

STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE

**TUESDAY 19 NOVEMBER 2013
7.00 PM**

Forli Room - Town Hall

AGENDA

Page No

1. Apologies for Absence

2. Declarations of Interest and Whipping Declarations

At this point Members must declare whether they have a disclosable pecuniary interest, or other interest, in any of the items on the agenda, unless it is already entered in the register of members' interests or is a "pending notification" that has been disclosed to the Solicitor to the Council.

Members must also declare if they are subject to their party group whip in relation to any items under consideration.

3. Minutes of the Meeting held on 11 September 2013

3 - 10

4. Call In of any Cabinet, Cabinet Member or Key Officer Decisions

The decision notice for each decision will bear the date on which it is published and will specify that the decision may then be implemented on the expiry of 3 working days after the publication of the decision (not including the date of publication), unless a request for call-in of the decision is received from any two Members of a Scrutiny Committee or Scrutiny Commissions.. If a request for call-in of a decision is received, implementation of the decision remains suspended for consideration by the relevant Scrutiny Committee or Commission.

CRIME AND DISORDER SCRUTINY COMMITTEE

The Crime and Disorder Scrutiny Committee will sit for item 5 only.

5. Safer Peterborough Partnership Plan 2011-14

11 - 16

STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE

**6. Portfolio Progress Report from Cabinet Member for Environment
Capital and Neighbourhoods**

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7. The Heritage Ambition

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| 8. | Proposed Selective Licensing for the Gladstone, Millfield, New England and Eastfield areas of Peterborough | 55 - 120 |
| 9. | Scrutiny in a Day: Understanding and Managing the Impacts of Welfare Reform on Communities in Peterborough | 121 - 128 |
| 10. | Forward Plan of Key Decisions | 129 - 142 |
| 11. | Work Programme | 143 - 148 |
| 12. | Date of Next Meeting | |

15 January 2013



There is an induction hearing loop system available in all meeting rooms. Some of the systems are infra-red operated, if you wish to use this system then please contact Paulina Ford on 01733 452508 as soon as possible.

Emergency Evacuation Procedure – Outside Normal Office Hours

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Committee Members:

Councillors: M Lee (Chair), S Day (Vice Chairman), P Kreling, G Simons, J Johnson, L Forbes and J R Fox

Substitutes: Councillors: D Over, N Shabbir and B Saltmarsh

Further information about this meeting can be obtained from Paulina Ford on telephone 01733 452508 or by email – paulina.ford@peterborough.gov.uk

**MINUTES OF A MEETING OF THE
STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE
HELD IN THE
BOURGES & VIERSEN ROOMS, TOWN HALL, PETERBOROUGH
ON
WEDNESDAY 11 SEPTEMBER 2013**

Present: Councillors Lee (Chairman) Day (Vice Chairman) Simons, Over, Johnson, Forbes and Fox

Also Present: Councillor Casey Cabinet Advisor to the Cabinet Member for Culture, Recreation and Waste Management
Councillor Todd Cabinet Advisor to the Cabinet Member for Community Cohesion, Safety and Public Health
Councillor Walsh Cabinet Member for Community Cohesion, Safety and Public Health
Paul Phillipson Executive Director of Operations
Alex Hall Youth Councillor

Officers in Attendance: Karen Kibblewhite Safer Peterborough Manager – Cutting Crime
Jawaid Khan Cohesion Manager
Margaret Welton Interim Vivacity Partnership Manager
Dominic Hudson Strategic Partnerships Manager
Kevin Tighe Head of Cultural Services, Vivacity
Pam Whitbread Head of Finance, Vivacity
Nick Hutchins Head of Finance
Dania Castagliuolo Governance Officer

1. Apologies

Apologies were received from Councillor Kreling and Councillor Over was in attendance as Substitute.

2. Declarations of Interest and Whipping Declarations

There were no declarations of interest.

3. Minutes of the meeting held on 24 July 2013

The minutes of the Strong and Supportive Communities Scrutiny Committee meeting held on 24 July 2013 were approved as an accurate record, subject to the inclusion of the following recommendation under Item 5 'Safer Peterborough Partnership Plan 2011 – 2014:

- The Committee recommends that the Police and Crime Commissioner considers retention payments for Special Constables as this could encourage more Special Constables to join the police force.

4. Call In of any Cabinet, Cabinet Member or Key Officer Decisions

There were no requests for Call-in to consider

CRIME AND DISORDER SCRUTINY COMMITTEE SITTING FOR ITEMS 5 AND 6 ONLY

5. Safer Peterborough Partnership Plan 2011 – 2014

The purpose of this report was to update the Committee on the progress and performance of the Safer Peterborough Partnership's approach to tackling antisocial behaviour in accordance with the Safer Peterborough Partnership Plan 2011 – 14.

The following key points were discussed within the report:

- The safer Peterborough Partnership agreed a single target to reduce victim based crime by 10% by the end of March 2014 for the three year plan. In order to achieve this there were three identified priorities:
 - Reduce victim based crime
 - Tackle antisocial behaviour
 - Build stronger and more supportive communities
- Objectives:
 - Prevent anti-social behaviour before it occurred and to prevent escalation where it was already happening
 - Reduce the number of reported incidents of antisocial behaviour
 - Establish swift and efficient processes in tackling antisocial behaviour using the appropriate tools and methods on a case by case basis
 - Involve the public more in how antisocial behaviour was tackled
 - Target problem locations where antisocial behaviour was occurring
 - Target problem individuals
 - Seek to improve the built environment when possible where this would aid solutions to antisocial behaviour
 - Ensure clear lines for reporting incidents of antisocial behaviour were in place and widely publicised
 - Understand the perceptions people held around antisocial behaviour and to seek to reassure the public through the use of media
 - Improve the support given to those who were victims and/or witnessed antisocial behaviour

Members were asked to note the approach, progress and performance so far and endorse the partnership's direction of travel and to make any comments or suggestions as appropriate.

Observations and questions were raised around the following areas:

- Members queried what the timescale was for the removal of graffiti. *The Executive Director of Operations advised Members that graffiti of a racist nature was removed within 24 hours and other graffiti was removed within 7 days.*
- Members commented that they were not entirely convinced that antisocial behaviour had reduced in the city as shown within the report. Members wanted to know whether people were actually reporting antisocial behaviour and if when the Council received reports of antisocial behaviour it was recorded. *Members were advised that disaffected communities did not report crime. The British Crime Survey showed that 50% of crime was not reported therefore the Council was engaging with partners to share data and show the true crime rate in Peterborough.*
- Members queried how much it cost the Council to have graffiti removed and if it came at a discounted price with Enterprise. *Members were advised that the cost for graffiti removal was £17.50 per square meter. The Council was looking to invest in graffiti removal DIY kits to allow members of public to remove graffiti.*
- The Safer Peterborough Manager advised members that although there was a level of unreported crime there was still a reduction of antisocial behaviour within the city. There were a number of measures in place which had led to known perpetrators of antisocial behaviour to stop. Work needed to be carried out on perceptions of reporting antisocial behaviour and confidence levels of the general public. A new Antisocial Behaviour, Hate Crimes and Victims Coordinator had recently been recruited and one of their key roles was working with communities to increase their

confidence in reporting crimes and ensure they were reporting to the correct departments and services

- Members were concerned with the antisocial behaviour that had been taking place at the Werrington Skate Park and asked to receive information on reported antisocial behaviour for the Skate Park.
- Members queried how much would the reporting of antisocial behaviour rise now that the new coordinator was in post. *Members were advised that there could be an increase as communities would be made more aware of how to report although the fall in antisocial behaviour within the city was also down to the improvements made by the Council in tackling it.*
- Members were informed that the Council picked out the areas with the most antisocial behaviour and focused resources within these areas. Part of that work had been carried out in the Operation Can Do area which had contributed largely to the 46% reduction in antisocial behaviour. The Council were looking to have a graffiti element within the Empowering Communities Inclusion and Neighbourhood-Management System (E-CINS) database along with a photo directory which would allow people to report graffiti with a photo. There was also a working group in place that had been looking at all of these elements.
- Members expressed concern regarding the long term issue of fly tipping on Norwood Lane and queried whether this would ever be resolved. *Members were advised that for a period of time the Council worked with a security company which did make a difference and enabled the Council to identify that a significant amount of the fly tipping was coming from outside of Norwood Lane. Due to financial implications the Council could no longer have 24 hour security on Norwood lane and different sources were now being investigated to manage the site, there was currently no proposal on how this was going to be tackled, the best method would be to have a form of on site management.*
- Members commented that they would like to see more prosecutions for fly tipping as this could reduce the amount of fly tipping that took place within the city.
- Members commented that considering the influx of people in to the city, Peterborough was doing well in keeping the crime rates down.

ACTIONS AGREED

The Committee noted the report and requested that the Safer Peterborough Manager provide the following:

- A briefing note to be circulated to Members before the next meeting including figures of reported antisocial behaviour from partners especially Enterprise.
- Provide Councillor Fox with figures on reported crimes at Werrington Skate Park
- A report regarding prosecutions for fly tipping to come to a future meeting.
- Examples of the multi-agency approach.

6. Portfolio Holder Report

The purpose of the report was to provide Members with a progress report from the Cabinet Member for Community Cohesion, Safety and Public Health in relation to matters relevant to the Strong and Supportive Communities Scrutiny Committee.

A presentation was delivered to the Committee and the following key points were highlighted:

Community safety

This was the final year of a three year delivery plan which aimed to:

- Reduce crime
- Tackle antisocial behaviour
- Build stronger and more supportive communities
- There was a single target set to reduce victim based crime by 10% by March 2014

Community Cohesion:

- Build Rapport and networks with community groups

- Understand the impact of welfare reform and identify actions to mitigate
- Understand and reduce community tensions

Key Achievements

Community Safety

- Crime had reduced
- Reports of antisocial behaviour had reduced
- There was a successful partnership approach through Safer Peterborough Partnership
- Tackling the underlying causes of offending and crime
- Over a twelve month period there were 2796 fewer victims of crime

Community Cohesion

- There was a continued low level of underlying tension in the city
- Working in partnership with community and faith organisations to provide reassurance during times of high tension
- The successful implementation of the Peterborough Community Assistance Scheme
- Developed a strong network of public and civic sector providers working collaboratively to address clients problems
- Established a network of food banks in the city through the Trussell Trust
- National best practice – Khadijah mosque was part of the Peterborough food bank network which was the first example in the country

The priorities for the coming year for community safety were as follows:

- Continue to reduce crime and disorder
- Promote the progress that the Safer Peterborough Partnership was making in reducing crime
- Formation of a Safety Trust

The priorities for the coming year for Community Cohesion were as follows:

- Consolidating the enhanced governance structure
- Working with partners across the city to prepare for wider welfare reforms, particularly the implementation of universal credit
- Traveller site management
- Continue to provide reassurance to communities during times of heightened community tensions
- Preventing low levels of community tension from escalating

The Strong and Supportive Communities Scrutiny Committee could further support this work by:

- Publicly reinforcing the positive messages around reducing crime
- Supporting donations and volunteering opportunities with food banks
- Promoting the Peterborough Community Assistance Scheme and the support available through newsletters and any other publicity materials

Members were asked to scrutinise the progress made on the Cabinet Member's portfolio by providing challenge where necessary and to suggest ideas and initiatives to support improvements in performance.

Observations and questions were raised around the following areas:

- Members commented that cohesion within the city was excellent and this was down to the hard work of various groups and agencies.
- Members queried whether the 10% target to reduce victim based crime was set too low and why the target had not been increased within the three years. *The Safer Peterborough Manager*

informed Members that the target was initially set as a challenging target with consideration to the position Peterborough was in at the time with quite significant crime levels. This year was the last year of the three year delivery plan after which the plan would be refreshed and a new challenging target would be set.

- *Members queried whether the 10% reduction was enough considering the financial circumstances at present. The Cabinet Member for Community Cohesion, Safety and Public Health advised the Committee that talks had already begun on how to continue the work of the partnership under the financial pressure and an operating model was being investigated. The Glasgow Model had already been looked at as a guide.*
- *Members requested information on the potential operating model. Members were informed that it was in the very early stages therefore there was not much information to give at present. The Council would not be replicating the Glasgow model although it had worked very well.. The Committee would be kept informed on any progress with this.*
- *Members commented that they would like to be involved in any ideas and decisions regarding this model.*

ACTION AGREED

- The Committee noted the report and requested that the Cohesion Manager keep the Committee fully informed on the future operating model and the approach that would be used.

7. Culture and Heritage

The report provided Members with an outline of a new draft Culture Strategy and an update on plans for taking forward the city's Heritage Ambition.

The Council's existing Culture Strategy was last reviewed in 2008 and it was now considered timely to review and refresh the Cultural Vision and Strategy for Peterborough. Culture included arts, music and heritage.

Culture played an important role in support of other Council services and aspirations for the city such as:

- Tourism and visitor engagement which in turn supported the local economy
- Supporting educational skill and learning
- Health and wellbeing by adding quality to people's lives
- Community Cohesion and engagement through being accessible to everyone from all backgrounds and walks of life to help bring culture to life

Heritage was one part of the city's culture. Peterborough had a rich, diverse and exciting heritage which was unique to the city. Peterborough's heritage had helped to shape how the city had grown over the years and the people and cultures within it.

The new Culture Strategy would, if approved by full Council, become the Council's replacement Strategy.

Consultation had to date taken place on the draft new Culture Strategy with:

- The Cabinet Member for Culture, Recreation and Waste Management
- The Cabinet Advisor for Culture and Recreation and Peterborough's Heritage Champion
- The Cabinet Advisor to the Leader (Business Engagement, Tourism and International Links)
- The Head of Commercial Operations and Tourism Strategy Manager
- Vivacity

The Committee were asked to comment on the outline of the draft new Cultural Strategy and to note the update for driving forward the city's Heritage Ambition referred to within the report.

Observations and questions were raised around the following areas:

- Members commented that they found the report quite confusing as it should have been a Cultural Strategy which consisted of elements of Culture> One element being Heritage and queried when the draft Cultural Strategy would be ready to come to Committee for comments and would it contain the music, arts and heritage elements. *The Cabinet Advisor for Culture, Recreation and Waste Management advised Members that the plan was to bring an overarching document to the Committee including the elements of arts, music and heritage which set the direction of what the Council wanted to see happening within the city. Once the Committee had given feedback an overarching strategy could be drafted and brought back to the Committee.*
- Members commented that there should be a strategic document set at high level that sets out how and why Peterborough City Council spends money on Culture.
- Members commented that they would like to see a multicultural festival take place in the city yearly and this should be a top priority as it would aid cohesion by bringing cultures together. Most communities would be willing to take part in this type of event free of charge.
- Members commented that they were interested in getting value for money and the Cultural Strategy should highlight this.
- Members commented that Itter Park Friends provided an event for the community free of charge as there were so many people within the city who were willing to demonstrate their culture. The Council could organise this type of event if Vivacity provided the stage.
- Members suggested that events took place at a low cost as people did not have spare money within the city.
- Members commented that they would like to see more activities that involved people with learning difficulties.

ACTIONS

The Committee noted the report and requested that the Strategic Partnerships Manager provide the following:

1. A Heritage action plan at the meeting on 19 November 2013.
2. An overarching Culture Strategy to the meeting on 15 January 2013.

8. Vivacity Culture and Leisure Trust – Value For Money

This report was submitted following a request at a meeting of the Strong and Supportive Communities Scrutiny Committee held on 24 July 2013 to provide members with the Council's initial assessment of the value for money achieved through the creation of vivacity.

The following key points were highlighted within the report:

- The Council established a Culture and Leisure Trust, which went live on 1 May 2010, to have an efficient and innovative provider of culture and leisure services.
- Vivacity had lived and delivered within a declining financial envelope since its inception.
- A number of financial benefits, in terms of a more adventurous taxation regime, flowed directly from the establishment of a trust.
- In addition the Council had:
 - Reduced its costs by varying the services it had required of Vivacity (e.g. by reducing library opening hours)
 - Required Vivacity to make efficiencies in the way it worked by virtue of reducing its funding.
 - Continued to make significant capital investments in improving Vivacity's estate.

The report detailed the key following findings:

- Establishing a Culture and Leisure Trust
- How the funding profile had been and how it was evolving
- How the delivery of services had evolved
- What did it suggest for the future

Members were asked to note the report and make comments.

Observations and questions were raised around the following areas:

- Members queried who the service was cost effective for as it seemed as though it was going from a publicly accessible service to a more exclusive service. An example of this was gyms which were for members only and this was concerning given that a lot of taxpayer's money had been spent on these projects. *The Head of Cultural Services advised members that there were two new gym facilities opening in Hampton which the Council and Vivacity had worked in partnership to regenerate. A private sector partner had been used to build the facilities to prevent costs to the Council. These facilities would not be member only. The facilities would be cheaper to use than private sector facilities therefore the quality would be the same at a cheaper cost.*
- Members commented that the museum had made huge improvements and it was a wonderful place to visit and commended Vivacity for the rise in the number of volunteers from 80 to 240.
- Members commented that page 70 of the report which referred to Sports and Recreation: 'More comprehensive activities to meet local needs, more opportunities for participation by disabled people' was highly commendable.
- Members commented that the recent arts festival on the embankment was very good although they were concerned that due to the location the attendance was poor and suggested that Central Park would have been an ideal location. *Members were informed that the arts festival was a success in terms of what it had to offer and the issue of the venue would be fully explored.*
- Members queried whether there was any chance that the Classical Music Festival could return to Central Park. *Members were informed that a classical music concert took place this year in the grounds of the Sue Ryder Hospice and money was raised for Thorpe Hall as a sister charity.*
- Members congratulated Vivacity on the way they were moving forward within the city and commented that their communications was excellent.
- The Cabinet Advisor to the Cabinet Member for Culture, Recreation and Waste Management commented that Vivacity may have wished to consider exploring the option of becoming more independent from the Council in future due to the financial situation.
- The Head of Cultural Services advised the Committee that Vivacity had promised to reduce their requirement for Council funding from 59% of the cost to 29% by 2017/2018. The promise for next year was to reduce the costs to the Council by £310,000 without reducing the quality of service.
- Members queried whether the Key Theatre was making more money since it had been refurbished. *The Head of Cultural Services advised members that the Key Theatre was not as cost effective as it could be although customers were very happy with the service provided and shows were being sold out.*

9. Approval of Neighbourhood Committee Minutes

The report was presented to the Committee to allow the approval of the Neighbourhood Committee Minutes to be publicly acknowledged for the following meetings:

- Central and North – 4 March 2013
- Dogsthorpe, East and Park – 13 March 2013
- Rural North – 12 December 2012
- Peterborough North Area Committee – 17 December 2012
- Peterborough West – 15 January 2013
- Fletton, Stanground and Woodston – 16 January 2013
- Ortons with Hampton – 18 December 2012

ACTION AGREED

The Committee agreed to the approval of the Neighbourhood Committee minutes.

10. Notice of Intention to Take Key Decisions

The Committee received the latest version of the Council's Notice of Intention to Take Key Decisions, containing key decisions that the Leader of the Council anticipated the Cabinet or individual Cabinet

Members would make during the course of the following four months. Members were invited to comment on the Plan and, where appropriate, identify any relevant areas for inclusion in the Committee's work programme.

AGREED ACTION

The Committee noted the Notice of Intention to Take Key Decisions.

11. Work Programme 2013/2014

This was an opportunity for Members to review the Work Programme for 2013/14 and discuss possible items for inclusion.

AGREED ACTION

Members noted the work programme and agreed to add the following items to the Work Programme:

- Prosecution Record for Fly Tipping
- Vivacity - Heritage Action Plan
- Vivacity - Overarching Cultural Strategy

12. Date of Next Meeting

Tuesday 19 November 2013

The meeting began at 7.00 and ended at 9.40pm

CHAIRMAN

STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE	Agenda Item No. 5
19 November 2013	Public Report

Report of the Strategic Manager: Safer and Stronger Peterborough

Contact Officer(s) – Gary Goose

Contact Details – 863780

Head of Service – Adrian Chapman, Deputy Director of Communities and Targeted Services

SAFER PETERBOROUGH PARTNERSHIP PLAN 2011-14

1. PURPOSE

- 1.1 The purpose of this report is to update the Strong and Supportive Communities Scrutiny Committee on the progress and performance of the Safer Peterborough Partnership's approach to Building Stronger and Supportive Communities in accordance with the Safer Peterborough Partnership Plan 2011-14.
- 1.2 For the committee to scrutinise that progress and performance in accordance with its statutory responsibility as set out within the Crime and Disorder Act 1998, revised by The Police and Justice Act 2006.

2. RECOMMENDATIONS

- 2.1 Members are asked to note the approach, progress and performance thus far; to endorse the partnerships direction of travel and to make any comments or suggestions as appropriate.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

- 3.1 The Sustainable Community Strategy aims to deliver a bigger and better Peterborough, through improving the quality of life for all. The Partnership Plan covers those aspects that fall within the Strong and Supportive Communities priority; this report covers progress towards part of that plan.

4. BACKGROUND

- 4.1 The Crime and Disorder Act 1998 requires that a Community Safety Partnership is formed, bringing together agencies who are responsible for crime and disorder in the local area. It is acknowledged that far more can be achieved to make Peterborough a safer place if agencies work together rather than in isolation.

The Crime and Disorder Act specifies responsible authorities as Peterborough City Council, Cambridgeshire Constabulary, NHS Peterborough, Cambridgeshire Fire Authority, Cambridgeshire Police and Crime Commissioner and Cambridgeshire and Peterborough Probation Trust.

These responsible authorities also invite other agencies who are able to contribute to the work to *co-operate* and Cross Keys Homes (representing Registered Social Landlords in the city) is one of these organisations. Other agencies, particularly from the voluntary and community sector are also *invited to participate* in the work of the Partnership. At present these organisations are PCVS, Peterborough Racial Equality Council, HMP Peterborough and The One Service.

The Safer Peterborough Partnership is one of the partnerships that form the Greater Peterborough Partnership.

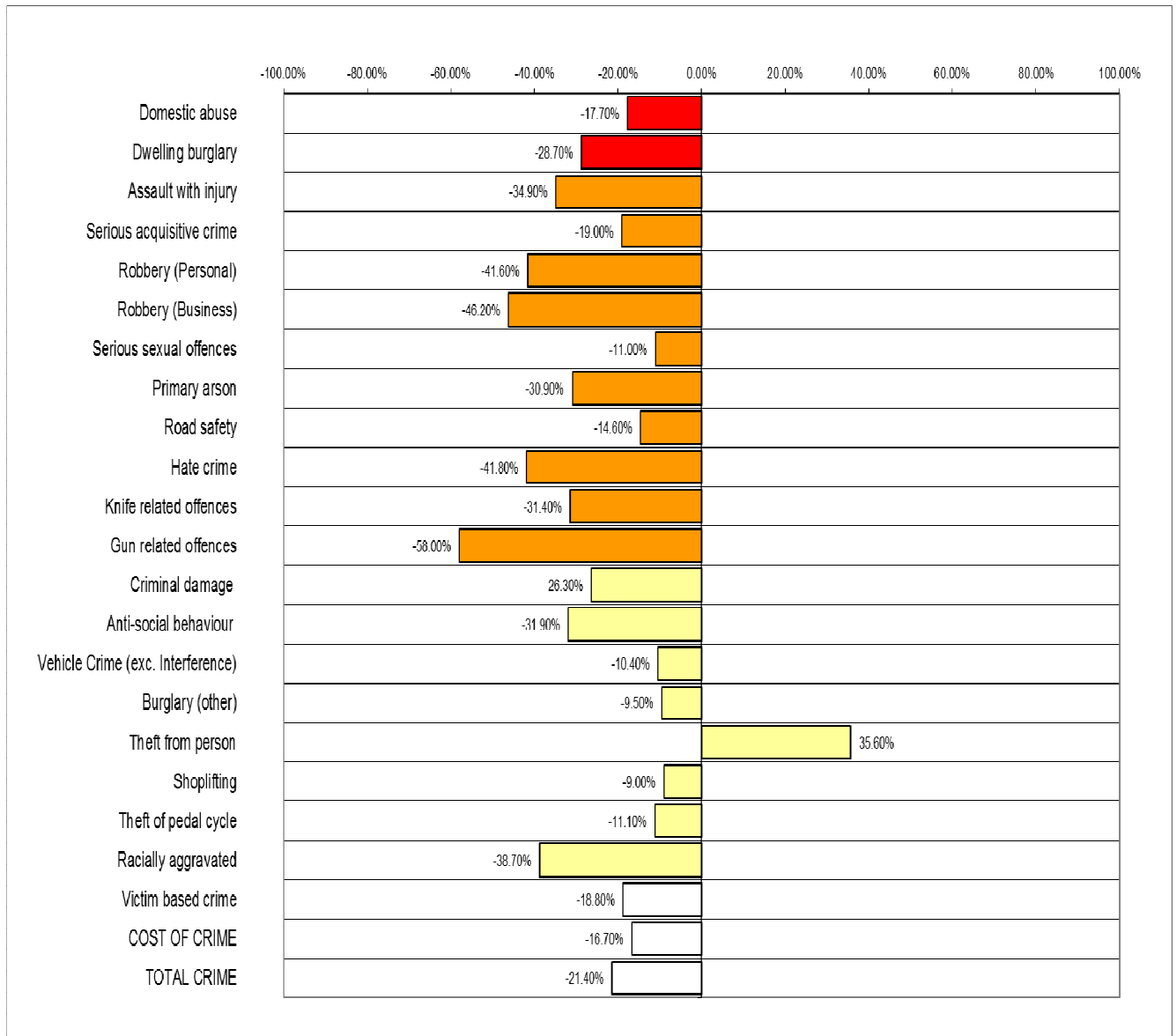
5. KEY ISSUES

- 5.1 The Crime and Disorder Act 1998, revised by the Police and Justice Act 2006, requires that the Community Safety Partnership publish an annual Partnership Plan. The Safer Peterborough Partnership works to a three-year strategic plan (2011-14) and at its meeting of 4th June this committee reviewed the annual refresh of that plan.
- 5.2 The Safer Peterborough Partnership agreed one single target for the three year plan – to reduce victim based crime by 10% by end of March 2014.
- 5.3 In order to achieve this there were three identified priorities:
- Reduce Victim Based Crime
 - Tackle Anti-Social behaviour and Hate Crime
 - Build Stronger and more supportive communities
- 5.4 This report concentrates upon progress and performance in relation to Building Stronger and More Supportive Communities.
- 5.5 This report should be read in conjunction with the report being received later in this meeting from the Cabinet Member for Neighbourhoods.
- 5.6 The Safer Peterborough Partnership take the view that sustainable reductions in crime and disorder cannot be achieved by the reactive response from services alone. Sustainable change comes from within communities where peer pressure makes crime and disorder socially unacceptable and is realised by behaviour change.
- 5.7 This element of work was historically co-ordinated by the Council's Neighbourhood Management Team and is now coordinated by the management of the Safer Peterborough team and the Community Operations team.
- 5.8 In order to progress towards such behaviour change the Partnership has taken the following strategic direction:
- To actively support and assist the development of residents groups and community associations;
 - To support and champion such schemes as Neighbourhood Watch, Business Watch, Allotment Watch, Neighbourhood Champions and Street Pastors, to name but a few;
 - To develop real citizen involvement in the management of prioritised areas such as the Operation Cando programme and its governance;
 - To increase its visibility of, and response to, quality of life issues that are often a pre-cursor to anti-social behaviour and crime;
 - To embrace the work of Professor Wilkstrom and the Cambridge University Institute of Criminology's work: Peterborough Adolescent and Young Adult Development Study (PADS);
 - To host the Cambridgeshire Police and Crime Commissioners Outreach Worker alongside the Safer Peterborough and Community Operations Team and to shortly offer the same facility to a Peterborough specific lead for victim support;
 - To lead continuing work around Community Cohesion through the Cohesion Board, and;
 - To ensure schemes for individual communities for those at risk of offending, where behaviour change is supported but poor behaviour challenged, are supported appropriately.

- 5.9 The very nature of this work is supportive to the aim of reducing crime/disorder and tackling anti-social behaviour thus no targets exist for its delivery, however a host of management information exists upon which to monitor its progress; these are largely reported through the Council's internal neighbourhood's performance regime and to the Safer Peterborough Board.
- 5.10 Some examples of work in relation to these areas include:
- The City currently benefits from 57 Community Associations, 33 Residents Groups and 26 Parish Councils; this is in addition to those hosted, for instance, by colleagues from housing providers such as Cross Keys Homes. Staff from either the Council's Community Operations team or the Safer Peterborough team regularly attend meetings, give talks and inputs around a range of subjects pertinent to individual areas. A Community Empowerment index is being developed to recognise those areas in need of additional support and resource.
 - Allotment watch was recently developed by the police and supported by the partnership in order galvanise the large number of people using the City's allotments and whom often are the victims of vandalism and theft.
 - Professor Wilkstrom's PADS study assists the partnership in looking at the causes of crime and ASB and provides valuable evidenced based assistance in deployment of staff and ways of addressing behaviours, for example the Police's Safer Schools Officers work with large communities of the City's children and young people and look where possible for restorative justice resolutions rather than criminal justice sanction.
- 5.11 For the future the Partnership continues to look at different operating models to ensure its sustainability in times of austerity. The remodelling of the City Council's directorates will forge ever closer links between the preventative work carried out within Children's Services and that carried out by the Partnership. Any model will look to build better links with the community it serves and encourage the development of additional community activism.
- 5.12 The next section within this reports indicates current levels of crime and anti-social behaviour; it is the view of the partnership that such performance is underpinned by good community engagement.

6 Safer Peterborough Partnership current performance.

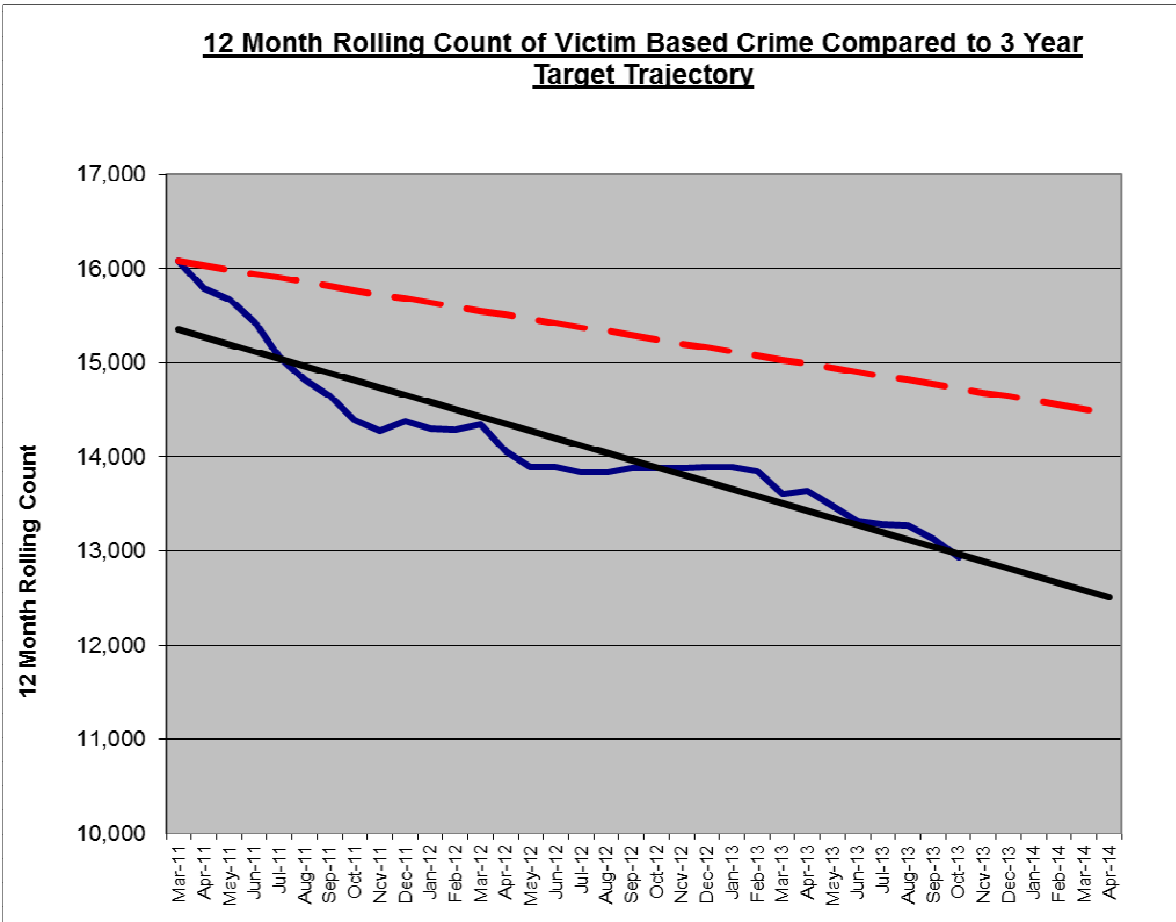
- 6.1 The partnership have a robust performance management regime which monitors performance on a monthly basis against the baseline set at the start of this three year period.
- 6.2 The one target, that of a 10% reduction in victims over the three year period, central to this framework.
- 6.3 The previous arrangements in place under the Local Area Agreement framework of central government imposed 'most similar areas' are not now being populated by government but this has allowed the freedom to compare more widely and nationally on a range of performance measures.
- 6.4 Current performance levels are as follows:



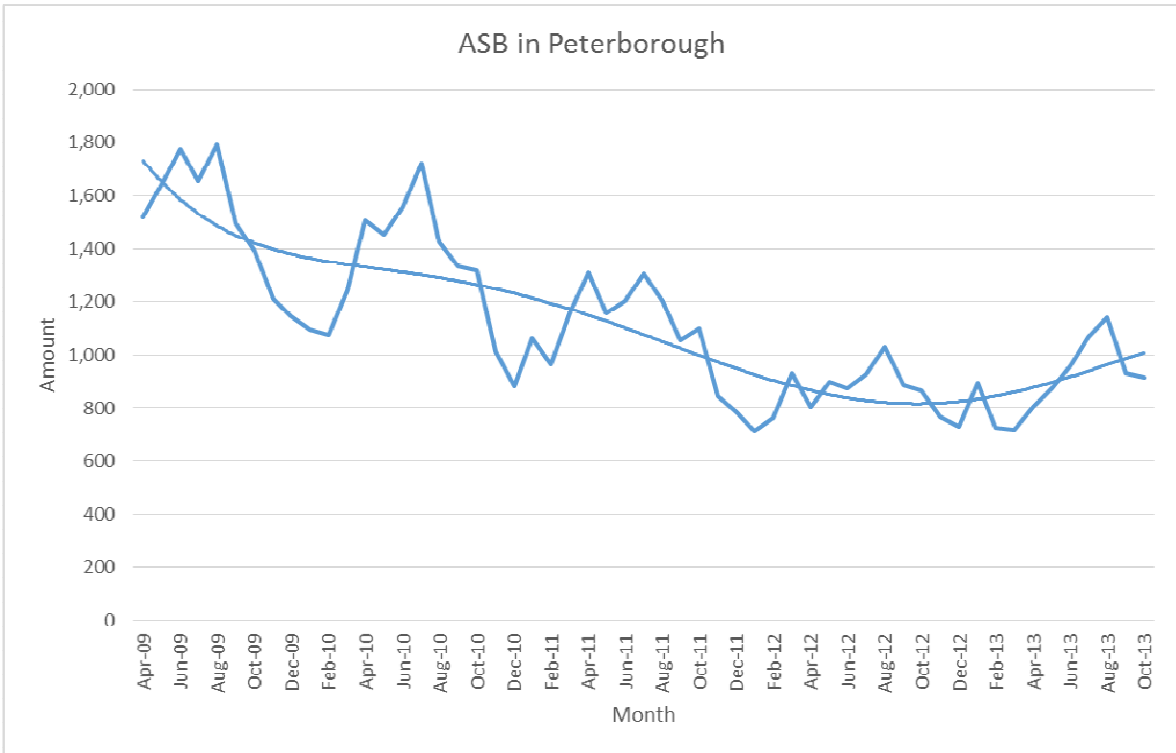
The table above shows the current levels of performance (Septembers figures) relating to our prioritised crime types.

