines – Vice Chairman of the Council (in the Chair)**

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SPEAKERS:	Ms Heather Caldicott	Transport Strategy Officer, Rutland County Council
	Mr Saverio Della Rocca	Assistant Director (s151 officer), Rutland County Council
	Mrs Julia Eames	Project Manager, Health and Social Care Integration, Rutland County Council
	Ms Sandra Taylor	Health and Social Care Integration, Rutland County Council
	Mr Neil Tomlinson	Senior Highways Manager, Rutland County Council
IN ATTENDANCE:	Mrs Helen Briggs	Chief Executive, Rutland County Council
CLERK TO THE FORUM:	Miss Marcelle Gamston	Corporate Support Officer
APOLOGIES FOR ABSENCE:	Mr C Bacon	Clipsham Parish Meeting
	Mr R Begy	Rutland County Council (Greetham Ward)
	Mr K Bool	Chairman, Rutland County Council
	Mr P Grimley	Preston Parish Meeting
	Mr T King	Rutland County Council (Exton and Horn Ward)
	Mrs J Lucas	Oakham Town Council
	Mrs D MacDuff	Rutland County Council (Ketton Ward)
	Mr A Redmayne	Thorpe by Water Parish Meeting
	Mr C Renner	Normanton Parish Meeting

There were 40 County and Parish representatives attending the meeting. A list of representatives who signed the attendance sheet is attached.

**1) WELCOME AND INTRODUCTION BY THE CHAIRMAN OF THE COUNCIL**

- The Chairman welcomed all parish representatives to the Parish Council Forum.

**2) APOLOGIES FOR ABSENCE**

Miss Gamston read the apologies.

**3) NOTES OF LAST MEETING**

The Notes of the Parish Council Forum held on 20 October 2015 were confirmed by parish representatives and signed by the Chairman.

**4) MATTERS ARISING FROM THE NOTES OF THE LAST MEETING**

There were no matters arising from the notes of the last meeting.

**5) “TALKBACK”**

No discussion took place under this item.

**6) FINANCIAL UPDATE – Saverio Della Rocca, Assistant Director (s151 officer) Rutland County Council**

Mrs Briggs introduced Mr Della Rocca and explained that in the absence on the Leader and Deputy Leader of the Council, Mr Della Rocca would be presenting this item rather than an elected member. Mrs Briggs explained that the Budget had been recommended for consultation earlier this year by Cabinet; to be taken back to Cabinet and then to Council on 22 February 2016 for the decisions to be taken by elected members. As an officer of the Council Mr Della Rocca would be able to answer technical questions not political questions.

Mr Della Rocca gave a presentation on the latest position of Rutland County Council’s Budget and Medium Term Financial Plan (MTFP).

Key areas highlighted included:

- i) The Government’s Comprehensive Spending Review had been completed in November 2015 (for 4 years) against a backdrop of budget deficit.
- ii) Plans included lower departmental spending; some departments protected at the expense of others.
- iii) DCLG Local Government, where Local Authorities sit, was the worst affected.
- iv) The MTFP set out funding and expenditure over the next five years had changed substantially due to the Comprehensive Spending Review and Settlement.
- v) That the Council had the power to increase council tax by 2% plus another 2% for social care. The Council’s MTFP assumed an increase of 3.99%. This was the first increase since 2009/10.

- vi) The council tax freeze grant was now part of the Revenue Support Grant.
- vii) The Council was working closely with its partners and looking at how it worked with parishes to close the £2.4m gap by 2019/20.
- viii) Uncontrollable costs were increasing – apprenticeship levy (from 2017/18), national insurance contributions, national minimum wage and pension fund.
- ix) The Council was looking at invest to save capital projects and focussing on business rate optimisation and growth to regenerate the local economy. Between 2015/16 and 2019/20 £5m would be lost from the Revenue Support Grant.
- x) That the 2016/17 Budget was currently in draft format. It was proposed that this would be the last year of parish grant, RCC had always passported this element of the Revenue Support Grant. Parishes had already been notified.

