

**SUSTAINABLE GROWTH AND ENVIRONMENT CAPITAL
SCRUTINY COMMITTEE**

**TUESDAY 13 JANUARY 2015
7.00 PM**

Bourges/Viersen 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 Meetings held on

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- 16 October 2014
- 6 November 2014
- 2 December 2014 – Call-in
- 3 December 2014 – Joint Meeting of the Scrutiny Committees and Commissions – Budget – Phase 1

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.

5. Opportunity Peterborough Annual Report

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6.	A Draft Strategy for the Council's Farms Estate - Final Report of the Task and Finish Group	55 - 70
7.	Brown Bins Review	71 - 78
8.	Local Transport Plan Programme of Works 2015/16	79 - 90
9.	Report on the Impact of Subsidised Bus Services Cuts	91 - 104
10.	Forward Plan of Executive Decisions	105 - 126
11.	Work Programme 2014/2015	127 - 132
12.	Date of Next Meeting	
	<ul style="list-style-type: none">• 9 February 2015 – Joint Meeting of Scrutiny Commissions and Committees – Phase 2 – Budget• 17 March 2015 – Sustainable Growth and Environment Capital Scrutiny Committee	

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<http://democracy.peterborough.gov.uk/documents/s21850/Protocol%20on%20the%20use%20of%20Recording.pdf>

Committee Members:

Councillors: N Arculus (Chair), Y Maqbool (Vice Chairman), R Brown, A Iqbal, N Thulbourn, M Fletcher and J A Fox

Substitutes: Councillors: J Shearman, S Lane, R Herdman and S Allen

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

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**MINUTES OF A MEETING OF THE SUSTAINABLE GROWTH AND ENVIRONMENT
CAPITAL SCRUTINY COMMITTEE
HELD IN THE BOUGES/VIERSEN ROOMS, TOWN HALL
ON 16 OCTOBER 2014**

Present: Councillors N Arculus (Chairman), R Brown, S Allen, J Stokes, JA Fox, N Thulbourn, M Fletcher

Also Present: Councillor Cereste, Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement
Councillor North, Cabinet Member for Communities and Environment Capital
Councillor Sandford, Group Leader, Liberal Democrats
Councillor JR Fox, Group Leader, Werrington First
Steve Bowyer, Acting Chief Executive, Opportunity Peterborough (OPP)

Officers Present: Simon Machen, Director of Growth and Regeneration
Andrew Edwards, Head of Growth and Regeneration
Charlotte Palmer, Environment Strategy and Future City Manager
Jon Petralanda, Climate Change Technical Officer
Jonathan Lewis, Assistant Director Education Resources and Corporate Property
Paulina Ford, Senior Governance Officer

1. Apologies for Absence

Apologies were received from Councillor Maqbool and Councillor Iqbal. Cllr Stokes was in attendance as substitute for Councillor Maqbool and Councillor Allen was in attendance for substitute for Councillor Iqbal.

2. Declarations of Interest and Whipping Declarations

There were no declarations of interest or whipping declarations.

3. Minutes of Meetings held on 4 September 2014.

The minutes of the meetings held on 4 September 2014 were approved as an accurate record.

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

There were no requests for call-in to consider.

5. Portfolio Progress Report from Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement

The report was introduced by the Cabinet Member for Growth, Strategic Planning, Housing Development and Business Engagement and provided the Committee with an update on the progress of items under the responsibility of the Cabinet Member.

Questions and observations were made around the following areas:

- Members noted that it was positive that nearly all the shops were occupied on Bridge Street and were optimistic about the future partnership with the Cosy Club. *The Cabinet Member advised Members that the vacancy rate in the city was the lowest it had been for some time. There was only one shop which was yet to be let not including the pop-up Christmas shop which was a temporary arrangement for the holidays.*
- Councillor Sandford referred to page 13, paragraphs 5.13 and 5.14 of the report and commented that two thirds of Peterborough was not parished. What strategy was in place to ensure that residents living in non parished areas could benefit from the Community Infrastructure Levy? *The Cabinet member responded that there were many areas which had expressed an interest in parishing. The Community Infrastructure Levy did not preclude non parished areas from having 25% of the CIL.*
- Councillor Sandford asked what strategy was in place to ensure Parishes had meaningful powers. *The Cabinet Member responded that he would like Parishes to have more power and that new legislation could assist with this however communities could not be forced to do this.*
- Councillor Sandford stated that the Council was under severe budgetary constraints and that there was no capping of Parish Precepts as there were for council tax rates. He asked therefore if there was a strategy in place to change this. *The Cabinet member responded that there was no strategy in place and that Parishes had their own powers and they could use them in the way they wished within the law. The Council could not dictate what Parishes could do with regard to their Precept.*
- Members stated that the majority of Parish Councils were comprised in large part of co-opted members and therefore volunteers and whilst they often began with good intentions they often lost their way. *The Cabinet member responded that he understood these concerns but there was always an election for Parish Councillors and members were only co-opted in the absence of an elected candidate.*
- Members asked how the growth strategy would tie in with the work of Opportunity Peterborough. *The Director of Growth and Regeneration stated that Opportunity Peterborough's Economic Action Plan was the same as the Council's as the company was owned by the Council. The Acting Chief Executive, Opportunity Peterborough stated that he worked closely with the Director of Growth and Regeneration and that the Growth Strategy would be reviewed by scrutiny. The Cabinet Member stated that Opportunity Peterborough was only responsible for delivering part of the city's Growth Strategy and therefore could only answer for those areas for which it was responsible.*
- Members requested that in future reports data presented should show both positive and negative information so that Members could see what areas needed to be improved as well as those that had been successful.
- Members stated that the economic page on the council's website was showing outdated reports from 2009. *The Cabinet Member responded that the website was currently being overhauled but if members could supply links to where there was outdated information this would be addressed. The Acting Chief Executive, Opportunity Peterborough stated that the Opportunity Peterborough website had more up to date information and there would be regular 'State of the Nation' reports published in the future.*
- Councillor Sandford stated that there had been concerns regarding the transparency of who was investing in the joint venture company including the possibility of investment from despotic regimes. *The Director of Growth and Regeneration said that information regarding investment would become available soon however it was not always available as investors were not always known as they were owned by investment institutions. There were however regulatory mechanisms in place to ensure that an investment was legitimate.*
- Members asked for a brief statement of where the city would go in the next 12 months. *The Cabinet Member responded that a deal was being negotiated with landowners in the city to support a manufacturing company to come into the city bringing 300 new jobs. There were also two major projects currently being undertaken which could be of a very*

large scale. Further Public Realm work would be undertaken along Bridge Street towards Asda. Peterborough needed to ensure its competitiveness in order to ensure that it was not strangled by the economic powerhouses to the North and the South.

ACTION AGREED

The Committee noted the report

6. Asset Disposals – 2014/15

The report was introduced by the Assistant Director, Education, Resources and Corporate Property and provided the Committee with an outline of the council's requirements for asset disposal in the medium term financial plan and progress to date in achieving these disposals.

