

## NOTICE OF MEETING

**COMMITTEE** : East Luton Area Board

**DATE** : Monday, 31 October 2016

**TIME** : 19:30

**PLACE** : Ramridge Primary School  
Turners Road North, Luton, LU2 9AH

**COUNCILLORS** : **SKEPELHORN (CHAIR)** M. J. DOLLING  
BAKER KEENS  
CHAPMAN MOLES  
CHOWDHURY RIVERS  
M. DOLLING J. TAYLOR

**CO-OPTED MEMBERS:** Representative of Bedfordshire Police  
Inspector Graham Bates  
Representative of Luton Clinical Commissioning  
Group – Dr Uzma Sarwar and Clare Saunders

**QUORUM** : 3 MEMBERS

Angela Fraser (01582 546070)

### **INFORMATION FOR THE PUBLIC**

**From 6.30 p.m. to 7.30 p.m. Ward Forums will take place. The Forums will enable issues that are specifically relevant to each Ward to be discussed.**

**The Area Board will commence at 7.30 p.m.**


**PURPOSE:** To enable the Council to effect locally based communication, consultation and decision-making.

This meeting is open to the public and you are welcome to attend.

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# AGENDA

<i>Agenda Item</i>	<i>Subject</i>	<i>Page No.</i>
1.	<b>APOLOGIES FOR ABSENCE</b>	
2.	<b>MINUTES</b>	
	<b>14th July 2016</b>	<b>3 - 8</b>
3.	<b>Chair's Announcements</b>	
4.	<b>Feedback from Ward Forums</b>	
5.	<b>Public Question Time</b>	
6.	<b>Petitions</b>	
7.	<b>Engaging with Luton Council Members in the Future</b> (Powerpoint Presentation by Marek Lubelski)	
8.	<b>Luton CCG - Update</b> (Report of the Luton CCG)	<b>9 - 12</b>
9.	<b>The New Neighbourhood Enforcement Officers</b> (Oral Report by Jennifer Wyatt)	
10.	<b>Traveller Encampment - Headley Rise</b> (Oral Report by Barry Timms)	
11.	<b>Items for Next Board Meeting</b>	
12.	<b>Date of Next Meeting:</b> Monday 13th March 2017	

**EAST LUTON AREA BOARD****MINUTES OF MEETING HELD ON 14<sup>TH</sup> JULY 2016  
AT 7.30PM**

**Present:** Councillors Baker, Chapman, Chowdhury, M. Dolling, M. J. Dolling, Keens, Moles, Rivers and J. Taylor

**1. ELECTON OF CHAIR (REF 1)**

**Resolved:** That in the absence of the Chair Councillor Chapman be elected Chair for this meeting only.

**2. APOLOGIES FOR ABSENCE**

An apology for absence was received on behalf of Councillor Skepelhorn (Chair) for this meeting.

**3. MINUTES (REF: 2.1)**

**Resolved:** That the minutes of the meetings held on 14<sup>th</sup> March 2016 and 19<sup>th</sup> May 2016 be taken as read, agreed as a correct record and Chair be authorised to signed them.

**4. FEEDBACK FROM WARD FORUMS (REF 4)****CRAWLEY – COUNCILLOR J TAYLOR**

- Developments at Napier Park and Gateway
- Pavement Parking
- Airport parking
- Haulage business operating from a domestic property at 83 Ketton Close

**ROUND GREEN – COUNCILLOR RIVERS**

- Street cleansing – weed killing
- Bags taken out waste bins and left on the street
- The selling of second hand cars on the highways

**STOPSLEY – COUNCILLOR M. J. DOLLING**

- Parking issues
- Travellers

**WIGMORE – COUNCILLOR CHAPMAN**

- North Herts meeting next week
- Closure of Raynham Way Community Centre
- Parking in Raynham Way

**Resolved:** That the above issues be noted and passed to the relevant Council Departments to follow up.

## **5. POLICE AND PUBLIC QUESTIONS (REF: 5)**

In response to the clearing of blocked drains in the underpass near Someries Junior School the issue will be reported to the relevant department for action.

In response to parking enforcement on double yellow lines particularly around corners (Telscombe Way, Stocking Stone Road and St Martin's Avenue) the council were the enforcement body responsible and the issue to be passed to the relevant department for action.

Councillor Chowdhury advised that illegally parked vehicles could be reported on (01582 548523) and the traffic wardens would respond and ticket that area.

In response to reporting complaints regarding overgrown trees in a council tenants garden. Such complaints can be emailed to the Area Board Support Officer to pass onto the Anti Social Behaviour Officers.