All areas, with the exception of a category entitled 'theft from person' are showing significant downward trends from the 2010 baseline. In particular the category of house burglary is noteworthy, where offences are now hitting new lows. The reduction in assaults is also pleasing.

The reductions in crime from the baseline amount to over 3000 fewer victims of crime in our City, this can be seen from the next chart.



The final chart, below, shows the fluctuations in reporting of anti-social behaviour. Even given those fluctuations, always seasonal, the number of reports has dropped and continues to drop.



7 IMPLICATIONS

7.1 Fewer victims of crime are making the City safer.

8. NEXT STEPS

- 8.1 That the committee endorse the approach taken by the partnership in its efforts to reduce crime and disorder by building stronger and more supportive communities.

9. BACKGROUND DOCUMENTS

- 9.1 None

10. APPENDICES

STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE	Agenda Item No. 6
19 NOVEMBER 2013	Public Report

Report of the Cabinet Member for Environmental Capital and Neighbourhoods

Contact Officer(s) – Cate Harding

Contact Details – 317497

PORTFOLIO PROGRESS REPORT FROM CABINET MEMBER FOR ENVIRONMENT CAPITAL AND NEIGHBOURHOODS

1. PURPOSE

- 1.1 To provide Members with a progress report from the Cabinet Member for Environmental Capital and Neighbourhoods in relation to matters relevant to this committee.

2. RECOMMENDATIONS

- 2.1 Members are asked to scrutinise the progress made on the Cabinet Member's Portfolio by providing challenge where necessary and to suggest ideas and initiatives to support improvements in performance.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

- 3.1 The Sustainable Community Strategy aims to deliver a bigger and better Peterborough, through improving the quality of life for all. The portfolio held by the Cabinet Member for Communities and Targeted Services covers those aspects that fall within the Strong and Supportive Communities priority of the Strategy.

4. BACKGROUND

The responsibilities held by the portfolio holder relevant to this committee are for Neighbourhoods Support, including strategic long term problem solving and operational community issues.

5. KEY ISSUES

- 5.1 The team has seen some changes following the cessation of Neighbourhood Committees and subsequent staff restructures. There remains however a very strong commitment for the newly named communities and targeted services team to drive forward and embed the principles of Localism across the breadth of the council's services. An over-arching citywide approach is now in place that ensures a continuity of service to all communities which provides a here and now focused response for local concerns as well as a strategic approach to forward planning on community infrastructure requirements.

5.2 Supporting Local Communities

The Cabinet Member has been driving the new approach to ensure that the calls for service from residents, community groups, partner agencies and elected members are effectively processed, actioned, monitored and resolved. Monthly 'Mystery Shops' on calls for service have recently commenced the results of which will be provided to Managers for action as appropriate as well as identifying potential staff training needs. The focus here is to identify and plug gaps in service and promote new and efficient ways in which to work not just across the local authority but also with our external partners in both the statutory and voluntary sectors. Quality of life issues and improved customer service are also at the forefront of this work the aim of which is to ensure action and responses to local issues are appropriate, timely and robust.

Another area of importance is the identification and proactive management/resolution of trends that may emerge. Identifying solutions will take on many forms including utilising expertise at Neighbourhood Delivery Teams, building upon flexibility under the Localism Act, and researching how other local authority areas have addressed matters of local importance. Another key element in identifying local solutions to local problems will be by working with key local community groups especially within the Micro-beat (high needs) areas of the city. This work has commenced with the likes of MANERP and will continue to be taken forward in the coming months.

Work to identify Key Performance Indicators (KPIs) for certain areas of the business is underway and the calls for service activity is an integral part of this. Joining up these two pieces of work is paramount if a coherent way forward is to be identified.

It is anticipated that very soon the required systems will be in place to provide monthly update reports to all ward members to inform them of service requests in their ward and would typically cover such detail as the volume and type of service requests. As time moves on it is planned that the information provided will expand so that members have a much greater feel for activities in their ward.

5.3 Operational Partnership Co-ordination

To continue the successful partnership arrangements in place with the Safer Peterborough Partnership teams, each sector has a dedicated multi agency Neighbourhood Delivery Team (NDT) which will convene on a monthly basis to run in line with the Neighbourhood Panel meetings. These meetings are Chaired by the communities and targeted services team with the aim to:

- function as a programme task & finish team for Micro-beat (high need) areas: Operation CANdo / WWRAP / HALO
- oversee the delivery of the police Micro-beat action plans
- problem-solve panel priorities and other issues of operational concern on a 3-month rolling cycle in line with the police led public panel meetings
- co-ordinate partnership participation in area activities (Neighbourhood Panel priorities, days/weeks of action, street surgeries, walkabouts)
- oversee strategic growth and development for the area via future & live project updates
- utilise information/trend data from service request analysis to identify & problem solve local issues

The NDT's are accountable to the Safer Peterborough Partnership Board and highlight day to day concerns that may require a more intensive form of intervention.

The multi-agency nature of the NDT's is a key factor to the successful resolution of local issues and its constant evolution and ability to adapt to the changing nature of life in Peterborough is crucial if it is to remain at the forefront of helping to make the city a safer, cleaner, greener and stronger place to live and work. This can only be achieved through robust stakeholder management and regular activities take place to forge and maintain the types of relationships

required to make the NDTs a continued success.

5.4 Community Infrastructure Planning

The planning gain holding balances for S106/POIS are updated by planning officers in preparation for a cross-departmental officer review which is held on a quarterly basis. In turn the Neighbourhood Manager will review the balances to undertake an assessment of funding available within each ward.

It is hoped that the system and processes developed by the Neighbourhood Manager will become embedded with members and the cross-departmental officer group and ultimately adopted as an accepted corporate approach to ensure there is a mechanism in place that is responsive to the local needs. To ensure this is as robust as possible all systems have been aligned to planning processes which the Head of Planning supports.

Meetings will be held with all members and Parish Councils as required to strategically plan and prioritise needs in the ward. To gain a full understanding of the growth and regeneration needs in each area, established local groups, such as Parish Councils, are being urged to undertake community needs assessments to identify priority issues to target resources. For those areas not choosing to develop a Neighbourhood Plan this will be an effective way to influence how resources are targeted towards issues of most need.

5.5 Community Infrastructure Project Management

Officers in the communities and targeted services team co-ordinate activities for a variety of projects. These projects are funded by a range of core budgets, Section 106, former neighbourhood committees or external funds. The teams key involvement ensures that comprehensive consultation with local stakeholders is undertaken and that there is a joined up and holistic approach to local initiatives.

The following demonstrates the range and volume of initiatives the team are currently involved with:

Arts & Culture	1
Asset Transfers	9
Community Assets	9
Engagement	1
Infrastructure Planning	5
Sports & Leisure	0
Training	0
Environmental Crime	0
Gating	1
Highways	7
Lighting	3
Parking	3
Parks & Open Spaces	22
Recycling	1
Verge Improvements	4

The major schemes/projects currently involve:

- New primary school development in Gladstone and dual use agreement with the adjacent community centre (Central ward)
- Hampton Skate Park (Orton with Hampton)
- Hampton Community Park (Orton with Hampton)
- Cardea Community Pavillion (Stanground Cental)
- Conneygree Road Verge Improvement (Stanground Central)
- Regeneration Plan for Eastfield/Eastgate (East)

- Paston Housing Development (Paston)
- Orton Waterville Village Hall Improvements (Orton Waterville)
- Westwood Environmental Improvement Plan
- Community Asset Transfer Programme

The team are also one of the key contacts within PCC for improvements in parks and open spaces. This is in recognition of the intelligence gathered via community engagement and partnership working which can influence the decisions for what is required or needs to be prioritised. Working closely with the client team and Enterprise Peterborough a Green Open Spaces Implementation Plan (GOSIP) has been developed as a means of managing and improving the city's open spaces.

Phase 1 of the GOSIP programme is now underway and the following parks and/or open spaces are to initially benefit:

- Horseshoe Park
- Eye & Thorney Open Spaces
- Mountsteven Recreation Ground
- Bishops Road
- Stanley Recreation Ground
- Oakdale Avenue Play Area

Early discussions are now underway with Enterprise and the client team regarding the development and implementation of a wider landscaping maintenance programme

5.6 **Community Asset Management and Community Asset Transfers**

The Neighbourhood Manager continues to work closely with colleagues in Strategic Property (Serco), Enterprise, Children's Services, Growth & Regeneration, Planning and Legal Services to co-ordinate the management responsibilities of PCC's community assets. There are currently 52 community facilities Monthly meetings are chaired by the Neighbourhood Manager to bring these parties together to jointly assess progress on extension, refurbishment, governance or general repairs and maintenance issues.

Community organisations have owned or managed buildings or land for many years. In Peterborough this includes buildings owned and managed by the civil society sector as well as community buildings owned by the council and leased or licensed to local organisations. The council is committed to extending this much further through a proactive work programme on community asset transfer (CAT) over the next 5 years where it brings benefits and added value to communities, whilst contributing to the council's aims and priorities. The key drivers for this approach are the Localism Act which encourages community empowerment and council commitment to protect many locally valued community based facilities through community asset transfer.

The Asset Transfer Strategy was approved by Cabinet in September 2013. It was also agreed to extend the revenue budget for the assets currently in scope for transfer until the end of the financial year. The assets in scope involve the 8 former play centres that were declared surplus as part of budget cuts from April 2013.

Driven by a passion to not see valued community assets close, new and existing local groups have stepped up declare their interest in taking on the management of these centres.

Since April there has been significant progress on developing the capacity of these groups. Working closely with CanDo Communities (an independent charity who work nationally but are based locally in Peterborough to support 3rd sector groups) have been provided with advice, guidance and training on issues such as governance, business planning.

Six of the eight play centres have so far been successful with their applications to Central Government for pre-feasibility grants of up to £10,000. This will allow for the next stage of the asset transfer work to be undertaken and will include funding of independent building surveys,

legal works, consultation events and business planning sessions.

The key challenge for each local group taking on these centres will be the demonstration of their understanding and ability to convert their enthusiasm into the practical, viable and sustainable management of the assets.

5.6.1 Charteris Centre / Dogsthorpe & Welland Neighbourhood Partnership:

- A successful summer programme of events has been run in conjunction with Families First
- Have now received confirmation of pre-feasibility funding
- CanDo Communities will be working with the group to develop detailed business plan and carry out a building survey
- City College have agreed to take the tenancy at will whilst longer term lease options are explored.
- This community led group will develop and manage the former play centre but also act as a steering group for other local assets (John Mansfield Centre and Focus Centre) to ensure the wider community benefits from a needs based approach in this ward – thereby acting as a ward wide community asset management group.

5.6.2 Chestnuts Centre / Norman Road Community Association

- Intention to apply for pre-feasibility funding, however no application yet made.
- No further work can take place with CanDo Communities until the community group have the funds.
- The Community Association managing the adjacent community centre intend to extend their existing lease to incorporate responsibility for the former play area
- This location is an area to benefit from large sums of S106/POIS as a result of nearby development and the centre and its grounds are in scope for an improvement plan

5.6.3 Copeland Centre / Copeland Community Association

- Copeland community association has agreed to take on the tenancy at will & longer term lease as an extension to their existing arrangement for the adjacent community centre.
- No application for pre-feasibility funding has been made as the group feel they can be self-sufficient in managing the centre based on their track record of managing the community centre

5.6.4 Crofts Corner / Bretton Parish Council

- Pre-feasibility funding application now approved
- Bretton Parish Council have signed the tenancy at will and negotiating lease terms will now commence
- The building is likely to continue running play activities for children
- A successful summer programme of events has been run in conjunction with Families First

5.6.5 Paston Farm Adventure Play Centre / Paston Farm Enterprises

- Pre-feasibility funding approved
- Building survey has now been completed, a number of issues have been identified for the council to consider rectifying
- An open day has been held to consult with local people on the future use of building
- Quotes are being obtained to provide separate pedestrian & vehicle access points and additional parking

- Residents from the new Paston developments are utilising the centre for meeting space following the development of a new resident group as that area has no community facility yet.

5.6.6 **The Spinney / Little Miracles**

- Pre-feasibility funding approved.
- Little Miracles will take on the tenancy at will
- BBC DIY SOS TV show has demolished the existing building and rebuilt a new, purpose built facility at no cost to PCC or Little Miracles.
- The show will be broadcasted as part of this year's Children in Need campaign.
- Little Miracles will work with a community led steering group to ensure the centre is accessible for wider community use

5.6.7 **Thistle Drive Centre / CANdo Communities**

- CanDo Communities have agreed to take the tenancy at will / lease
- Pre-feasibility funding has been successfully received
- Building survey has now been completed, a number of issues have been identified for the council to consider rectifying.
- Emergency roof repairs have recently been approved

5.6.8 **The Tunnel / Orton Community Association**

- Pre-feasibility funding approved
- Significant enhancement to number and range of activities now taking place at the centre
- Uncertain regarding the future viability of the asset but will continue to work in close partnership with OCA in securing the continuity of this local provision

5.7 **Parish Liaison**

A new schedule of meetings is in place for the Parish Liaison Committee and its Sub Group which oversees and progresses on matters such as agenda setting for the committee quarterly meetings, parishing pilots, ward boundary reviews and planning for the annual conference.

This year's annual conference is scheduled for 26 November and will be held at Bedford Hall in Thorney.

It is intended that these meetings enable a meaningful networking opportunity to encourage peer engagement and collaboration with and between parished communities.

The Neighbourhoods Team supports both groups and aims to see the network become self-sufficient and offering on-going peer support

6. **IMPLICATIONS**

- 6.1 It is anticipated that the Scrutiny Committee will comment on and make recommendations relating to the updates provided in this report in order that delivery potential is maximised for the benefit of our communities.

7. NEXT STEPS

7.1 Comments and recommendations made by Scrutiny Committee members will be considered as part of the ongoing development and delivery of specific business areas.

8. BACKGROUND DOCUMENTS

8.1 Community Asset Transfer Strategy

9. APPENDICES

None

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STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE	Agenda Item No. 7
19 NOVEMBER 2013	Public Report

Report of the Executive Director – Strategic Resources

Contact Officer(s) – Dominic Hudson, Strategic Partnerships Manager

Contact Details - Email: dominic.hudson@peterborough.gov.uk Telephone: 07984 043180

THE HERITAGE AMBITION

1. PURPOSE

- 1.1 This report provides Members with an update on City's Heritage Ambition and Heritage Action Plan.

2. RECOMMENDATIONS

- 2.1 It is recommended that the Scrutiny Committee comments on the City's Heritage Ambition at Annex 1 and The Heritage action plan at Annex 2

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

- 3.1 Heritage contributes to the following priorities in the Sustainable Community Strategy:-
- Creating opportunities – tackling inequalities;
 - Creating strong and supportive communities; and
 - Delivering substantial and truly sustainable growth.

4. BACKGROUND

4.1 Heritage Ambition:

Heritage is one part of the City's culture.

Peterborough has a rich, diverse and exciting heritage which is unique to our City – our heritage has helped to shape how the City has grown over the years and the people and cultures within it.

Heritage plays an important role in support of other Council services and our aspirations for the City, the Ambition supports City Council objectives such as:-

- Tourism and visitor engagement which in turn supports the local economy;
- Supporting educational, skills and learning;
- Health and well-being by adding quality to people's lives;
- Community cohesion and engagement through being accessible to everyone from all backgrounds and walks of life to help bring our culture to life.

We have many heritage assets, the Museum, Flag Fen the recent discovery of bronze age boats at Must Farm, as well as high profile sites such as the Cathedral, St.John's church, John Clare Cottage, Burghley House and Sacrewell farm, all in close proximity. Work is underway to refresh our approach to tourism to ensure we realise the full economic benefit of all these

Heritage sites and attractions.

4.2 **HERITAGE AMBITION AND CONFERENCE**

The City launched a Heritage Ambition at the Cities Heritage Conference in May 2013. The Heritage Ambition set a vision for how people can engage with heritage for the future. A copy of the Heritage Ambition is at Annex 1 to this report.

The launch of the Heritage Ambition was a culmination of many months work and input by many individuals, groups and organisations in Peterborough. The Heritage Ambition aims to explore and put into practice cohesive and coherent ways of understanding and working with heritage for the benefit of Peterborough and the people who live, work and visit here.

The Heritage Ambition was the first step in a much longer journey.

The vision for Peterborough is to be recognised by its citizens and nationally and internationally as a high quality heritage destination and a place of quality experiences where heritage is used as a resource for all the City's activities and operations from education to economy, and from cultural vibrancy.

The Council is working and supporting the whole heritage community including Vivacity to achieve the Ambition through:-

- Encouraging new exciting, surprising and creative ways for the City's heritage and stories to be made accessible to Peterborough's communities and visitors;
- Developing training, education and research programmes inspired by local heritage;
- Linking up the heritage offer in the City – organisationally, culturally and conceptually; and
- Creating effective partnerships to deliver the Heritage Ambition and ensure that heritage is a consideration in all the City's plans, not just the Council's.

To ensure momentum is maintained following the conference four working groups have been established to take the Ambition forward under the direction of the Heritage steering group.

4.3 **HERITAGE ACTION PLAN KEY THEMES:**

The project team have been working hard to drive these aspirations, action and participation into an action plan that focuses on four key themes

- Conservation and regeneration;
- Skills and education
- Volunteering and community engagement;
- Marketing, promotion and information sharing.

The teams were generated through consultation in 2012 and ratified by a group whose membership included the Council, Opportunity Peterborough, Vivacity, John Clare Cottage, Peterborough Cathedral and Peterborough Regional College:-

These four themes are broad areas around which individuals, organisations and community groups can coalesce to discuss heritage in all its forms and explore the opportunities for joint working and sympathetic stewardship of the heritage sector in the City. Heritage, therefore, being represented in its widest interpretation – from socio-cultural to sense-of-place – and from the built environment to the natural environment.

4.4

HERITAGE ACTION PLAN FRAMEWORK:

Since the Heritage Conference, developments have been on-going, many behind the scenes, to capture and build on the momentum there is generally within the City for its heritage, from the Conference and launch of the Heritage Ambition.

The Heritage action plan sets out its Paradigm:

‘This vision is not just about the Council or about any one organisation and its areas of activity. It aims to: encourage individual and organisational commitment, build a resource of empowered networks that provide leadership and decision-making for the city; and establish a framework for delivering action. It is about working with the insight of local communities and all those with an interest in heritage to strengthen our understanding and shared sense of place; providing exemplar stewardship of the social, cultural and built environment.’ (Peterborough’s Heritage Ambition, Page 2 Annex 1)

‘It is vital to the success of this ambition that it is responsive to all interests and reflects the entire heritage that Peterborough has to offer.’

With its key aim:

The work delivered through the action plan will encourage individual and organisational commitment, will become a resource of empowered networks that provide leadership and decision-making will establish a framework for delivering action and strengthen our understanding and shared sense of place. The plan will help to build a resource of empowered networks and establish a framework of action using the insight of local communities

The plan has been formulated by the Heritage Ambition project team in consultation with the Heritage Champion the Heritage Steering Group and Heritage interest groups detailed above and covers the period 2013 / 2014. The action plan has been divided in to four delivery areas, each assigned with an Ambition Working Group (AWG)

Heritage Steering group

- 1. Conservation & Regeneration**
- 2. Skills & Education**
- 3. Marketing, Promotion & Information Sharing**
- 4. Volunteering & Community Engagement**

Each Ambition Working Group assigned with an action area have already met twice since the Heritage conference, once in September and again in October, with a third meeting programmed for December.

Each Ambition Working Group have been asked to identify up to five potential projects to be developed within the groups. Overall, up to 20 projects will be identified with a number selected to be delivered during 2014. Each project will engage with new audiences and emphasis is put on a diverse spread of focus looking at buildings,

records, people and stories. The outcomes will then be added to the next iteration of the action plan for 2014 / 2015.

The third Ambition Working Group meeting will bring all the groups back together to share each group's outcomes and to feedback with ideas and projects that will be used to drive forward the aims and aspirations in the Heritage Ambition informing the next stage of the action plan.

One potential new Ambition Working Group has already been identified, focusing on children and young people. It has been noted throughout the consultation and through the working groups, that young people in particular find it difficult to engage and share their ideas in the working groups set up. A new group will be formed focused on young people to facilitate their engagement in the process and to express their views and generate potential projects that can link with the further of heritage and the children's university programme.

4.5 ENGAGEMENT STRATEGY

A key action plan priority for Vivacity is to develop an Engagement Strategy to encourage people to sign up as volunteers to help on our heritage journey.

Presently there are limited numbers having signed up to help, as opposed to being kept informed, though this number is growing to 64. Peterborough's Heritage Champion is keen to encourage local people who have an interest in heritage to become involved and is working with the project team to deliver.

All working groups are looking at this key area of work and have started to formulate action points including setting targets, timescales and methods of engagement and these are to be discussed at the group meeting in December.

4.6 PETERBOROUGH HERITAGE GOVERNANCE

The Heritage Champion, as the Chair, has already chaired two meetings of the Peterborough Heritage Steering Group, which comprises representatives of the Council, English Heritage, Peterborough Cathedral, Railworld, the Civic Society, Opportunity Peterborough, Heritage Attractions Group and Vivacity, which will continue to be involved in the implementation and further development of Peterborough's Heritage Ambition.

The next meeting of the Heritage Steering Group will be held on the 20th November. The Heritage Steering Group receive regular updates and are consulted on marketing activities to promote complimentary marketing strategies across high and low levels – promotion of the AWG's progress ties in with opportunities to promote core offer activities.

5. NEXT STEPS:

5.1 HERITAGE ACTION PLAN

The Heritage Ambition is at Annex 1 and The Heritage action plan is at Annex 2 to this report and Members comments are invited.

It is proposed that the planned activity continue and outcomes from the third round of AWG meetings are discussed with wider stakeholders across the City in order to drive the Heritage Ambition forward, informing the action plan for 2014 / 2015. In the third round of meetings the AWG's will take into account the comments generated from members of this committee

All outcomes from the AWG meetings will then be presented to the Heritage Steering Group for

information. The steering group will be reviewing the feedback from the workshops and offering their support in line with the ethos of Peterborough's Heritage Ambition (in 4.4 above). This is in order to understand where we are now, how we would like to move forward and what the immediate priority tasks should be.

We have had very positive discussions with The Peterborough Telegraph and the Marketing and Promotion working group will be developing a schedule of features that will run in the paper to support and promote the Ambition.

6. IMPLICATIONS

6.1 None.

7. CONSULTATION

7.1 Consultation has to date taken place on Peterborough's Heritage Ambition Action Plan with:-

- Cabinet Member for Culture, Recreation and Waste Management;
- Cabinet Adviser for Culture and Recreation and Peterborough's Heritage Champion;
- Cabinet Adviser to the Leader (Business Engagement, Tourism and International Links)
- Head of Commercial Operations
- Tourism Strategy Manager;
- Vivacity.
- **Action groups:**
 - Conservation & Regeneration
 - Skills & Education
 - Marketing, Promotion & Information Sharing
 - Volunteering & Community Engagement

Consultation will also take place with wider stakeholders across the City on the draft new Culture Strategy following this Scrutiny Committee.

This is part of a continuum of consultation and liaison reflecting the increase in interest in Heritage; beginning in 2012 with the Heritage Dinners, developing through the drafting and writing of the Heritage Ambition itself, including positive buy-in from the Chair of English Heritage and also Visit England during the conference launch of this Ambition.

8. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

9. APPENDICES

9.1 Annex 1 – Peterborough's Heritage Ambition
Annex 2 – Action Plan

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ANNEX 1: PETERBOROUGH'S HERITAGE AMBITION

Peterborough's Heritage Champion

'Now is the ideal time to launch a new ambition for heritage in Peterborough. There is a wealth of enthusiasm locally and real passion from organisations across the heritage sector. New investment into heritage is delivering new innovative projects. We need to maintain this momentum, and for that we all need to work together. I support this vision, and I urge you to sign up'.

Understanding and celebrating our unique heritage

Heritage is the foundation of who we are, how we view the world around us, and the urban and rural landscape we share today. We need to safeguard the physical evidence of what has been achieved by our forebears; the buildings, artefacts and archaeology. We also need to appreciate how Peterborough came to be the place it is today in terms of its environment and the interconnected lives of the residents who shaped it, and those who live here today.

Peterborough is the only place in England that has a physical record of over 3500 years of continuous occupation, from the Bronze Age onwards, spanning some 140 generations of people.

In this place we have quarried Jurassic clays and limestone; we have built villages, streets, castles, forts, railways, a cathedral and other places of worship. We have spoken many languages and lived in thousands of properties, living thousands of lives and telling millions of stories.

Our ambition is to celebrate this rich heritage and bring it to life for current and future generations.

Together we must look across all areas of our heritage and ask ourselves if we are doing everything we can to protect and celebrate that inheritance; communicating why and how our heritage matters, and sharing our passion and knowledge. The range of our heritage interests is wide and diverse and includes not only buildings and records, but people and stories:

Archaeology Built Environment Ecclesiastical
Geology, Fossils and Local Materials
Natural Environment and Biodiversity Literature and Archives
Museums and Attractions People and Stories – Histories Landscapes

Heritage can reinforce Peterborough's identity and regenerate buildings, businesses and local communities: creating a true sense of place. As both a historic medieval city and a dynamic city growing for the future, it is important to recognise that Peterborough's heritage can underpin, and take a lead role in, the economic development and vibrancy of the city. Heritage attractions in the city alone directly add at least £27 million to the local economy (based on analysis of 2010 visitor figures for 13 heritage sites in Peterborough).

Our ambition is to make the whole greater than the sum of its parts and put Peterborough firmly on the map.

Ambition statement

Peterborough will be recognised by its citizens and nationally and internationally, as a high quality heritage destination and a place of quality experiences. A city where cultural heritage is used as a resource for all of the city's activities and operations: from education to economy, and from cultural vibrancy to civic identity.

Aims

Our heritage will be:

- Accessible to all
- Celebrated and promoted locally, nationally and internationally
- A driver for education and skills growth
- Conserved, managed and economically resilient; a force for economic regeneration

Where we are going – a common purpose

This ambition is the first step in building a shared commitment to heritage in Peterborough. It highlights a vision for Peterborough that allows us to voice, both as individuals and as a heritage community, a strong and determined commitment to our heritage, which is ambitious and bold, but also coherent, realistic and deliverable.

There is a great momentum around heritage in the city: new investment and new initiatives that are raising the city's profile; a real sense of passion and interest; strong local groups and organisations with growing and practical networks. This ambition aims to build on this, and formulate a new and exciting approach to the heritage of Peterborough.

This vision is not just about the Council or about any one organisation and its areas of activity. It aims to: encourage individual and organisational commitment, build a resource of empowered networks that provide leadership and decision-making for the city; and establish a framework for delivering action. It is about working with the insight of local communities and all those with an interest in heritage to strengthen our understanding and shared sense of place; providing exemplar stewardship of the social, cultural and built environment.

How will it happen?

Real commitment by all parties and wide involvement is central to the success of our heritage ambition. Heritage touches our daily lives and we can all get involved to protect and enhance our inheritance and help others to understand its value.

To realise the positive impacts that heritage can have on our city, we will:

- **Encourage new exciting, surprising and creative ways for the city's heritage and stories to be made accessible to Peterborough's communities and visitors alike;**
- **Develop relevant training, education and research programmes inspired by our local heritage;**
- **Link-up the heritage offer in the city – organisationally, culturally and conceptually;**
- **Create effective partnerships to deliver the heritage ambition and ensure that heritage is a consideration in all the city's plans, not just the Council's.**

To drive these aspirations, we will focus action and participation in four key areas of activity. We need people to consider the type and level of involvement they are happy to commit to in these areas, and so form powerful networks of interest and passion, and where appropriate, but by no means essential, expertise. Commitment to these areas of action can transform Peterborough's heritage landscape:

Conservation & regeneration

Marketing, promotion & information sharing

Skills & education

Volunteering & community engagement

The networks around these action areas will be supported by a dedicated website acting as a resource for information and point of interconnection between individuals and organisations. As activities are identified and developed in these areas, they will appear on the website, to build excitement and encourage further involvement: creating a virtuous cycle of promotion and engagement.

Each area of action will have a voluntary co-ordinator who will steer and facilitate the network. The co-ordinator will also sit on the Strategic Heritage Board. The Board will be made up of these co-ordinators, who will be able to provide a cross-city perspective on potential initiatives, along with specialists in the heritage field. Together they will be able to offer a perspective on viability and opportunities for development for new initiatives, as well as provide a focal point for collaborative leadership for the heritage of the city.

It is vital to the success of this ambition that it is responsive to all interests and reflects the entire heritage that Peterborough has to offer. For this reason, it is important that we all sign-up to Peterborough's heritage ambition to help us all understand and look after the heritage around us.

Showing commitment

In order to deliver this ambition, it is vital that our commitment is real and visible. In signing-up to the Ambition, we commit to supporting the principles of the Ambition. To deliver the actions that can transform our city, it is also vital that we build communities of involvement and engagement – and you can play a part in that:

- By signing up to this Ambition, you pledge that you agree with the principles of the Ambition, you will promote the city's heritage whenever you can and will help to achieve the goals of the Ambition through your everyday activity. To do this is a fantastic statement of intent that you value the city's heritage, and feel that it is something that should play a major part in Peterborough's future.
- You can be even more involved in the city's heritage by receiving news on what's going on and keeping in touch with the development of the Ambition. This helps to develop a real heritage community of interest in the city around heritage. For more information visit our website at (website address), where you can also sign up to an e-mail newsletter. Look out for our updates on Facebook and Twitter too!
- If you are willing to give a bit more time to support Peterborough's heritage, you might like to help to actually deliver one or more of our heritage projects, by signing up to be involved in one of the areas of action (Conservation & Regeneration; Marketing, Promotion and information sharing; Skills & Education; Volunteering & Community engagement). This might be because you have experience or skills in that field that you would like to use, or you just have a particular passion for that area of our heritage and feel that you have something to offer the city to make this Ambition a reality.