Questions and observations were made around the following areas:

- Members stated that it was not market value which needed to be addressed, but the cost to the council of holding assets in terms of its budget. *The Assistant Director, Education, Resources and Corporate Property stated that some assets would generate income. There were costs and benefits to holding assets.*
- Members stated that the debt repayment model had been changed a few years ago from an annual interest model to an annuity model which was more expensive to the council. It had been sold to councillors at Full Council on the basis that additional capital asset disposals would be made above and beyond those usually scheduled. How was this progressing? *Members were informed that the figures delivered were reflective of the discussion which had taken place in 2009 when the model had been changed. Targets were likely to be nearly met.*
- Councillor Sandford referred to paragraph 5.7 on page 19 and the statement that 'surplus recreational space' would be sold and asked what this referred to. *Members were advised that every asset that the council owned was being looked at in order to potentially generate capital receipts. The areas would likely be surplus plots within recreational spaces which could be yielded but this would be dealt with on a case-by-case basis. There was no definitive list.*
- Members were concerned about the possibility of natural green space being sold off. *Members were informed that this would have to be looked at closely in order to comply with legislation and that plots of land used for example in anti-social ways would be looked at in terms of how they could be better used.*
- Members referred to the assets listing on page 21 and asked for an explanation regarding the food hall and market particularly how the logistics of the sale would be managed. *Members were advised that this referred to the land not the function of the market. The market needed investment and many options were being considered but the function would not necessarily disappear but the site could be used in a different way.*
- Members asked which area in Orton Brimbles was being referred to in paragraph 5.6 on page 19, and what "larger portfolio" referred to. *Members were advised that information on the land at Gostwick, Orton Brimbles could be supplied but was not available at the meeting. With regard to the larger portfolio consideration was being given to grouping some assets together to give a better size and scale which would make them more interesting to such organisations as housing associations.*
- One Member stated that the 3,000 acres of farm estates could be sold making around £36M and would solve many of the Council's debt problems. *Members were informed that it was not a straightforward process and the farms estate was currently valued at around £12M on the council's accounts. The farm estates were currently being looked at by the Scrutiny Task and Finish Group including the value of the farm estates.*
- Members felt that the Council should have the farm estates valued by an agricultural valuer. *The Assistant Director, Education, Resources and Corporate Property stated that the Council had last valued the estate at the start of 2012 and there would be a new valuation coming up shortly.*

- Members asked how communities would be interacted with to ensure that their opinions were heard on these matters. *Members were advised that non-financial and financial aspects were considered when disposal of an asset was being considered. Regarding public engagement there would be consultation exercises in all instances where there was community interest in assets that were being considered for disposal.*
- Members followed-up asking what procedure was in place if for instance there was widespread community opposition to a recommendation to sell a particular asset. *Members were advised that officers would actively seek the views of the community.*
- Members asked whose responsibility it was to deliver community opinions to officers. *The Assistant Director, Education, Resources and Corporate Property stated that it was his responsibility to solicit community opinions but the decision to sell would be made through a Cabinet Member Decision Notice.*
- Members stated that the community group running the Green Backyard had produced a business case and asked whether the provisions in paragraph 4.6 would apply regarding the Council disposing of an asset below market value. *The Assistant Director, Education, Resources and Corporate Property responded that it would. The value of an asset could not be struck off however and an appropriate value still needed to be yielded.*
- Members referred to paragraph 4.5, page 18 which stated “*borrowing a £1M capital receipt which costs around £63K a year in borrowing*”. How many of the council assets yielded 6.3%. *Members were informed that some of the commercial sites did and in some cases return even more than that. These were not listed in the report.*
- Members asked how assets were added onto the list which was in the report. *The Assistant Director, Education, Resources and Corporate Property responded that things are added and taken off by officers and the list was a dynamic and changing one.*
- Members felt that there should be more information about the consultation process included in the report. *The Assistant Director, Education, Resources and Corporate Property stated that he would put more detail in future reports.*
- Members asked if the Green Backyard was suitable to build on. *Members were informed that there was an electricity line nearby but it was nonetheless safe to build on.*

ACTIONS AGREED

The Committee noted the report.

7. Update on Peterborough City Councils 2013/2014 Carbon Emissions as Submitted Under Different Reporting Requirements.

The report was introduced by the Environment Strategy and Future City Manager and provided an update on Peterborough City Council's 2013/14 carbon dioxide emissions. The report covered three different carbon emission reports:

- Carbon Reduction Commitment Energy Efficiency Scheme (CRC)
- Carbon Management Action Plan (CMAP)
- Greenhouse Gas Report (GHG)

Questions and observations were made around the following areas:

- Members asked what Honeywell were doing. *The Environment Strategy and Future City Manager stated that they were looking at all of the council's assets to see how they can improve the energy efficiency of each building.*
- Members asked how a tonne of CO₂ was measured. *Members were informed that it was a complex process. For every kilowatt hour of electricity that was used in a home there was a conversion factor to work out how much carbon dioxide was emitted into the atmosphere. This was a government conversion calculation and was used uniformly across the country.*

- Members referred to the data in the report which showed that schools had shown higher reductions in CO2 emissions than council buildings which had increased. Why was this? *Members were advised that a lot of work had been done with schools to improve their carbon efficiency. The Director of Growth and Regeneration stated that with regards to council buildings one of the reasons the reduction was not as good as it could have been was because the council had not invested in some buildings that were likely to be disposed of.*
- Councillor Sandford asked if getting an overview of the impact on climate change also need included carbon sequestration. *Members were advised that the measurement of carbon sequestration was not measured within the scope of the study. The carbon reduction scheme complied with very specific mandatory rules which had to be adhered to.*
- Members asked how many emissions in the city come from farmland in the city. *The Environment Strategy and Future City Manager responded that she did not know but would come back to members at a later date with this information.*
- Members asked whose job it was to look into street lights which were left on in barely-used car parks. *Members were informed which service area looked after street lighting. Street lighting could be motion-activated but this would come with a cost.*
- Members expressed concern that CO2 per capita in Peterborough was close to being considered “very high”. Why was this? *Members were advised that Peterborough compared favourably across the East of England. Some of the data which the council draws upon was based on historical data. Measures implemented more recently would take longer to have an effect.*
- Members asked which figures were being used as a baseline and most reliable for the city as a whole. *The Director of Growth and Regeneration responded that different figures represented different priorities and the key was the application of the figures.*
- Members felt that there needed to be a more proactive approach to reducing CO2 emissions rather than merely monitoring CO2 emissions. *Members were advised that there had been significant reductions in business transport emissions as a result of action by the council. The Cabinet Member for Communities and Environment Capital responded that a considerable amount was being done to reduce the CO2 emissions but there were budgetary considerations and therefore a need to be realistic about what could be delivered.*

ACTIONS AGREED

The Committee noted the report.

8. Forward Plan of Key Decisions

The Committee received the latest version of the Forward Plan of 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 month. Members were invited to comment on the Forward Plan and, where appropriate identify any relevant areas for inclusion in the Committee’s work programme.

ACTIONS AGREED

The Committee noted the Forward Plan of Key Decisions and requested further information on the following key decision:

- Future of the Eight Former Play Centres – KEY/02MAY14/01

9. Work Programme

Members considered the Committee’s Work Programme for 2014/15 and discussed possible items for inclusion.

After a short discussion it was agreed that the following item - Community Assets Rationalisation Programme be removed from the work programme for the 6 November 2014 meeting.

ACTION AGREED

To confirm the work programme for 2014/15 and the Senior Governance Officer to include any additional items as requested during the meeting.

10. Date of Next Meeting

Thursday, 6 November 2014

The meeting began at 7.00pm and ended at 9.15pm

CHAIRMAN



**MINUTES OF A MEETING OF THE SUSTAINABLE GROWTH AND ENVIRONMENT
CAPITAL SCRUTINY COMMITTEE
HELD IN THE BOUGES/VIERSEN ROOMS, TOWN HALL
ON 6 NOVEMBER 2014**

Present: Councillors N Arculus (Chairman), R Brown, Y Maqbool, JA Fox, N Thulbourn, R Herdman

Also Present: Councillor JR Fox, Group Leader, Werrington First
Councillor N North, Cabinet Member for Communities and Environment Capital

Officers Present: Charlotte Palmer, Environment Strategy and Future City Manager
Richard Godfrey, ICT Strategy, Infrastructure and Programme Manager
Paulina Ford, Senior Governance Officer

1. Apologies for Absence

Apologies were received from Councillor Iqbal and Councillor Fletcher. Councillor Herdman was in attendance as substitute for Councillor Fletcher. Apologies were also received from Simon Machen, Director for Growth and Regeneration.