**Resolved:** That the above issues be noted and referred to the relevant department to action.

## **6. PETITION – RESIDENTS PARKING SCHEME – GREEN OAKS LUTON (REF: 6.1)**

A representative from Highways presented the report (Ref 6.1) a petition signed by 22 residents of Green Oaks regarding parking problems from residents of Birchen Grove parking in the cul-de-sac, and parking obstructions from vehicles blocking the entrance to the garages and from vehicles parked on the junction of Birchen Grove which obstructed the view along Birchen Grove.

Green Oaks is a small cul-de-sac containing only 24 properties situated off of Birchen Grove where there are no parking restrictions.

Residents parking schemes are normally introduced where residents experience difficulty parking due to other drivers, especially commuters who park on the street. Parking schemes usually operate Monday to Saturday during the day and do not guarantee space for residents as any resident with a vehicle can purchase a parking permit as well as purchase a carers and visitor permits.

The council receives a number of requests for parking restrictions and does not have the resources or finances to deal with all these immediately. A request list is maintained and the request added to the list. Residents will be consulted on a resident parking scheme and waiting restrictions at the junction of Birchen Grove and across the garage entrance.

Towards the end of the financial year all outstanding requests are reviewed and prioritised and those of the highest priority are included in the next year's work programme subject to the budget provision.

In response to when the work would be carried out due to emergency services being unable to access the cul-de-sac. The request would be implement in the next financial year 2017-18.

In response to whether a quick win of yellow lines placed on the corner of Green Oaks. The placing of yellow lines on the corner of junctions was a quicker process that could be actioned within 3 months if there were no objections.

**Resolved:** (i) That receipt of the report (Ref 6.1) be noted.

(ii) That an item to consult residents regarding a residents parking scheme and waiting restrictions be added to the request list for a future programme of works.

(iii) That Officers look into introducing yellow lines on the corner of Green Oaks.

(iv) That the Service Director, Public Realm advises the petitioners of the outcome.

## **7. PETITION – PARKING RESTRICTIONS – RAYNHAM WAY AREA LUTON (REF: 6.2)**

The Highways Officer presented the report (Ref 6.2) a petition signed by 89 residents experiencing parking problems in Raynham Way area.

Waiting restrictions for the area were advertised in March 2016 following complaints regarding obstructive parking at the junctions in Raynham Way and Barford Rise.

A number of objections were received and the timing of the advertisement overlapped with canvassing locally requesting investigation into parking problems in the area. The original complaint regarded obstructive parking at junctions especially close to Wigmore Lane. The objections and petition show residents concerned about the amount of non-resident parking within the area. The waiting restrictions were put on hold and an in-depth consultation is planned for winter 2016-17.

The Board requested Officers look into the possibility of extending the consultation to include: Raynham Way estate and Vauxhall Park for a residents parking scheme/parking restrictions with time limited spans that only apply to part of the estate and for this to be included in the autumn programme of works.

**Resolved:** (i) That the report (Ref 6.2) be noted.

(ii) That the Board requests the Service Director, Public Realm to extend the consultation planned for the winter 2016/17 on parking in Raynham Way estate to Vauxhall Park for a resident parking scheme/restriction zone with time limited spans that only apply to part of the estate.

(iii) That the Service Director, Public Realm advises the petitioners of the outcome.

## **8. PETITION – TRAFFIC CALMING – RICHMOND HILL LUTON (REF: 6.3)**

The Highways Officer presented the report (Ref 6.3) a petition signed by 14 residents of Richmond Hill which requested the installation of speed humps in Richmond Hill following concerns about the speed of traffic at school arrival and departure times.

Guidance recommends that average speeds in a 20mph speed limit should be less than 24mph.

A speed survey was carried out in May 2016 which show the average speed was 24mph and the 85 percentile (speed at which 85% of the traffic was travelling at or under) was 30mph.

Checks carried out on the injury accident database found no accidents in the last five years (2011 to 2015).

**Resolved:** (i) That the report (Ref 6.3) be noted.

(ii) That the signing of the 20mph zone be improved and a further speed survey be carried out.

(iii) That the Service Director, Public Realm advise the petitioners of the outcome.

## **9. YOU SAID WE'RE DOING – NEIGHBOURHOOD GOVERNANCE REPORT (REF: 7)**

The Area Support Officer presented the report (Ref 7).

The following updates were made:

- Applications for the participatory budgeting process opened last week for the £133k made available for organisations, community groups and individuals for projects across Luton. Outlined below are the following priorities and themes for projects.
  - Supporting safe, strong and cohesive communities
  - Improving health and wellbeing
  - Enhancing skills and education
- A series of decision day events for residents to vote for projects in their neighbourhoods will take place in October

- The Neighbourhood governance report provides an outline and updates on other projects which took place in the East of Luton throughout the summer.