If you would like to sign-up for one of these roles please complete the enclosed postcard and pop it into the box on your way out, or email it to heritage@peterborough.gov.uk

Together we can make a difference to our city's heritage, and make sure that our heritage makes a difference to the lives of the people who live here.



Annex 2

SSCSC HERITAGE 1911113



Peterborough's Heritage Ambition

ACTION PLAN 2013/14



Heritage Ambition Action Plan – 2013/14

PARADIGM	<p><i>'This vision is not just about the Council or about any one organisation and its areas of activity. It aims to: encourage individual and organisational commitment, build a resource of empowered networks that provide leadership and decision-making for the city; and establish a framework for delivering action. It is about working with the insight of local communities and all those with an interest in heritage to strengthen our understanding and shared sense of place; providing exemplar stewardship of the social, cultural and built environment.'</i> (Peterborough's Heritage Ambition, Page 2)</p> <p>To summarise:</p> <ol style="list-style-type: none"> 1. Encourage individual and organisational commitment 2. A resource of empowered networks that provide leadership and decision-making 3. Establish a framework for delivering action 4. Working with the insight of local communities 5. Strengthen our understanding and shared sense of place <p><i>'It is vital to the success of this ambition that it is responsive to all interests and reflects the entire heritage that Peterborough has to offer.'</i> (Page 3)</p>
Key Aims	To build a resource of empowered networks and establish a framework of action using the insight of local communities
Key Date(s)	Launch Date – Heritage Conference May 2013 Action Group Launch – September 2013
Project Lead(s)	Members of the Heritage Ambition (HA) Working Groups (AWG)
Project Team	Roles & Areas of Responsibility
Claire Hardy	Heritage Service & Programme Manager, Vivacity – Facilitation of AWG and AWG Chair's meetings, preparation and development of Action Plan, key contact for action group members and supporters of the HA, support and guidance for development of project work.
Jonathan Latchford	Heritage Development Officer, Vivacity – Facilitation of AWG and AWG Chair's meetings, support the work of Heritage Services & Programme Manager, key liaison with press (including development of regular promotions), facilitation and development of website and social media.
1	Overview / Project Launch

Ref.	Actions	Dependency	Responsible Officer / Nominated AWG member	Deadline	RAG	Updated
1a	Invitation to initial meetings of all four Ambition Working Groups (4AWG) – Invitations sent and new group member lists established	CH in post	CH	08/13		29 / 08 / 13
1b	Liaison with Peterborough Telegraph (PT) to publish initial AWG dates and provide context, also to appear online and via e-marketing: Vivacity website, Heritage E-bulletin		JL, Laura Fanthorpe (LF) – Vivacity Marketing Officer	08/13		13 / 08 / 13
1c	Initial meetings held for 4AWG – dates detailed in sections 2, 3, 4 & 5 – CH to chair.	Adequate attendance	CH, JL	09/13		27 / 09 / 13
1d	Frequency of meetings determined	Establishment of AWG	4AWG	01/11/13		27

		next round of meetings. Attendance numbers detailed in sections 2, 3, 4 & 5.				/ 0 9 / 1 1 3
1e	Level of commitment determined		Establishment of AWG	CH, 4AWG	01/11/13	/ 2 7 / 0 9 / 1 1 3
1f	AWG Chairs elected		Adequate attendance	CH, 4AWG	01/11/13	/ 2 7 / 0 9 / 1 1 3
1g	Reflection and analysis of all 4AWG meetings		1b	CH, JL	10/13	0 4 / 1 0 / 1 1 3
1h	Preparation of initial report of findings to feed back to second round of AWG meetings	1f	CH	10/13	/ 1 0 /	

1i	Secondary AWG meeting invitations sent – dates detailed in sections 2, 3, 4 & 5 – CH to chair due to no chairs elected at this time	CH, JL	10/13			10 / 13
1j	Heritage Champion to attend 2 nd AWG meetings	Cllr Graham Casey	01/11/13			27 / 09 / 13
1k	Contact PCVS to promote 2 nd round of AWG meetings to their broad database. Preparation of HA statement and invitation to PCVS complete and sent to extensive database to encourage sign up from more community members and to provide a diverse cross section of heritage interests to all 4 groups	JL, CH	04/10/13			08 / 10 / 13
1l	Follow up meeting with LF and PT to establish a schedule of committed promotional drives for the HA and the AWGs. To include details of meetings, progress of AWGs, celebrations and achievements of AWGs, opportunities to experience and be part of the Peterborough's heritage	CH, JL, LF, PT	10/13			08 / 11

								0 / 1 3
1m	First feature in PT and subsequent features as established above	1l			CH, JL, LF, PT	From 11/13		2 7 / 0 9 / 1 3
1n	Logo promotion , sharing and use amongst HAG and other heritage venues				CH, JL, HSG, HAG	From 11/13		2 7 / 0 9 / 1 3
1o	Website development – members area (access to agendas and minutes), blog/forum, social media links and reconfiguration to accommodate pages to celebrate the work of each group and accumulatively				JL, CH, M, P & IS AWG members (+ HSG)	From 11/13		2 7 / 0 9 / 1 3
1p	AWG Chairs Steering Group to be established and held	1f			CH, JL, AWG Chairs	11/13		2 7 / 0 9

									/ 1 3	
1q	AWG Chairs to attend HSG meeting to present work to date	1p		AWG Chairs	20/11/13				0 8 / 1 0 / 1 3	
2 Conservation & Regeneration AWG										
Ref.	Actions	Dependency	Responsible Officer / Nominated AWG member	Deadline	RAG	U	p	d	a	t
2a	First C & R AWG meeting held – 18/09/13 at Peterborough Museum 5 attendees, 6 apologies	1a, 1b	CH, JL, AWG members	09/13						2 7 / 0 9 / 1 3
18/09	Key Areas of Discussion / Interest: <ul style="list-style-type: none"> Focus should be on finding and developing stories around tradition, culture, pastimes, built and natural environment, which is relevant and meaningful to a wide audience Important communities on the 'Edge of the Fens' including local Gypsy communities should be engaged with 									

	<ul style="list-style-type: none"> • We should endeavour to gain representation from a more diverse cross section at our working groups • Suggestion to look at the Romany Museum and associated groups in Spalding • ‘What is Peterborough’, geographically and culturally? The group agreed that we need to look at the unitary authority and promote this capture area actively • What is our current ‘heritage offer’? Suggested a thorough mapping exercise has not been carried out, at least in several years, and certainly not to the extent we need. • Group agreed and that should we undertake such a project, we should strive to seek out organisations, groups, and individuals who are not ‘networked’, supported within current infrastructures, and also look to those who would not normally consider themselves to be involved with, celebrating, or contributing to the city’s heritage offer. 					27 / 09 / 113
2b	C & R AWG Chair Elected		Adequate attendance		AWG members	27 / 09 / 113
2c	Minutes of all 4AWG meeting circulated to all attendees, those sending apologies, and suggested invitees from first meetings			CH, JL	10/13	10 / 10 / 113
2d	Secondary meeting held – 22/10/12 Present report of finding to AWG members		1h, 1f	CH, JL, AWG members	22/10/13	08 / 10 / 11

2e	Chair to attend initial AWG Chairs Steering Group	2b	CH, JL, AWG Chairs	11/13		3
2f	AWG asked to establish up to 5 projects / ideas to feed into action plan. Each project should aim to engage with new audiences and emphasis will be on a diverse spread of focus looking at building, records, people and stories. CH, JL and AWG Chairs to co-ordinate and facilitate the initial formation of the projects alongside AWG members – progress to date to be brought to 3 rd round of meetings – see 2g	2d	CH, AWG members	22/10/13		27 / 09 / 13
2g	3 rd AWG meeting held, with a focus on feedback on project progress, and shaping our action plan to December 2014	2f	CH, JL, AWG members	12/13		27 / 09 / 13
2h						
3	Skills & Education AWG					
Ref.	Actions	Dependency	Responsible Officer / Nominated AWG member	Deadline	RAG	Update

3a	First S & E AWG meeting held – 20/09/13 at Peterborough Museum 8 attendees, 2 apologies	1a, 1b	CH, JL, AWG members	09/13					d 2 7 / 0 9 / 1 3
20/09	<p>Key Areas of Discussion / Interest:</p> <ul style="list-style-type: none"> It was agreed that the remit of the group is to instil an understanding of Heritage across Peterborough – this includes the whole of the Soke, or Unitary Authority area as well as the immediate hinterland beyond Ideas for good practice for the group included the consideration of a focus on parents and children, with the children being instigators/early adopters, and parents following their children into heritage Learning and discovery should take place through a wider age bracket; that a few key older people have a wealth of heritage knowledge about Peterborough and these people are not joined-up with others and other groups. General consensus of the need for groups to coalesce There is a challenge, which is to create a tradition of interest and learning about heritage in Peterborough. The group discussed the idea of working towards a tangible outcome, such as a book or leaflet This working group will provide; networking; access to the Heritage Steering Group; material for the peterboroughheritage.org website and information for the Peterborough Telegraph What is our USP. Heritage is a diaphanous concept, and we all understand that it is difficult to define, however because it relates as much to industry and buildings as it does to culture and the countryside it can and will appeal to broad swathes of the population if we can work together to help them understand that their own interests and stories have as much of a role to play in the Ambition for Peterborough as does the Bronze-Age boats or the Cathedral. The USP is that it's about Peterborough people. For example the 40 years on project Role of the group is to remind people of their heritage and to help people understand why Peterborough looks like it does, visually, culturally and in the socio-economic landscape. 								
3b	S & E AWG Chair Elected	Adequate attendance	AWG members	21/10/13					2 7 / 0 9

									/
3c	Minutes of all 4AWG meeting circulated to all attendees, those sending apologies, and suggested invitees from first meetings				CH, JL	10/13			1 0 / 1 0 / 1 3
3d	Secondary meeting held – 21/10/12 Present report of finding to AWG members	1h, 1f			CH, JL, AWG members	21/10/13			0 8 / 1 0 / 1 3
3e	Chair to attend initial AWG Chairs Steering Group	3b			CH, JL, AWG Chairs	11/13			2 7 / 0 9 / 1 3
3f	AWG asked to establish up to 5 projects / ideas to feed into action plan. Each project should aim to engage with new audiences and emphasis will be on a diverse spread of focus looking at building, records, people and stories. CH, JL and AWG Chairs to co-ordinate and facilitate the initial formation of the projects alongside AWG members – progress to date to be brought to 3 rd round of meetings – see 3g	3d			CH, AWG members	21/10/13			2 7 / 0 9 / 9 / /

	<ul style="list-style-type: none"> • What is attracting people to Peterborough? The following major elements: Heritage Festival, Beer Festival, Art, Cathedral • The group needs to determine a key area which requires marketing and publicity around which it can coalesce and provide input and momentum • There is a need for a mapping exercise to determine the landscape of organisations, whether overtly heritage orientated or not, in order to determine what interests are represented across the UA • Perhaps the Unique Selling Point (USP) of Peterborough is archaeology • Heritage should be meaningful and real, using real people, for example the real links between Katherine of Aragon, Old Scarlet and Hamlet • The group needs to be able to coherently collate information about publicity • Heritage is a good way of enabling newcomers to feel part of the city. 					27 / 09 / 13
4b	M, P & JS AWG Chair Elected		Adequate attendance	AWG members	31/10/13	27 / 09 / 13
4c	Minutes of all 4AWG meeting circulated to all attendees, those sending apologies, and suggested invitees from first meetings			CH, JL	10/13	10 / 10 / 13
4d	Secondary meeting held – 31/10/12 Present report of finding to AWG members		1h, 1f	CH, JL, AWG members	31/10/13	08 / 10 / 13

4e	Chair to attend initial AWG Chairs Steering Group	4b	CH, JL, AWG Chairs	11/13		3
4f	AWG asked to establish up to 5 projects / ideas to feed into action plan. Each project should aim to engage with new audiences and emphasis will be on a diverse spread of focus looking at building, records, people and stories. CH, JL and AWG Chairs to co-ordinate and facilitate the initial formation of the projects alongside AWG members – progress to date to be brought to 3 rd round of meetings – see 2g	4d	CH, AWG members	31/10/13		27/09/13
4g	3 rd AWG meeting held, with a focus on feedback on project progress, and shaping our action plan to December 2014	4f	CH, JL, AWG members	12/13		27/09/13
5 Volunteering & Community Engagement AWG						
Ref.	Actions	Dependency	Responsible Officer / Nominated AWG member	Deadline	RAG	Update

					d
5a	First V & CE AWG meeting held – 18/09/13 at Peterborough Museum 5 attendees, 5 apologies	1a, 1b	CH, JL, AWG members	09/13	2 7 / 0 9 / 1 3
27/09	<p>Key Areas of Discussion / Interest:</p> <ul style="list-style-type: none"> • Conference was inspirational and fantastic and the keynote speech was also inspirational • There are many spots, such as warehouses, which could be encouraged to grow and develop a la Portabello Road, Spittalfields, Camden Town • The ATC is able to provide many volunteers, it is a core component of the Duke of Edinburgh's Award • This group will compliment other groups, as the volunteering children may be able to encourage their parents or carers to become interested or get involved in heritage. The parents will be key in advocating the work their children have been involved in • Villages are under-represented in the heritage story of Peterborough • Projects needn't be badged as heritage, but semantics can allow much overlap • Big heritage is taken for granted in Peterborough, we need to talk about the little things • There is a need for a more coherent website offering access to all heritage in Peterborough which reflects all the disparate groups. These groups need to be mapped • There can be difficulty in discovering where to volunteer in Peterborough. 				
5b	V & CE AWG Chair Elected	Adequate attendance	AWG members	01/11/13	2 7 / 0 9 / 1 3
5c	Minutes of all 4AWG meeting circulated to all attendees, those sending apologies, and suggested invitees from first meetings		CH, JL	10/13	1 0

5d	Secondary meeting held – 01/11/12 Present report of finding to AWG members	1h, 1f	CH, JL, AWG members	01/11/13		08 / 10 / 11 / 13
5e	Chair to attend initial AWG Chairs Steering Group	5b	CH, JL, AWG Chairs	11/13		27 / 09 / 11 / 13
5f	AWG asked to establish up to 5 projects / ideas to feed into action plan. Each project should aim to engage with new audiences and emphasis will be on a diverse spread of focus looking at building, records, people and stories. CH, JL and AWG Chairs to co-ordinate and facilitate the initial formation of the projects alongside AWG members – progress to date to be brought to 3 rd round of meetings – see 2g	5d	CH, AWG members	01/11/13		27 / 09 / 11 / 13
5g	3 rd AWG meeting held, with a focus on feedback on project progress, and shaping our action plan to December 2014	5f	CH, JL, AWG members	12/13		27 /

									09 / 13
5h									
6	Children & Young People's AWG								
Ref.	Actions					Dependency	Responsible Officer / Nominated AWG member	Deadline	RAG
6a	Engage with a range of YP to provide an essential voice in shaping an promoting the HA. AWG to be set up via PLP's Cultural Partnership, through local community groups, history clubs (school and independent) and voluntary sector (eg. ATC). C & YP AWG to act as a model of good practice for other areas within Peterborough's Cultural Partnership Strategy						CH	11/13	
7	Links, Influences & Opportunities: To be discussed with Heritage Steering Group (HSG), and as part of Peterborough's Heritage Strategy & Cultural Strategy								
Ref.	Actions					Dependency	Responsible Officer / Nominated AWG member	Deadline	RAG
7a	Regular updates of project work to be fed into HSG and HAG meetings						CH, AWG Chairs	On going	

						8 / 1 0 / 1 3
7b	Regular updates and consultation on marketing activity to promote complementary marketing strategies across high and low levels – promotion of the AWG’s progress ties in with opportunities to promote core offer activity (events, programmes, exhibitions, workshops etc)		CH, AWG Chairs, PCC, Vivacity, HAG, HSG	On going		0 8 / 1 0 / 1 3
7c	Use mapping project, as identified by all 4AWGs, and strong partnership working within the current heritage landscape, to enhance our city’s Festivals as thorough representation of our rich and diverse heritage.		All	June 2015		0 8 / 1 0 / 1 3
7d						

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STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE	Agenda Item No. 8
Date: 19 NOVEMBER 2013	Public Report

Report of the Strategic Housing Manager

Contact Officer – Belinda Child
Contact Details – 01733 863769

PROPOSED SELECTIVE LICENSING FOR THE GLADSTONE, MILLFIELD, NEW ENGLAND AND EASTFIELD AREAS OF PETERBOROUGH

1. PURPOSE

- 1.1 The purpose of this report is to present to the committee the proposed Selective Licensing scheme for privately rented accommodation in the Gladstone, Millfield, New England and Eastfield areas of Peterborough.

2. RECOMMENDATIONS

- 2.1 The committee is asked to review and scrutinise the proposed selective licensing scheme for privately rented accommodation in the Gladstone, Millfield, New England and Eastfield areas of Peterborough.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

- 3.1 Providing affordable, warm, safe and secure housing is the cornerstone of a strong society, and the proposed Selective Licensing scheme is one of the tools available to the council to regulate the private rented housing sector to achieve this.

- 3.2 Whilst this work cuts across the entire Sustainable Community Strategy, it most closely aligns with the priority to achieve strong and supportive communities.

- 3.3 Whenever considering whether to make a Selective Licensing designation Councils must also ensure that the exercise of power is consistent with their overall housing strategy, in accordance with section 81 (2) of the Housing Act 2004.

Peterborough is a city with huge ambitions. The city council's vision is simple; for a bigger and better Peterborough, where sustainable growth brings with it opportunities that will improve the quality of life of its residents, helps to preserve the environment, and helps to create vibrant and cohesive communities. Good quality housing is fundamental to this vision; the standard of our accommodation is pivotal to health, wealth, aspirations and life chances.

- 3.4 **Objective one - To support the delivery of substantial yet truly sustainable growth**

The first objective of the Housing Strategy relates to the scale and nature of housing growth that is required to meet the needs of the existing and future population, as well as supporting Peterborough's economic performance and employment growth.

Objective two - To secure the regeneration of and improvements to Peterborough's housing stock

The second objective of the Housing Strategy relates to the role that housing regeneration and improvements can play in wider neighbourhood renewal, meeting our Environment Capital ambitions, and improving the health of the local population.

Objective three - To meet existing and future housing needs

Objective three relates to how the city council and its partners will work to meet the growing needs of the residents of Peterborough, including disabled households, those unable to afford market housing, and those threatened with or experiencing homelessness.

Objective four - To create mixed and sustainable communities

The final objective set out in the strategy relates to how the city council will seek to utilise its housing agenda to ensure that future neighbourhoods created and the communities that live within them are mixed, thriving and sustainable.

4. BACKGROUND

- 4.1 The proposed Selective Licensing area covers Gladstone, Millfield, New England and Eastfield. The proposed area is a high density private sector residential area consisting of approximately 10,933 properties (7073 in Gladstone, Millfield and New England and 3785 in Eastfield). In the Gladstone, Millfield and New England area over 40% of the properties are privately rented and in the Eastfield area 33% of the properties are privately rented. As detailed above, the Housing Act 2004 does not require the licensing of properties subject to tenancies granted by Registered Social Landlords or Councils. There are 1697 (1019 in Gladstone, Millfield and New England and 678 in Eastfield) Registered Social Landlord properties in the proposed area. There are approximately 3446 properties (2421 in Gladstone, Millfield and New England and 1025 in Eastfield) which have been identified as privately rented and would require a licence if the proposed Selective Licensing area is introduced.
- 4.2 The area covers 108 streets in Gladstone, Millfield and New England and 76 streets in Eastfield.
- 4.3 The private rented sector performs an essential role in the City's housing market, offering flexibility and choice, with potential to support economic growth as well as meet housing needs. The Council wants to ensure that standards are high across the private rented sector. Selective licensing will form a part of a wider set of measures that seek to address issues within the private rented sector associated with anti- social behaviour and low demand.
- 4.4 The levels of privately rented accommodation in the area has dramatically increased which is demonstrated with the private rented sector representing over 40% in Gladstone, Millfield and New England and 33 % in Eastfield compared to 20.5% across the City and 16% nationally.
- 4.5 Peterborough's private rented sector has many good, responsible landlords and agents. However the sector does have problems, including within the proposed selective licensing area. Many landlords are not professional or portfolio-holder landlords, owning only one or two properties, and have little experience or understanding of their legal responsibilities. Additionally, they are not familiar with the day to day duties that go with owning and managing rental properties in which other people make their homes, and which statutory regulation i.e. licensing is considered necessary to engage with the less responsible private landlords who do not proactively manage their properties, or address unacceptable levels of bad behaviour by tenants.
- 4.6 The increasing size of the private rented sector and decrease in the number of owner occupied dwellings is creating unbalanced communities.

- 4.7 Since July 2009 the council has operated an additional licensing scheme within the Operation Can Do area of the City. Additional licensing requires that all houses in multiple occupation have a licence to operate as such. A house in multiple occupation is a rented property which is occupied by three or more people if those three or more people form at least 2 households. The licence costs £80 per rentable room and has a duration of 5 years. The scheme will be reviewed in June 2014. There are over 500 properties operating as HMO's at any one time in this area. This type of housing is in high demand and is a valuable source of accommodation providing affordable housing for those who want to live close to the City Centre.
- 4.8 Since the inception of the HMO licensing scheme 67 properties have been licensed and 9 landlords have been prosecuted for operating a HMO without a licence, with fines ranging from £500 to £12,000. Interim Management Orders have been made on 5 properties. This involves the council taking over the management of the property for a period of time in order to take steps to ensure its proper management and bring the house up to an acceptable standard of accommodation and safety. One Final Management Order has been made which involves the Council taking over the property for up to 5 years.
- 4.9 During the term of the current licensing scheme a number of landlords have taken the drastic step of illegally evicting tenants when the council has asked them to apply for a licence, thus causing fear and uncertainty amongst some tenants within the area as to the security of their accommodation. The burden of proof that the Council must supply to demonstrate that a property is a HMO and the tenants are not inter-related is high and labour intensive. Some landlords have found that they thought they let a property to one family but others moved in or there was more than one family, thus creating a HMO. Selective licensing applies to all rented properties and will remove any uncertainty for landlords as to whether they need a licence or not.
- 4.10 We have recently undertaken a housing survey in the proposed selective licensing area. This survey revealed that 45% of the residents in the area thought that there is a high turnover of private tenants in the area, 88% thought that landlords should make sure their properties are in good condition and well maintained, 71 % think that landlords should demand references from prospective tenants and 79% think that landlords should be responsible for dealing with their nuisance tenants and anti- social behaviour.
- 4.11 Selective licensing will extend housing choice and increase the confidence of occupiers within the designation area. Landlords will be required to take ownership of their management responsibilities thus increasing the prospect of long-term trouble free renting. This in turn will make the sector a more valuable asset to the area and prevent it from falling further into a low demand area.
- 4.12 It is proposed to introduce a Selective Licensing scheme in the Gladstone, Millfield, New England and Eastfield area on the following ground:
- The area is, or is likely to become, an area of low housing demand; and
 - That making a designation will, when combined with other measures taken in the area by the local housing authority, or by other persons together with the local housing authority, contribute to the improvement of the social or economic conditions and therefore significantly reduce anti -social behaviour in the area.

The Housing Act 2004 sets out a number of factors which the Council must take into account (among other matters) when deciding if an area is, or is likely to become an area of low housing demand, as follows:

- The value of residential premises in the area when compared to the value of similar premises in other areas which the Council considers to be similar.

The turnover of occupiers of residential premises i.e. how often people move house, and The number of residential premises which are available to buy or rent, and The length of time for which properties remain unoccupied within the area. Guidance issued by the Department of Communities and Local Government ("*Approval Steps for additional and selective licensing designations in England*" - February 2010) identifies additional factors which the Council should also consider when deciding if an area is suffering from, or is likely to become an area of low housing demand, as follows:

- A lack of mixed communities in terms of tenure, for example, a high proportion of rented property, low proportion of owner occupied properties.
- A lack of local facilities, for example, shops closing down.
- The impact of the rented sector in the local community, for example, poor property condition, anti- social behaviour, etc.
- Criminal activity.

The Housing Act 2004 sets out a number of factors which the Council must take into account (among other matters) when deciding if an area is, or is likely to become an area of significant and persistent problem caused by anti-social behaviour, as follows:

- Crime: tenants not respecting the property in which they live and engaging in vandalism, criminal damage, burglary, robbery/theft and car crime.
- Nuisance neighbours: intimidation and harassment; noise, rowdy and nuisance behaviour; animal related problems; vehicle related nuisance. Tenants engaged in begging; anti-social drinking; street prostitution and kerb-crawling; street drugs market within the curtilage of the property.
- Environmental Crime: tenants engaged in graffiti and fly posting; fly tipping; litter and waste; nuisance vehicles; drugs paraphernalia; fireworks misuse in and around the cartilage of their property.
- Some or all of the private landlords who have let premises in the area are failing to take action to combat such problems that it would be appropriate for them to take.
- A landlord has responsibility to ensure persons he has permitted to reside at his property do not cause any annoyance or nuisance to other persons residing in it or other persons living, working or visiting the immediate neighbourhood. If anti- social behaviour is being carried out within the immediate vicinity of the property and is being caused by the occupiers of it, then it would be reasonable to expect a landlord to ensure that those persons are not conducting themselves in a way that is adversely impacting on the local community.

5. KEY ISSUES

5.1 Public Consultation

Following agreement from cabinet we have commenced a 13 week public consultation, which runs until the 27 December 2013. A consultation questionnaire has been sent to all residents, landlords and businesses in the area. Drop-in sessions have been set up in community buildings across the area and presentations to Residents Associations and Landlord Associations have been delivered.

5.2 Fees

Under the proposed scheme the Council has the power to charge landlords a fee for processing their application for a selective licence. The proposed fee takes into account all costs incurred by the Council in carrying out its Selective Licensing functions. The Housing Act 2004 also allows Councils to take into account costs incurred by them in carrying out their functions in relation to Interim and Final Management Orders (so far as they are not recoverable under that part of the Act).

The proposed fees charged purely cover the costs of administrating and enforcing the Selective Licensing scheme.

5.2.1 The Council proposes to charge a basic fee of £600 for a licence and £900 for a HMO. This equates to £2.30 per week and £3.46 per week. We want a Selective Licensing fee structure that rewards landlords who comply in a timely manner and we are considering suitable options for landlords with numerous properties and discounts for Accredited Landlords.

5.3 License Conditions

A selective licence would be granted with a set of conditions that must be adhered to. Failing to adhere to any licence condition is a criminal offence and may result in prosecution and a fine of up to £5,000 if found guilty.

There are 17 proposed licence conditions. These conditions ensure the property is managed correctly, complaints of anti- social behaviour are dealt with appropriately, gas and electrical certificates are supplied to the Housing Enforcement team, and smoke alarms are kept in working order, amongst other things.

6. IMPLICATIONS

6.1 All privately rented properties in the proposed area will be required to have a licence. Landlords will be required to be a 'fit and proper person', to pay a licence fee and adhere to the proposed licence conditions.

Selective Licensing will ensure a consistent level of property management services among all private landlords in the area, thus assisting prospective private tenants in making a positive, confident choice about their next home in Peterborough within a sector often branded as the 'tenure of last resort'. Reputable landlords could be assured that if a Selective Licensing scheme were in place, those landlords whose business practices do not meet the required minimum standards would be encouraged and supported to improve their management standards. Landlords who are not willing to work with the Council could face being refused a licence and ultimately having a Management Order imposed against the property.

7. CONSULTATION

7.1 We are in the middle of a 13 week public consultation on the proposed selective licensing scheme, which ends on 27 December 2013.

Methods of consultation:

- Peterborough City Council website: www.peterborough.gov.uk
- Direct mail (consultation pack) to all landlords and their managing agents, and Landlord, Tenant and Resident Associations who operate in and around the proposed area.
- Direct mail (consultation pack) to all residents and business or services within the proposed area of Selective Licensing and surrounding area;
- Press release to local media.
- Questionnaire to landlords, residents and businesses who operate within the proposed area
- Articles in local community newsletters
- Members of Housing Enforcement Team attending community meetings:

17.10.2013	East Community Centre, Padholme Rd	Drop in Session
23.10.2013	The Hub, 439 Lincoln Rd	Drop in Session. Designed to adopt a two way flow of information. Display boards, feedback forms. Q&A session
28.10.2013	Victoria Park Residents Association, Beehive Community Centre	Meeting/formal presentation. Q&A

30.10.2013	Press Release	
30.10.2013	Gladstone Park, Bourges Boulevard	Drop in Session - designed to adopt a two way flow of information. Display boards, feedback forms and comment/question cards. Q&A session
01.11.2013	East Children's Centre, Durham Rd	Drop in Session. Designed to adopt a two way flow of information. Display boards, feedback forms.
06.11.2013	Diversity Forum - Selective Licensing Presentation	Presentation/ Bourges Room Town Hall
06.11.2013	National Landlords Association, Holiday Inn, Thorpe Wood	Meeting/Presentation
07.11.2013	Beehive Community Centre, St Martin's Street	Drop in Session
08.11.2013	Gladstone Children's Centre, 157 Cromwell Rd	Drop in Session
23.11.2013	Latvian Community School	Drop in Session

Further drop-in sessions are being arranged following feedback from the sessions held so far.

8. NEXT STEPS

- 8.1 Once Consultation has finished and all the responses have been analysed, and alternative proposals have been thoroughly investigated and researched the final proposed scheme will be presented to Cabinet for approval and implementation.

9. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

- 9.1 Department of Communities and Local Government "*Approval Steps for additional and selective licensing designations in England*" - February 2010

Part 3 of the Housing Act 2004

10. APPENDICES

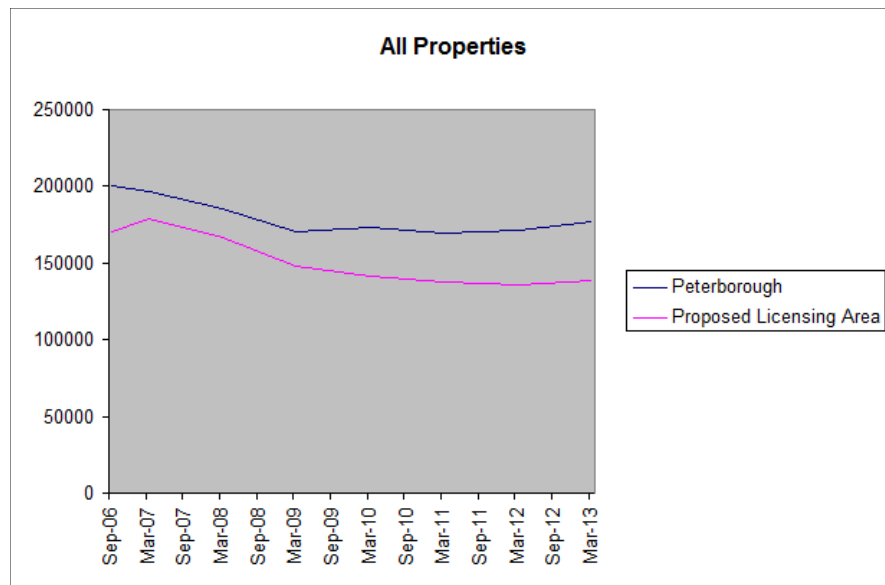
- 10.1 Annex A: Evidence base for the proposed Selective Licensing area
Annex B: Consultation Questionnaire
Annex C: List of streets in the proposed area
Annex D: Proposed license conditions
Annex E: Proposal document

Annex A - Evidence

1. The Council proposes to introduce a Selective Licensing Scheme in the Gladstone, Millfield, New England and Eastfield areas of the City. The proposed area consists of 10933 properties. In the Gladstone, Millfield and New England area (known as the Op CanDo area) over 40% of the properties are privately rented and in the Eastfield area 33% are privately rented. The Council must satisfy a number of grounds in order to introduce Selective licensing, those being:
 - The area is, or is likely to become, an area of low demand; and
 - That making a designation will, when combined with other measures taken in the area by the local housing authority, or by other persons together with the local housing authority, contribute to the improvement of the social or economic conditions in the area.
2. The Housing Act sets out a number of factors, which the Council must take into account (among other matters) when deciding if an area is, or is likely to become and area of low housing demand, as follows:
 - 2.1 The value of residential premises in the area when compared to the value of similar premises in other areas, which, the Council considers to be similar.

The value of properties in the proposed selective licensing area is lower than the value of property in the City as a whole. This is particularly so for terraced properties with nearly £30,000 difference between the proposed area and the average for a terraced elsewhere in the City.