2. Declarations of Interest and Whipping Declarations

There were no declarations of interest or whipping declarations.

3. Call in of any Cabinet, Cabinet Member or Key Officer Decisions

There were no requests for call-in to consider.

4. Portfolio Progress Report from Cabinet Member for Communities and Environment Capital

The report was introduced by the Environment Strategy and Future City Manager which provided the Committee with an update on the progress of items which fall under the responsibility of the Cabinet Member for Communities and Environment with particular reference to his Environment Capital responsibilities.

Questions and observations were made around the following areas:

- Members asked how the silos of the Environment Capital Action Plan (ECAP) interacted with Council policy. *The Cabinet Member for Communities and Environment Capital responded that it was important that the plan became part of the everyday workings of the council and that decisions were made within the context of the ECAP. An example of this was the recent bid for the roads where consideration was given to how Green the company was and if they could work to support the ECAP.*
- Members followed-up asking how Members and the public could be informed if the action plan failed to be implemented and asked how organisations could be worked with to ensure they were able to comply with the action plan and remain viable. The Green Backyard was an example of a successful green project but the council was asking them to move from their current site. *The Cabinet Member for Communities and Environment*

Capital responded that the site where the Green Backyard Project was currently sited was only ever meant to be a temporary site. Various alternative options had been offered to the Green Backyard including the facility of buying part of the site and an alternative site. The Environment Strategy and Future City Manager added that the Climate Change team worked with officers in the council in order to assess the environmental impact of day-to-day work. It was also mandatory that the Climate Change team were part of the approval process for any project within the organisation.

- *Members asked if there was a system in place for exclusion reports for decisions taken which were contrary to the council's environmental aspirations. The Environment Strategy and Future City Manager responded that all projects would have some environmental impact but it could be arranged in future to compile reports whereby decisions which failed to live up to the Council's environmental strategy could be reported. The Cabinet Member further added that he would be happy to facilitate this in future.*
- *Members asked if the group who currently leased the Green Backyard were looking at other areas to lease and if the Rail World site had been considered. The Cabinet Member for Communities and Environment Capital responded that he was unaware if this had been looked into but agreed that it might be a possible site.*
- *Members asked if there was a way of assessing the impact in terms of cost and benefits of the ECAP. The Cabinet Member responded that this was already done to an extent but it was sometimes hard to express the impact in numbers with any accuracy. The Environment Strategy and Future City Manager responded that this could be looked at in a few key areas in order to see if the information gained was of value.*
- *Members referred to zero waste and asked what additional materials people would be able to put in their green bins. The Environment Strategy and Future City Manager responded that this would include a much wider range of plastics which could be put into recycle bins. The Cabinet Member advised Members that consideration was being given to putting this information on the My Peterborough App.*
- *Members asked for an opinion on the Healthy Living Team and their contribution and what would be lost if they were no longer around. The Cabinet Member responded that he felt they did a relevant and important job but all departments needed to be looked at and considered in the current economic climate.*
- *The Chair put forward a motion to recommend that the Cabinet Member for Communities and Environment Capital prepare an exceptions report of Cabinet Member Decision Notices which were counter to the Environment Capital Action Plan and / or the City's Environment Capital aspirations and to report these to the Committee in all future portfolio progress reports. The motion was put to the vote and unanimously agreed.*

ACTION AGREED

The Committee noted the report.

RECOMMENDATION

The Committee recommends that the Cabinet Member for Communities and Environment Capital prepare an exceptions report of Cabinet Member Decision Notices which are counter to the Environment Capital Action Plan and / or the City's Environment Capital aspirations and to report these to the Committee in all future portfolio progress reports.

5. ICT Strategy 2014-2019

The report was introduced by the ICT Strategy, Infrastructure and Programme Manager and provided the Committee with an overview of the councils Technology Strategy.

Questions and observations were made around the following areas:

- Members asked if any other local authorities were implementing similar strategies. *The ICT Strategy, Infrastructure and Programme Manager stated that there were some authorities who were implementing similar smaller strategies. Hounslow were implementing a similar strategy and were about nine months ahead of Peterborough but none had implemented anything along the scale of Peterborough's strategy. Several other authorities were keen to follow Peterborough's lead.*
- Members asked if the changes in the ICT Strategy were inevitable. *The ICT Strategy, Infrastructure and Programme Manager stated that this was largely the case. Many of the previous concerns were around data security but this was being increasingly addressed. The implementation would be a systematic process.*
- Members asked if it would be prudent to see how the new European Data Protection regulations would impact the policy before implementing the strategy. Members also wanted to know if it could be certain that data would not go beyond the European Economic Area. *The ICT Strategy, Infrastructure and Programme Manager responded that data would only go beyond the EEA if there was a specific agreement in place with a country outside the area. This was called the Safe Harbour Agreement. Furthermore, risk assessments would need to take into account all levels of risk for the data in order to have a case-based approach to data protection.*
- Members asked if the strategy would save the Council money in the long-term. *The ICT Strategy, Infrastructure and Programme Manager responded that there would be savings within service areas but the ICT budget would remain static and there would therefore be no further budgetary cost to the Council.*
- Members expressed concern around implementation and asked if it was possible to set up a demonstration of the system which could be shown to Councillors. *Members were advised that a demonstration could be arranged for Councillors.*

ACTIONS AGREED

The Committee noted the report and requested that the ICT Strategy, Infrastructure and Programme Manager arrange a demonstration of the ICT Strategy to all Councillors at a future All Party Policy briefing.

6. Scrutiny in a Day – One Year On

The report was introduced by the Senior Governance Officer which informed the Committee about the proposals to review the joint Scrutiny in a Day event held on 17 January 2014 by holding a further joint scrutiny event on 9 January 2015. The purpose of the half day event would be to review the progress made against the recommendations made and lines of enquiry developed since the Scrutiny in a Day event.

Questions and observations were made around the following areas:

- Members asked if more Scrutiny in a Day Events should be scheduled on other subjects. *The Senior Governance Officer responded that there was an appetite for this amongst officers but due to the amount of work involved it would more likely be a bi-annual event.*
- Members asked what sort of progress the Council had made with regards to Scrutiny. *The Senior Governance Officer responded that there had been a great deal of progress made in the past four years. Questioning techniques had improved and more recommendations were being made.*

ACTIONS AGREED

The Committee noted the report and endorsed the proposal to hold a Scrutiny in a Day follow up event on 9 January 2015.

7. Forward Plan of Executive Decisions

The Committee received the latest version of the Forward Plan of Executive 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 month. Members were invited to comment on the Forward Plan and where appropriate identify any relevant areas for inclusion in the Committee's work programme.

ACTIONS AGREED

The Committee noted the Forward Plan of Executive Decisions and requested further information on the following key decision:

- A14 Cambridge to Huntingdon Improvements – KEY14/14NOV14/02

8. Work Programme

Members considered the Committee's Work Programme for 2014/15 and discussed possible items for inclusion.

The Senior Governance Officer advised the Committee that dates for Joint Scrutiny of the Budget which would be in two phases had now been set for 3 December 2014 and 9 February 2015. Invitations to both meetings would be sent out in due course.

ACTION AGREED

To confirm the work programme for 2014/15 and the Senior Governance Officer to include any additional items as requested during the meeting.