The following points were noted:

- i. That an increase to the Precept was the only means available to Parish Councils to cover the loss in income if the Parish Grant was no longer passported. The Forum was informed that RCC Councillors would have a debate around this issue. That this could be an opportunity to look to expand the capacity and broaden the base around volunteers. Sustainability going forward for non-statutory functions was area that would have to be looked as it could not be taken for granted. Some voluntary sector and community sector services were already procured by the Local Authority as partnerships, for example, Voluntary Action Rutland and the Citizens Advice Bureau.
- ii. That a range of factors informed the minimum desirable level of reserves. The risk assessment covered the possibility of an increase in demand, loss of business, loss of income or if an unexpected event was to occur which would need to be addressed.
- iii. Parishes had received a communication advising of the proposed reductions in funding in various areas, including the shortfall in funding for several cemeteries. Councillor Mathias agreed to look into this.
- iv. That the Council was continually working on sharing services and had procured several services from other authorities, for example, Legal and Internal Audit.

The Chairman thanked Mr Della Rocca for his presentation.

**7) INTEGRATED TRANSPORT CAPITAL PROGRAMME UPDATE – Heather Caldicott, Transport Strategy Officer, Rutland County Council**

Ms Caldicott gave a presentation on the changes to the Integrated Transport Capital Programme and the pivotal role of the Parish.

Key areas highlighted included:

- i) In November 2015 Cabinet approved a number of changes relating to the Integrated Transport Capital Programme. Parishes had already been written to regarding the changes.

- ii) The Department for Transport (DfT) provided capital funding to the Council in two blocks; maintenance and integrated transport. The Integrated Transport block was provided to the Council to help it fulfil its statutory duties through a highway capital programme. Duties were to prepare a Local Transport Plan (LTP) and deliver the programme of works and policies set down with it; and to investigate accidents arising out of the use of vehicles on the highway and take appropriate measures to prevent such accidents.
- iii) The types of schemes that would be considered would vary, but examples included traffic calming measures such as speed indicator devices and pedestrian crossings as well as transport infrastructure schemes, such as new or improved cycleways or footways.
- iv) The majority of scheme requests would be generated by the local community. The Council would also put forward proposals either through the outcome of accident investigations or other strategic identification.
- v) In the past more requests were received than funds available and as such a clear and fair mechanism was required for selecting which schemes received funding – this is why the prioritisation process was produced
- vi) Previously scheme requests came direct from residents and then the Parish Council and Ward Councillors were consulted as to whether they were in support of the initiative. If the schemes were supported they would then be submitted to Cabinet for approval.
- vii) All schemes that came out of the process would have to be checked to ensure that they were compliant with the Council's Traffic Calming Policy and Highway regulations.
- viii) There were three main changes approved by Cabinet which help to tighten the process up:
  1. Requests via the Parish – all requests must now come direct from a Parish Council, Town Council or Parish Meeting. Residents wishing to put forward proposals should in the first instance contact their Parish who should then discuss the matter and decide if they wished to proceed and submit a scheme suggestion. This would ensure that only those schemes that the Parishes supported were put forward.
  2. Way in which schemes are submitted – all scheme requests must be submitted direct from the Parish on a Scheme Request form that the Parish had completed. It would be up to Parish Councils to put forward scheme requests on behalf of their residents. Parishes without a Meeting or Council – a resident can still make a scheme suggestion, however they will be required to get support from 8 other residents all on the electoral register for the Parish. The resident making the submission must submit their request on a 'Scheme Request Form for locations without a Parish Council or Meeting'.
  3. The assessment process:
    1. Request received from a Parish.
    2. Ward Councillors consulted.

3. Initial screening – if the proposal is supported it will be added to the list for initial screening.
4. Outline design – schemes that pass the initial screening stage will be submitted in a report to Cabinet suggesting that they undergo an outline design stage. If approved all schemes on this list would undergo outline design and costing and a benefit to cost ratio would be produced for each scheme.
5. Benefit to cost ratio - all scheme suggestions will be ranked in order of their benefit to cost ratio and a report taken to Cabinet for approval.
6. Construction – at this stage all schemes approved will move on to construction.