The following charts represent the sale prices of properties over the last 7 years for the proposed selective licensing area compared to the rest of the City as a whole.



- 2.2 The turnover of occupiers of residential premises i.e. how often people move house and, the number of residential premises, which are available, to rent or buy and the length of time for which properties remain unoccupied within the area.

Between October 2012 and March 2013 the Council conducted house to house surveys across the proposed area to gather data and residents views, 3,045 households told us how long they had lived in their property. Between 2007 and 2013 there are many more people moving into the area who are privately renting their properties:

Year	Private Rented	Owner Occupied
2012 – 2013	364	3
2007 - 2011	624	225

Prior to 2007 the opposite trend was occurring and owner occupiers were predominantly moving into the area:

Year	Private Rented	Owner Occupied
2000 – 2006	116	397
1991 – 1999	18	338
1981 - 1990	3	130
1971 – 1980	1	77
1961 – 1970	1	30
1951 – 1960	0	9

The remainder of the residents were either housing association tenants or had lived in their properties prior to 1950. The table shows a significant shift away from owner occupation and towards privately rented properties within the area. Thus creating unbalanced communities.

Looking specifically at the private rented sector occupants to establish how long the tenants were staying in their homes, this table shows at the time the housing survey was conducted how long the private rented tenants had been in their homes.

Length in occupation	Number of households
0-6 months	33
6-12 months	331
1-2 years	190
2 – 3 years	202
3-5 years	195
Over 5 years	109

When there is a high turnover of occupants within an area it is difficult to build strong and supportive communities and people are more likely to have less pride and interest in their neighbourhoods.

2.3 Additional factors which the Council should also consider when deciding if an area is suffering from, or is likely to become, an area of low housing demand are:

- A lack of mixed communities in terms of tenure, for example, a high proportion of rented property, low proportion of owner occupied properties.
- A lack of local facilities, i.e. shops closing down
- The impact of the rented sector in the local community, for example poor property conditions, anti social behaviour, etc
- Criminal activity

2.3.1 The rapid influx of privately rented properties has no doubt brought with it an increase in the number of private rented sector landlords. However it is difficult to quantify the number of individual landlords who are responsible for these rented properties, let alone their professionalism and business conduct. Evidence can be gained by assessing the volume of formal complaints made which originate from within the proposed area over a four-year period.

Year (April to April)	Number of Complaints	% of total number received across the whole city
2009 – 2010	436	48%
2010 – 2011	495	56%
2011 – 2012	347	55%
2012 – 2013	544	60%

Requests for action against private landlords in 2012–13 were received at a rate of 1 complaint for every 26 houses in the proposed area. In comparison there was 1 complaint for every 163 houses across the rest of the city.

2.3.2 Two of the legal requirements for renting out property in the private rented sector are that the property must have an annual gas safety check and that if the property has been let since 2008 the landlord must have an energy performance certificate commissioned. Both of these documents should be provided to the tenant so they can ensure that the gas appliances in their property are safe and have an understanding of the energy efficiency and fuel costs associated with the house. From the Op Can Do housing survey of the 854 (62.3%) tenants who knew whether the gas had been tested 532 had seen a current gas safety certificate but 322 (37.7%) had not. Upon examining the Energy Performance Certificate national register it is established that only 33% of the privately rented houses in the proposed area have an EPC recorded whereas 62% do not.

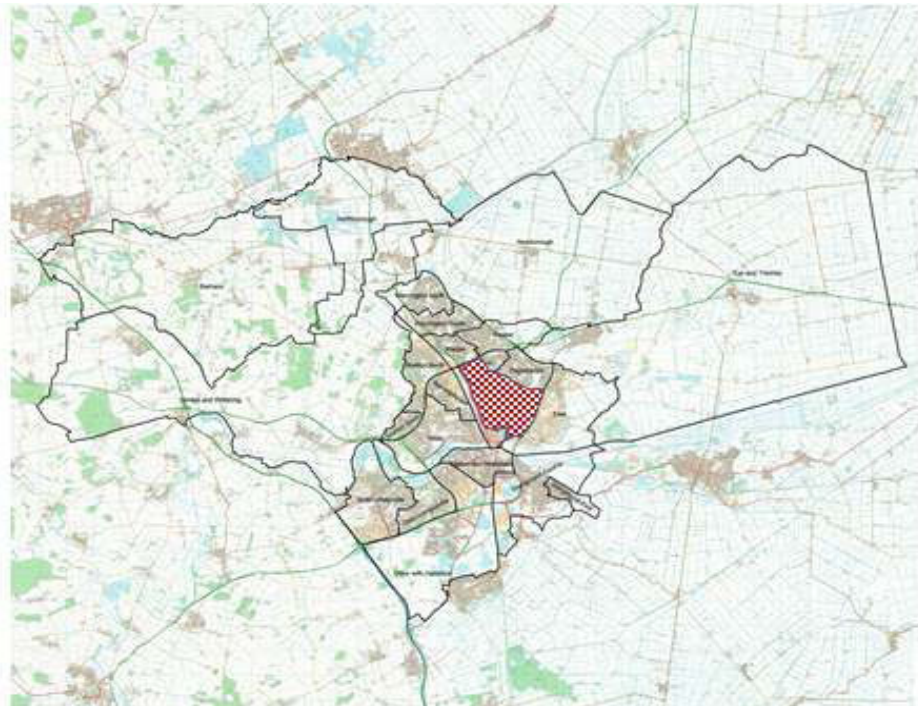
2.3.3 Many landlords will utilise established and reputable letting agents, others are individuals who self manage one or more properties and are more likely to be inexperienced individuals who have acquired properties as speculative investment opportunities to provide supplementary income and who do not take all relevant and legal considerations into account, or have the skill or knowledge to comply with all the relevant and legal considerations that come with renting properties and providing much needed homes within the area.

2.3.4 A snap analysis of the complaints received by the housing enforcement team in 2013 was undertaken to establish whether tenants had rented their properties via a letting/managing agent or directly with the landlord.

Rented via letting/managing agent	23%
Rented direct from landlord	43%

2.3.5 Activity reported from the housing enforcement team indicates that there continues to be a high demand for houses in multiple occupation (HMO) within the proposed area, which is reflected in the number of reported HMOs, these properties are often found to be overcrowded. Although statistically the numbers of complaints have dropped from the previous year, evidence indicates that overcrowding is a serious issue not only in HMO accommodation but also in single dwellings.

- 2.3.6 The city of Peterborough has 183,631 residents and 74,023 households according to the Census 2011. The proposed selective licensing area comprises Gladstone, Millfield and New England which has 28,263 residents and 10,016 households in total and Eastfield with 11,021 residents and 4,506 households.
- 2.3.7 The proposed licensing area comprises 19.6% of the city's households and 21.4% of the city's residents, whereas the rest of the city comprises 80.4% of the city's properties but housing only 78.6% of the city's population. These figures combined with the high percentage of empty properties in the area compared to the rest of the city shows clear overcrowding in the proposed area.



- 2.3.8 The significant population growth of new arrivals from Eastern Europe within the proposed area has allowed landlords to charge high rents for small properties. Families are predominantly earning low incomes, which has led to many families choosing to share their housing and split the rents, which in turn has led to overcrowding. The area is predominantly made up of Victorian and brick built terrace housing which is unsuitable for needs of multiple or large extended families.

According to the Indices of Multiple Deprivation 2010 (the latest available) the best fit wards for the proposed area feature some of the highest (worst) scores regarding overall deprivation in Peterborough. Central was determined to be the most deprived in Peterborough, North was fourth, East was sixth and Park was twelfth (due to the presence of older, luxury houses and comparatively large amounts of greenspace).

2.3.9 There are currently 306 long term empty properties in Peterborough. Of this 85 are in the proposed licensing area, which is 28% of the total across the City. This is a proportionally high number, which provides further evidence of an area in decline.

Empty homes are often magnets for ASB, arson, squatting and have a knock on affect to surrounding properties, lowering values and generally making the area a less desirable place to live. They can be a visual reminder of the need for social, economic and environmental regeneration of an area.

Of the 85 long term empty properties 16 (19%) are currently going through probate, 6 (7%) are unoccupied due to fire, police action, or repossession, 13 (15%) are undergoing refurbishment works and 6 (7%) are for sale or part way through a sale process. The remainder are being addressed through Councils Empty Homes Strategy.

2.3.10 Anti-social behaviour (ASB) has been a concern and a priority within a significant portion of the proposed selective licensing area for a number of years. This was deemed important enough that a dedicated, multi-agency approach to tackle deeply entrenched issues across a multitude of crime and ASB issues was established in March 2011 - 'Operation CanDo'.

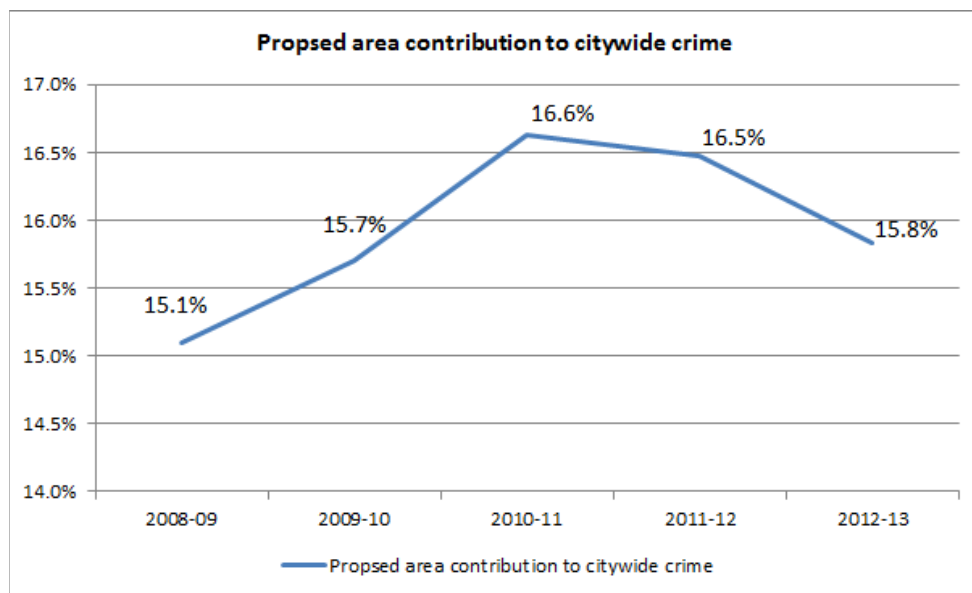
Since its launch dedicated resources from many areas such as police, neighbourhood enforcement, fire, and young people's services have worked together to improve the area. Following two years of intensive resourcing, Cambridgeshire Constabulary have a dedicated team of 9 permanent officers for the area.

There has been a demonstrable fall in the number of reported cases and calls for action, though it remains one of the biggest challenges in the City if future aspirations for the area are to be realised.

2.3.11 Crime within the proposed area has seen year on year reductions although at a considerably slower rate than the city as a whole. Peterborough as a whole recorded a reduction in crime of 22.8% between the financial years 2008/9 to 2011/2, compared with only 13.9% reduction in the proposed area. When 2012-13 data is utilised, there is an observed reduction from 2008-09 of 22.8% across the city and 25% within the proposed area.

The table below shows the number of recorded crimes for the proposed area as well as the city as a whole.

	Op Can Do area	Citywide Count
2008 – 2009	2238	22169
2009 – 2010	2155	20966
2010 – 2011	2052	18822
2011 – 2012	1926	17114
2012 - 2013	3,852	15,958



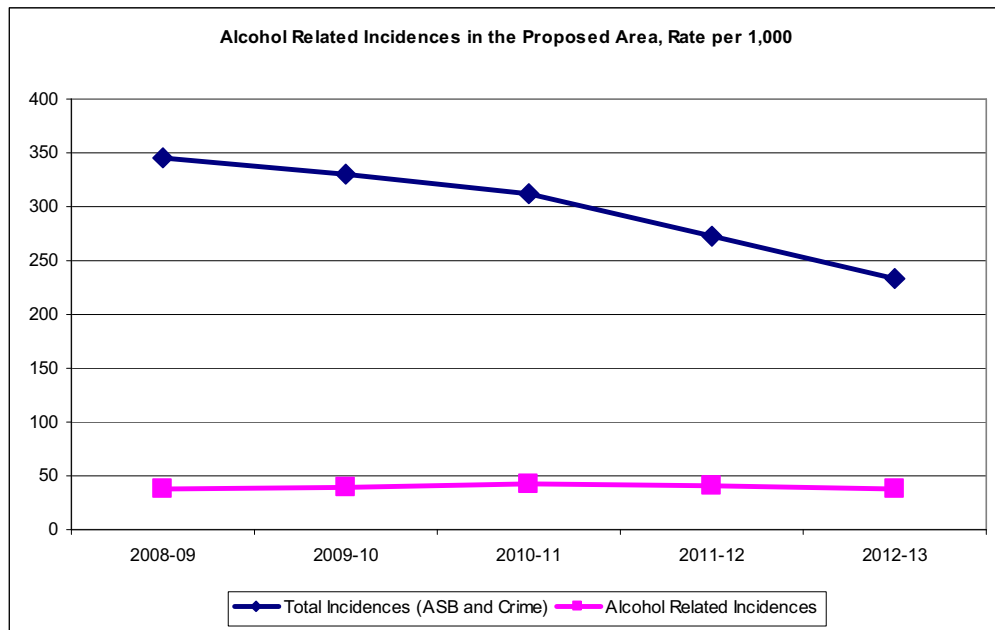
2.3.12 Between the financial years 2008/9 and 2011/2 Peterborough as a whole recorded an overall reduction in reported ASB of 35.4% with a total of 6,663 reports whereas the proposed area's reduction for the same period was 27.3%, a total of 631 reports. The reduction is related to the inception and continued development of Op CanDo. However, whilst these figures confirm the number of ASB incidents is declining across both areas they are at different rates, accordingly the proposed area's proportional contribution towards city wide ASB is increasing. The most recent year of 2012-13 shows that there has been a reduction of 46% across the city as a whole and 42% in the proposed area.



2.3.13 ASB is not limited to specific hotspots within the proposed area, it is distributed throughout the whole area and is potentially having a detrimental effect on all residents and businesses within the proposed area.

Recorded alcohol related incidents within the best fit wards for the proposed area demonstrate year on year increases as shown in the table and chart below. Incidents of alcohol related ASB are increased by 7.4% in the proposed area between from 2008/9 and 2011/2, whilst the city overall recorded a reduction of 36% for the same period. Furthermore, while the total number of incidents has recorded a downward trend, the amount of incidents with an alcohol related tag has numerically and proportionally increased.

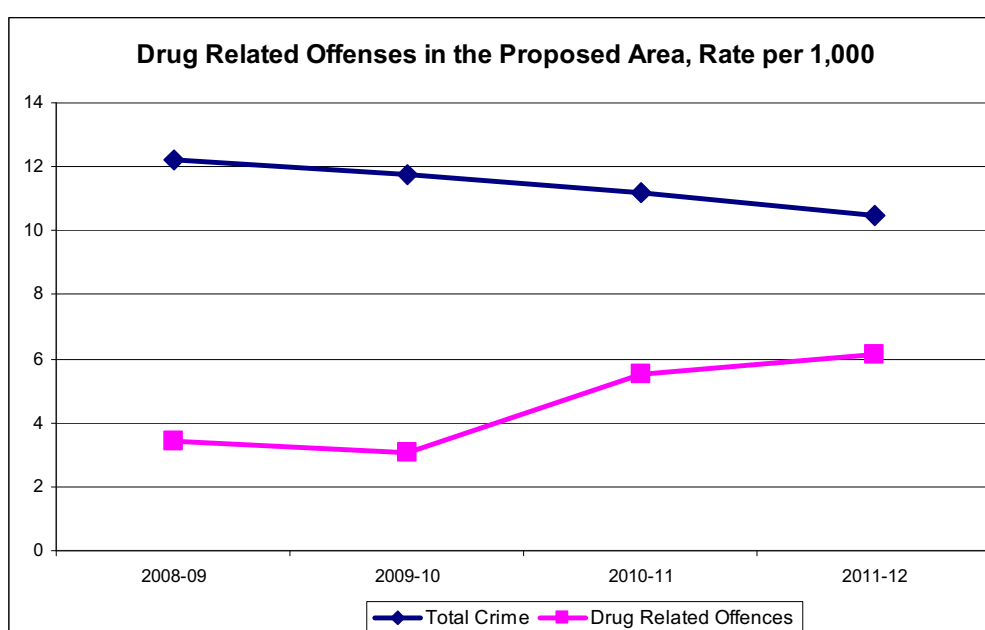
	2008 – 09	2009 – 10	2010 – 11	2011 – 12	2012 – 13
Total incidents	9,780	9,317	8,825	7,692	6,598
Alcohol tag	1,073	1,097	1,179	1,159	1,091
Percent	11.0%	11.8%	13.4%	15.1%	16.5%



(These are presented as rates per 1,000 population i.e. the numeric figure for the year divided by the population of the area recorded at the 2011 census)

An even greater increase occurred regarding drug related offences, increasing from a recorded 4% of total offences in the proposed area in 2008/9 to 9% in 2011/2, as shown in the table and chart below. However this increase in drug use offences does not follow with an increase in the number of people accessing treatment for substance misuse.

	2008 – 09	2009 – 10	2010 – 11	2011 – 12
Total offences	2238	2155	2052	1926
Drug related offences	97	86	156	173
Ratio	4%	4%	8%	9%



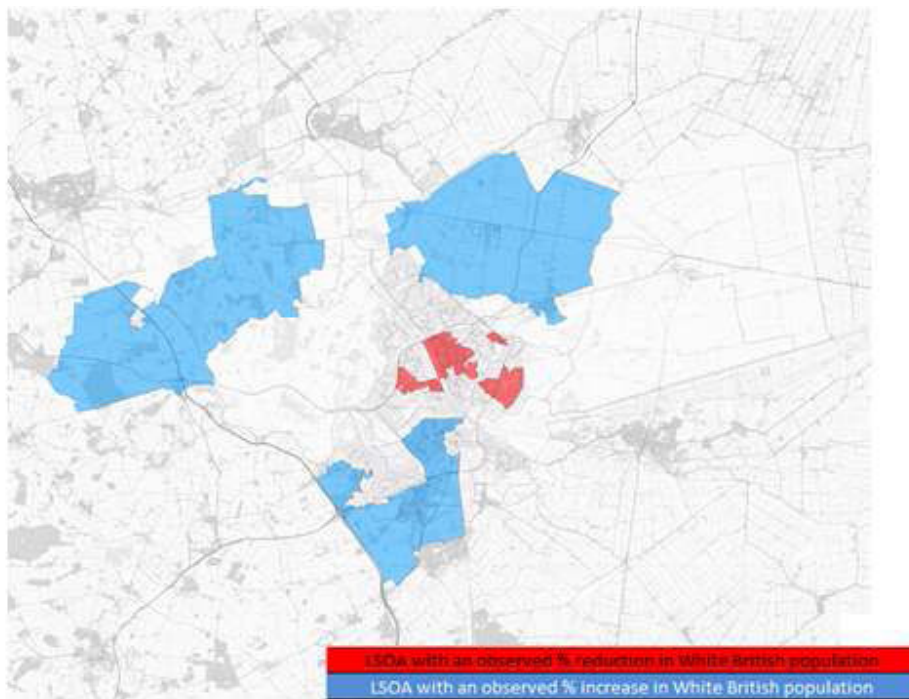
(These are presented as rates per 1,000 population i.e. the numeric figure for the year divided by the population of the area recorded at the 2011 census)

2.3.14 In addition to police recorded ASB, the Safer Peterborough Partnership also routinely monitors 19 Quality of Life indicators, which include noise complaints, flytipping and unattended bins amongst others. During the 2012/3 financial year the proposed licensing area contributed 5,157 separate calls to service from a city wide total of 20,167, over 25%.

It is important to be aware that the Crime, ASB and Quality of life figures only represent those instances that are reported to the police, local authority and partners. Therefore they do not provide a complete picture of local issues as whether an individual reports an incident is dependant on a number of factors. The proposed area is one of significant growth and a highly transient nature, with Central ward in particular experiencing a large population increase of over 37% between the 2001 and 2011 censuses. There is a clear changing demography in the area as it appears to be a first point of entry for new migrant arrivals to the city who are arguably, unlikely to be fully aware of the UK housing standards and tenancy rights and are therefore the most vulnerable to rogue landlord exploitation and poor housing conditions.

2.3.15 Between the censuses of 2001 and 2011 Peterborough recorded a total decrease in white British residents of 3,519. For recording purposes Peterborough is split into 104 areas known as lower super output areas. In 79 of those areas there was a proportional decrease in the number of white British residents and in the majority of those areas the total resident population increased, typically due to compounded increases in White Other and Asian populations. The majority of these were in urban areas.

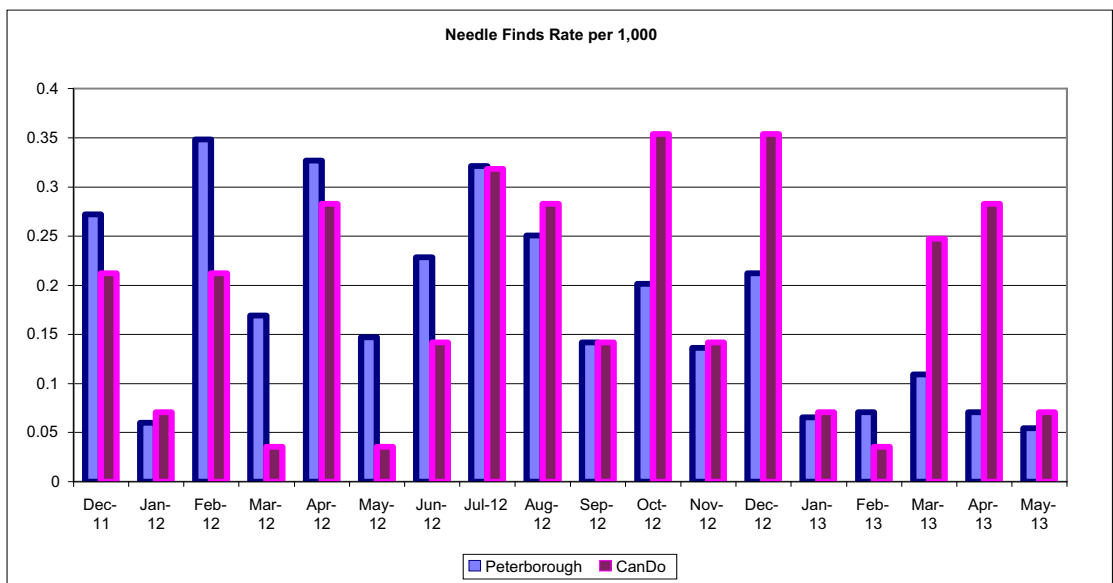
The top ten areas that recorded a reduction in the White British population saw a comparatively high increase in other ethnicities (highlighted on the map in red). One of the areas showed a reduction of White British residents of over 71%. The areas showing a decrease in White British population but with a total overall increase are those in or immediately adjacent to the proposed selective licensing area. The areas marked on the map in blue show the top ten areas with the largest increase in White British populations and are largely rural areas of the City.



3. The Housing Act 2004 sets out a number of factors which the Council must take into account (among other matters) when deciding if an area is, or is likely to become an area of significant and persistent problem caused by anti-social behaviour:

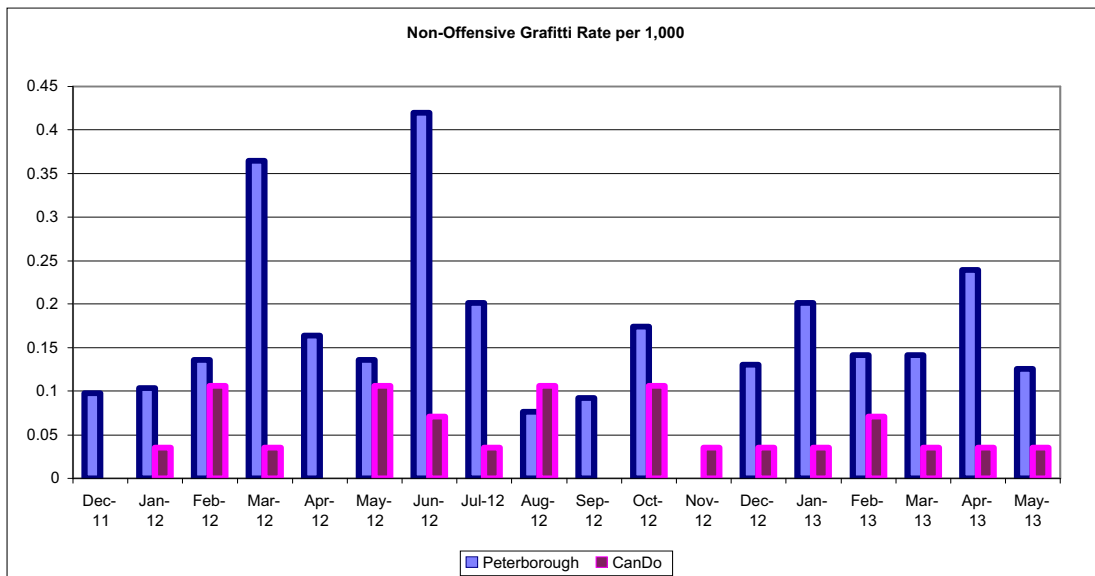
- Crime – tenants not respecting the property in which they live and engaging in vandalism, criminal damage, burglary, robbery/theft and car crime.
- Nuisance neighbours; intimidation and harassment, noise, rowdy and nuisance behaviour; animal related problems; vehicle related nuisance; tenants engaging in begging; anti-social drinking; street prostitution and kerb-crawling; street drugs market within the curtilage of the property.
- Environmental crime: tenants engaged in graffiti; drugs paraphernalia; fireworks misuse in and around the curtilage of their property.
- Some or all of the private landlords who have let premises in the area are failing to take action to combat such problems that it would be appropriate for them to take.

3.1 The following graphs show the number of needle finds each month within the Op CanDo part of the proposed licensing area compared with the rest of the City which is including Eastfield (also part of the proposed area). Finds are recorded as a spot where needles are rather than the number of needles found. The whole of the proposed licensing area is 1/5 of the size of the city's housing population with the Op Cando area representing 13.5% of the city's housing population. Yet the figures below show that most of the discarded needles came from within the proposed selective licensing area.

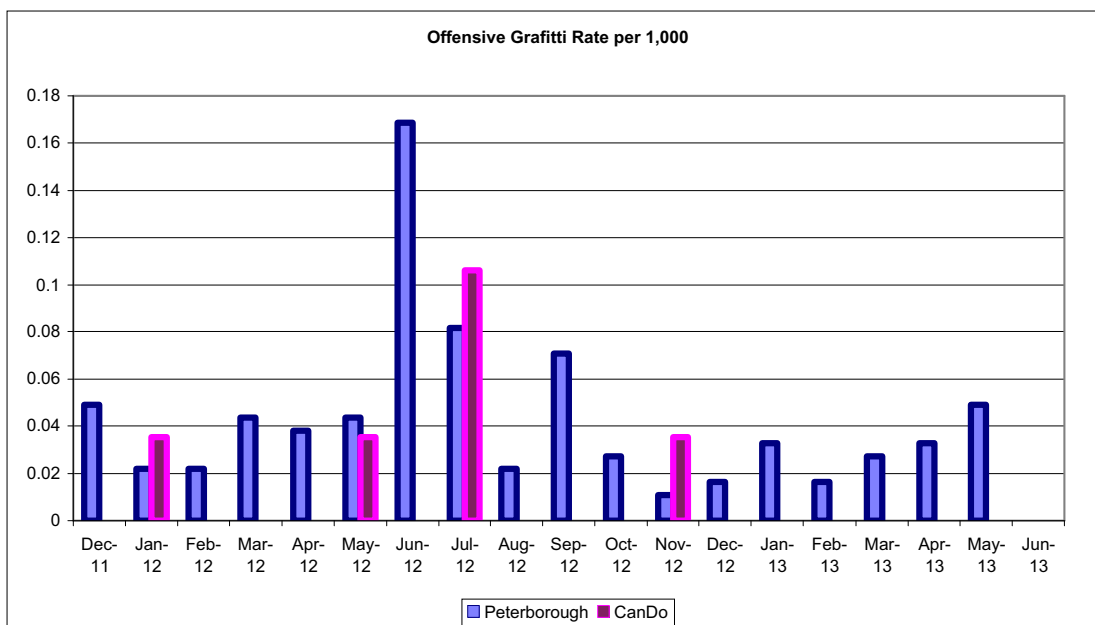


(These are presented as rates per 1,000 population i.e. the numeric figure for the month divided by the population of the area recorded at the 2011 census)

3.2 The following graphs show the month on month changes to graffiti removal within the proposed licensing area and as a comparison to citywide graffiti removal. Residentially the size of the proposed area is 1/5th of the total residences in the city as a whole. Graffiti is therefore not deemed to be disproportionate to the rest of the city.

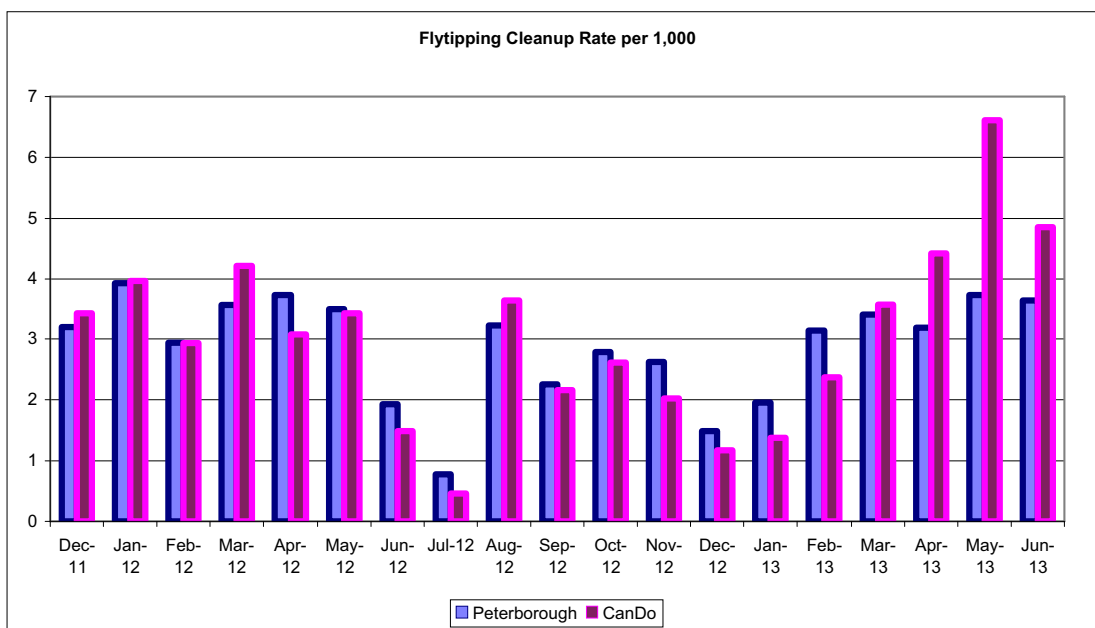


(These are presented as rates per 1,000 population i.e. the numeric figure for the month divided by the population of the area recorded at the 2011 census)



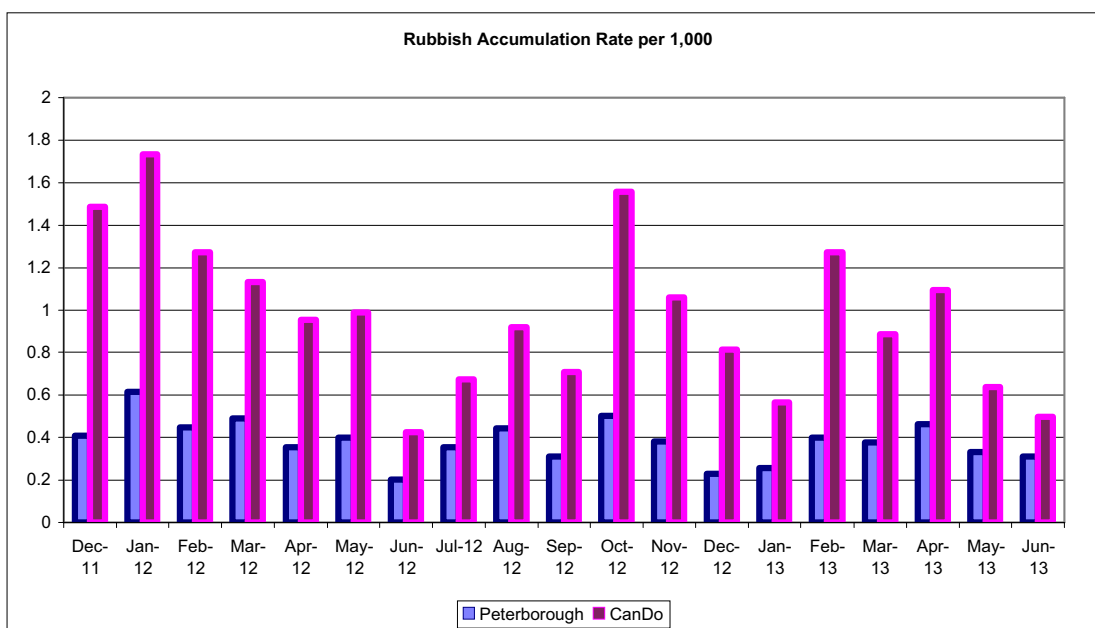
(These are presented as rates per 1,000 population i.e. the numeric figure for the month divided by the population of the area recorded at the 2011 census)

3.3 Between December 2011 and June 2013 there were 1,634 incidents of flytipping cleared from within The Op Cando area. 10,099 were cleared for the city as a whole for the same period. The following graphs show flytipping clean up rates within the proposed area month on month in comparison to the rest of the city per 1,000 population.