9. Date of Next Meeting

Tuesday 13 January 2014

The meeting began at 7.00pm and ended at 8.15pm

CHAIRMAN

**MINUTES OF A MEETING OF THE
SUSTAINABLE GROWTH AND ENVIRONMENT CAPITAL SCRUTINY COMMITTEE
HELD IN THE
BOURGES/VIERSEN ROOM, TOWN HALL, PETERBOROUGH
ON 2 DECEMBER 2014**

Present: Councillors N Arculus (Chairman), Y Maqbool, R Brown, A Iqbal,
N Thulbourn, M Fletcher and JA Fox

Also present Councillor Murphy
Councillor Ferris
Councillor Seaton Cabinet Member for Resources

Officers in Attendance: Steven Pilsworth Head of Strategic Finance
Paulina Ford Senior Democratic Services Officer, Scrutiny
Ruth Lea Lawyer

1. Apologies

No apologies for absence were received.

2. Declarations of Interest and Whipping Declarations

There were no declarations of Interest or whipping declarations.

3. Request for Call-In of an Executive Decision: Council Tax Support Scheme 2015/16 Consultation - NOV14/CMDN/96

The Committee had been asked to consider a Call-In request that had been made in relation to the decision made by the Cabinet Member for Resources and published on 18 November 2014, regarding Council Tax Support Scheme 2015/16 Consultation - NOV14/CMDN/96

The request to Call-In this decision was made on 21 November 2014 by Councillor Murphy and supported by Councillor Ferris. The decision for Call-In was based on the following grounds:

- Criteria 4. The decision does not follow the principles of good decision making set out in Article 11 of the Council's Constitution specifically that the decision maker did not:
- (a) Realistically consider all alternatives and, where reasonably possible, consider the views of the public.
 - (b) Understand and keep to the legal requirements regulating their power to make decisions.

The reasons put forward by the Councillors were:

"The decision to consult on a proposed reduction in Council tax support ought to be called in because the decision to consult is flawed.

The consultation fails to take into account the option of not reducing Council tax support. This is at a time when Council tax is proposed to be frozen for the public so those receiving Council tax support will be unfairly hit by those proposals compared to the wider population of Peterborough. If Council tax is to be frozen consideration ought to have been given to freezing the Council tax support scheme at current levels and finding budget savings from elsewhere.

The consultation process is therefore flawed as it has failed to take account of all reasonable alternative options and therefore the decision to begin a flawed consultation is incorrect.

This decision will have an unduly onerous impact on vulnerable groups and an equality impact assessment should have been undertaken for this decision as it will have onerous consequences for vulnerable groups.”

After considering the request to Call-in the decision, the response to the Call-in and all relevant advice, the Committee were required to decide either to:

- (a) not agree to the request to call-in, when the decision shall take effect;
- (b) refer the decision back to the decision maker for reconsideration, setting out its concerns; or
- (c) refer the matter to full Council.

The Chairman read out the procedure for the meeting and put forward a motion to the Committee not to agree to the request to Call-in the decision as there were no grounds within the Call-in request to consider.

The committee voted in favour of the proposed motion (5 in favour, 1 against and 1 abstention).

On agreeing not to up hold the Call-in and there being no other business the meeting ended. The Chair thanked all Members and officers for attending.

ACTION

The request for Call-in of the decision made by Cabinet on 18 November 2014, regarding the Council Tax Support Scheme 2015/16 Consultation - NOV14/CMDN/96 was considered by the Sustainable Growth and Environment Capital Scrutiny Committee. Following consideration of the reasons stated on the request for call-in and the response to the call-in the Committee did **not** agree to the Call-in of this decision on any of the reasons stated.

It was therefore recommended that under the Overview and Scrutiny Procedure Rules in the Council's Constitution (Part 4, Section 8, and paragraph 13), implementation of the decision would take immediate effect.

The meeting began at 6.30pm and ended at 6.40 pm

CHAIRMAN



**MINUTES OF THE JOINT MEETING OF THE SCRUTINY COMMITTEES AND
COMMISSIONS
HELD IN THE COUNCIL CHAMBER- TOWN HALL
ON 3 DECEMBER 2014**

Present: Councillors N Arculus (Chairman), S Allen, R Brown, S Day, R Ferris, M Fletcher, L Forbes, JA Fox, JR Fox, D Harrington, A Iqbal, M Jamil, N Khan, Y Maqbool, E Murphy, G Nawaz, J Okonkowski, J Peach, B Rush, B Saltmarsh, D Sanders, J Stokes, N Thulbourn

Also Present: David Whiles, Healthwatch
Steward Francis, Co-opted Parent Governor Representative
Councillor Sandford, Group Leader, Liberal Democrats
Councillor Cereste, Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement
Councillor Elsey, Cabinet Member for Street Scene, Waste Management and Communications
Councillor Holdich, Cabinet Member for Education, Skills and University
Councillor Fitzgerald, Cabinet Member for Adult Social Care
Councillor North, Cabinet Member for Communities and Environment Capital
Councillor Seaton, Cabinet Member for Resources
Councillor Hiller, Cabinet Member for Planning and Housing Services and Rural Communities
Councillor Casey, Cabinet Advisor to the Cabinet Member for Culture, Recreation and Waste Management (Culture and Recreation)
Councillor Lamb, Cabinet Advisor for Health

Officers Present: Gillian Beasley, Chief Executive
Jana Burton, Executive Director of Adult Social Care and Health and Wellbeing
Sue Westcott, Executive Director of Children's Services
John Harrison, Executive Director of Resources
Wendi Ogle-Welbourn, Director of Communities
Kim Sawyer, Director of Governance
Simon Machen, Director of Growth and Regeneration
Paulina Ford, Senior Democratic Services Officer, Scrutiny

The Chair welcomed everyone present and explained that the purpose of the meeting was to provide an opportunity for all Members of each Scrutiny Committee and Commission to scrutinise Phase 1 of the 2015/16 Budget and Medium Term Financial Plan to 2024/25 and the Council tax support scheme 2015/16 as part of the formal

consultation process before being presented to Cabinet on 15 December 2014.

1. Apologies for Absence

Apologies were received from Councillors Fower, Shaheed, Shearman, and Shabbir. . Apologies for absence were also received from Councillor Scott, Cabinet Member for Childrens Services and Councillor Serluca, Cabinet Member for City Centre Management, Culture and Tourism.

2. Declarations of Interest and Whipping Declarations

No declarations of interest or whipping declarations were received.

3. Budget 2015/16 and Medium Term Financial Plan to 2024/25

Members were given an overview of the Medium Term Financial Plan and Budget by the Cabinet Member for Resources. The following key points were highlighted:

- Overview and overall budget strategy
- Detailed proposals:
 - Adult Social Care and Health and Wellbeing
 - Children's services
 - Communities
 - Governance
 - Growth and Regeneration
 - Resources (inc. Strategic Commissioning)
 - Staff Implications
 - Council tax support scheme
- Examples of achievements
- Scale of financial challenge
- Budget conversation approach
- Budget conversation timeline
- Phase 1 next steps

Each section of the budget was then taken in order according to how it was presented in the Budget Book. Each section was introduced by the relevant Cabinet Member before taking questions from the Committee.