The following points were noted:

- i. That there was no limit on the number of requests that a Parish could submit. There was an internal cut off point of August for new requests to allow for these to be compiled in time for consideration by Cabinet. The entire approval process would take two years. A notification letter would be sent out to all Parishes after each approval stage - providing notification of Cabinet's decision.
- ii. Any additional funding contributions would be considered at the outline design stage. Schemes would still need to be ranked.
- iii. Schemes already in the system would remain on the list unless there was a technical reason why not. These schemes would be re assessed the following year and considered against all other schemes on the list. Each year there was a duty to look into locations identified as accident cluster sites. If a location was identified as a cluster site the Local Authority would look to see if there were any remedial engineering works that could be carried out. LTP3 detailed the methodology behind the benefit to cost ratio scoring – copies of LTP3 can be found online and at the local library. The Council was in the process of upgrading to LTP4.

The Chairman thanked Miss Caldicott for her presentation.

**8) PARISH/COMMUNITY LIGHTING UPDATE – Neil Tomlinson, Senior Highways Manager, Rutland County Council**

Mr Tomlinson gave a presentation on LED Street Lighting Proposals.

Key areas highlighted included:

- i) The cost to RCC of Parish street lighting (energy and maintenance) was approximately £44k and the total Parish contribution was around £13k leaving RCC with a net cost of £30k (2014/15 figures).
- ii) Most Parish Councils were paying £1 per Council Tax payer towards the cost of energy for Parish lighting regardless of how many street lights they have.
- iii) Minimal investment from Parishes in current stock towards energy efficient units or maintenance.
- iv) Current RCC energy costs of around £120k on top of parish costs.
- v) That the proposal, subject to Cabinet approval, was to “Upgrade all available stock to LED units. Categorise all lighting as either highway or

community lighting and recover energy costs for community lighting from town and parish councils/meetings. In future RCC will inspect and maintain all lighting stock throughout the County”.

- vi) Subject to Cabinet and Parish agreement, upgrade almost 3500 existing units to TRT Aspect lighting units; RCC will manage and maintain all County lighting stock and Parishes will be charged a flat fee for energy used on Community Lighting, subject to inflation.
- vii) TRT Aspect Light units offered a 12 year manufacturer guarantee saving on maintenance and repeat visits together with a 60/75% saving on energy and carbon production and were part-night dimmable.
- viii) Benefits to parishes and Town Councils:
  - a) Lower rates of energy costs compared to current Parish contracts;
  - b) No future maintenance costs for lighting stock for Parishes;
  - c) Reduced administration costs/time for lighting provision (one annual payment in arrears);
  - d) Competitive and transparent costs for all aspects of lighting provision;
  - e) One stop for all enquiries and fault reporting;
  - f) No liability for future structural and electrical testing for lighting stock;
  - g) Reduced carbon emissions;
  - h) Modern, efficient, upgraded lighting stock at no expense to the Parish.
- ix) Benefits to RCC and Public:
  - a) Around 3500 upgraded lighting units;
  - b) Annual energy saving of around 60% of current costs;
  - c) 12 year manufacturer guarantee;
  - d) Single point of contact for all street lighting faults;
  - e) Uniform stock throughout the County.

The following points were noted:

- i. The question of reimbursing Parishes where lights had already been replaced at a cost to the Parish: Mr Tomlinson responded that the Council would look at each individual Parish for costs and possible readjustments.
- ii. That approximately 1000 of the 3500 units in the County were already energy efficient and would be left in place for the time being.
- iii. The Council was looking to invest significant sums into each Parish. An engineer was reviewing light stock and requirements, safety schemes and some road junctions. There was no duty for the Council to light the highway. Existing provision and requirements were being looked at against British Standards for Lighting to meet similar light levels on the ground. The Council was not looking to increase lighting provision.
- iv. Sign lighting was to be reviewed after the process outlined in point iii.
- v. Additional lighting would still be with the Parish; the Council would take on the maintenance of the unit.
- vi. Where it was planned for electricity cables to be taken underground in the near future the Council would discuss the positioning of lights with the Parish.
- vii. That the Council would look at rates with individual parishes where existing fixed term contracts with suppliers.