**Resolved:** That the report (Ref 7) be noted.

## 10. LUTON CLINICAL COMMISSIONING GROUP (REF: 8)

Dr Uzma Sarwar and Claire Saunders gave the following updates:

- **Implementation of the Luton Urgent and Emergency Care Strategy** – Luton CCG is in partnership with Bedfordshire CCG, to procure the current 111 service and GP out-of-hours service to provide an integrated urgent care service which meets Luton's needs for urgent care. The service will also provide patients' at the point at point of contacting the 111 service the right person to speak to regarding their issue.
- The CCG is committed to providing urgent appointments for patients assessed as 'needing to see a doctor urgently' which means making sure they can be booked into an appointment slot at a Luton based Urgent Primary Care Centre when required. The CCG is dedicated to ensure that this continues and taking action to provide face to face urgent healthcare where necessary. This service is due to start from 1<sup>st</sup> April 2017 to provide urgent care needs in the evening and at weekends.
- **Alternative provider medical services (APMS) GP Contracts** – the 60 day consultation period for the smaller APMS practices at the Moakes Medical Centre, Whipperley Medical Centre and Sundon Park Health Centre ended on 6<sup>th</sup> May 2016. The 90 day consultation for the Town Centre GP surgery and walk-in centre closed on 4<sup>th</sup> July 2016.
- Four consultation sessions were held in April 2016 at the four practices affected and two consultation sessions were in the council chamber at the Town Hall in May 2015 where discussions took place on the proposals affecting the Town Centre GP Surgery and Walk-in Centre.
- The number of responses received for each of the patient and resident surveys were:
  - Whipperley Medical Centre – 115 total
  - Sundon Park Health Centre – 361 total
  - Moakes Medical Centre – 172 total
  - Town Centre GP Surgery – 81 total
  - And 13 responses were received to the stakeholders survey
- **The next steps:**
  - Independent reports had been drawn up for each practice based on the analysis of the survey results
  - NHS England and the CCG reviewed the information at the Primary Care Joint Commissioning Committee (PCJCC) held on 9<sup>th</sup> June

- The recommendations from the PCJCC will go to NHS England Primary Care Board for final agreement and sign off. At this stage the recommendations are confidential and cannot be discussed before NHS England have agreed them.
- All patients at each of the practices received a letter in June informing them of the decision and what will happen next. The delay in reporting the recommendations was due to the NHS Primary Care Board not meeting until early July.
- **Luton CCG Chief Officer Role** – Carol Hill has now retired from the CCG and replaced with Colin Thompson who joined on 31<sup>st</sup> May as the new Accountable Officer seconded from Aylesbury Vale CCG where he held the post of Chief Operating Officer.
- **Luton CCG Annual Report** – Was published on 10<sup>th</sup> June 2016 and includes performance details measured against key objectives and financial planning.
- **Changes to the Executive Team** – Alison Ryan seconded from Hertfordshire CCG Partnership Foundation joined Luton CCG on 25 April 2015 to cover the Director of Operations Portfolio during the absence of John Webster.
- The Luton CCG's Annual Meeting to be held on 6<sup>th</sup> September 2016

**Resolved:** That the above updates from Luton CCG be noted.

#### **11. ITEM FOR THE NEXT BOARD MEETING (REF 9)**

- Legal advice on pavement parking and enforcement powers to hand.