Questions and observations were made around the following areas:

Item	Section of the Budget	Questions / Comment	Response
3	Introduction of the Budget and Overall Budget Strategy	Members sought clarification on why the budget was being dealt with in two phases.	The Cross Party Budget Working Group was keen to take a two phased approach and the benefit to this was to enable delivery of some of the savings as quickly to gain a full years benefit.
		Members welcomed the establishment of the Cross Party Budget Working Group.	
		Members referred to page 5 of the budget book, referring to <i>“Reducing the demand residents have for our services and enabling them to live independent and healthy lives”</i> . Members commented that the total savings being made came to 16% of the total adult social care budget. Was Cabinet confident that they would be able to deliver the savings package?	Members were advised that Cabinet was confident that it would be able to deliver the savings but the figure of 16% quoted by the Member was not a figure that either the Cabinet Member for Adult Social Care or the Executive Director for Adult Social Care and Health and Wellbeing recognised. An accurate percentage figure could be worked out if Members requested it.
		Will the efficiencies in Phase 1 be repeated in the same departments in Phase 2?	Each department will continue to be looked at to see if further savings could be achieved.
		<p>Will the outcomes of Phase 1 be implemented in January to achieve an extra Quarter savings?</p> <p>Is Phase 1 to deal with a potential financial crisis and has the use of reserves been taken into consideration.</p>	<p>Yes Phase 1 will be implemented in January to achieve the extra Quarter.</p> <p>There is £6M in the general fund which on the advice of the Director of Finance is considered to be a prudent level of reserves. This has been looked at by the Cross Party Budget Working Group. If money was to be taken out of the reserves this would have to be approved by the Finance Director and would mean</p>

Item	Section of the Budget	Questions / Comment	Response
		running at a higher level of risk with lower reserves. If reserves are used it would be a one off and could not be used again.	Council Tax. Will the government grant cover everything? If council tax were to be increased and not take the government grant there would eventually be a financial benefit overall to the council. However, if the grant is included in the general grant it could be subject to general reductions. There would be a very short term benefit by putting council tax up to the level of a referendum. The reason is that people will be asked to pay 2% on their council tax bill for a net benefit of 1% to the council.
The Committee noted this section of the budget.			
4.	Adult Social Care and Health and Wellbeing Appendix 2 (Pages 10 – 18)	Members had noted that the savings proposals for fees and charges and transport had not been achieved last year. How confident is Cabinet that the savings proposals will be achieved this year.	Fees and charges are always resisted and there are a number of things that can prevent these from being achieved. The proposals were professional estimates by officers and if not achieved in year there was always the ambition to do so. The transport slippage is related to the transformation of day care opportunities. All the figures presented were achievable.
		Members requested that Cabinet looked again at the longer term projections within the budget lines on page 18 of the budget book to ensure that they had taken into account the impact of the Care Act.	

Item	Section of the Budget	Questions / Comment	Response
		<p>One Member commented that some of the language in the budget book seemed vague and provided little information which made it difficult to scrutinise effectively.</p>	
		<p>High Cost Care Placements Review. Members were concerned that if the costs were driven down the people who would suffer would be the people receiving the care and the care workers. More information was therefore required concerning these budget items.</p>	<p>It was difficult to put detailed information in a budget summary as the detail was complex and one size did not fit all. Disproportionality the council were paying far too much for some services. The high cost placements out of town were driving up the costs. It was not about cost reduction it was about developing and delivering the services locally for the benefit of the community and the people in care. This would therefore save the council money.</p>
		<p>Members were concerned about the development of a local market and wanted assurance that there were people locally that had the capacity to deliver the model.</p>	<p>The council was playing catch-up after the transfer of Adult Social Care back to the council from the PCT. The breadth of work to cover the gaps had been enormous together with the challenging financial circumstances had meant that the work was taking some time for each area to complete. Services had been redesigned and cost efficiencies made.</p>
		<p>Members were reminded that the budget book was about estimates and financial planning. The numbers could not be guaranteed unless the work had been done. There was a level of risk involved but was based on professional judgement which was challenged by the Directors and Corporate Management Team which in turn was challenged by Cabinet.</p>	

Item	Section of the Budget	Questions / Comment	Response
	<p>Members wanted to know if it was realistic to make savings before the markets were in place.</p> <p>Members felt that the council should be looking at working with other partners on delivering joint services. There was a concern regarding the implementation of the Care Act and it appeared that Adult Social Care were taking the bulk of the cuts in Phase 1.</p>	<p>Some of the markets were already in place and some were embryonic. The savings were professional judgements and were being taken forward with the best professional view.</p> <p>The Cabinet Member for Adult Social Care advised that he would be happy to share the target operating model and invited Members to meet with him to discuss this and other issues in more detail.</p>	
<p>The Committee noted this section of the budget.</p>			
<p>5. Children's Services Appendix 3 (Pages 19 – 21)</p>	<p>Members referred to page 20, "<i>Meeting the needs of challenging behaviour in schools</i>". Was there a danger that withdrawal of the £150K to support children and schools to better manage behaviour would leave schools unsupported in this crucial area? Will this also have a longer term effect on costs? The Pupil Referral service was an excellent service but there was a feeling that it was over stretched.</p> <p>Members wanted to know if the new challenging behaviour model had been discussed with Head Teachers.</p> <p>Will Phase 2 proposals contain any further cuts to Childrens Services?</p>	<p>No money was being taken away from behaviour support services. A different stream of money from the Dedicated Support Grant from the schools high needs block would be used instead of the Government Revenue Support Grant. The Pupil Referral Service will be used as a vehicle to recruit three or four workers to work within schools to up skill the teaching assistants to help with challenging behaviour.</p> <p>It had been fully discussed with Head Teachers and the Head Teacher of the Pupil Referral Unit and had been agreed.</p> <p>Phase 2 will see a reduction in school transport costs. The school transport tenders were due for renewal.</p>	

Item	Section of the Budget	Questions / Comment	Response
		<p>Members sought clarification as to why there was a lot of social workers on temporary contracts and what was being done about this.</p>	<p>25% of the 83 social workers were agency staff. The recruitment campaign had been refreshed and rebranded. A video had been created and there had been a successful television programme. An Academy was being developed for newly qualified social workers. Work was also being undertaken with the Department for Education (DfE) to recruit high calibre graduates.</p>
		<p>How successful had the recruitment campaign been to attract new social workers.</p>	<p>Three Team Managers had been recruited to the First Response Team to replace agency Team Managers. A number of other appointments had also been made recently. The figure remains high as some social workers had left for personal reasons.</p>
		<p>Members queried whether as much as £2.296K would be required for Social Care Workforce if agency staff were not being used. Could some of this investment be directed elsewhere?</p> <p>The recruitment advertisements could be done in a better way.</p> <p>Was there any scope for joint working and shared services with other agencies and other local authorities that might deal with the management problem in Peterborough.</p>	<p>Peterborough was already working with other authorities and the social care workforce costs would be reviewed at every stage. Any savings made would be offered back.</p>
		<p>Councillor Murphy seconded by Councillor Arculus recommended to Cabinet that they continue to focus on the recruitment of more permanent social</p>	

Item	Section of the Budget	Questions / Comment	Response
	<p>workers and reducing the amount of agency social workers employed by the council.</p> <p>The recommendation was put to the vote and was unanimously approved.</p>		<p>The Committee noted this section of the budget and made the following recommendation.</p> <p>RECOMMENDATION</p> <p>The Committee recommends to Cabinet that they continue to focus on the recruitment of more permanent social workers and reducing the amount of agency social workers employed by the council.</p>
6.	<p>Communities Appendix 4 (Pages 22 – 25)</p>	<p>Members sought clarification on the models of delivery for foster care agencies and were concerned that the £375K savings would not be achieved.</p> <p>Members referred to page 24 and the mention of additional investments. Members highlighted areas of £2M in savings which had been included in the</p>	<p>Consideration was being given to introducing a payment by results model. Children placed with very challenging behaviour tended to be placed with independent fostering agency placements. Some work recently done had indicated that if in house foster carers were paid more money they would be more likely to take children who were more challenging. It would still cost less than placing them with an independent fostering agency. Work was also being done with the DfE to look at a scheme which worked differently with one of the independent fostering agency providers. There was a genuine belief that the savings would be achieved.</p> <p>£1.8M of the £2M is for the number of Looked After Children (LAC). The budget was set to fund 360 children last year but had 25 more Looked after Children. This could not be considered as a failure to</p>

Item	Section of the Budget	Questions / Comment	Response
		budget last year but not achieved and sought further clarification as to how confident Cabinet were that the savings listed in Phase 1 would be achieved.	<p>deliver the savings. it was positive that issues were being identified and children were being brought into care.</p> <p>All local authorities had seen a big increase in Looked after Children mainly due to the increase in child exploitation.</p> <p>The reason Looked after Children had increased in Peterborough was because there had been an investment in Child Exploitation of £2M which identified a number of children in serious danger.</p>
		Members were concerned at the proposed reduction of the small central team who were responsible for improving public Health awareness and sought assurance that public health awareness would not suffer as a consequence.	Public Health was everybody's business. Officers across other organisations who as part of their job visited families could give important messages to families about healthy lifestyles. This would be done at very little extra time and cost. Advice and training would be given to these people to ensure they were skilled to deliver public health awareness messages.
		Members felt that it did not look good to cut back on public health services and therefore there needed to be good public relations in place to ensure people understood that the services would still be provided.	
		Members commented that there was a growing elderly population and yet there was £1M being cut from the budget which provided services to them. Is Cabinet therefore making the right judgement with regard to savings?	No one had a crystal ball and officers had to be trusted to make the right predictions. It should be noted that the council had come in on budget for the last four years.