The Chairman thanked Mr Tomlinson for his presentation.

**9) BETTER CARE FUND** – Julia Eames, Project Manager, Sandra Taylor, Health and Social Care Integration, Rutland County Council and Charlotte Holly, Spire Homes.

Mrs Eames and Ms Taylor gave a presentation on the Better Care Fund and Assistive Technology.

Key areas highlighted included:

- I. The Better Care Fund was a programme supporting transformation and integration of health and social care services to ensure local people receive better care.
- II. Locally, it's also helping to deliver the Leicester, Leicestershire and Rutland Better Care Together Strategy.
- III. The Better Care Fund vision was about working differently, to reduce the demand for hospital services and preventative work.
- IV. Need for change – changing health and social care landscape, integration would result in better outcomes and enabled people to take an active role in their wellbeing.
- V. The current plan focusses on four key areas:
  1. Early intervention and prevention;
  2. Long Term Conditions;
  3. The flow in and out of hospital;
  4. 'Enablers'
- VI. Succeeding if people living well with long term conditions.
- VII. Working on programme for 2016-17. More integrated prevention; services in the community and via GP surgeries, helping people to find out what's available for them as their needs change. More robust approaches to hospital avoidance, discharge and reablement, working with service users to design effective services.
- VIII. Technology Enabled Care – Telecare. Assistive Technology, Telehealth, eHealth and Telemedicine, Information Technology, Smart Homes, Sensory Equipment for people who are partially sighted or hearing impaired and communication equipment for people with communication difficulties.
- IX. That the service is available through Spire Homes however the Assistive Technology service is available to anyone living in Rutland and not only people living in Spire Homes properties.
- X. An increasing older population in Rutland made it important to get technology in soon enough for the longer the benefit.

The Chairman requested that questions were directed to the presenters after the meeting, when it would also be possible to examine the examples of assistive technology on display.

**10) PARISH BRIEFING PAPER**

The Parish Briefing Paper for 28 January 2016 was circulated at the meeting.

**11) ANY OTHER BUSINESS**

Rutland Neighbourhood Watch AGM – 27 January 2016

Mr Gombault informed the meeting that the AGM had been well attended.

Lynne Farrer, the Vice Chairman of National Neighbourhood Watch had been the guest speaker. The new organisational structure would mirror the police organisational structure. There was concern amongst those there regarding Rutland being in Leicester, Leicestershire and Rutland. The Forum was reminded that Rutland Neighbourhood Watch exists to promote interests in Rutland and will continue to do so within the new national framework. A major objective was to see Neighbourhood Watch spread across the whole of the county. Anyone wishing to set up in parishes where there was not one was requested to contact Adrian Gombault, Ryhall Parish Council or the Police.

## **12) DATES OF FUTURE MEETINGS**

Monday 18 April 2016

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**The Chairman declared the meeting closed at 9.15 pm**

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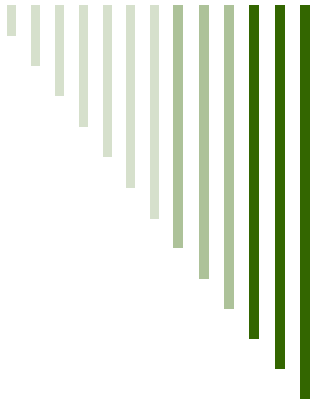