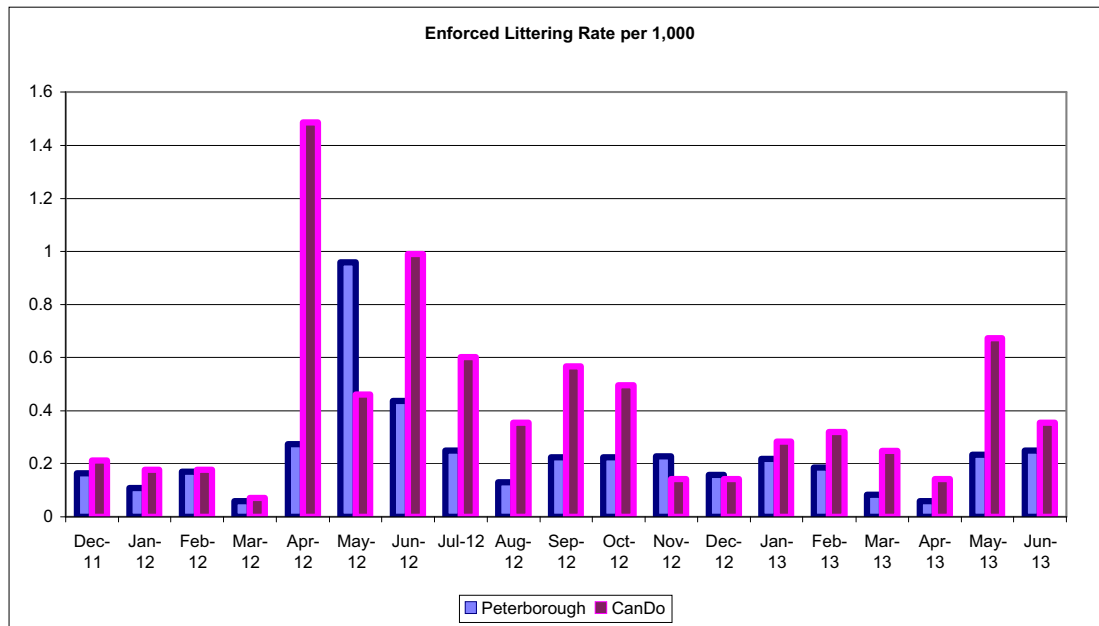
(These are presented as rates per 1,000 population i.e. the numeric figure for the month divided by the population of the area recorded at the 2011 census)

3.4 Accumulations of rubbish which are mainly in front and back gardens of residential properties numbered 1,334 across the city between December 2011 and June 2013 with 528 accumulations being in the Op CanDo area. The chart below shows the percentage of accumulations per 1,000 population in the Op CanDo area compared to the rest of the City. The rest of the city data includes Eastfield which is part of the proposed selective licensing area. The graph clearly shows that accumulations are a huge problem within the area on a month on month basis.



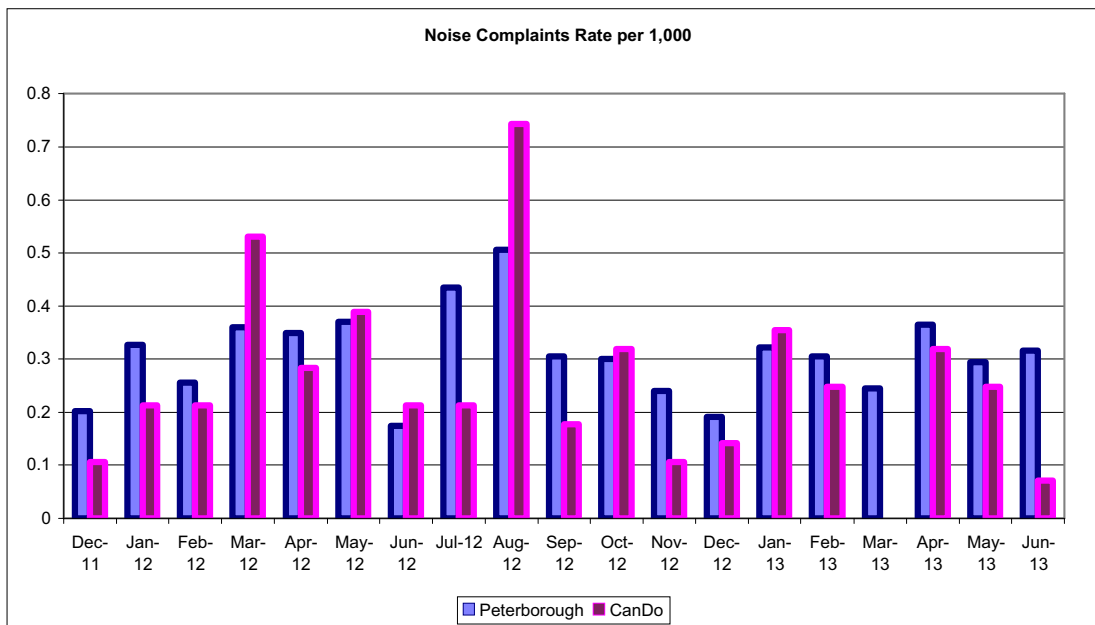
(These are presented as rates per 1,000 population i.e. the numeric figure for the month divided by the population of the area recorded at the 2011 census)

3.5 There are 5 Neighbourhood Officers patrolling the city, the city being split into geographical areas. Two officers patrol the Op CanDo and Eastfield area of the city. In addition to dealing with accumulations and flytips the Neighbourhood Officers also issue fixed penalty tickets to people found littering in the street. In the period between December 11 and June 13 a total of 223 tickets were issued in the Op CanDo area compared with 810 throughout the city as a whole. 27.5% of all tickets were issued in the Op CanDo area. The graph below shows the proportion of tickets issued per 1,000 population compared between the Op Can Do area and the wider city area.



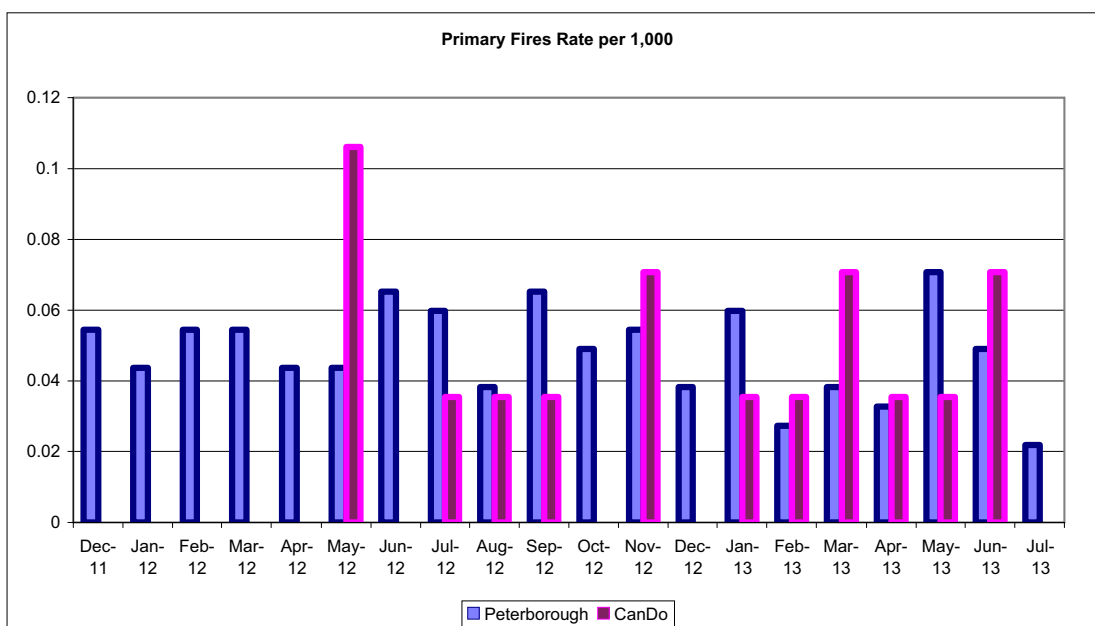
(These are presented as rates per 1,000 population i.e. the numeric figure for the month divided by the population of the area recorded at the 2011 census)

3.6 Between December 2011 and June 2013 there were a total of 138 noise complaints from within the Op Cando area with a total of 1076 for the overall city. This equates to 12.8% of noise complaints coming from part of the proposed area. The graph below shows the percentage of complaints per 1,000 population between the Op CanDo area and the whole city. The rest of the city data includes Eastfield which is part of the proposed selective licensing area.



(These are presented as rates per 1,000 population i.e. the numeric figure for the month divided by the population of the area recorded at the 2011 census)

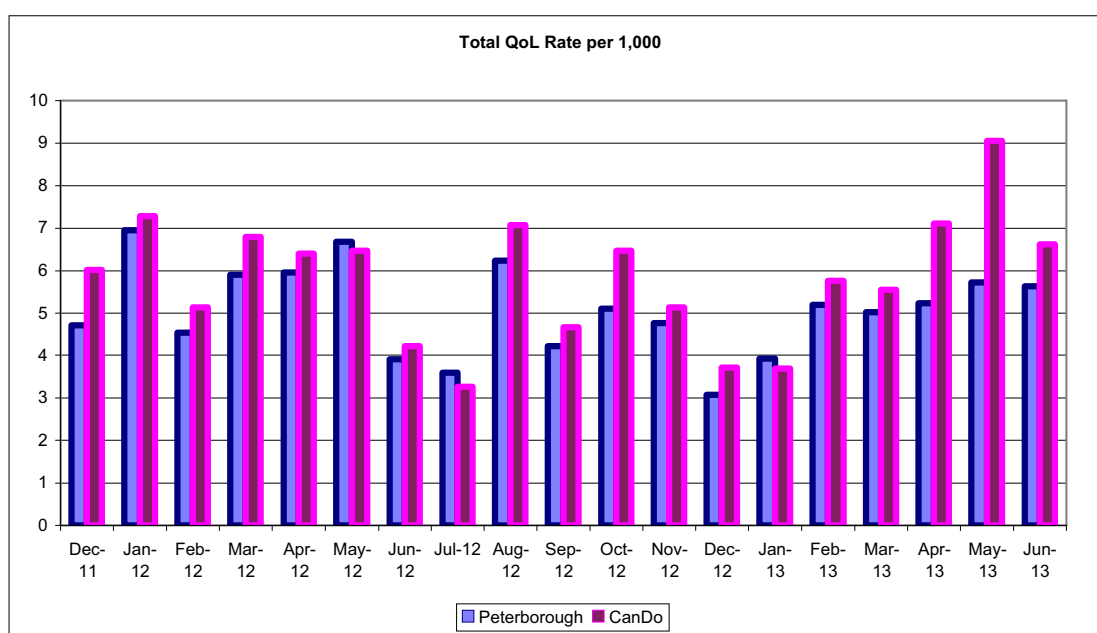
3.7 The city consists of 79,092 properties with 10,933 (13.8%) being in the proposed selective licensing area. Between December 2011 and June 2012 there were 16 primary fires within the Op CanDo area out of a city total of 173 primary fires, equating to 10.81% of the total. The graph below shows the percentage of fires per 1,000 population across the two areas over the recorded period.



(These are presented as rates per 1,000 population i.e. the numeric figure for the month divided by the population of the area recorded at the 2011 census)

3.8 Quality of Life is a term which can be used in a wide range of contexts to evaluate the general wellbeing of individuals, communities and societies. It includes graffiti, fly-tipping, needle finds, damage to play equipment in parks and a variety of others. Data is collated and collected from both Peterborough City Council, but also various partner associations including emergency services, Enterprise Peterborough, and drug service providers.

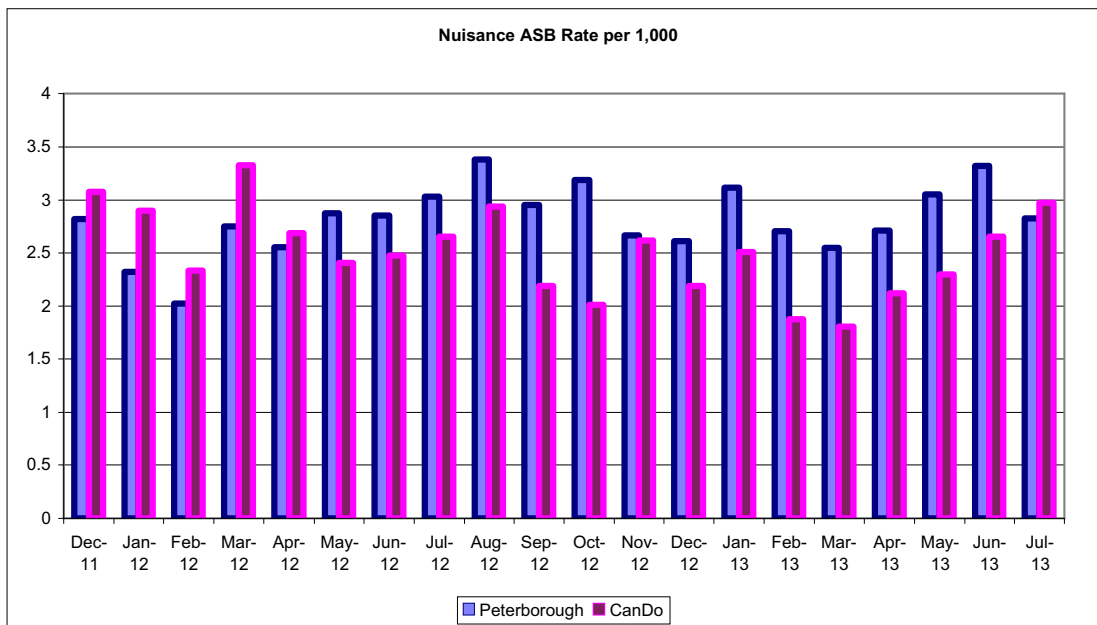
Work is continually being done by the Safer Peterborough Partnership in conjunction with the Neighbourhood Window, to improve the quality and quantity of data that is held on quality of life incidents. This has resulted in the most comprehensive directory of data from a range of agencies that has ever been held in Peterborough and will go much further than ever before to capture exactly where the issues are and investigate these appropriately.



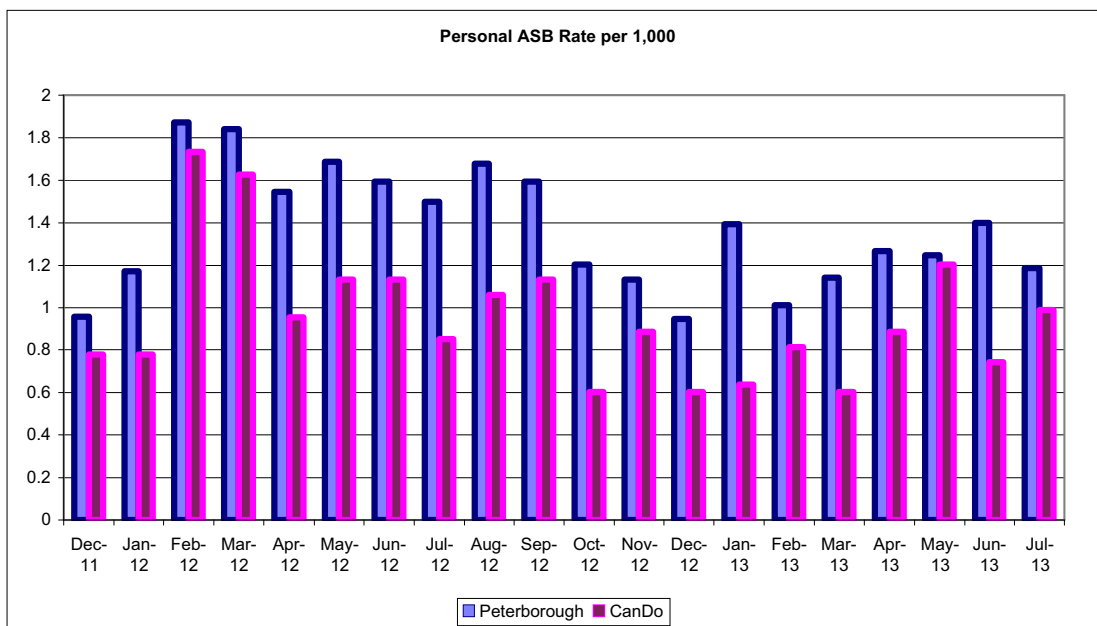
(These are presented as rates per 1,000 population i.e. the numeric figure for the month divided by the population of the area recorded at the 2011 census)

3.9 Of the 19 indicators, there are three that have a significantly higher number of instances with a corresponding percentage of the total. These are ASB-Nuisance, ASB-Personal and Flytipping. Together these comprise 67.1% (3,458) of the Op Cando areas issues compared to 74.4% (15,005) for Peterborough as a whole (including Eastfield).

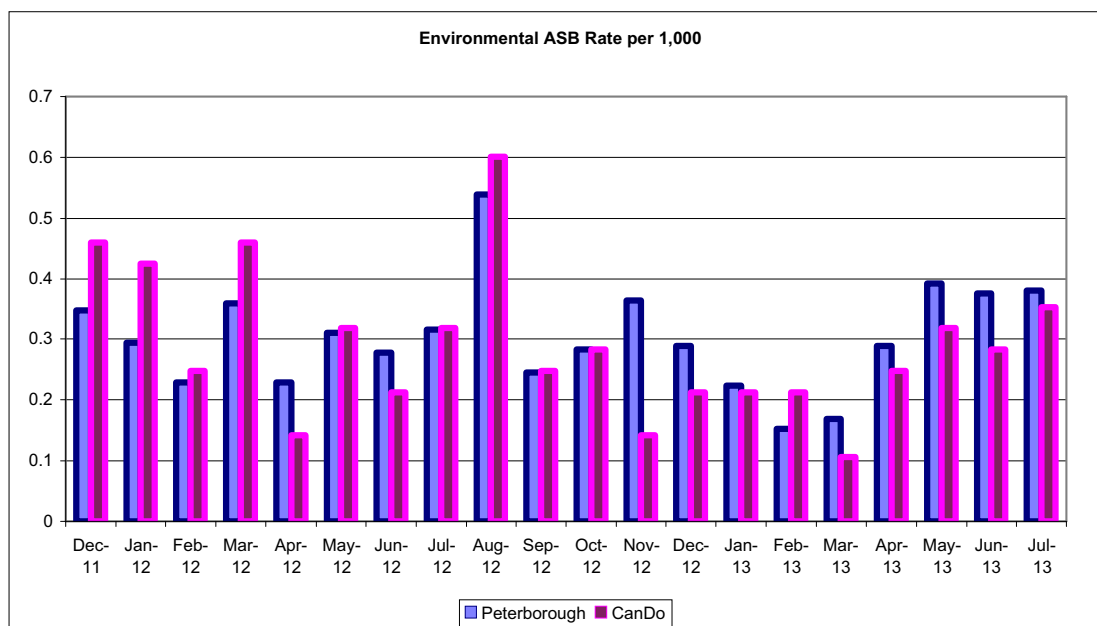
The tables below show the data for ASB-Nuisance and ASB-Personal and ASB- Environmental as a rate per 1,000 people over the Op CanDo area compared to the whole city.



(These are presented as rates per 1,000 population i.e. the numeric figure for the month divided by the population of the area recorded at the 2011 census)



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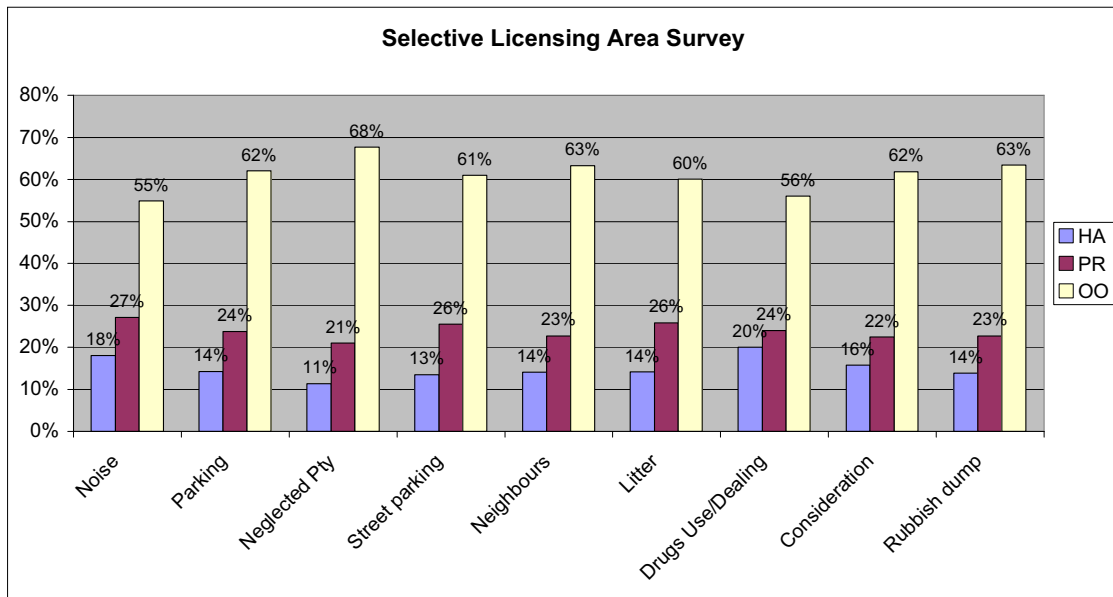


(These are presented as rates per 1,000 population i.e. the numeric figure for the month divided by the population of the area recorded at the 2011 census)

3.10 A household survey conducted by the strategic housing team highlights clear observational differences regarding the same neighbourhood between those who live in privately rented properties, social housing and owner occupiers. A total of 8392 surveys were conducted throughout the proposed selective licensing area with access gained to 3117 homes equating to 29.5% of all properties within the proposed area.

The questionnaire gave residents the opportunity to rate specifically chosen issues with a score of 1 to 5: 1 meaning that they felt the issue caused them real problems, 5 meaning that they didn't feel it was an issue at all. The issues selected were noise, parking, neglected properties, street parking, nuisance neighbours, litter drug use/dealing, consideration of others and rubbish dumping.

3.11 The following table demonstrates that residents who are living in privately rented housing did not rate the issues as highly as those living in social housing or those owning their own homes. Social housing tenants and owner occupiers have much longer term interests in their properties and neighbourhoods by virtue of longer tenancies and financial interests.



3.12 On all issues the tenants in social housing and owner occupiers thought all of the issues selected were more problematic than those living in the private rented sector. In some cases the proportion of those scoring issues as having a great impact on their lives by scoring the problems as 1 and 2 is significantly higher than the scoring by private sector tenants. This could be due to three possibilities:

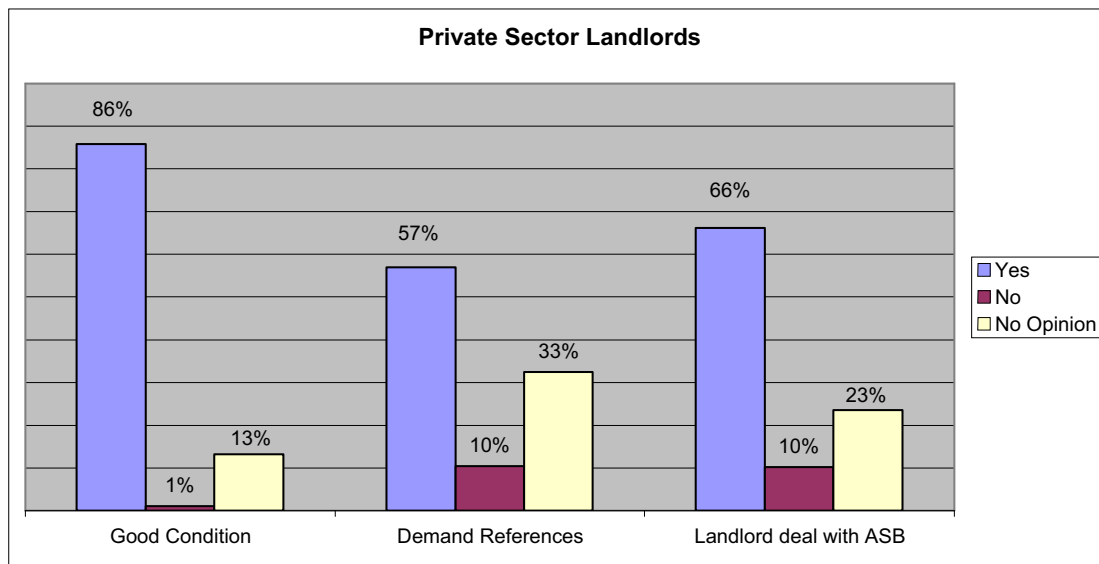
- (i) Privately renting tenants are the predominant cause of the issues selected.
- (ii) Privately renting tenants – who ultimately represent a primarily transient population – have not been exposed to the issues as much as the other respondents.
- (iii) Related to the above, privately renting tenants as migrant to Peterborough – either nationally or internationally – are used to a different social environment. There is also the possibility that they are using the area as a temporary base before moving on and therefore not concerned about their neighbourhood in the same way. Either or all of these speculations could result in a greater tolerance towards ASB and poor neighbourhoods.

Both groups scored their neighbours and general consideration of the area highly; which suggests that some of the ASB is caused impersonally i.e. flytipping, or by people not known to the complainant. The following table displays the percentage of respondents who rated their neighbours and consideration with the lowest two levels.

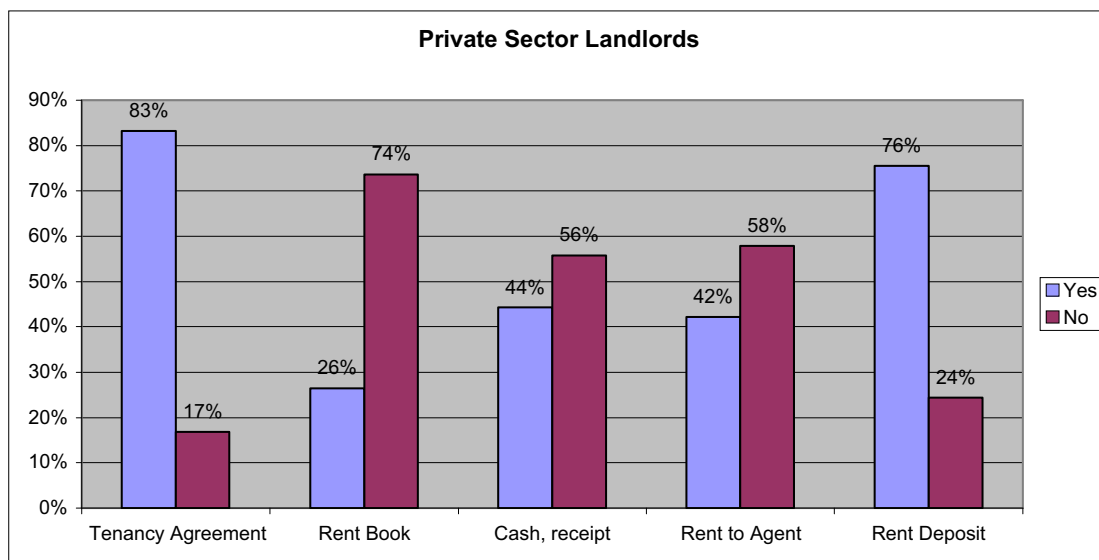
	Neighbours	Consideration
HA	12.4%	15.7%
OO	13.5%	15.1%
PR	6.8%	7.8%

3.13 The survey sought the views of residents in the private sector and what they thought about landlord responsibilities. With a view to introducing Selective Licensing the views were sought of occupants in relation to some of the issues we would seek to address via the licence conditions. Of the respondents who answered the questions an overwhelming number or

residents thought landlords were responsible for keeping their properties in a good condition, obtain references from tenants prior to them moving in and deal with anti social behaviour caused by their tenants in and around their property.



3.14 The residents who were living in private rented accommodation were asked questions about their tenancy and rental details such as whether they had a tenancy agreement, paid rent to an agent or direct to their landlord, if they paid in cash whether they got a receipt or had a rent book.



The data shows that whilst most tenants (83%) have a tenancy agreement or terms of contract 56% of those who pay their rent by cash do not get a receipt for it and therefore the money is not traceable. 76% paid a deposit when they moved in but we have no data to show whether those deposits were placed in bond schemes as is required by law.

When asked if tenants had experienced problems with their landlords 1 in 5 (19.2%) had.

Sources of Guidance and Reference

This document has been researched and drafted with due reference to the following sources of guidance and good practice.

- Approval steps for additional and selective licensing designations in England – published by the Department for Communities and Local Government
ISBN: 978 1 4098 2230 1 – Revised edition 2010
- Evaluation of the impact of HMO Licensing and Selective Licensing – published by the Department for Communities and Local Government
ISBN: 978 1 409815365
- Selective Licensing for Local Authorities – A good practice guide – published by Shelter 2006
ISBN: 97 1 903595 68 8
- Examples of good practice have been gained from other Local Authorities who have completed a Selective Licensing Consultation and had their designations subject to Judicial Review proceedings.

Selective Licensing

Residents and Businesses – Your Opinion Counts

Consultation period 27 September 2013 to 6 December 2013

Introduction

Peterborough City Council is considering introducing Selective Licensing of private landlords in Gladstone, Millfield, New England and Eastfield areas of the city (the areas affected can be seen on the attached map and street list), to do this we must undertake extensive consultation to ensure we consider your views and implement the best changes for the area.

What is Selective Licensing?

The Housing Act 2004 gives councils the power to introduce the licensing of private rented homes, within a designated area, where it is or is likely to become either:

- An area of low housing demand
- An area which is experiencing a significant and persistent problem caused by anti-social behaviour

The aim of Selective Licensing is to improve the management of these properties to ensure they have a positive impact on the area.

Why is the council considering Selective Licensing?

The council wants to introduce Selective Licensing as part of the wider 'Op Can Do' strategy to address anti-social behaviour and rogue landlords which are causing the area to become 'low-demand'. The council believes that licensing can tackle the problems arising from private rented housing and can contribute to the regeneration of the area when combined with other regeneration and partners initiatives. The council has considered other remedies, but considers Selective Licensing to provide the best chance of improving the management and conditions in the private rented sector.

The full proposal can be found on our website: www.peterborough.gov.uk/housing

How it would work

All private landlords with residential property within the proposed area would need to apply for a licence for each property they let in the area. In order to become a licence holder they must be a fit and proper person. This means a landlord has to meet a certain standard before they can legally rent out a property.

The Benefits

Councils can introduce Selective Licensing where it would benefit the local community and it would ensure that all private rented property within the designated area is managed to a satisfactory standard. Some of the added benefits we expect to see are:

- A higher standard of management
- Better housing
- An improved image and perception of the area
- A reduction in anti social behaviour
- Better waste management
- More settled communities
- A mixed and vibrant community that people enjoy living in

Whilst we acknowledge that many landlords provide decent well managed and well maintained accommodation, which does not cause any problems for the local community, we also recognise that there are poor management practices within the private rented sector which are having a negative effect on the area.