Item	Section of the Budget	Questions / Comment	Response
The Committee noted this section of the budget.			
7.	Governance Appendix 5 (Page 26 – 27)	Members commented that the Cross Party Budget Working Group were going to consider responsibility payments during Phase 2 of the budget.	
		Members commented that the Chief Executive was carrying out a review of the Executive team to try and deliver some savings. Members therefore requested that the Leader of the Council also carry out a review of the roles and responsibilities of the Cabinet to see if it was possible to stream line some of the roles and responsibilities in order to make some savings.	The Leader responded that a review would be undertaken.
		Members noted that there would be savings of £200K in the communications team and in particular a reduction from two people to one for the climate change communications function. Members requested that Cabinet look at other partner organisations who have communications departments and consider sharing services. Communications on messages regarding climate change was an important function.	Members were informed that the council were already looking at cross organisation communication functions.
		Members noted that certain Car Parking charges had been targeted with an increase of 10% to 12%. Blue badge	In deciding on an increase in parking charges consideration had to be given to what was happening in other car parks across the city. Several car parks

Item	Section of the Budget	Questions / Comment	Response
		holders who were currently parking for free would have to pay the full cost. One Member thought it might have been more equitable if car parking had been increased across all car parks rather than some and a substantial increase to one group.	were owned by private commercial providers and the council needed to be competitive. The car parks which have been targeted were those that were considered could sustain the increase. For example where the current cost is 70 pence it would be increased to a £1 which would be a sensible charge and reasonable increase.
		Some Members felt it unfair to charge blue badge holders and the charging sounded complicated.	On street parking would still remain free.
		Members were concerned that the increase in parking charges would deter people from coming into the city centre to shop. How could it be equitable if some car parking spaces were free to blue badge holders and some were not.	There would still be a number of car parks that would not have an increase in charges. The increase would be in car parks where the demand was particularly high.
		There was a need to bear in mind perception of value for money and ensure that people parking in Peterborough had a good choice of shops.	
		Members noted that there were no figures included for the legal services provided to Rutland.	Legal services were provided to Rutland in the same way legal services were provided to the council. This was done under statutory arrangements which stated that we should not seek to make a profit. The costs however covered training, library and research materials. The legal services provided were known as good value for money within the market. The benefit of providing this service to Rutland provided resilience to the team. The service was continually being reviewed.

Item	Section of the Budget	Questions / Comment	Response
		<p>What expenditure had there been for external legal advice this year and what is the proposed budget for external legal advice next year. Was there any room for savings?</p> <p>Can the figures on external legal costs be provided in Phase 2 of the budget?</p> <p>Was there any identification for savings on the use of consultants?</p>	<p>External legal advice was being reviewed to see if better value could be obtained. The actual spend can be provided but is not part of Phase 1.</p> <p>Yes the figures can be provided along with any other requests from Members.</p> <p>A quarterly report on consultants broken down by project is presented to the Audit Committee where it is scrutinised. There had been savings over the years.</p>
		<p>Councillor Khan seconded by Councillor Forbes recommended to Cabinet that the proposal to charge blue badge holders to park in council car parks be deferred to Phase 2 of the budget consultation.</p> <p>The recommendation was put to the vote and approved. (8 in favour, 1 against, 14 abstained)</p>	
		<p>Councillor JR Fox seconded by Councillor JA Fox recommended to Cabinet that all stakeholders affected by the proposal to charge blue badge holders to park in council car parks be consulted further on the proposed charges to obtain their views.</p>	

Item	Section of the Budget	Questions / Comment	Response
	<p>The recommendation was put to the vote and unanimously agreed.</p> <p>Councillor JR Fox seconded by Councillor Ferris recommended to Cabinet that they look at increasing more free off road parking spaces for blue badge holders.</p> <p>The recommendation was put to the vote and approved. (18 in favour, 0 against, 5 abstained)</p>		<p>The Committee noted this section of the budget and made the following recommendations.</p> <p>RECOMMENDATIONS</p> <ol style="list-style-type: none"> 1. The Committee recommends to Cabinet that the proposal to charge blue badge holders to park in council car parks be deferred to Phase 2 of the budget consultation. 2. The Committee recommends to Cabinet that all stakeholders affected by the proposal to charge blue badge holders to park in council car parks be consulted further on the proposed charges to obtain their views. 3. The Committee recommends to Cabinet that they look at increasing the number of free on street parking spaces for blue badge holders.
8.	Growth and Regeneration Appendix 6 (Pages 28 - 31)	Members welcomed the news of the shared planning services and much needed income. Members sought assurance that staff within planning services would be protected in the redesign of the service.	Members were assured that Planning Services would be fit for purpose.

Item	Section of the Budget	Questions / Comment	Response
		Members noted that future street lighting maintenance would be prioritised on the basis of public safety and requested that this include street lighting on pedestrian ways.	The Cabinet Member confirmed that street lighting maintenance on pedestrian ways was already included.
		Members noted that the savings on street light maintenance reduced to nil by 2018/19 and sought clarification on this.	There will be more lights in place by then and therefore the savings will be reduced.
		The Chair suggested that a charge be made for copies of historical planning documents.	The Director of Growth and Regeneration advised that there was legal case law that stated that a profit cannot be made from selling information that was already available. This was therefore not an option.
		The Chair suggested that another option would be to increase the CON29 part of local land charges.	The Director of Governance advised Members that this was currently under consideration but recent case law where a personal search agent was trying to claw back money for fees paid for searches over the years had not yet been settled. Once the case was concluded and the case law settled then this would be looked at again.
		Members sought clarification on Concessionary Bus Fares and that the saving would not impact on people's ability to travel for free.	The figures reflected what was actually being paid rather than the estimates that had been made before. Forecasts were not always exact and the forecast had been more than was actually used.
		Members suggested putting a lower figure for savings on concessionary fares and using the money to put back one of the bus services.	If the saving was reduced for the concessionary bus fares the money would have to be found elsewhere in the budget.
		Councillor Sandford recommended to Cabinet that they work with other organisations to ensure that the educational support regarding climate	The Cabinet Member for Communities and Environment Capital felt that this was an excellent suggestion and was already in the process of putting the idea forward at the next Environment Capital