#### **12. DATE OF NEXT MEETING (REF 10)**

**Resolved:** That the date of the next meeting is 31<sup>st</sup> October 2016.

**(Note: The Meeting ended at 8.50 p.m.)**



## AGENDA ITEM 8

**COMMITTEE:** EAST LUTON AREA BOARD

**DATE:** 31<sup>ST</sup> OCTOBER 2016

**SUBJECT:** LUTON CCG - UPDATE

**REPORT BY:** LUTON CCG COMMISSIONING GROUP

**CONTACT OFFICER:** DAVID FOORD 01582 531844

**IMPLICATIONS:**

**LEGAL**

**COMMUNITY SAFETY**

**EQUALITIES**

**ENVIRONMENT**

**FINANCIAL**

**CONSULTATIONS**

**STAFFING**

**OTHER**

**WARDS AFFECTED:**

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### **PURPOSE**

1. To provide an update on current work streams within the CCG which are considered to be of interest to the public.

### **RECOMMENDATION(S)**

2. East Luton Area Board is recommended to note the report and comment on further action where required.

## **REPORT**

### **Alternative Provider Medical Services (APMS) GP Contracts**

3. The APMS practice contracts for Moakes Medical Centre, Whipperley Medical Centre and Sundon Park Health Centre expire 31 January 2017. The Town Centre GP practice and Walk in Centre contract expires 31 March 2017. A comprehensive review was undertaken and based on the review findings Luton Clinical Commissioning Group (LCCG) and NHS England will not be seeking new providers to run Moakes Medical Centre or Whipperley Medical Centre after the contract ends.
4. Surrounding practices are now being supported to accommodate additional patients' needs and their future plans reviewed to ensure that comprehensive services will continue to be available for patients once these contracts expire.
5. Patients of the affected practices are being supported to transfer to other practices in the local area
6. Providers will be invited to bid to run the services at Sundon Park Health Centre and Town Centre GP Surgery:
  - The Sundon Park site will be expanded to meet the additional services required in the Sundon Park and surrounding areas due to the development of new homes and an increasing population.
  - The Walk In Centre service (currently provided as part of the Town Centre contract) will be remodelled as an Urgent Primary Care Centre (UPCC). If a patient requires same day urgent care when it is not possible to receive an appointment at their own practice, then they may access the UPCC by calling 111. The 111 team will conduct a clinical assessment and if appropriate the patient will be given an appointment at the centre.
7. All patients in Luton will receive clear communications about how to access the new improved primary care services. This information will be provided on a variety of platforms (CCG, practice and stakeholder websites, community events, etc.)

### **Sustainability and Transformation Plan - Bedfordshire, Luton and Milton Keynes**

8. Supporting NHS England's triple aim - improved health and wellbeing, transformed quality of care delivery, and sustainable finances.

9. Bedfordshire, Luton and Milton Keynes (BLMK) health and care communities have come together to formulate a Sustainability and Transformation Plan (STP), as part of a national drive to improve health and well-being, care quality, and affordability across the NHS.
10. The BLMK STP is one of 44 health and care 'footprints' in England, bringing organisations together to develop plans to support the delivery of the NHS Five Year Forward View.
11. The plans will show how local services will evolve, develop and become clinically and financially sustainable over the next five years (to 2020/21).
12. Sixteen different organisations are formally part of the BLMK STP planning footprint. This includes all four councils who, like NHS organisations, play a vital role in the health and well-being of local people.
13. The BLMK STP is led by Pauline Philip, chief executive of Luton and Dunstable University Hospital NHS Foundation Trust and national lead for urgent and emergency care.
14. All 44 STPs were required to submit a draft plan on 30 June 2016. These draft plans explore ideas and possibilities for transformational change to support improved health and well-being, service quality and affordability.
15. One of the five priorities of STP is the work stream referred to as priority 2; 'high quality, scaled and resilient Primary, Community and Social Care Services'.
16. The integrated community and social model developed in Luton has received interest from within our STP and will be supported to implement in all 3 areas. This approach will see a move from the current system to a much more pro-active population health management that puts the needs of the individual central to the purpose of the system.
17. Simon Stevens gave his support to these initial plans which set out the STP's priorities in delivering the triple aim, and BLMK has been invited to submit more detailed plans during October.

### **Financial Sustainability Plans**

18. The CCG is aiming to make a £3m surplus this financial year and reduce its accumulated deficit to £21m. At Month 5 (August), it was £4m behind plan, primarily due to an over-spending on the Acute hospital contracts of £3.6m (mainly the Luton & Dunstable Hospital), driven by increased levels of patient activity, above contracted levels, for both elective and emergency activity. The CCG is working with the L&D to reduce the level of over-

performance to contract levels going forward and with GP practices to understand better wide variations in the rate of referrals from different practices in Luton. The CCG is planning to use non-recurrent underspends this year to mitigate the overspending on Acute.

## **Annual report**

19. Luton CCG published its annual report for 2015/16 on 10<sup>th</sup> June 2016 detailing its performance against key objectives and financial plan – these findings were reviewed and discussed at our Annual General Meeting which was held on 6<sup>th</sup> September 2016. Presentations from the event and a copy of the Annual review can be found on our website:

[www.lutonccg.nhs.uk](http://www.lutonccg.nhs.uk) under 'About Us/ Annual General Meeting 2016'

## **Winter Communications Plans**

20. As Winter Plans take effect on 1<sup>st</sup> October, our Communications team are working closely with the Commissioning teams to ensure that the right messages are communicated to our general public and patients concerning use of services over the winter period. Advice on self-care, reminders to order repeat prescriptions before public holidays and staying warm to stay well are all key messages for this time of year.
21. Our Meds Optimisation team are also working hard to support us to promote the risks of antibiotic resistance. The CCG will be raising awareness of the Antibiotic Guardian initiative ([antibioticguardian.com](http://antibioticguardian.com)) whereby members of the public and healthcare professionals alike are invited to sign a pledge to make better use of antibiotics and help save these vital medicines from becoming obsolete.

## **Executive team changes**

22. We are pleased to announce that John Webster will be returning to work at the CCG from Monday 3<sup>rd</sup> October. Alison Ryan has been covering the Director of Operations portfolio during John's sick leave, and will continue to support John in the short term on his return to work.
23. Alison is currently on secondment to the CCG from Hertfordshire Partnership Foundation Trust.