**PARISH COUNCIL FORUM**  
**Thursday 28 January 2016, 7.00PM**

**ATTENDANCE LIST**

<b>NAME</b>	<b>REPRESENTING</b>
Mr Edward Baines	Vice Chairman
Mr Tony Grayeling	Ashwell Parish Council
Mr David Thwaites	Ashwell Parish Council
Mr William Lockwood	Barrowden Parish Council
Mrs Susan Pickwood	Barrowden Parish Council
Mr Brian Shuttleworth	Belton-in-Rutland Parish Council
Mr Mark Wood	Bisbrooke Parish Meeting
Mr Chris Bichard	Braunston Parish Council
Mrs Carole Brown	Braunston Parish Council
Mrs Margaret Towl	Burley Parish Meeting
Mr Chris Donovan	Cottesmore Parish Council
Mr John Meara	Cottesmore Parish Council
Sir Peter Simpson	Egleton Parish Meeting
Mr Colin Hagger	Exton Parish Council
Mr Derek Palmer	Exton Parish Council
Mr Michael Markey	Great Casterton Parish Council
Mr Derek Patience	Great Casterton Parish Council
Mr Mike Warrington	Ketton Parish Council
Dr Andrew McGilvray	Ketton Parish Council
Mr Roy Hosmer	Langham Parish Council
Miss Brenda Palmer	Langham Parish Council
Mr Tony Fowell	Lyddington Parish Council
Prof. Stuart Sanderson	Market Overton Parish Council
Mr Lawrence Webster	Market Overton Parish Council
Mr Paul Cummings	North Luffenham Parish Council
Mr Ian Ferguson	North Luffenham Parish Council
Mr David Johnson	Ridlington Parish Council
Mr Chris Lees	Ridlington Parish Council
Mr James Lammie	Rutland County Council (Lyddington Ward)
Mr Tony Mathias	Rutland County Council (Oakham SE Ward)
Miss Gale Waller	Rutland County Council (Normanton Ward)
Mr Adrian Gombault	Ryhall Parish Council
Mrs Pat Bellamy	South Luffenham Parish Council
Mrs Carolyn Welch	South Luffenham Parish Council
Mrs Rita Kelly	Tinwell Parish Meeting
Mr Tom Murie	Tixover Parish Meeting
Mr David Casewell	Uppingham Town Council
Mr Tim Edmunds	Whissendine Parish Council
Mrs Pat Lake	Whissendine Parish Council

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# THE PARISH BRIEFING



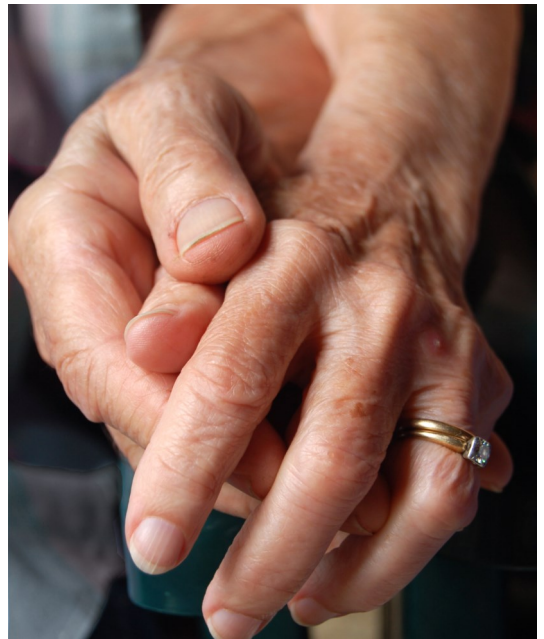
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County Council

Also available online at:  
[www.rutland.gov.uk](http://www.rutland.gov.uk)

Thursday 28th January 2016

## THE BETTER CARE FUND

The Better Care Fund (BCF) is a government-funded, single-pooled budget to help transform integrated care on a local level. It provides financial support for councils and NHS organisations to jointly plan and deliver local services. The BCF aims to develop integrated working between Health and Social Care services, in partnership with the wider community, with the aims of preventing avoidable admissions to hospital and residential care, preventing delayed discharges from hospital and supporting people to regain their independence after a hospital admission.