Item	Section of the Budget	Questions / Comment	Response
		<p>change which has currently been provided by the council to schools, businesses and communities continues to be provided.</p> <p>The recommendation was put to the vote and approved. (13 in favour, 2 against, 8 abstained)</p>	<p>Steering Group. It was important to continue the educational support to schools about climate change.</p>
		<p>Members commented on the Growth Capital Savings of £720K and the Highways contract inflation savings of £144K and asked if more savings could be made from these to find the money for an additional bus service.</p>	<p>The Cabinet Member for Planning and Housing Services and Rural Communities advised that the Highways contract inflation savings could not be increased.</p>
		<p>One Member suggested a further reduction in savings for tree management.</p>	
		<p>Members held a short discussion with regard to making savings to provide money for a further bus route.</p> <p>Councillor Maqbool seconded by Councillor Murphy recommended to Cabinet that £150K be found from the savings in Phase 1 of the budget to reinvest in a further bus route in Peterborough.</p> <p>The recommendation was put to the vote and approved. (15 in favour, 2 against, 6 abstained)</p>	<p>The Executive Director of Resources advised Members that they could not reduce the savings on concessionary bus fares and that it was about utilising the budget and reducing the overall savings in Phase 1 to create extra investment in bus services.</p>

Item	Section of the Budget	Questions / Comment	Response
	<p>Councillor JA Fox seconded by Councillor JR Fox recommended to Cabinet to extend concessionary bus fares to include carers who look after people with disabilities.</p> <p>The recommendation was put to the vote and approved. (18 in favour, 0 against, 5 abstained)</p>		<p>The Committee noted this section of the budget and made the following recommendations.</p> <p>RECOMMENDATIONS</p> <ol style="list-style-type: none"> 1. The Committee recommends to Cabinet that they work with other organisations to ensure that the educational support regarding climate change which has currently been provided by the council to schools, businesses and communities continues to be provided. 2. The Committee recommends to Cabinet that £150K be found from the savings in Phase 1 of the budget to reinvest in a further bus route in Peterborough. 3. The Committee recommends to Cabinet to extend concessionary bus fares to include carers who look after people with disabilities.
<p>9. Resources including Strategic Commissioning and Partnerships Appendix 7 (Pages 32 – 43)</p>	<p>The Cabinet Member for Resources reminded Members that all ideas for investment or savings could be presented to the Cross Party Budget Working Group.</p>		

Item	Section of the Budget	Questions / Comment	Response
		<p>Members referred to the Amey Contract and the Street Scene Services and commented that the tidiness of the streets had deteriorated. Thought needed to be given to increasing the street scene services and not decreasing them.</p> <p>However further savings could be made by reducing further the number of times grass cutting and grass verge cutting took place.</p>	
		<p>Members were concerned at the proposals to close 4 of the city's seven bowling greens and 11 of the city's tennis courts. Both of the provisions were essential to enable people to enjoy their leisure time. The bowling greens in particular were used by pensioners which enabled them to get out and also provided a social activity.</p>	
		<p>Clarification was sought with regard to seeking commercial and community partners to take on the running of specific services such as water features and wanted to know if this included the paddling pool in Central Park. It was important that the paddling pool was run correctly for health and safety reasons and this might cause concern if handed over to community partners as they may not have the expertise to run it.</p>	

Item	Section of the Budget	Questions / Comment	Response
		<p>How will the decision be made as to which bowling greens to close and has the option been considered for the bowling groups to run the greens themselves.</p>	<p>Members were advised that no one wanted to make the cuts but the budget had to be balanced against the usage. There would however be opportunities for people to come forward and manage the bowling greens and a meeting had already been arranged with the Orton Bowling Club to look at their proposals. It should also be noted that not all of the bowls clubs were in the proposals for closure.</p> <p>The consultation process would help to determine which bowling greens would be closed. If there were community groups which were willing to take over the running of the facilities then they may be able to remain open.</p>
		<p>Members requested that they be invited to any meetings with community groups which affected their relevant wards.</p>	
		<p>A Member was concerned about the proposal for 20% of shrub removal across Peterborough. The shrubs were part of the green infrastructure of the housing areas and helped drainage, absorb carbon and improve the appearance of areas. The Bio-diversity Strategy talks about the removal of fast growing shrubs and replacing them with slow growing shrubs therefore the proposals were contrary to this strategy. Could this proposal be postponed until Phase 2 to allow further investigation?</p>	<p>The Cabinet Member for Street Scene, Waste Management and Communications advised that he would be happy to delay the proposals in regard to Parks, Trees and Open Spaces until Phase 2 to allow further investigation into the suggestions made.</p>

Item	Section of the Budget	Questions / Comment	Response
		<p>Councillor Peach seconded by Councillor Okonkowski recommended to Cabinet that they consider the changes to street scene services and look for additional frequencies in litter cleaning of the city and request that Cabinet do not go ahead with the proposed closure of the 11 tennis courts and 4 bowling greens and look for alternative savings.</p> <p>The recommendation was put to the vote and approved. (20 in favour, 0 against, 3 abstained)</p>	
<p>The Committee noted this section of the budget and made the following recommendation.</p> <p>RECOMMENDATION</p> <p>The Committee recommends to Cabinet that they consider the changes to street scene services and look for additional frequencies in litter cleaning of the city and request that Cabinet do not go ahead with the proposed closure of the 11 tennis courts and 4 bowling greens and look for alternative savings.</p>			
10.	<p>Staff Implications Appendix 8 (Pages 44)</p>	<p>The Cabinet Member for Resources advised Members that the latest number of Voluntary redundancies were 18 which made the compulsory redundancies 25.</p> <p>A Member requested that redesigning of service areas which impacted on staff be brought to scrutiny in the future.</p>	<p>Members were advised that the budget papers did include the redesign of service areas to allow Members the opportunity to scrutinise the proposals as part of the consultation process.</p>
<p>The Committee noted this section of the budget.</p>			

Item	Section of the Budget	Questions / Comment	Response
11.	Council Tax Support Scheme Page 13 Appendix 2 of covering report in the Agenda Pack published on 25 November.	<p>The Executive Director of Resources advised Members that following the outcome of the Call-In the Cabinet Member Decision Notice to go out to consultation on options above the current 30% which is 35% and 40% had now been implemented.</p> <p>The Committee were asked to give views on the proposals to feed into the process which would result in a decision to be taken by Council on 28 January 2015.</p> <p>A Member asked Cabinet to consider the impacts on people and to look at the merits of considering certain groups of people like service personnel, people with disabilities particularly those on a low fixed income. Everything between 0% and 100% should be looked at. Council tax banding should also be taken into consideration.</p> <p>New initiatives mentioned by the government should also be taken into consideration like people who had not resided in the UK for four years would not be entitled to benefits.</p> <p>Members wanted to see a more progressive scheme and one that did not apply an equal percentage across the scheme.</p>	<p>The Cabinet Member for Resources requested that the Member document all areas for consideration and he would meet with him to discuss them further.</p>

Item	Section of the Budget	Questions / Comment	Response
		<p>Had a review of the scheme been conducted to assess the impact on the people who have been paying the council tax?</p>	<p>An Equality Impact Assessment had been undertaken in 2012 and feedback had been received on the impact since then Officers had advised that the impact had not been significant.</p>
		<p>A Member commented that the council was in a difficult financial situation however those who were in a vulnerable position should be protected and not asked to pay more and those who could afford to pay more should.</p> <p>There was a danger of hitting those people who could not afford to pay and protecting those who could afford to pay.</p> <p>Cabinet should consider looking at council tax in conjunction with looking at the Council Tax Support Scheme.</p>	
		<p>Members noted that Peterborough was one of the highest charging authorities at 30%.</p>	<p>If the council were to remain at 30% then there would be no flexibility in Phase 2 and there would be even tougher choices at the start of next year.</p>
		<p>Councillor Murphy seconded by Councillor Ferris recommends to Cabinet that they fully consider the impact that the proposed Council Tax Support Scheme proposals will have on low income residents in Peterborough before making a decision.</p> <p>The recommendation was put to the vote and approved. (10 in favour, 0 against, 13 abstained)</p>	<p>The Leader of the Council commented that consideration had always been given to the impact on the people of Peterborough when making decisions.</p>

Item	Section of the Budget	Questions / Comment	Response
<p>The Committee noted this section of the budget and made the following recommendation.</p> <p>RECOMMENDATION</p> <p>The Committee recommends to Cabinet that they fully consider the impact that the proposed Council Tax Support Scheme proposals on which they are consulting will have on low income residents in Peterborough before making a decision.</p>			
12	General Comments, any overall recommendations and Conclusion		
	There were no further comments or questions.		