Fees

Licences would run for a maximum of five years and carry a fee of £600 per property, which works out at £10 per month. Landlords would be able to pay (annually/monthly) with discounts for NLA accredited membership etc

Licence Conditions

There would be conditions attached to each licence which would relate to the management of the property. Several conditions are mandatory, imposed by the Act, which include:

- A gas safety certificate must be obtained annually and produced to the council (if there is a gas supply and gas appliances to the house)
- Electrical appliances and furniture supplied by the landlord must be kept in a safe condition
- Smoke alarms must be installed in the house which should be maintained in good working order
- The licence holder must supply the occupiers with a tenancy agreement
- The licence holder must demand references from prospective tenants

In addition to the mandatory conditions the council may attach local conditions; the council has discretion to vary these conditions. In Peterborough we propose to include the following conditions:

- The house is free from Category 1 Hazards (meaning the house is safe to occupy)
- Any house legally required to have an Energy Performance Certificate (EPC) must have one
- Any appropriate electrical test certificate for fixed wiring in the house must be provided at least once every five years and an annual portable appliance test to be carried out for any portable appliances supplied by the landlord
- Occupiers are advised and reminded of their responsibilities for the storage and disposal of household waste
- The licence holder does not allow the house to be overcrowded
- At a change of tenancy the house and any land associated with it is in a clean and tidy condition with reasonable levels of decoration
- The property is kept secure and free from accumulations of refuse during any vacant periods
- A copy of the licence and conditions is provided to all tenants
- All tenants are supplied with contact details, including emergency telephone numbers, of the licence holder and/or the manager
- The licence holder and any appointed manager provide up to date contact details (including telephone number) for the council, so that problems can be swiftly addressed
- The licence holder takes all possible actions to resolve anti-social behaviour and legally remove occupiers where there is evidence of criminal activity or anti-social behaviour
- Where the council has incurred expenses as a result of having to make a Management Order with regard to the house which have not been subsequently recovered by the rent paid during the duration of the Order, then the payment of that debt is a licence condition
- The licence holder and/or manager must undertake property management training courses where required to do so by the council

These conditions would be monitored by the council to ensure they were being complied with and, support and guidance would be offered to licence holders where required. Any licence holder found to be in breach of the licence conditions can face prosecution, and upon conviction in a Magistrates' court, a fine of up to £5,000. In such circumstances, the council will then consider whether it is appropriate to revoke the licence and make a management order taking over the management of the property.

Additional measures to complement Selective Licensing

The council is participating in other measures to help improve the area to prevent low housing demand, such as:

- Empty property actions being targeted within the designated area in order to bring as many empty properties back into use
- Targeted enforcement action against owners of property/land that has been neglected and become detrimental to the area. This helps raise the visual appearance of the area.
- Targeted environmental enforcement, actively tackling fly tipping, accumulations, graffiti and littering
- The area is prioritised for regeneration activity.
- Targeted energy efficiency measures across tenure within the area.

In addition should licensing be introduced, the council will provide training and support to help new or inexperienced landlords in legislative requirements and how to be a good landlord.

I am a tenant, how will this affect me?

Selective licensing would make sure your landlord is managing and maintaining your home, so that it is safe and kept in a good state of repair. They'll also be expected to act in a responsible manner. This would include carrying out tenant vetting, issuing valid tenancy agreements, rent receipts, and keeping all safety certificates up to date and also not evicting tenants illegally.

How can I find out if my landlord is licensed should Selective Licensing go ahead?

Once the council has issued a licence, the information will be entered onto a public register which can be accessed via the Council.

What will happen if a landlord does not apply for a licence?

It will be a criminal offence to operate without a licence. On conviction a landlord could be fined up to £20,000 and any rent collected during the unlicensed period could be reclaimed by either the tenant or the Local Housing Authority. Additionally if a landlord fails to comply with the licence conditions it could result in the licence being removed and a fine of up to £5,000.

I'm a resident how will this help me?

About 40% of the designated area is privately rented. Every privately rented property within the area must be licensed. All licence holders must be fit and proper and licences have conditions attached to them. Strict monitoring of the licence conditions will help to improve the house and management conditions of privately rented property, which we hope will lead to an overall environmental and physical improvement of the area (less fly tipping, improved street scene and less anti-social behaviour).

My neighbours act anti-socially; can Selective Licensing help?

You should see a reduction in anti-social behaviour. Landlords are expected to work with the local authority and police to deal with anti-social tenants in an appropriate way. In severe cases this may include eviction or loss of the licence if the landlord does not take action where it is appropriate to do so.

I am a landlord what are the benefits for me?

Selective Licensing will create a clear set of guidelines that all landlords must abide to; no longer allowing less competent or unscrupulous landlords to cut corners whilst good landlords get tarred with the same bad

reputation. Landlords will also have to provide and obtain references for their tenants so that prospective landlords will be able to make better informed choices when selecting tenants.

The council will work with licensed landlords to offer training and support in order to help landlords achieve the licensing conditions and improve their knowledge and skills in renting. Tenants will also be offered support on tenancy relations and housing matters.

The Rent Deposit Bond scheme already operated by the council will be prioritised to licensed landlords.

Having your say

Your views are important to use and we are seeking to obtain the opinions of all those who could be affected by the proposed scheme.

Please complete the enclosed questionnaire and return it as soon as you have had time to fully consider the proposals. The consultation period ends on **6 December 2013**.

There will also be a number of opportunities for you to come along to resident and public meetings and drop in sessions to find out more about the proposed scheme and speak to us informally, where you can raise concerns or ask questions in relation to any aspect of the proposed scheme.

The public drop in sessions will take place at:

- East Community Centre, Padholme Road, Thursday 17 October 2013 from 6pm to 8pm
- The Hub, 439 Lincoln Road, Wednesday 23 October 2013 from 5pm to 7pm
- Gladstone Park, Bourges Boulevard, Wednesday 30 October 2013 from 5pm to 7pm
- The Beehive Community Centre, Thursday 7 November 2013 from 6pm to 8pm

What happens next?

The consultation with local residents, landlords, local businesses and any other organisation, with an interest in the area will run for approximately 10 weeks to give everyone time to consider and respond to our proposals fully.

At the end of this period the council will consider any representations made before deciding whether or not to introduce Selective Licensing and confirming the details of any scheme. The council will publish the findings of the consultation and its next steps within 6 weeks of the consultation ending.

Should the council introduce Selective Licensing there will be a minimum of a three months notification period before any scheme will come into force. This will allow affected landlords time to apply for a licence.

For further information please visit the website or contact:

Jo Stock

Strategic Housing Case Officer

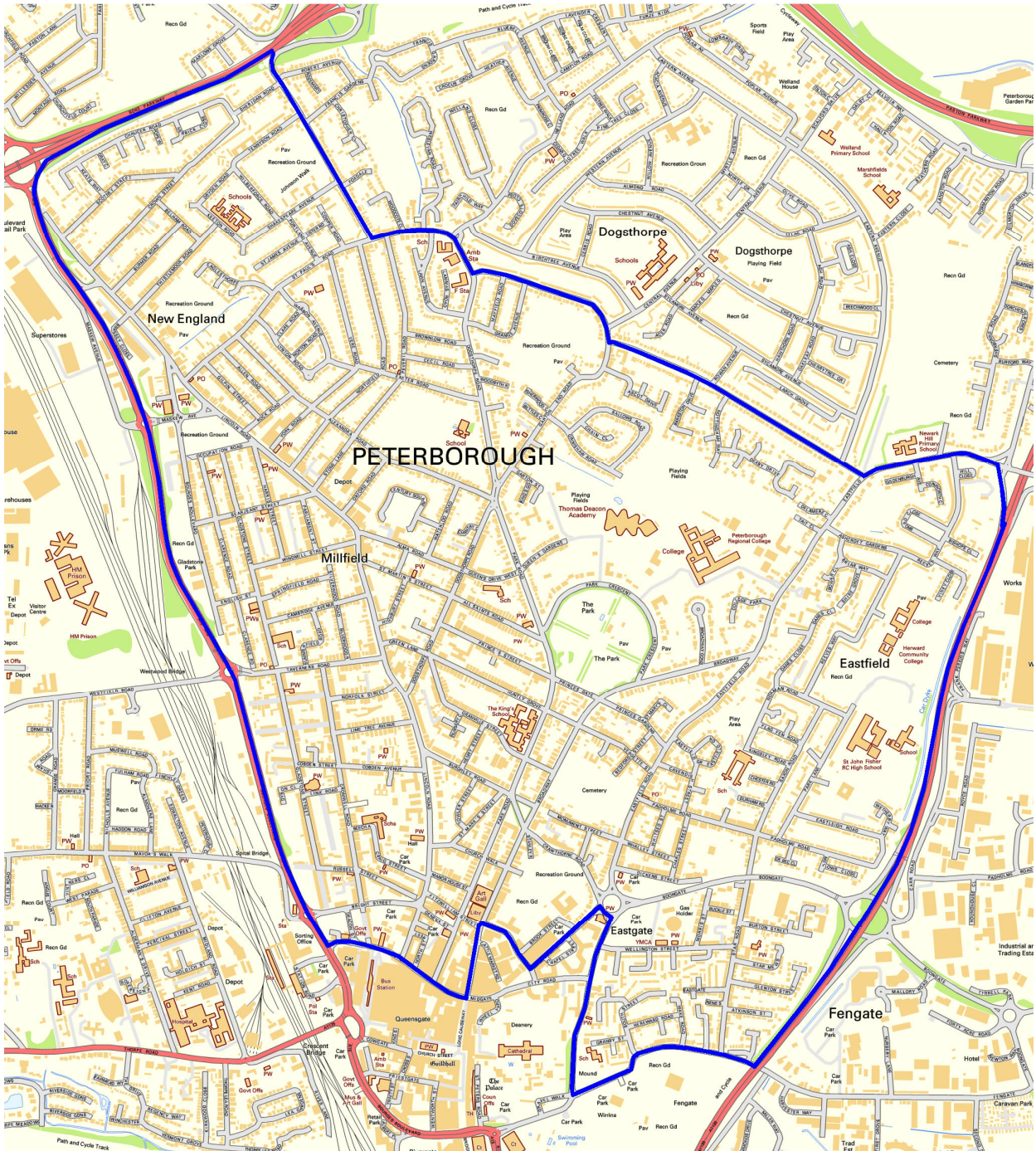
Telephone: 01733 453503

Email: selectivelicensing@peterborough.gov.uk

Website: www.peterborough.gov.uk/housing

A full copy of the Draft Designation Report, associated documents and some frequently asked questions can be found on the website: www.peterborough.gov.uk/housing

Map of the proposed area for Selective Licensing



Streets proposed for Selective Licensing

Alexandra Road	College Park	Keats Way	Shelley Close
All Saints Road	Connaught Mews	Keeton Road	Shakespeare Ave
Allen Road	Conworth Close	Kings Gardens	Sheridan Road
Alma Road	Cowper Road	Kingsley Road	Shire Grove
Ascot Drive	Craig Street	Kipling Court	Silverwood Rd
Ashcroft Gardens	Crawthorne Road	Lammas Road	South Street
Atkinson Street	Cromwell Road	Lawn Avenue	Springfield Rd
Bamber Street	Crown Street	Lime Tree Avenue	St James Ave
Barkston Drive	Danes Close	Lincoln Road	St Johns Street
Becketts Close	Delamere Close	Lynton Road	St Johns Street
Bedford Street	Derby Drive	Manor House Street	St Marks Street
Beech Avenue	Dickens Street	Mayfield Road	St Martins Mews
Belham Road	Dogsthorpe Grove	Millfield Court	St Martins Street
Bells Place	Dogsthorpe Road	Monument Street	St Marys Close
Berry Court	Dryden Road	Morris Street	St Pauls Road
Bettles Close	Durham Road	Nene Street	Stanley Road
Bishops Close	Dyson Close	New Road	Star Close
Bishops Road	Eaglesthorpe	Newark Avenue	Star Mews
Bourges Boulevard	Eastfield Road	Norfolk Street	Star Road
Bower Close	Eastgate	Norman Road	Stone Lane
Brassey Close	Eastleigh Road	North Street	Summerfield Road
Briar Way	Elmfield Road	Northfield Road	Tait Close
Bright Street	English Street	Norton Road	Taverners Road
Broad Close	Exeter Road	Nottingham Way	Tennyson Road
Broadway Gardens	Fitzwilliam Street	Nursery Close	Thistlemoor Road
Broadway	Fulbridge Road	Occupation Road	Towler Street
Brook Street	Garton Street	Old Court Mews	Vere Road
Brownlow Road	Geneva Street	Oxford Road	Vergette Street
Buckle Street	Gildenburgh Ave	Padholme Road	Victoria Place
Burghley Road	Gillwell Mews	Park Crescent	Victoria Street
Burmer Road	Gilpin Street	Park Road	Viney Close
Burns Close	Gladstone Street	Parkodi Court	Wake Road
Burrows Court	Glenton Street	Parliament Street	Walpole Court
Burton Court	Granby Street	Peveril Road	Warbon Avenue
Burton Street	Grange Avenue	Pope Way	Waterloo Road
Cambridge Avenue	Granville Street	Popley Court	Wellington Street
Carl Hall Court	Gray Court	Portland Road	Westgate
Cavendish Street	Green Lane	Princes Gardens	Westgate
Cecil Road	Grimshaw Road	Princes Street	Wetherby Way
Century Square	Hamilton Court	Queens Drive West	Whalley Street
Chain Close	Hankey Street	Queens Gardens	Whitsed Street
Chantry Close	Harris Street	Reeves Way	Wilberforce Road
Charles Street	Henry Court	Rock Road	Windmill Street
Chaucer Road	Henry Street	Russell Street	Woodbyth Road
Chester Road	Hereward Road	Salaam Court	York Road
Church Walk	Herrick Close	Sallows Road	
Clare Road	Highbury Street	Saxon Road	
Clarence Road	Hill Close	Scotney Street	
Cobden Street	Isherwood Close	Searjeant Street	

We want to hear your views about the licensing of private landlords. Once you have considered the attached proposals please spend a few moments to answer the following questions before returning it to us at **Selective Licensing Team, Strategic Housing, 4th Floor, Bayard Place, Peterborough PE1 1HZ**. The consultation period runs from **Friday 27 September 2013 to Friday 6 December 2013**.

A full copy of the Draft Designation Report can be viewed and downloaded from the website visit: www.peterborough.gov.uk/housing

1. Are you a?

- Private tenant
- Housing Association tenant
- Owner Occupier
- Business
- Landlord
- Other (please state:)

2. Do you think your area has problems with any of the following? (tick all that apply)

- | | | | |
|---|--------------------------|--|--------------------------|
| Empty Properties | <input type="checkbox"/> | Badly managed privately rented houses | <input type="checkbox"/> |
| Nuisance and anti-social behaviour | <input type="checkbox"/> | Rubbish dumping | <input type="checkbox"/> |
| Poor quality properties | <input type="checkbox"/> | Low house prices | <input type="checkbox"/> |
| High turnover of private rented tenants | <input type="checkbox"/> | Low rent levels | <input type="checkbox"/> |
| Poor perception of private landlords | <input type="checkbox"/> | People not wanting to stay in the area | <input type="checkbox"/> |

3. Have you had problems with privately rented properties in your area in the past five years?

- Yes No

4. Do you think the council should have more control over the way that private landlords manage their properties?

- Yes No Don't know

5. To what extent do you think private landlords make a positive contribution to your area?

- A lot A little Not very much Not at all Don't know

6. To what extent do you think private landlords make a negative contribution to your area?

- A lot A little Not very much Not at all Don't know

7. Do you agree that private landlords should take the following actions?

- | | Yes | No | Don't know |
|---|--------------------------|--------------------------|--------------------------|
| Obtain references for tenants | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Ensure tenants know anti-social behaviour is unacceptable | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Keep properties in good condition | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Provide tenants with their contact details | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

8. What do you think about the following statements?

Peterborough City Council should intervene in areas suffering from low housing demand

Agree Disagree Don't know

Selective licensing can have a positive impact on private rented housing in an area

Agree Disagree Don't know

Poorly managed properties contribute to the decline of an area

Agree Disagree Don't know

Ineffectively managed tenancies contribute to the decline of an area

Agree Disagree Don't know

Landlords have a responsibility to have satisfactory management arrangements, which will include obtaining references for prospective tenants

Agree Disagree Don't know

Selective licensing will ensure that all privately rented properties are well maintained and managed

Agree Disagree Don't know

Selective licensing will help reduce anti-social behaviour

Agree Disagree Don't know

Selective licensing will help make an area more attractive to potential renters, and so increase rental values and property prices

Agree Disagree Don't know

9. Do you?

Yes No Don't know

Think that licensing private landlords will improve your area?

Agree with the council's proposal to introduce Selective Licensing?

Want Selective Licensing introduced in your area?

Think the proposed licence conditions are appropriate?

If you have any further comments regarding this proposal, have any suggested changes to the proposed area or believe there is a better option or alternatives to Selective Licensing, please provide details including your justification on an additional sheet.

Your contact details:

Name:

Address:

..... Postcode:

Email:.....

OCD Streets

Proposed selective licensing streets

Alexandra Road	Coleridge Place	Keeton Road	Scotney Street
All Saints Road	College Park	Kimbolton Court	Searjeant Street
Allen Road	Connaught Mews	Kings Gardens	Shakespeare Avenue
Alma Road	Conworth Close	Kingsley Road	Shelley Close
Ascot Drive	Cowper Road	Kipling Court	Sheridan Road
Ashcroft Gardens	Craig Street	Lammas Road	Shire Grove
Atkinson Street	Crawthorne Road	Lawn Avenue	Silverwood Road
Bamber Court	Cromwell Court	Lime Tree Avenue	South Street
Bamber Street	Cromwell Road	Lincoln Gate	Springfield Road
Barkston Drive	Crown Street	Lincoln Road	St James' Avenue
Beckets Close	Danes Close	Link Road	St Johns Street
Bedford Street	Delamere Close	Lister Road	St Marks Apartments
Beech Avenue	Derby Drive	Loire Court	St Marks Court
Belham Road	Dickens Street	Lynton Road	St Mark's Street
Berry Court	Dogsthorpe Grove	Manor House Street	St Martins Mews
Bettles Close	Dogsthorpe Road	Maskew Avenue	St Martins Street
Bishops Close	Dryden Road	Mayfield Road	St Marys Close
Bishops Road	Durham Road	Kesteven Walk	St Paul's Road
Boswell Close	Dyson Close	Lister Road	Stanley Road
Bourges Boulevard	Eaglesthorpe	Monument Street	Star Close
Bower Close	Eastfield Road	Morris Street	Star Mews
Brassey Close	Eastgate	Nene Street	Star Road
Briar Way	Eastleigh Road	New Road	Stone Lane
Bright Street	Elmfield Road	Newark Avenue	Summerfield Road
Broad Close	English Street	Norfolk Street	Tait Close
Broadway	Exeter Road	Norman Road	Taverners Road
Broadway Gardens	Field Walk	North Street	Tennyson Road
Brook Street	Fitzwilliam Street	Northfield Road	The New Haven
Brownlow Road	Flag Fen Road	Norton Road	Thistle Moor Road
Buckle Street	Foxdale	Nottingham Way	Tom Lock Court
Burghley Mansions	Fulbridge Road	Nursery Close	Towler Street
Burghley Road	Garton Street	Occupation Road	Vere Road
Burmer Road	Geneva Street	Old Court Mews	Vergette Street
Burns Close	Gildenburgh Avenue	Oxford Road	Victoria Place
Burrows Court	Gillwell Mews	Padholme Road	Victoria street
Burton Court	Gilpin Street	Park Crescent	Viney Close
Burton Street	Gladstone Street	Park Road	Wake Road
Cambridge Avenue	Glenton Street	Park Lane	Walpole Court
Carl Hall Court	Granby Street	Parkodi Court	Warbon Avenue
Caroline Court	Grange Avenue	Parliament Street	Waterloo Road
Cavendish Street	Granville Street	Peveril Road	Wellington Street
Cecil Pacey Court	Gray Court	Pipe Lane	Wetherby Way
Cecil Road	Green Lane	Pope Way	Whalley Street
Century Square	Grimshaw Road	Popley Court	Whitsed Street
Chain Close	Hamilton Court	Portland Avenue	Wilberforce Road
Chantry Close	Hankey Street	Priestgate	Windmill Street
Charles Street	Harris Street	Princes Gardens	Woodbyth Road
Chaucer Road	Henry Court	Princes Street	York Road
Chester Road	Henry Street	Queens Drive West	
Church Walk	Hereward Road	Queens Gardens	
Clare Road	Herrick Close	Raedwald Court	
Clarence Road	Highbury Street	Reeves Way	
Claridge Court	Hill Close	Rock Road	
Cobden Avenue	Huntly Grove	Rosehall Court	
Cobden Street	Ingleborough	Russell Mews	
	Isherwood Close	Russell Street	
	Johnson Walk	Salaam Court	
	Keats Way	Sallows Road	
		Saxon Road	

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Licence holder includes any Agent or Representative acting on behalf of the licence holder

Peterborough City Council

Selective Licensing Conditions

Housing Act 2004

In these conditions ‘house’ refers to the building (or part thereof) which is licensed in accordance with Part 3 of the Housing Act 2004

Licence holder includes any Agent or Representative acting on behalf of the licence holder

Selective Licensing Conditions Schedule 4 - Housing Act 2004

These conditions are set out in sections no 1 to 17

The licence holder must ensure that the premises fully comply with each of the conditions in sections 1 to 17 below unless specific alternatives are notified and agreed with the case officer.

Failure to comply with any licence condition may result in proceedings including fines up to £5,000 and loss of the licence

1	Tenancy Management
	<p>The Licence Holder must give the occupiers a written statement of the terms on which they occupy the house (tenancy agreement) and details of the arrangements in place to deal with repairs and emergencies. Copies of the written statement of terms must be provided to the Council for inspection within 7 days upon demand</p> <p>The licence holder must act lawfully and reasonably in requiring any deposits from occupiers, in handling rents, in returning deposits and in making deductions from deposits. The licence holder will provide an occupiers/prospective occupier with the following information:</p> <ul style="list-style-type: none">• The amount of rent payable• The details of any deposit required• Details of what the deposit covers and arrangements for its return• The frequency of payments• The details of any utilities (gas, electric, water) or other charges included in the rent• The responsibility for payment of Council Tax• The responsibility for payment of utilities and arranging provision of such <p>The licence holder shall ensure that each tenant is made aware that they are responsible for their own behaviour and the behaviour of other occupiers and visitors. Tenants must be made aware that if they, other occupiers, or their visitors: Cause nuisance or annoyance to neighbours; or fail to dispose of refuse properly; or cause damage to fixtures, fittings, fire prevention or alarm equipment or installations, or to the fabric of the premises; or fail to give access to inspect of undertake works within their accommodation. The will be liable to enforcement action which may include possession proceedings either under the terms of their tenancy, pursuant to S21 of the Housing Act 1988 or pursuant to Grounds 13 or 14 of Schedule 2 of the Housing Act 1988.</p>
2	References
	<p>The Licence Holder shall obtain written references for any prospective tenant before letting the property. The licence holder must keep all references for the period of the licence and provide copies to the council within 28 days on demand.</p>

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3	<p>Gas</p> <p>If the house is supplied with gas and gas appliances, the licence holder must obtain a gas safety check, carried out by a GAS SAFE registered engineer. A copy of the current gas safe certificate must be provided to Peterborough City Council at the time of licence application and annually thereafter or upon demand.</p>
4	<p>Electrical Appliances</p> <p>The Licence Holder must keep all electrical appliances and furniture supplied in a safe condition and must provide a declaration as to their safety as part of the application and thereafter on demand.</p> <p>The licence holder is required to have the whole of the electrics in the house inspected within 12 months of the licence issue date. The licence holder must provide a report by a fully trained, experienced and competent person ie NICEIC or ECA member.</p> <p>Any works highlighted by the report must be completed within 12 months of the date of the report; and the Council advised once works are complete.</p> <p>The licence holder must ensure, throughout the period of the licence, that the premises are covered by a valid periodic electrical survey inspection report. Where a report expires during the term of the licence, an up to date report must be provided to the Council within 28 days of the expiry date.</p>
5	<p>Smoke Alarms</p> <p>The licence holder must ensure that smoke alarms are installed in the property and kept in proper working order and provide a declaration as to their condition and position to Peterborough City Council upon request.</p>
6	<p>Furniture and Furnishings</p> <p>The licence holder must ensure that furniture and furnishings supplied by them are compliant with the Furniture and Furnishings (Fire) (Safety) Regulations 1988 (as amended 1989 and 1993) and must provide a declaration as to their safety at the time of application and thereafter on demand.</p> <p>The licence holder must ensure that any electrical appliances supplied by them are compliant and the licence holder must produce to the authority for their inspection a portable electrical appliance test (PAT) certificate within the first 12 months of the licence period.</p>
7	<p>Numbers of Occupiers</p> <p>The licence holder and/or his agent must ensure that rooms other than bedrooms are not used for sleeping purposes. The number of persons residing in the house shall not exceed the maximum number stated on the licence</p>

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Licence holder includes any Agent or Representative acting on behalf of the licence holder

8	<p>Heating and Energy Efficiency</p> <p>The licence holder must provide, within 7 days of request from the council an Energy Performance Certificate.</p> <p>* The licence holder must not refuse or prevent any works proposed to improve the energy efficiency of their property if such works are grant funded. If the EPC certificate declares that the property does not achieve the minimum E rating, and the property is assessed as having a Category one hazard. Then works must be carried out immediately to improve the energy efficiency and remove the category one hazard regardless of any grant funding.</p>
9	<p>Property Management</p> <p>The licence holder must ensure that:</p> <p>a) the occupiers of the house and the occupiers of any adjoining properties, with details of the following:</p> <ul style="list-style-type: none">• Name and address of the licence holder or managing agent• A contact address, daytime telephone number• An emergency contact telephone number <p>This information must be sent to the Council within 28 days of the licence document and must be clearly displayed within the house. An emergency contact telephone number for the licence holder/agent or representative shall also be made available and notified to the Council:</p> <p>a) Competent and reputable persons carry out all repairs to the house or any installations, facilities or equipment within it or its boundary, and that, repairs are completed to a reasonable standard.</p> <p>b) All occupants of the house receive written confirmation detailing arrangements in place to deal with repairs and emergencies and report nuisance and anti social behaviour</p> <p>c) If accommodation is provided on a furnished basis and includes electrical appliances, the licence holder must provide the occupier copies of user manuals or equipment provided as part of the agreement of occupation (tenancy agreement)</p> <p>d) All occupiers are made aware of the licence and conditions</p> <p>The licence holder/management agents must make regular (at least every 3 months) inspections of the property to ensure that the property is in a decent state of repair and that the occupiers are not in breach of tenancy terms and conditions.</p> <p>The licence holder must ensure that any persons involved with the management of the house are to the best of their knowledge ‘fit and proper persons’ for the purposes of the Act.</p>
10	<p>Fire Safety</p> <p>The licence holder will inform the local authority of any changes to the positioning of smoke alarms</p>

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11	<p data-bbox="256 268 365 302">Security</p> <p data-bbox="256 344 719 373">The licence holder must ensure that:</p> <ul data-bbox="256 415 1511 848" style="list-style-type: none">a) The security provisions for the access to the building (including but not limited to locks, latches, deadbolts and entry systems) must feature all the security features of an equivalent lock complying with BS3621:2004 and be maintained in good working order at all timesb) Where window locks are fitted, the licence holder will ensure that keys are provided to the relevant occupantc) Where a burglar alarm is fitted to the house the licence holder will inform the occupant in writing the circumstances under which the code for the alarm can be changed, and provide details when required on how this can be arrangedd) Where previous occupants have not surrendered keys, the licence holder will arrange for a lock change to be undertaken, prior to new occupants moving ine) Where alley gates are installed to the rear of the licensed property, the licence holder must take responsibility for holding a key and making satisfactory arrangements for the occupier access
12	<p data-bbox="256 890 667 924">External areas, refuse and waste</p> <p data-bbox="256 966 740 995">The licence holder must ensure that: -</p> <ul data-bbox="305 1037 1511 1436" style="list-style-type: none">a) The exterior of the property is maintained in a reasonable decorative order, and in a good state of repairb) The exterior of the property and all boundary walls, fences and gates must be kept free from graffitic) At all times any gardens, yards and other external areas within the curtilage of the house are kept in reasonably clean and tidy condition and free from rodent infestation, andd) Suitable and adequate provision is made for storage of refuse generated in the property and that occupants use receptacles provided by the Council for storage prior to collection. The receptacles must not be exposed for a period longer than 12 hours prior to collection and must not cause obstruction at any timee) Access must be available at all times to adequate, external, refuse storage <p data-bbox="256 1478 1474 1583">The licence holder must inform occupants on the correct disposal arrangements for rubbish and bulky waste and the penalties of flytipping and storing accumulations within the front and rear gardens and any outbuilding of the house.</p> <p data-bbox="256 1625 1458 1688">The licence holder must ensure that the water supply and drainage system serving the house is maintained in good, clean and working order.</p> <p data-bbox="256 1730 1520 1793">The licence holder must not reasonably cause the gas or electricity supply that is used by occupiers of the property to be interrupted.</p>

Licence holder includes any Agent or Representative acting on behalf of the licence holder

	<p>The licence holder must take reasonable steps to protect occupants from injury especially in relation to:</p> <ul style="list-style-type: none">a) Any roof or balcony that is unsafe – ensuring that it is either made safe or access to it restricted.b) Any windowsill that is at floor level – ensuring that safeguards are fitted as necessary to protect occupants from falling <p>The licence holder must ensure that all common parts and fixtures are maintained in a safe condition including handrails, windows, stair coverings, fixtures, fittings and appliances.</p>
13	<p>Training</p> <p>The Licence holder and/or Manager shall undertake property management training courses where required to do so by the authority.</p>
14	<p>Management/Anti Social Behaviour</p> <p>The licence holder must take reasonable and practical steps to reduce or prevent anti-social behaviour by persons occupying or visiting the house and the use of the premises for illegal purposes.</p> <p>The licence holder must: -</p> <ul style="list-style-type: none">a) Provide a written action plan to Peterborough City Council outlining procedures for dealing with anti-social behaviour at the time of application. This must be reviewed annually and submitted on requestb) Obtain tenant references prior to granting a tenancy as to previous tenancy conduct, including behaviour of that of the proposed occupier and householdc) If a licence holder receives a reference request for a current or former tenant from another licence holder he must respond to the request in writing within a reasonable period and either i) decline the request for a reference; or ii) when giving a reference state whether or not he is aware of any allegations of anti-social behaviour made against their tenant and if such allegations have been made give details of the same including details of whether (to his knowledge) the allegations have been admitted or have been found proven in any court or tribunal.d) The licence holder and/or the manager are required to provide information regarding the full names and dates of birth of each occupant, when asked by the Councile) Cooperate with Peterborough City Council, Cambridgeshire Constabulary and other agencies in resolving complaints of anti-social behaviour. The licence holder and/or their nominated managing agent are required to undertake an investigation of any complaints regarding their tenants. Written records of these will be required.

Licence holder includes any Agent or Representative acting on behalf of the licence holder

Licence holder includes any Agent or Representative acting on behalf of the licence holder

- f) The licence holder will ensure occupants of the house are aware of the services available to them and how they can report nuisance and anti-social behaviour to the authority
- g) The licence holder must not ignore or fail to take action, if he has received complaints of anti social behaviour (ASB) that concern the visitors to or occupiers of the property or result from their actions.
- h) Any letters relating to ASB sent or received by the licence holder or managing agent must be kept for 3 years by the licence holder, and provided to the Council on demand.
- i) The licence holder must ensure that written notes are kept of any meetings or telephone conversations or investigations regarding ASB for 3 years.
- j) If a complaint regarding ASB is received or discovered by the licence holder or manager then the tenant must be contacted with 14 days and informed of the allegations of ASB in writing and of the consequences of its continuation.
- k) The licence holder shall from the date of receipt of a complaint monitor any allegations of ASB and whether it is continuing.
- l) Where ASB continues for 28 days from receipt of the complaint the licence holder or his manager/agent must within 7 days visit the premises and the tenant with a warning letter advising them of the possibility of eviction.
- m) Where the licence holder or manager has reason to believe that the ASB involves criminal activity the licence holder shall ensure that the appropriate authorities are informed.
- n) If after 14 days of giving a warning letter the tenant has taken no steps to address the ASB and the ASB is continuing the licence holder shall take formal steps under the written statement of terms of occupation (tenancy agreement) or licence which shall include promptly taking legal proceedings to address the ASB
- o) Where the licence holder is specifically invited they shall attend any case conferences or multi agency meetings arranged by the Council or the police.