In the Rutland plan we have a number of schemes that have been developed over the past year or two, these include doing more to prevent the risk of people over 65 having injuries due to falling, developing our Reablement service, having 24 hour 7 day a week services to support older people at home times of crisis rather than them ending up going into hospital or residential care, providing more support to people with memory problems and support for their carers. We are currently reviewing and refreshing the plan to ensure the schemes are delivering the outcomes we need them to. Generally things are going well and we are working in a more integrated way and meeting the targets that were set but we want to do more.

One way of us delivering the plan is through the Community Agents Scheme. Our Community Agents provide free, confidential information, advice and assistance and signpost people to local services that can help people across Rutland. They can help with home safety checks and guidance, information about social events and befriending, support to live independently at home, access to specialist legal advice from Citizens Advice Bureau and much more. They are also always looking for people who want to volunteer to help others at a local level. Tel 01572 756851.

Another innovative scheme that has been developed through BCF is our Assistive Technology Service which is provided jointly between the Council and Spire Homes. Technology enabled care includes; a combination of alarms, sensors and other equipment to either monitor someone who may be at risk e.g . falls, wandering or temperature extreme detectors that will alert either a lifeline call centre or a mobile phone of a neighbour or relative if someone becomes at risk; Stand-alone technology that helps people to live more safely and independently, such as night lights, intruder alarms and orientation clocks; Information technology to help people stay healthy such as various apps or skype that can be used to help prevent isolation.

## LOCAL BUSINESS GRANTS

A new LEADER rural development scheme worth £1m is now accepting applications for projects which support farmers, growers, foresters and other local rural businesses in the Rutland.

Projects must support the rural economy or increase access to rural services and help grow the local economy. Grants from £2,500 to £50,000 are available. For more information on the programme, which runs through to 2020, please visit: [www.leaderfunding.co.uk](http://www.leaderfunding.co.uk)  
To discuss a project idea, simply email: [sheila.o'brien@opportunitypeterborough.co.uk](mailto:sheila.o'brien@opportunitypeterborough.co.uk)

Rural businesses and farmers in Rutland can also benefit from a Business Development Grant of between £50,000 and £140,000 through the Greater Cambridge and Greater Peterborough Enterprise Partnership. For general details about the growth programme including the eligibility criteria, handbook and application process, please visit: [www.gov.uk/guidance/applying-for-grants-growth-programme](http://www.gov.uk/guidance/applying-for-grants-growth-programme)



## COMMUNICATING WITH YOU

**Parish or Town Councils are the first level of government in England. Councillors have an active interest and concern for their local community.**

Parishes represent local people and work with different branches of government and others when necessary. They help facilitate the provision of local services and facilities and take decisions that form the policy of the Council.

Communications between Rutland County Council Officers and Parish Councils will normally be through the Parish/Town Council Clerk. If there are any changes to the Parish/Town Clerk please let us know by emailing: [corporatesupport@rutland.gov.uk](mailto:corporatesupport@rutland.gov.uk).

Day to day business communication with Parish/Town councils will be via post, email or telephone. The Council also distributes this quarterly newsletter to all Parish Councils, Parish Meetings and Town Councils across Rutland. Many Parishes also display the newsletter on their notice boards for the local community.

Rutland County Council also maintains communication with Parish/town councils using the Parish Council Form meeting. This is a quarterly meeting used to brief Rutland Parish/Town Councils on relevant issues and events we are working on. If you would like more information regarding the Parish Council Forum please visit our website or contact **Marcelle Gamston** - Corporate Support Officer on **01572 720 922**

## Opening Hours for Civic Amenity Sites

**Don't forget, the opening hours for Rutland's Civic Amenity Sites (local tips) change from Friday 1st April 2016.**

Winter **GREEN** Bin Collections return to fortnightly collections from March 2016 onwards.



Months	Cottesmore Open 7 days a week	N Luffenham Open Fri to Mon (inclusive)
April to September	10am to 6pm	10am to 6pm
1 <sup>st</sup> October to March	10am to 4pm	10am to 4pm