15 Notification/Consultation of Changes

The Licence Holder and managing agents must consult with Peterborough City Council before making any material changes to the layout, amenity provision, fire precautions or occupation of the house and must inform the Council of:

- a) Details of any unspent convictions not previously disclosed to the local Authority that may be relevant to the licence holder and/or property manager and their fit and proper person status and in particular any such conviction in respect of any offence involving fraud or dishonesty, or violence or any offence listed in Schedule 3 of the Sexual Offences Act 2003;
- b) Details of any findings by a court or tribunal against the licence holder and/or the manager that he/she has practiced unlawful discrimination on grounds of sex, colour, race, ethnic or national origin or disability in, or in connection with, the carrying on of any business;
- c) Details of any contravention on the part of the licence holder or manager of any provision of any enactment relating to housing, public health, environmental health or landlord and tenant law which lead to civil or criminal proceedings resulting in a judgment or finding being made against him/her;
- d) Information about any property the licence holder or manager owns or manages or has owned or managed for which a local housing authority has refused to grant a licence under

Licence holder includes any Agent or Representative acting on behalf of the licence holder

Licence holder includes any Agent or Representative acting on behalf of the licence holder

	<p>Part 2 or 3 of the Act, or has revoked a licence in consequence of the licence holder breaching the conditions of his/her licence;</p> <ul style="list-style-type: none">e) Information about any property the licence holder or manager owns or manages or has owned or managed that has been the subject of a interim or final management order under the Housing Act 2004;f) Advertising the property for sale;g) Changes to liability insurance;h) Notification of foreclosure or repossession;i) Successful claims against the licence holder for default of tenancy deposits;j) Change in managing agent or the instruction of a managing agent;k) Any major works to be undertaken to the property, including conversions and modernisations or emergency problems relating to fire, flood or disaster and the tenants are made temporarily homeless.
16	<p>Absence</p> <p>The licence holder is required to have in place suitable emergency and other management arrangements in their absence. The name and contact details of the licence holder and/or manager must be given to each occupier and must also be displayed in a prominent place within the property.</p>
17	<p>Compliance Inspections</p> <p>The licence holder must allow officers of the Council (upon production by of their ID) access to the house for the purpose of carrying out inspections of the house at all reasonable times.</p>

Licence holder includes any Agent or Representative acting on behalf of the licence holder

Peterborough City Council

Consultation Proposal to designate a Selective Licensing Scheme in the Operation Can Do and Eastfield areas of the City of Peterborough.

1. Introduction

The Housing Act 2004 gives councils the power to introduce Selective Licensing schemes for privately rented properties in selected areas. The purpose of such schemes is to improve standards of property management in the private rented sector. If a landlord rents a property in a Selective Licensing area they will need to obtain a licence from the Council.

Peterborough City Council proposes to introduce a Selective Licensing Scheme in the Gladstone, Millfield and New England area (known as Operation Can Do) and Eastfield areas of the City. This document sets out the detail behind the proposal and invites views and comments from residents, businesses and organisations that are likely to be affected by the proposal.

The consultation period will commence on **27 September 2013** and will close on **6 December 2013**.

Any decisions regarding the proposal will only be taken by the Council after it has fully considered the responses to the consultation, the supporting evidence and any other relevant information.

Your views and comments are therefore very important and we invite you to consider the information provided below. You can find details of how you can respond to the consultation on page 21 of this pack.

2. What is a Selective Licensing Scheme?

The Housing Act 2004 gives Councils the power to designate areas within their district as subject to selective licensing provided one of the following criteria are met:

- That the area is, or is likely to become an area of low housing demand; and that making a designation will, when combined with other measures taken in the area by the Council, or by other persons together with the Council, contribute to the improvement of the social or economic conditions in the area; or
- That the area is experiencing a significant and persistent problem caused by anti-social behaviour and that some or all of the private sector landlords who have let premises in the area are failing to take action to combat the problem that it would be appropriate for them to take; and that making the designation will, when combined with other measures taken in the area by the Council, or by other persons together with the Council, lead to a reduction in, or elimination of the problem.

Peterborough City Council proposal is made on the grounds that the area is experiencing a significant and persistent problem caused by anti-social behaviour and it is becoming an area of low housing demand.

Low Housing Demand:

The Housing Act 2004 sets out a number of factors which the Council must take into account (among other matters) when deciding if an area is, or is likely to become an area of low housing demand, as follows:

- The value of residential premises in the area when compared to the value of similar premises in other areas which the Council considers to be similar,
- The turnover of occupiers of residential premises i.e. how often people move house, and The number of residential premises which are available to buy or rent, and The length of time for which properties remain unoccupied within the area,
- A lack of mixed communities in terms of tenure, for example, a high proportion of rented property, low proportion of owner occupied properties.
- A lack of local facilities, for example, shops closing down.
- The impact of the rented sector in the local community, for example, poor property condition, anti- social behaviour, etc.
- Criminal activity.

Anti-Social Behaviour:

The Housing Act 2004 sets out a number of factors which the Council must take into account (among other matters) when deciding if an area is, or is

likely to become an area of significant and persistent problem caused by anti-social behaviour, as follows:

- Crime: tenants not respecting the property in which they live and engaging in vandalism, criminal damage, burglary, robbery/theft and car crime.
- Nuisance neighbours: intimidation and harassment; noise, rowdy and nuisance behaviour; animal related problems; vehicle related nuisance. Tenants engaged in begging; anti-social drinking; street prostitution and kerb-crawling; street drugs market within the curtilage of the property.
- Environmental Crime: tenants engaged in graffiti and fly posting; fly tipping; litter and waste; nuisance vehicles; drugs paraphernalia; fireworks misuse in and around the cartilage of their property.
- Some or all of the private landlords who have let premises in the area are failing to take action to combat such problems that it would be appropriate for them to take.

If a Selective Licensing Scheme is introduced, the landlord of every privately rented property in the designated area would have to obtain a licence from the Council, subject to a number of exemptions as set out below:

- Properties which are required to be licensed as a HMO under part 2 of the Housing Act 2004
- Properties subject to a temporary exemption
- Properties subject to a Management Order
- Properties let by the Local Authority or Registered Social Landlord
- Properties let under tenancies or licences described as 'exempt' from the requirement to be licensed by the Selective Licensing of Houses (Specified Exemptions) (England) Order 2006/370

A person would have to apply to the Council for a licence in accordance with certain requirements which the Council would specify. In particular, the Council is entitled to require that the application be accompanied by a fee. Further details of the proposed fee can be found on page 17 of this document.

When applying for a licence, landlords will have to provide evidence that they are 'fit and proper persons' and that they manage their properties correctly, including taking appropriate action against tenants who are causing anti-social behaviour. A landlord would require a licence for each property in the designated area, subject to the exemptions listed above.

The Council has the power to refuse to grant a licence to the applicant, or it can grant the licence to some other person if both the Council and the applicant agree. Applicants have the right to appeal against certain Council decisions relating to the granting, refusal, variation or revocation of licences. The Council must follow procedures when making these decisions and advise landlords of their right of appeal when appropriate.

A licence would be valid for up to 5 years. Any licence will have a set of conditions which the licence holder would be required to comply with. There are certain mandatory conditions which the Council must include in the

licence. For example, if gas and gas appliances are in the property, a licensee would have to produce to the Council annually a gas safety certificate obtained within the last twelve months. The Council has discretion to add other conditions.

The proposed licence conditions are attached at Annex D.

3. What happens if I rent a property without a Licence?

It is a criminal offence to rent a property in a designated Selective Licensing area without a licence. Failure to apply for a licence could lead to prosecution and the offence is punishable with a fine of up to £20,000.

In addition the tenants of the property or the Council could apply to the Residential Property Tribunal for a Rent Repayment Order. This means that the Landlord could be made to repay rent paid during the period in which the property was unlicensed (subject to certain limits set out in section 96 and 97 of the Housing Act 2004).

A landlord is also prevented from serving a Section 21 Notice under the Housing Act 1988 in relation to a shorthold tenancy of the whole or part of any property which is an 'unlicensed house' (this includes flats).

The Council must make what is called an 'Interim Management Order' in respect of a property which should be licensed under a Selective Licensing Scheme but isn't and the Council considers that:

- There is no reasonable prospect of the property being so licensed in the near future, or
- The 'health and safety' condition is satisfied. The 'health and safety' condition is that the making of an Interim Management order is necessary for the purpose of protecting the health, safety or welfare of persons occupying the house, or persons occupying or having an interest in premises in the vicinity.

An Interim Management Order lasts for a maximum period of 12 months, during which time the Council has the right to do anything in relation to the property which the Landlord would be able to do, with the exception of certain powers such as, for example, creating tenancies (the landlord must consent to this in writing) or selling the property. In certain circumstances, a Final Management Order can replace an Interim Management Order. A Final Management Order can last for a period of up to five years. For further information about Management Orders please contact the Housing Enforcement Team on (01733) 863785.

A licence holder (or person upon whom restrictions or obligations are imposed by the licence) will also commit a criminal offence if they fail to comply with

any condition of a licence. This offence is punishable by a fine not exceeding £5,000.

4. The proposed area of Selective Licensing

The proposed Selective Licensing area covers Gladstone, Millfield, New England and Eastfield. The proposed area is a high density private sector residential area consisting of approximately 10,933 properties (7073 in Gladstone, Millfield and New England and 3785 in Eastfield). In the Gladstone, Millfield and New England area over 40% of the properties are privately rented and in the Eastfield area 33% of the properties are privately rented. As detailed above, the Housing Act 2004 does not require the licensing of properties subject to tenancies granted by Registered Social Landlords or Councils. There are 1697 (1019 in Gladstone, Millfield and New England and 678 in Eastfield) Registered Social Landlord properties in the proposed area. There are approximately 3446 properties (2421 in Gladstone, Millfield and New England and 1025 in Eastfield) which have been identified as privately rented and would require a licence if the proposed Selective Licensing area is introduced.

The area covers 108 streets in Gladstone, Millfield and New England and 76 streets in Eastfield.

Annex B is a map which shows the proposed area to be designated as a Selective Licensing area. A list of the streets which are potentially affected is contained within Annex C.

Background:

The private rented sector performs an essential role in the City's housing market, offering flexibility and choice, with potential to support economic growth as well as meet housing needs. The Council wants to ensure that standards are high across the private rented sector. Selective licensing will form a part of a wider set of measures that seek to address issues within the private rented sector associated with anti social behaviour and low demand.

The proposed Selective Licensing area is predominantly a high density private sector residential area consisting mostly of pre 1919 and pre-war properties.

The levels of privately rented accommodation in the area has dramatically increased which is demonstrated with the private rented sector representing over 40% in Gladstone, Millfield and New England and 33% in Eastfield compared to 20.5% across the City and 16% nationally.

Peterborough's private rented sector has many good, responsible landlords and agents. However the sector does have problems, including within the proposed selective licensing area. Many landlords are not professional or portfolio-holder landlords, owning only one or two properties, and have little experience or understanding of their legal responsibilities. Additionally, they

are not familiar with the day to day duties that go with owning and managing rental properties in which other people make their homes, and which statutory regulation i.e. licensing is considered necessary to engage with the less responsible private landlords who do not proactively manage their properties, or address unacceptable levels of bad behaviour by tenants.

The increasing size of the private rented sector and decrease in the number of owner occupied dwellings is creating unbalanced communities. Tenants in the areas move more often. Some landlords and tenants take less care and carry out less maintenance on rented properties leading to a visual decline of the areas as well as poorer quality housing. Short term tenants sometimes do not take ownership of their area and are less likely to worry about fly-tipping and other environmental issues further leading to the visual decline of a neighbourhood. This in turn leads to house prices falling as owner occupiers leave and houses are bought by private investors thus increasing the rented stock and the area becomes low demand.

The Council believes selective licensing provides a range of tools to encourage private landlords to improve the management, amenity and safety standards of their properties, which in turn, alongside other measures, will help to improve the living standards within the area preventing it from further low demand.

The Council recognises that the more responsible private landlords and their agents will also be subject to the licensing regulations. The council hopes that these landlords will appreciate the longer term benefits that licensing will achieve especially improving the reputation of the sector, increasing values, achieving lower turnover and better legitimate rental returns rather than exploitation of the tenants.

Since July 2009 the council has operated an additional licensing scheme within the Operation Can Do area of the City. Additional licensing requires that all houses in multiple occupation have a licence to operate as such. A house in multiple occupation is a rented property which is occupied by three or more people if those three or more people form at least 2 households. The licence costs £80 per rentable room and has a duration of 5 years. The scheme will be reviewed in June 2014. There are over 500 properties operating as HMO's at any one time in this area. This type of housing is in high demand and is a valuable source of accommodation providing affordable housing for those who want to live close to the City Centre.

Since the inception of the HMO licensing scheme 67 properties have been licensed and 9 landlords have been prosecuted for operating a HMO without a licence, with fines ranging from £500 to £12,000. Interim Management Orders have been made on 5 properties. This involves the council taking over the management of the property for a period of time in order to take steps to ensure its proper management and bring the house up to an acceptable standard of accommodation and safety. One Final Management Order has been made which involves the Council taking over the property for up to 5 years.

During the term of the current licensing scheme a number of landlords have taken the drastic step of illegally evicting tenants when the council has asked them to apply for a licence, thus causing fear and uncertainty amongst some tenants within the area as to the security of their accommodation. The burden of proof that the Council must supply to demonstrate that a property is a HMO and the tenants are not inter-relate is high and labour intensive. Some landlords have found that they thought they let a property to one family but others moved in or there was more than one family, thus creating a HMO. Selective licensing applies to all rented properties and will remove any uncertainty for landlords as to whether they need a licence or not.

We have recently undertaken a housing survey in the proposed selective licensing area. This survey revealed that 45% of the residents in the area thought that there is a high turnover of private tenants in the area, 88% thought that landlords should make sure their properties are in good condition and well maintained, 71 % think that landlords should demand references from prospective tenants and 79% think that landlords should be responsible for dealing with their nuisance tenants and anti social behaviour.

The Council does not need a positive response from the consultation to introduce a scheme and it is expected that negative responses will be received from landlords and agents within the area but positive responses from owner occupiers. The tenants in the proposed area are a hard to reach group and mixed responses are expected from this group. The housing survey carried out in the area between October 2012 and March 2013 asked questions relating to the introduction of controls with in the private rented sector and these are detailed in the evidence document attached, showing that residents would welcome this.

5. Why do we need a Selective Licensing Scheme?

The Council firmly believes that licensing can contribute to the regeneration of this area where there is a high percentage of private rented housing and where high numbers of them are poorly managed. Selective licensing is designed to raise standards in the private rented sector and drive out unscrupulous or inept landlords in particular areas where private renting is problematic for the wider community. It is a powerful tool to improve the management standards of private landlords. It will help improve the living standards, reputation and physical condition of the designated area, the private rented sector in general and the reputation of decent and competent landlords.

The Council believe that selective licensing will extend housing choice and increase the confidence of occupiers within the designation area. Landlords will be required to take ownership of their management responsibilities thus increasing the prospect of long-term trouble free renting. This in turn will

make the sector a more valuable asset to the area and prevent it from falling further into a low demand area.

The Council proposes to introduce a Selective Licensing scheme in the Gladstone, Millfield, New England and Eastfield area on the following ground:

- The area is, or is likely to become, an area of low housing demand; and
- That making a designation will, when combined with other measures taken in the area by the local housing authority, or by other persons together with the local housing authority, contribute to the improvement of the social or economic conditions and therefore significantly reduce anti-social behaviour in the area.

The Housing Act 2004 sets out a number of factors which the Council must take into account (among other matters) when deciding if an area is, or is likely to become an area of low housing demand as follows:

- The value of residential premises in the area when compared to the value of similar premises in other areas which the Council considers to be similar,

The turnover of occupiers of residential premises i.e. how often people move house, and The number of residential premises which are available to buy or rent, and The length of time for which properties remain unoccupied within the area. Guidance issued by the Department of Communities and Local Government (*“Approval Steps for additional and selective licensing designations in England”* - February 2010) identifies additional factors which the Council should also consider when deciding if an area is suffering from, or is likely to become an area of low housing demand, as follows:

- A lack of mixed communities in terms of tenure, for example, a high proportion of rented property, low proportion of owner occupied properties.
- A lack of local facilities, for example, shops closing down.
- The impact of the rented sector in the local community, for example, poor property condition, anti social behaviour, etc.
- Criminal activity.

The Housing Act 2004 sets out a number of factors which the Council must take into account (among other matters) when deciding if an area is, or is likely to become an area of significant and persistent problem caused by anti-social behaviour, as follows:

- Crime: tenants not respecting the property in which they live and engaging in vandalism, criminal damage, burglary, robbery/theft and car crime.
- Nuisance neighbours: intimidation and harassment; noise, rowdy and nuisance behaviour; animal related problems; vehicle related nuisance. Tenants engaged in begging; anti-social drinking; street prostitution and kerb-crawling; street drugs market within the curtilage of the property.

- Environmental Crime: tenants engaged in graffiti and fly posting; fly tipping; litter and waste; nuisance vehicles; drugs paraphernalia; fireworks misuse in and around the cartilage of their property.
- Some or all of the private landlords who have let premises in the area are failing to take action to combat such problems that it would be appropriate for them to take.

A landlord has responsibility to ensure persons he has permitted to reside at his property do not cause any annoyance or nuisance to other persons residing in it or other persons living, working or visiting the immediate neighbourhood. If anti-social behaviour is being carried out within the immediate vicinity of the property and is being caused by the occupiers of it, then it would be reasonable to expect a landlord to ensure that those persons are not conducting themselves in a way that is adversely impacting on the local community.

The Council's evidence base for the proposed Selective Licensing area is contained within Annex A of this report.

6. How Does Selective Licensing support multi agency working and new initiatives and fit in with the overall Housing Strategy?

In accordance with section 81 of the Housing Act 2004, whenever considering whether to make a Selective Licensing designation Councils must ensure that the exercise of power is consistent with their overall housing strategy and seek a coordinated approach in connection with dealing with homelessness, empty properties and anti-social behaviour affecting the private rented sector as regards combining Selective Licensing with other measures being taken by them or others.

Policy HS 20 of the City Council's Housing Strategy 2011-15 identifies effective housing enforcement. As part of its broader project to address social and environmental issues in the Gladstone, Millfield, New England and Eastfield areas, the city council will fully explore the benefits and implications of replacing the existing 'additional HMO licensing scheme' with a 'selective licensing scheme' that covers all privately rented accommodation within these areas.

Supporting the Safer Peterborough Partnership Board:

Tackling anti-social behaviour (ASB) is now synonymous with effective neighbourhood and tenancy management and the creation of sustainable communities. It is essential private landlords take their responsibilities seriously and work with local agencies to ensure that communities do not suffer from persistent ASB from private tenants.

Effective information sharing and good standards of tenancy management are key to supporting communities and preventing any spiral of decline.

Peterborough, as with all other local authority areas, has a statutory Crime and Disorder Reduction Partnership – the Safer Peterborough Partnership. It is made up of statutory and civil society sector agencies, and works collaboratively to reduce crime and disorder, prevent reoffending, and serves as the Drugs and Alcohol Partnership. Although the Partnership works closely with the new Police and Crime Commissioner, it has the sole responsibility for ensuring a partnership approach is taken to address crime and disorder in Peterborough. It has governance responsibility for example for the Operation Can-do programme. The Partnership, through its pooled budgets, also oversees the work of the Safer Peterborough staff team which comprises staff from a range of different agencies. This team focuses on tackling ASB, exposing and reducing hate crime, tackling domestic abuse, making our roads safer, supporting recovery from substance abuse, and managing our most prolific offenders who cause the most crime.

Through Selective licensing the Housing Enforcement team can offer advice and support to landlords to ensure that they take appropriate and effective action where they receive a complaint about their tenants. It is important to recognise that the private rented sector provides housing to many of those excluded from other sectors of the market and these can be the most vulnerable sections of society, with issues such as alcohol or drug misuse and a history of anti-social behaviour affecting their ability to sustain a tenancy.

In Peterborough, we have established local partnership delivery groups – Operation Can Do, which is the vehicle for developing multi agency case intervention strategies where problems are identified, and can include actions for the police, the Youth offending team, and neighbourhood management team.

Selective Licensing requires landlords to provide essential information about themselves and their business, including their “fit and proper” status, management arrangements and any relevant connected persons. It is important to note, that we will continue to find ways to work with landlords to ensure that they can meet the entry requirements, rather than refuse.

A landlord must comply with the conditions which are attached to a selective licence. Several of these conditions relate directly to the effective management by the landlord of incidences of anti-social behaviour. We are aware that there is a complete lack of expertise amongst some private landlords and their managing agents in tenancy management and in particular in dealing effectively with anti-social behaviour. Therefore, the Housing Enforcement Team will provide landlords with support and hands on advice. This team will also provide individual support when the landlord is devising a strategy for responding to individual cases.

This role does not replace the service that already exists to provide a statutory anti-social behaviour service to members of the public, but will provide a valuable training resource to landlords. However, landlords will not be able to pass the ownership of complaints on to this team. This must remain their

responsibility. By having appropriate conditions on a licence, we can continue to work in tandem with landlords on the issue of anti-social behaviour.

Neighbourhood Management:

Peterborough City Council is committed to partnership working, delivering services to customers and placing the local community at the heart of the decision making. The key to its success is ensuring agencies such as the Police, the Primary Care Trust, and Registered Social Landlords, Cross Keys Homes and Peterborough City Council respond to local priorities in a co-ordinated manner. The area has recently benefited from an intensive neighbourhood management approach, working with residents and agencies to address issues around housing, crime and community safety within this defined area, the principles of which are now embedded into all partners' core service delivery.

Private Rented Sector Measures:

The Council has a Housing Enforcement team which utilises a wide range of tools to tackle poor property condition, inadequate tenancy management and improve conditions in the private rented sector. These tools include:

- Mandatory HMO Licensing
- Additional HMO Licensing
- Landlord Accreditation
- Empty Property Enforcement
- Housing Standards – Housing Health and Safety Rating System (HHSRS)

In February 2013 the National Landlords Association launched their Landlord Accreditation Scheme in Peterborough in conjunction with Peterborough City Council. The scheme offers the following incentives:-

- Recognition from a national scheme, irrespective of where the landlord operates
- Improved knowledge of property management and legislation
- Use of the NLA and Peterborough City Council accreditation logos
- Certificate of accredited status from the NLA and one of recognition from Peterborough City Council
- Free local seminars and workshops, dependent on landlord needs and requests
- Discounted Energy Performance certificates for accredited landlords

Peterborough is fully utilising the suite of tools introduced by the Housing Act 2004, one being the Housing Health and Safety Rating System (HHSRS). As a dual approach with Selective Licensing, these powers will address not only management standards but also property conditions and unscrupulous practices within the private rented sector.

As part of a coordinated approach, Selective Licensing will compel landlords to maintain good standards and raise the profile of problem properties that have gone unnoticed previously. Through the increased awareness amongst the community and across agencies, Selective Licensing will become a valuable mechanism for identifying and dealing with bad practice amongst private landlords. A comprehensive database is being developed of the private rented sector within Peterborough and it is envisaged that by introducing Selective Licensing in the proposed area, it will strengthen this system.

Homelessness:

A coordinated approach in connection with homelessness prevention is required, as prescribed under Section 81 of the Housing Act 2004. Selective Licensing provides protection for tenants on assured shorthold tenancies in unlicensed properties, as a landlord is not allowed to serve a Section 21 notice (Notice to Quit) under the Housing Act 1988. The Council employs a Tenancy Relations Officer to tackle complaints of harassment and illegal evictions from tenants and landlords in the private rented sector.

Through the Councils homelessness prevention work, housing needs and advice is available as well as a Rent Deposit Scheme. These activities can assist a household to remain in their current home, where appropriate or provide options to enable a planned and timely move and help sustain independent living.

The Rent Deposit Scheme aims to provide assistance to people who can't afford to pay cash deposits.

Housing Strategy:

Whenever considering whether to make a Selective Licensing designation Councils must also ensure that the exercise of power is consistent with their overall housing strategy, in accordance with section 81 (2) of the Housing Act 2004.

Peterborough is a city with huge ambitions. The city council's vision is simple; for a bigger and better Peterborough, where sustainable growth brings with it opportunities that will improve the quality of life of its residents, helps to preserve the environment, and helps to create vibrant and cohesive communities. Good quality housing is fundamental to this vision; the standard of our accommodation is pivotal to health, wealth, aspirations and life chances.

The Housing Strategy has the following 4 key objectives:-

- **Objective one - To support the delivery of substantial yet truly sustainable growth**
- The first objective of the Housing Strategy relates to the scale and nature of housing growth that is required to meet the needs of the existing and future population, as well as supporting Peterborough's economic performance and employment growth.

- **Objective two - To secure the regeneration of and improvements to Peterborough's housing stock**

The second objective of the Housing Strategy relates to the role that housing regeneration and improvements can play in wider neighbourhood renewal, meeting our Environment Capital ambitions, and improving the health of the local population.

- **Objective three - To meet existing and future housing needs**

Objective three relates to how the city council and its partners will work to meet the growing needs of the residents of Peterborough, including disabled households, those unable to afford market housing, and those threatened with or experiencing homelessness.

- **Objective four - To create mixed and sustainable communities**

The final objective set out in the strategy relates to how the city council will seek to utilise its housing agenda to ensure that future neighbourhoods created and the communities that live within them are mixed, thriving and sustainable.

Sustainable Community Strategy:

In terms of local priorities, the overarching strategic objectives for the city council and its partners, is set out in the Peterborough Sustainable Community Strategy (SCS) 2008-21. The four priorities of the SCS are as follows;

- Creating opportunities – tackling inequalities
- Creating strong and supportive communities
- Creating the UK's 'Environment Capital'
- Delivering substantial and truly sustainable growth

These four priorities underpin every strategic document and policy produced by the city council, including the Housing Strategy.

Empty Homes Strategy:

The Council has a robust Empty Homes Strategy in place with a dedicated Empty Homes Officer taking action on all empty properties. So should landlords decide to leave properties empty rather than license them, the properties will be picked up under this work and strategy.

British Gas Strategic Partnership:

The City Council have entered into a strategic partnership with British Gas to deliver the Affordable warmth, Eco and Green Deal Programmes in the City. Due to the property construction type, many pre 1919 solid wall terraces, property condition, including inefficient and inoperative boilers, and levels of fuel poverty. It is likely that the proposed selective licensing area will be targeted for ECO funding to provide insulation measures and new boilers and

therefore reduce energy costs. It is anticipated that this will be targeted on a street by street basis. Therefore private sector tenants will be able to live in warm, efficient homes. Landlords and Agents who license their properties will be able to access this scheme. The improvement of energy efficiency measures under this scheme coupled with Selective Licensing provides a real focus and drive for regeneration of the area.

7. What are the benefits of Selective Licensing

The Council considers that Selective Licensing brings the following benefits to a range of stakeholders including residents, tenants, and landlords and managing agents:

- **Ensuring landlords and managers are 'Fit and Proper persons:**

The proposals if introduced will ensure that all privately rented properties in the area are managed by persons who have passed the 'fit and proper' test. In order to obtain a licence, landlords will have to show that they and their Managing Agents are "fit and proper" persons as well as providing information on how they manage their properties. When deciding whether a landlord/managing agent is "fit and proper" we will look at whether they have:

- a) Committed any serious criminal offences (fraud, violence, drugs or sexual offences)
- b) Discriminated illegally against anyone;
- c) Breached laws that relate to renting property;

- **Improving safety standards:**

The Council will also require the landlord/agent to carry out the following for each property that requires a licence:

- a) Obtain and supply references for prospective and previous tenants;
- b) Submit a current gas safety certificate every year;
- c) Install and maintain smoke alarms.
- d) Provide evidence to prove that the properties electrical installation is of satisfactory condition throughout the term of the licence.

- **Improving management standards:**

The proposed designation of Selective Licensing in the area will continue to address the existing issues of poor property and tenancy management in privately rented accommodation.

Investment in the area is welcomed, however, potential investors must acknowledge that property management is more than just an income and, as

part of the Selective Licensing regime, support and advice will be provided to new landlords.

As part the 'fit and proper test' referred to above, the Council will also check that the management arrangements in place for the property are satisfactory. Landlords who are successful in obtaining a licence will have to comply with the conditions of the licence. These conditions ensure that the property is managed effectively. Landlords, who do not comply with their licence conditions, may find themselves prosecuted and fined, if found guilty with the maximum fine being £5,000. In extreme cases, the Council can apply a management order to a property and the landlords may risk losing their property for a period of up to five years, as the Council can step in and take over the management.

Selective Licensing will continue to ensure a consistent level of property management services among all private landlords in the area, thus assisting prospective private tenants in making a positive, confident choice about their next home in Peterborough within a sector often branded as the 'tenure of last resort'. Reputable landlords could be assured that if a Selective Licensing scheme were in place, those landlords whose business practices do not meet the required minimum standards would be encouraged and supported to improve their management standards. Landlords who are not willing to work with the Council could face being refused a licence and ultimately having a Management Order imposed against the property.

- **Improving housing conditions**

As part of the licensing process properties would be inspected to ensure they are free from category one hazards. The main hazards that are found in the area are:

Excess cold – central heating not working or in some cases properties without heating installed. We receive high levels of complaints that landlords refuse to repair defective heating or hot water especially in the winter months. Many systems are unchecked and not serviced.

Damp and mould – high levels of black mould caused by combinations of inadequate heating, ventilation and poor insulation, combined with overcrowding and lifestyle issues.

Entry by Intruders – many houses have poor and inadequate security.

Electrical hazards – outdated and dangerous electrical supplies within houses, often broken sockets, exposed wiring, lack of rcd protection and earthing.

Overcrowding – whole families living in a single room, sharing their accommodation with a mix of other families and single persons. With all residents sharing a single bathroom and kitchen. The most common scenario found by Officers is a three bedroom house with two families and one or two

single persons in occupation, or very large families with 7 or more children crammed into flats or small houses.

- **Creating stronger communities**

The longer term benefits of Selective licensing are increased desirability of the area by improving the image of the private rented sector, improving the visual look of the area. This in turn would lead to increased pride in the area attracting more owner occupiers thus re-balancing the housing community.

It would create a sustainable and stable private rented sector with affordable rent levels and reduce the exploitation of tenants.

It will help to achieve more sustainable communities. If tenants feel more secure in their homes, they are less likely to move around. If all private rented property is licensed rather than just houses in multiple occupation, it would reduce the number of illegal evictions, again reducing the need for families, often with young children to move house, therefore requiring frequent school moves. Selective licensing will improve the health and well being of the families within the community. Improving housing management will ensure that private housing is free from category one hazards such as excess cold as the heating appliances will be properly checked, maintained and working efficiently.

Licenses would stipulate clearly how many people a property can accommodate. This would alleviate overcrowding in the private rented sector which would lead to better health and wellbeing outcomes for families by reducing the associated health problems that can come from families sharing facilities within the same accommodation. Better educational outcomes for children will be achieved by preventing them living in unsuitable and overcrowded accommodation, which in the long term will lead to less churn and more settled families and communities.

The licence conditions would address the majority of these issues and require the landlord to take appropriate reasonable action if their tenants are engaged in such activities which are having a negative impact on the area.

Further benefits of Selective Licensing include:

- Protecting investment in the area.
- Supporting all local landlords so that they can achieve a benchmark standard of property management.
- Educating those landlords who are not providing good quality accommodation or managing their tenancies effectively and removing "rogue landlords" altogether.
- Educating tenants in their responsibilities and the impact of their behaviour has on the community and neighbours.

- Encouraging tenants to recognise when properties are of a sub-standard condition and what options are available to them.
- Improving desirability of area as a place where people want to live.
- Reducing tenant turnover leading to sustainable communities, creating communities where tenants want to remain
- Encouraging the use of reputable managing agents when landlords are inexperienced or “absentee”.
- Raising community confidence through the appropriate use of enforcement powers against landlords who are failing to comply with the provisions of the Housing Act 2004.

8. Other courses of action available to the Council

A Council must not make a designation unless it has considered whether there are any other courses of action available to them that might provide an effective method of achieving the objective that the designation is intended to achieve.

Alternative approaches to the designation of Selective Licensing in the area have been considered and are illustrated in the table below. Each of these represents a valuable tool for dealing with low demand and the improvement of social or economic conditions of the area, including persistent anti-social behaviour, poor management practices and so on. However there is no single solution and each alternative solution will have its limitations. None of these alone, including Selective Licensing, can solve the problem and therefore a co-ordinated strategy is required which links a full range of agencies and services using various interventions appropriately.

Strengths and Weaknesses of Alternative Courses of Action Alternative Solutions	Weaknesses	Strengths
Management support to private landlords	Requires landlord voluntary engagement. Removes responsibility away from landlords. Source of funding unclear. No enforcement powers available	Improves standards where landlord is engaged with authority and promotes confidence amongst their tenants.
Introduction of private sector leasing scheme	Resource intensive. Does not improve management standards of landlords who choose not to join the scheme.	Contributes to homelessness prevention as could be used for allocation to those in need of

	Reactive rather than proactive	housing.
Targeted use of Special Interim Management Orders and Empty Dwelling Management Orders	Resource intensive. Does not present a long term solution to poor management of private rented properties (up to maximum of 5 years – then returned to original owner) Does not tackle poor management techniques. Reactive Intervention of last resort.	Removes landlord responsibilities and gives to responsible, nominated agent. Improves standards for tenants and local community

In general, there are a number of barriers or limitations to the use of the alternatives to Selective Licensing. To summarise:

- They are expensive and there is the likelihood that some of the finance required would need to be collected from council tax. This seems unjust when many of the problems are caused by the lack of effective tenancy management. Selective Licensing will continue to be entirely self financing, paid for by the licence applicants and not the community.
- The use of Special Interim Management Orders and Empty Dwelling Management Orders on all problematic properties would be neither appropriate nor feasible, given the number of properties. The Council must act in a proportionate manner and a heavy handed approach would undermine our efforts to work with landlords to improve standards. Selective Licensing provides an opportunity to continue to forge partnerships with otherwise anonymous private landlords and provide training and support, where the use of these orders does not.
- None of these options adequately tackle the private tenant's behaviour. This could result in the same "problem" tenant being left to float within an area without any real targeted tenancy enforcement and where required, supported tenancy referral. The proposed Selective Licence conditions include a requirement for the landlord to seek references when allocating the property and to deal with any complaints of anti-social behaviour from their tenants (and/or their visitors/children). Furthermore, landlords can access advice and support from the Safer Peterborough Partnership's anti-social behaviour team.
- None of these tools provide a long-term solution to the training of inexperienced landlords whose business would benefit, either because they are not fit, or because of their poor management arrangements.

- Improvements attained in management standards will have a trickledown effect and will benefit tenants and communities across wider areas as landlords have properties in other areas than the proposed area and Peterborough as a whole.

9. Fees

As explained above, the Council has the power to charge landlords a fee for processing their application for a selective licence. The proposed fee takes into account all costs incurred by the Council in carrying out its Selective Licensing functions. The Housing Act 2004 also allows Councils to take into account costs incurred by them in carrying out their functions in relation to Interim and Final Management Orders (so far as they are not recoverable under that part of the Act).

The proposed fees charged purely cover the costs of administrating and enforcing the Selective Licensing scheme.

The Council proposes to charge a basic fee of £600 for a licence and £900 for a HMO. We want a Selective Licensing fee structure that rewards landlords who comply in a timely manner and we are considering suitable options for landlords with numerous properties and discounts for Accredited Landlords. We therefore seek your views and comments to ensure a fair and transparent fee structure.

10. Proposed Licence conditions

As explained above, a selective licence would be granted with a set of conditions that must be adhered to. Failing to adhere to any licence condition is a criminal offence and may result in prosecution and a fine of up to £5,000 if found guilty.

There are 17 proposed licence conditions. These conditions ensure the property is managed correctly, complaints of anti social behaviour are dealt with appropriately, gas and electrical certificates are supplied to the Housing Enforcement team, and smoke alarms are kept in working order, amongst other things. A copy of the licence conditions as attached as appendix 1.

11. How is consultation being carried out?

Consultation is a key feature of the development of the proposals. Section 80 (9) of the Housing Act 2004 requires that before making a designation, it must:

- takes reasonable steps to consult persons likely to be affected by the designation; and
- consider any representations made in accordance with the consultation and not withdrawn.

In accordance with Department of Communities and Local Government (DCLG) guidance, consultation is being carried out over a 10 week period, it will be widely publicised using various channels of communication, including written documentation and verbal presentations. Once the consultation has been completed the results will be published and made available to the local community as soon as reasonably practicable.

11.1 Persons to be consulted:

The Council is required to consult with local residents, including tenants, landlords, managing agents and other members of the community who live or operate businesses or provide services within the proposed designation and those in the surrounding area. Everyone who responds to this consultation will have their view fully considered. Our comprehensive engagement and consultation process with partners, stakeholders and customers will include:

- Private landlords
- Accredited private landlords
- Private tenants
- Local communities
- Tenant and resident associations
- Landlord associations
- Citizens Advice Bureau
- Registered Social Landlords
- Local community committees
- Locally elected members
- Local businesses
- Police
- Other Peterborough City Council teams including Adult Social Care, Children's Services, Safer Peterborough Partnership, Strategic Housing Teams and Councillors.
- National Bodies – e.g. Shelter, BME, Equality Commission.

11.2 Methods of consultation:

- Peterborough City Council website: www.peterborough.gov.uk
- Direct mail (consultation pack) to all landlords and their managing agents, and Landlord, Tenant and Resident Associations who operate in and around the proposed area.
- Direct mail (consultation pack) to all residents and business or services within the proposed area of Selective Licensing and surrounding area;
- Press release to local media.
- Questionnaire to landlords, residents and businesses who operate within the proposed area
- Members of Housing Enforcement Team will be attending community meetings

- Articles in local community newsletters
- Drop in sessions – details below

11.3 How do I respond to the consultation?

Everyone who responds to this consultation will have their view fully considered. If you would like any further information about the Selective Licensing proposals please contact:

Phone: 01733 453503

Email: selectivelicensing@peterborough.gov.uk

Web: www.peterborough.gov.uk/housing

All questionnaires and comments should be returned to:

Housing Enforcement Team
 Strategic Housing
 Neighbourhoods
 Peterborough City Council
 Bayard Place
 Broadway
 Peterborough
 PE1 1HZ

We look forward to receiving your comments and views.

Drop in sessions will be held at the following venues

East Community Centre Padholme Road, Peterborough	The Hub, 439 Lincoln Road, Peterborough
Date: Thursday 17 October 2013	Date: Wednesday 23 October 2013
Time: 6pm to 8pm	Time: 5pm to 7pm
Gladstone Park Community Centre Bourges Boulevard, Peterborough	The Beehive Centre St Martins Street, Peterborough
Date: Wednesday 30th October 2013	Date: Thursday 7 November 2013
Time: 5pm to 7pm	Time: 6pm to 8pm

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STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE	Agenda Item No. 9
19 NOVEMBER 2013	Public Report

Report of the Head of Legal Services

Contact Officer(s) – Adrian Chapman (863887) and Paulina Ford (452508)

SCRUTINY IN A DAY: UNDERSTANDING AND MANAGING THE IMPACTS OF WELFARE REFORM ON COMMUNITIES IN PETERBOROUGH

1. PURPOSE

- 1.1 This report provides an update to all Scrutiny Committees and Commissions on the progress being made towards organising the Scrutiny in a Day event on 17th January 2014.

2. RECOMMENDATIONS

- 2.1 Scrutiny Members are asked to:
- review the progress being made, especially the plans for the day itself, and suggest other content that is relevant to their own Scrutiny Committee or Commission
 - suggest a small number of key themes relevant to their Scrutiny Committee or Commission that they would especially like to focus on during the combined Scrutiny event

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

- 3.1 The welfare reform programme will present both opportunities and risks for many aspects of our work, and each of the priorities set out in the Sustainable Community Strategy could be impacted upon by these changes.

4. BACKGROUND

- 4.1 All of the Council's Scrutiny Committees and Commissions, when they met during the summer, agreed to hold a Scrutiny in a Day combined scrutiny event focusing on the impacts of welfare reform on communities in Peterborough.
- 4.2 The 2012 Welfare Reform Act is making the biggest change to the welfare benefits system since the 1940's. These changes will have a direct impact for most benefit claimants, which for some will be significant. There may also be a number of indirect and unintended consequences, some negative (such as overcrowding) and some positive (such as greater innovation leading to new employment schemes).
- 4.3 Welfare Reform will have an impact in how the Council and its partners deliver support, advice and services to the public. The council will need to work even more closely with local partners across the public and civil society sectors and with businesses in delivering the changes that Welfare Reform brings. Key to the successful implementation of Welfare Reform will be ensuring that the council and local partners have an agreed strategy and understanding of the issues and how they can be addressed.

- 4.4 A working group has been formed comprising representatives from all Scrutiny Committees and Commissions to lead the development of the Scrutiny in a Day event. Members of this working group are Cllr Nick Arculus and Cllr Judy Fox (Sustainable Growth and Environment Capital), Cllr Sue Day and Al Kingsley – Co-opted Member (Creating Opportunities and Tackling Inequalities), Cllr Lisa Forbes and Cllr John Fox (Strong and Supportive Communities), Cllr David Over (Rural Communities), and Cllr Ann Sylvester (Health Issues).
- 4.5 The Council has also secured the advice of the Centre for Public Scrutiny (CfPS) to help ensure the event is a successful one. CfPS are the national experts in matters associated with good scrutiny and governance, and we have secured three days of free advice from one of their Expert Advisers, Brenda Cook.
- 4.6 The Scrutiny in a Day event will be organised using the principles of the CfPS Return on Investment Model. This is a tool developed by CfPS that provides focus for intensive scrutiny of a single issue, whilst at the same time enabling the Council to determine the impact of and return on its investment from the scrutiny process. For example, it is anticipated that the event in January will produce a range of ideas, proposals, recommendations and actions; the Return on Investment model will ensure that the outcomes associated with these are properly understood and assessed and any consequential savings, efficiencies and other returns can be calculated.

5. KEY ISSUES

- 5.1 The working group has developed a draft programme for the day, and this is attached at appendix 1. It is proposed that the day is organised in two halves – the morning sessions will be development sessions and therefore closed to the public and media, whilst much of the afternoon sessions will be held in public.
- 5.2 The working group has been keen to develop an interactive and participatory programme which combines learning and experiential opportunities, as well as opportunities to engage direct with those already affected by the reforms.
- 5.3 Ahead of the event, further information will be issued to all Scrutiny Members setting out evidence, data and other information that will help inform the day itself. It will be vital that Members receive this in a timely manner in order to provide ample opportunity to read and absorb it, and to ask any questions ahead of the day. This evidence and information will be used to define the focus of the scrutiny discussions throughout the day.
- 5.4 In addition, Members are also now asked to suggest key themes relevant to their Committee or Commission, or that are drawn from their own experiences of their work in wards, that can be part of the focus of the day. The welfare reform agenda is extremely wide ranging and its impacts are cross-cutting. The working group have therefore recommended that each Committee or Commission, during the afternoon sessions, focus on two or three key lines of enquiry to retain focus and to achieve the best possible outcomes.

6. IMPLICATIONS

- 6.1 Focussing on a single cross-cutting theme in this way will ensure that the council's response to the opportunities and challenges presented by welfare reform is completely joined-up and has the highest possible impact.

7. CONSULTATION

- 7.1 The planning process for the Scrutiny in a Day event is being overseen by the working group described above. In addition, a number of key agencies from the wider public sector and the voluntary, community and faith sectors have also been consulted with a large number committing resource and time to the event. A small cross-departmental officer working group has also been formed to take any actions forward and to plan and implement the necessary detail.

8. NEXT STEPS

- 8.1 The working group will continue to plan the event, and will also consider all of the combined evidence, information and data alongside suggestions for key themes made from this committee or commission meeting.

9. BACKGROUND DOCUMENTS

- 9.1 None

10. APPENDICES

- 10.1 Appendix 1: Draft Programme

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Appendix 1

SCRUTINY IN A DAY

Understanding and Managing the Impacts of Welfare Reform on Communities in Peterborough

DRAFT PROGRAMME

9.00 – 9.30	Arrivals, registration and coffee
9.30 – 9.45	Welcome and introduction to the day
9.45 – 10.00	Overview of the Reforms
10.00 – 10.15	The wider context: Poverty in Peterborough
	<u>Participatory sessions:</u>
10.15 – 11.15	<u>Session 1</u> The Experience An interactive walk-through of the impacts of welfare reform, the support available and the temptations to individuals and families Impacts, e.g. Eviction Debt Health Crime and ASB Support, e.g. CAB Foodbank Credit Union Carezone Statutory services Temptations, e.g. Payday loans Loan sharks Benefit fraud
11.15 – 11.45	<u>Session 2a</u> <i>Members attend either session 2a or session 2b</i> The Evidence A workshop focussing on data and evidence showing: <ul style="list-style-type: none">• The impacts of reform so far• The potential future impacts of reform• The picture on poverty in Peterborough

Appendix 1

11.15 – 11.45	<p><u>Session 2b</u> <i>Members attend either session 2a or session 2b</i></p> <p>The Reality An opportunity to meet some local residents who have been impacted by welfare reform in an informal setting, AND an opportunity to hear from and engage with those agencies providing frontline support to people facing up to the impacts of welfare reform:</p> <ul style="list-style-type: none"> • CAB • Foodbank • Carezone • Credit Union • PCVS • MIND • DIAL • Age UK • PCC services
11.45 – 12.15	<p><u>Repeat sessions 2a and 2b</u></p> <p><i>Members attend the alternative session to that attended previously</i></p>
12.15 – 1.00	<p><u>Session 3</u></p> <p>The Impacts An opportunity to watch and engage with a performance that aims to demonstrate some of the impacts of reform</p>
1.00 – 1.45	<p>Lunch</p>
1.45 – 2.00	<p>Introduction to the afternoon sessions</p> <p>A summary of the morning sessions and a reminder of the key themes for scrutiny</p>
2.00 – 3.00	<p>Joint Scrutiny Committee – the Big Debate</p> <p>All five Scrutiny Committees and Commissions combined to have a single debate</p>
3.00 – 4.00	<p>Individual Scrutiny Committee and Commission Meetings</p> <p>All Scrutiny Committees and Commissions meet separately to develop recommendations</p>
4.00 – 4.20	<p>Joint Scrutiny Committee – Feeding Back</p> <p>All five Scrutiny Committees and Commissions combined to provide feedback and to summarise the key recommendations</p>
4.20 – 4.30	<p>Final remarks, next steps and close</p>

Appendix 1

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STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE	Agenda Item No.10
19 NOVEMBER 2013	Public Report

Report of the Head of Legal Services

Report Author – Paulina Ford, Senior Governance Officer, Scrutiny

Contact Details – 01733 452508 or email paulina.ford@peterborough.gov.uk

FORWARD PLAN OF KEY DECISIONS

1. PURPOSE

- 1.1 This is a regular report to the Strong and Supportive Communities Scrutiny Committee outlining the content of the Forward Plan of Key Decisions.

2. RECOMMENDATIONS

- 2.1 That the Committee identifies any relevant items for inclusion within their work programme.

3. BACKGROUND

- 3.1 The latest version of the Forward Plan of Key Decisions is attached at Appendix 1. The Plan contains those key decisions, which the Leader of the Council believes that the Cabinet or individual Cabinet Member(s) can take and any new key decisions to be taken after 15 November 2013.
- 3.2 The information in the Forward Plan of Key Decisions provides the Committee with the opportunity of considering whether it wishes to seek to influence any of these key decisions, or to request further information.
- 3.3 If the Committee wished to examine any of the key decisions, consideration would need to be given as to how this could be accommodated within the work programme.
- 3.4 As the Forward Plan is published fortnightly any version of the Forward Plan published after dispatch of this agenda will be tabled at the meeting.

4. CONSULTATION

- 4.1 Details of any consultation on individual decisions are contained within the Forward Plan of Key Decisions.

5. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

None

6. APPENDICES

Appendix 1 – Forward Plan of Key Decisions

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PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF KEY DECISIONS

PUBLISHED: 1 NOVEMBER 2013

FORWARD PLAN OF KEY DECISIONS

In the period commencing 28 days after the date of publication of this Plan, Peterborough City Council's Executive intends to take 'key decisions' on the issues set out below. Key decisions relate to those executive decisions which are likely to result in the Council spending or saving money in excess of £500,000 and/or have a significant impact on two or more wards in Peterborough.

If the decision is to be taken by an individual cabinet member, the name of the cabinet member is shown against the decision, in addition to details of the councillor's portfolio. If the decision is to be taken by the Cabinet, it's members are as listed below:

Cllr Cereste (Leader); Cllr Elsey; Cllr Fitzgerald; Cllr Holdich (Deputy Leader); Cllr North; Cllr Seaton; Cllr Scott; and Cllr Walsh.

This Plan should be seen as an outline of the proposed decisions for the forthcoming month and it will be updated on a fortnightly basis. Each new Plan supersedes the previous Plan and items may be carried over into forthcoming Plans. Any questions on specific issues included on the Plan should be included on the form which appears at the back of the Plan and submitted to Alex Daynes, Senior Governance Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 01733 452483). Alternatively, you can submit your views via e-mail to alexander.daynes@peterborough.gov.uk or by telephone on 01733 452447.

Whilst the majority of the Executive's business at the meetings listed in this Plan will be open to the public and media organisations to attend, there will be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. In these circumstances the meeting may be held in private, and on the rare occasion this applies this is indicated in the list below. A formal notice of the intention to hold the meeting, or part of it, in private, will be given 28 clear days in advance of any private meeting in accordance with The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

The Council invites members of the public to attend any of the meetings at which these decisions will be discussed (unless a notice of intention to hold the meeting in private has been given).

You are entitled to view any documents listed on the Plan, or obtain extracts from any documents listed or subsequently submitted to the decision maker prior to the decision being made, subject to any restrictions on disclosure. There is no charge for viewing the documents, although charges may be made for photocopying or postage. Documents listed on the notice and relevant documents subsequently being submitted can be requested from Alex Daynes, Senior Governance Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 01733 452483), e-mail to alexander.daynes@peterborough.gov.uk or by telephone on 01733 452447. For each decision a public report will be available from the Governance Team one week before the decision is taken.

All decisions will be posted on the Council's website: www.peterborough.gov.uk/executivedecisions. If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the Governance Support Officer using the form attached. For your information, the contact details for the Council's various service departments are incorporated within this Plan.

KEY DECISIONS FROM 29 NOVEMBER 2013

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	MEETING OPEN TO PUBLIC	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER (IF ANY OTHER THAN PUBLIC REPORT)
<p>Replacement of air handling plant at the Regional Pool - KEY/29NOV13/01</p> <p>To award a contract for the replacement of the air handling plant at the Regional Pool.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>December 2013</p>	<p>N/A</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Steven Morris Client Property Manager Tel: 01733 384657 steven.morris@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents</p>
<p>District Heating Scheme For PCC Properties - KEY/29NOV13/02</p> <p>To award a contract for the installation of a district heating system for the Town Hall, Regional Pool and Lido.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>December 2013</p>	<p>N/A</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Steven Morris Client Property Manager Tel: 01733 384657 steven.morris@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p>Legal Advisory Services for the City Council on Behalf of the Energy Services Company (ESCO) "Blue Sky Peterborough" and Related Projects and other City Council Major Development / Investment Projects - KEY/29NOV13/03 To award a contract for the provision of legal advisory services.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>November 2013</p>	<p>N/A</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Andrew Cox Senior Category Manager andy.cox@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents</p>
<p>PREVIOUSLY ADVERTISED DECISIONS</p>							
<p>Delivery of the Council's Capital Receipt Programme through the Sale of Dickens Street Car Park - KEY/03JUL/11 To authorise the Chief Executive, in consultation with the Solicitor to the Council, Executive Director – Strategic Resources, the Corporate Property Officer and the Cabinet Member Resources, to negotiate and conclude the sale of Dickens Street Car Park.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>November 2013</p>	<p>N/A</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Consultation will take place with the Cabinet Member, Ward councillors, relevant internal departments & external stakeholders as appropriate.</p>	<p>Richard Hodgson Head of Strategic Projects Tel: 01733 384535 richard.hodgson@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p>Care and Repair Framework Agreement - KEY/18DEC12/01 To approve a framework agreement and schedule of rates to deliver disabled facility grant work, specifically providing disabled access to toilet and washing facilities and associated work in domestic properties.</p>	<p>Councillor Nigel North Cabinet Member for Environment Capital and Neighbourhoods</p>	<p>Between 2 Nov 2013 and 31 Dec 2013</p>	<p>N/A</p>	<p>Strong and Supportive Communities</p>	<p>Relevant Internal Departments.</p>	<p>Russ Carr Care & Repair Manager Tel: 01733 863864 russ.carr@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>Fletton Parkway Junction 17 to 2 improvement scheme - KEY/24JAN13/07 To approve the contract for the construction works.</p>	<p>Councillor Gr. Uff. Marco Cereste Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement</p>	<p>December 2013</p>	<p>N/A</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Mark Speed Transport Planning Team Manager Tel: 317471 mark.speed@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p>Sale of Craig Street Car Park - KEY/25MAR13/01 To approve the sale of land known as Craig Street Car Park.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>November 2013</p>	<p>N/A</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant Internal and External Stakeholders and ward councillors.</p>	<p>David Gray Capital Projects Officer Tel: 01733 384531 david.gray@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>The Expansion of Fulbridge Academy to four forms of entry - KEY/25JUL13/02 Award of Contract for the Expansion of Fulbridge Academy, including the approval of property, legal and financial arrangements for various enabling agreements with third parties.</p>	<p>Councillor John Holdich OBE Cabinet Member for Education, Skills and University, Cabinet Member for Resources</p>	<p>Before 31 Oct 2013</p>	<p>N/A</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders.</p>	<p>Brian Howard Programme Manager - Secondary Schools Development Tel: 01733 863976 brian.howard@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>The Expansion of Ravensthorpe Primary School to two forms of entry - KEY/08AUG13/02 Award of Contract for the Expansion of Ravensthorpe Primary School, including the approval of property, legal and financial arrangements for various enabling agreements with third parties.</p>	<p>Councillor John Holdich OBE Cabinet Member for Education, Skills and University</p>	<p>Before 31 Oct 2013</p>	<p>N/A</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders including ward councillors.</p>	<p>Brian Howard Programme Manager - Secondary Schools Development Tel: 01733 863976 brian.howard@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents</p>

<p>Clare Lodge - KEY/22AUG13/01 To award a contract for the provision of services.</p>	<p>Councillor Sheila Scott OBE Cabinet Member for Children's Services</p>	<p>May 2014</p>	<p>N/A</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Internal and external stakeholders as appropriate.</p>	<p>Oliver Hayward Commissioning Officer - Aiming High Tel: 01733 863910 oliver.hayward@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>Personal Care and Support for Adults (Homecare) - KEY/06SEP13/03 Award of contract for the provision of Personal Care and Support services.</p>	<p>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</p>	<p>Between 14 Oct 2013 and 29 Nov 2013</p>	<p>N/A</p>	<p>Health Issues</p>	<p>Relevant internal and external stakeholders.</p>	<p>Nick Blake Improvement & Development Manager Tel: 01733 452406 nick.blake@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>Transformation of Person Centred Activities for Younger Adults in Peterborough - KEY/20SEP13/01 Agree the consultation plan for the Transformation of Person Centred Activities for Younger Adults in Peterborough (Day and Employment services for people with learning and physical disabilities).</p>	<p>Cabinet</p>	<p>18 Nov 2013</p>	<p>Yes</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders including service users and staff.</p>	<p>Mubarak Darbar Head of Commissioning Learning Disabilities Tel: 01733 452509 mubarak.darbar@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p>Materials Recycling Facility contract - KEY/20SEP13/02 Agree to joint procurement of MRF for bulking, sorting and onward processing and sale of recyclable materials, in collaboration with RECAP Partner Councils.</p>	<p>Councillor Gavin Eisey Cabinet Member for Culture, Recreation and Waste Management</p>	<p>November 2013</p>	<p>N/A</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Richard Pearn Programme Manager - Waste Infrastructure richard.pearn@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>City College Extension Project - KEY/20SEP13/03 Using Education Funding Agency grant to create a dedicated, customised space for students aged 16-19 with learning difficulties and disabilities.</p>	<p>Councillor John Holdich OBE Cabinet Member for Education, Skills and University</p>	<p>January 2014</p>	<p>N/A</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders.</p>	<p>Brian Howard Programme Manager - Secondary Schools Development Tel: 01733 863976 brian.howard@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>Contract Award for the Provision of Domestic Abuse and Sexual Violence Services - KEY/04OCT13/01 To award the contract for the provision of Domestic Abuse and Sexual Violence Services.</p>	<p>Councillor Irene Walsh Cabinet Member for Community Cohesion, Safety and Public Health</p>	<p>November 2013</p>	<p>N/A</p>	<p>Strong and Supportive Communities</p>	<p>Safer Peterborough Partnership.</p>	<p>Karen Kibblewhite Safer Peterborough Manager - Cutting Crime Tel: 01733 864122 karen.kibblewhite@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p>Amendments to the Affordable Housing Capital Funding Policy - KEY/04OCT13/02 To agree the amendments to the Affordable Housing Capital Funding Policy.</p>	<p>Cabinet</p>	<p>16 Dec 2013</p>	<p>Yes</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Richard Kay Policy and Strategy Manager richard.kay@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>Strategy for People with Dementia and their Carers - KEY/04OCT13/05 To approve the Dementia Strategy.</p>	<p>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</p>	<p>November 2013</p>	<p>N/A</p>	<p>Health Issues</p>	<p>Service users, relevant departments and Scrutiny Commission for Health Issues.</p>	<p>Rob Henchy Commissioning Manager Tel: 01733 452429 rob.henchy@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>Strategic Infrastructure Partnership - KEY/04NOV13/01 To enter into a strategic partnership to improve the communication infrastructure in Peterborough.</p>	<p>Cabinet</p>	<p>4 Nov 2013</p>	<p>No.</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal departments & external stakeholders as appropriate.</p>	<p>Richard Godfrey ICT and Transactional Services Partnership Manager Tel: 01733 317989 richard.godfrey@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>Long Causeway Public Realm Improvements - KEY/15NOV13/01 To award the contract to undertake engineering works as part of the Long Causeway Public Realm Improvement works.</p>	<p>Councillor Gr. Uff. Marco Cereste Leader of the Council and Cabinet Member for Growth, Strategic Planning,</p>	<p>December 2013</p>	<p>N/A</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Simon Mullins Project Engineer/Development Engineer Tel: 01733 453548 simon.mullins@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

RESOURCES DEPARTMENT Executive Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG

Strategic Finance
Internal Audit
Schools Infrastructure (Assets and School Place Planning)
Corporate Property
Waste and Energy
Strategic Client Services (Enterprise Peterborough / Vivacity / SERCO including Customer Services, ICT and Business Support)

CHILDREN'S SERVICES DEPARTMENT Executive Director's Office at Bayard Place, Broadway, PE1 1FB

Safeguarding Family and Communities
Education
School Improvement
Special Educational Needs / Inclusion and the Pupil Referral Service

ADULT SOCIAL CARE Executive Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG

Care Services Delivery (Assessment and Care Management and Integrated Learning Disability Services)
Mental Health
Public Health (including Health Performance Management)

COMMUNITIES DEPARTMENT Director's Office at Bayard Place, Broadway, PE1 1FB

Strategic Commissioning
Safer Peterborough, Cohesion, Social Inclusion and Neighbourhood Management

GOVERNANCE DEPARTMENT Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG

Communications
Legal and Governance Services
HR Business Relations (Training and Development, Occupational Health and Reward and Policy)
Strategic Regulatory Services
Performance Management

GROWTH AND REGENERATION DEPARTMENT Director's Office Stuart House, St Johns Street, Peterborough, PE1 5DD

Strategic Growth and Development Services
Strategic Housing
Planning Transport and Engineering (Development Management, Construction and Compliance, Infrastructure Planning and Delivery, Network Management and Passenger Transport)
Commercial Operations (Strategic Parking and Commercial CCTV, City Centre, Markets and Commercial Trading and Tourism)

**STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE
WORK PROGRAMME 2013/14**

Meeting Date	Item	Timing	Progress
4 June 2013 <i>Draft Report 16 May</i> <i>Final Report 23 May</i>	<p>Review of 2012/13 and Future Work Programme</p> <p>To review the work undertaken during 2012/13 and to consider the future work programme of the Committee</p> <p>Contact Officer: Paulina Ford</p> <p>Draft Homelessness Strategy 2013 - 2018</p>	10mins 20mins	
	<p>Contact Officer: Sarah Hebblethwaite</p> <p>Impact of the Welfare Reform</p>	30mins	
	<p>Contact Officer: Adrian Chapman</p> <p>CRIME AND DISORDER SCRUTINY COMMITTEE</p>		
	<p>Safer Peterborough Partnership Plan 2011-2014 (2013 Revision)</p>	55mins	
	<p>Contact Officer: Gary Goose</p>		
24 July 2013 <i>Draft Report 8 July</i> <i>Final Report 15 July</i>	<p>CRIME AND DISORDER SCRUTINY COMMITTEE</p> <p>Safer Peterborough Partnership Plan – Priority Progress Update – Reducing Crime</p> <p>To receive a report and comment on the Reducing Crime aspect of the Safer Peterborough Partnership Plan</p>	55 mins	

Meeting Date	Item	Timing	Progress
	<p>Contact Officer: Gary Goose Overview of the Operation Can Do Programme To receive and comment on a report which informs the committee on Operation CanDo.</p>		
	<p>Contact Officer: Adrian Chapman STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE Value for Money - Vivacity To receive a report and comment on what Vivacity has spent money on and how this benefitted the city economically.</p>		
	<p>Contact Officer: Ricky Fuller Commercial Operations To receive a report and comment on the City Centre Business Plan.</p>		
	<p>Contact Officer Annette Joyce Scrutiny In A Day: A Focus on Welfare Reform To receive a report on a proposal for a Scrutiny in a Day review into the Impact of Welfare Reform.</p>		
	<p>Contact Officer: Paulina Ford / Adrian Chapman CRIME AND DISORDER SCRUTINY COMMITTEE Safer Peterborough Partnership Plan – Priority Progress Update – Tackling anti-social behaviour and hate crime</p>	55 mins	
<p>11 September 2013 Draft Report 23 Aug Final Report 2</p>			

Meeting Date	Item	Timing	Progress
Sept	<p>To receive a report and comment on the Antisocial Behaviour and Hate Crime aspect of the Safer Peterborough Partnership Plan</p> <p>Contact Officer: Gary Goose</p>		
	<p>STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE</p>		
	<p>Portfolio Progress Report from Cabinet Member for Community Cohesion, Safety and Public Health</p> <p>To scrutinise the progress made on the Cabinet Member portfolio.</p> <p>Contact Officer: Jawaid Khan/ Cllr Walsh</p> <p>Culture and Heritage</p>		
	<p>To comment on the headlines of the Draft new Culture Strategy.</p> <p>Contact Officer: Ricky Fuller/Dominic Hudson</p> <p>Vivacity Culture and Leisure Trust – Value for Money</p>		
	<p>To comment on and note the report</p> <p>Contact Officer: Rickey Fuller/Margaret Welton/Dominic Hudson</p> <p>Approval of Neighbourhood Committee Minutes</p>		
	<p>To approve the remaining unapproved Neighbourhood Committee minutes.</p> <p>Contact Officer: Dania Castagiuolo</p>		

Meeting Date	Item	Timing	Progress
19 November 2013	CRIME AND DISORDER SCRUTINY COMMITTEE		
<i>Draft Report 1</i> Nov	Safer Peterborough Partnership Plan – Priority Progress Update – Building stronger and more supportive communities	55 mins	
<i>Final Report 8</i> Nov	To receive a report and comment on the Building Stronger and more Supportive Communities aspect of the Safer Peterborough Partnership Plan Contact Officer: Gary Goose		
	STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE		
	Heritage Ambition		
	To Provide the Committee with an update on the city's heritage ambition and heritage action plan		
	Contact Officer: Ricky Fuller/Dominic Hudson		
	Portfolio Progress Report from Cabinet Member for Environment Capital and Neighbourhoods		
	To Scrutinise and comment on the progress of the portfolio of the Cabinet Member for Environment Capital and Neighbourhoods		
	Contact Officer: Adrian Chapman/Cllr North		
	Selective Licensing		
	To review and scrutinise the proposed selective licensing scheme.		
	Contact Officer: Belinda Child		
	Scrutiny in a Day: Understanding and Managing the Impacts of Welfare Reform on Communities in Peterborough		

Meeting Date	Item	Timing	Progress
	To provide the Committee with an update on the progress being made towards organising the Scrutiny in a Day event on 17 th January 2014 Contact Officer: Adrian Chapman / Paulina Ford		
	CRIME AND DISORDER SCRUTINY COMMITTEE		
15 January 2014 <i>Draft Report 30 Dec</i> <i>Final Report 6 Jan</i>	Safer Peterborough Partnership Plan – Priority Progress Update Contact Officer: Gary Goose	55 mins	
	Fly Tipping – Prosecution Records Contact Officer: Gary Goose/Ray Hooke		
	STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE Overarching Culture Strategy Contact Officer: Dominic Hudson/Ricky Fuller		
8 or 20 January 2014 (Joint Meeting of the Scrutiny Committees and Commissions)	Budget 2014/15 and Medium Term Financial Plan To scrutinise the Executive's proposals for the Budget 2013/14 and Medium Term Financial Plan. Contact Officer: John Harrison/Steven Pilsworth		

Meeting Date	Item	Timing	Progress
17 January 2014 (Joint Meeting of Scrutiny Committees and Commissions)	<p>Scrutiny in a Day: Focus on Impact of Welfare Reform</p> <p>To conduct an in depth one day review with a focus on the impacts of Welfare Reform across all scrutiny agendas and make recommendations to mitigate those impacts.</p> <p>Contact officers: Paulina Ford / Adrian Chapman</p>		
26 March 2014	CRIME AND DISORDER SCRUTINY COMMITTEE		
<i>Draft Report 10 Mar</i> <i>Final Report 17 Mar</i>	<p>Annual Community Safety Plan</p> <p>Contact Officer: Gary Goose</p> <p>STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE</p> <p>Vivacity – Annual Report</p> <p>Contact Officer: Kevin Tighe</p> <p>City Centre Plan</p> <p>Contact Officer: Annette Joyce</p>	55 mins	

To be programmed into work programme:

Localism Strategy – Adrian Chapman