The Chair thanked all members of the Scrutiny Committee and Commissions for attending the meeting and the Cabinet Members and Directors for attending and responding to the questions.

RECOMMENDATIONS

1. Childrens Services

The Committee recommends to Cabinet that they continue to focus on the recruitment of more permanent social workers and reducing the amount of agency social workers employed by the Council.

2. Governance

2.1 The Committee recommends to Cabinet that the proposal to charge blue badge holders to park in council car parks be deferred to Phase 2 of the budget consultation.

2.2 The Committee recommends to Cabinet that all stakeholders affected by the proposal to charge blue badge holders to park in council car parks be consulted further on the proposed charges to obtain their views.

2.3 The Committee recommends to Cabinet that they look at increasing the number of free on street parking spaces for blue badge holders.

3. Growth and Regeneration

3.1 The Committee recommends to Cabinet that they work with other organisations to ensure that the educational support regarding climate change which has currently been provided by the council to schools, businesses and communities continues to be provided.

3.2 The Committee recommends to Cabinet that £150K be found from the savings in Phase 1 of the budget to reinvest in a further bus route in Peterborough.

3.3 The Committee recommends to Cabinet to extend concessionary bus fares to include carers who look after people with disabilities.

4. Resources including Strategic Commissioning and Partnerships

4.1 The Committee recommends to Cabinet that they consider the changes to street services and look for additional frequencies in litter cleaning of the city and request that Cabinet do not go ahead with the proposed closure of the 11 tennis courts and 4 bowling greens and look for alternative savings.

5. Council Tax Support Scheme

5.1 The Committee recommends to Cabinet that they fully consider the impact that the proposed Council Tax Support Scheme proposals on which they are consulting will have on low income residents in Peterborough before making a decision.

CHAIRMAN

The meeting began at 6.00pm and ended at 9.40 pm

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SUSTAINBLE GROWTH AND ENVIRONMENT CAPITAL SCRUTINY COMMITTEE	Agenda Item No. 5
13 JANUARY 2015	Public Report

Report of the Interim Chief Executive

Contact Officer(s) – Steve Bowyer, Opportunity Peterborough

Contact Details – steve.bowyer@opportunitypeterborough.co.uk, 01733 317489

OPPORTUNITY PETERBOROUGH ANNUAL REPORT

1. PURPOSE

1.1 This report is being presented to provide the following:

- Review of the draft Economic Action Plan development;
- Review of Opportunity Peterborough activity 2014;
- Economic Snapshot December 2014 following request at previous Committee.

1.2 It should be noted that these documents are not intended as formal policy of the Council.

2. RECOMMENDATIONS

2.1 It is recommended that the Committee discuss this report and provide comments.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

3.1 This report supports Priority 1 of the Sustainable Community Strategy, 'Creating opportunities – tackling inequalities', by encouraging businesses and other organisations to recognise and realise the economic benefits of investing in a supportive community. It particularly contributes to the 'Improving skills and education' outcome by encouraging greater interaction between employers and providers.

3.2 It supports Priority 2 of the Sustainable Community Strategy, 'Creating strong and supportive communities', by creating greater economic opportunity for the city's communities. It particularly contributes to the 'Building pride in Peterborough' outcome by providing a single framework through which stakeholders from all sectors can formulate and articulate their contributions to the future development of Peterborough.

3.3 It supports Priority 3 of the Sustainable Community Strategy, 'Creating the UK's environment capital', by encouraging businesses and other organisations to recognise and realise the economic benefits available through the adoption of environmentally business practices.

3.4 It supports Priority 4 of the Sustainable Community Strategy, 'Delivering substantial and truly sustainable growth', by increasing economic opportunity and prosperity for Peterborough's residents through support for local businesses and the attraction of new businesses as well as by encouraging businesses and other organisations to recognise and realise the economic benefits of investing in a vibrant city centre and sustainable community centres.

3.5 Whilst this report does not directly contribute towards the Safer Peterborough Partnership Plan it does embody the principles of the Single Delivery Plan.

- It highlights the importance of a multi-agency approach, focused on outcomes, not

organisations

- It addresses 'root causes' by encouraging action on the three fundamental pillars of sustainable growth – economy, environment and society – all of which are essential for successful economic growth.
- It seeks to be innovative and 'do things differently for less' by encouraging all stakeholders to take responsibility for sustainable economic growth, not just out of civic duty but because it delivers direct economic and financial benefits.
- Prioritisation – it has clear economic objectives which are brought into sharper relief through the establishment of a unifying framework.
- Big Society – it embodies the big society agenda by providing a framework for joint delivery, highlighting how all can benefit if all contribute.

3.6 Whilst indirectly contributing to the achievement of numerous National Indicators this report seeks to directly address NIs 5, 6, 7, 11, 85, 90, 91, 106, 117, 151, 152, 153, 161, 162, 163, 164, 165, 166, 171, 172, 174, 182, 183, 185, 186, 188, 194.

4. BACKGROUND

4.1 Opportunity Peterborough is the City's economic development company and as such is responsible for the creation and delivery of the City's Economic Action Plan.

5. KEY ISSUES

5.1 The Economic Action Plan has been drafted to set out a direction of travel for the economy of the city. It is not the policy of, or in the ownership of, any individual organisation. As such, it would be inappropriate to apply specific targets to the objectives that have been identified; rather it is proposed that progress on the objectives of the plan are incorporated into OP's annual report to Scrutiny Committee.

5.2 With regard to OP's report for 2014, it should be noted that OP has supported the economic growth of the city, but also looked at new ways to underpin this through, for example, the expansion of the Skills Service and leadership of the Smart City agenda. It is intended that these various components will form the basis of OP's business plan for 2015/16.

6. IMPLICATIONS

6.1 There are no direct implications related to this report. The Economic Action Plan, as it stands at present, is a statement of intent. Over the coming year, OP will be sharing this with partners and will be building consensus around its aspirations. Ultimately, we would hope that several of the city's economic partners would sign up to a Peterborough pledge' to support the local economy, but more work needs to be put in place before that can happen.

6.2 Equally, there are no implications for the Scrutiny Committee in noting the activities of Opportunity Peterborough or the snapshot of the city's economy.

7. CONSULTATION

7.1 NA

8. NEXT STEPS

8.1 Should the Committee accept the Economic Action Plan, although the document will not become formal council policy, it will provide confidence that the aspirations, objectives and the 'Peterborough pledge' are a sensible way forward, and OP will begin to develop this with key partners.

8.2 OP will use its review of 2014 activities to underpin its business plan for 2015/16.

9. BACKGROUND DOCUMENTS

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

- 9.1 Peterborough City Council Sustainable Community Strategy Summary 2008-2021
(<https://www.peterborough.gov.uk/pdf/SustainableCommunityStrategySummary.pdf>)

Peterborough City Council Safer Peterborough Partnership Plan – Single Delivery Plan Principles

(http://www.peterborough.gov.uk/safer_peterborough/operation_can-do/single_delivery_plan_principle.aspx)

2012-03-14 List of NI Headings and Themes

(<http://archive.audit-commission.gov.uk/auditcommission/performance-information/performance-data-collections-and-guidance/nis/pages/nishandbookofdefinitions.aspx.html>)

Peterborough Local Economic Assessment 2011

(<http://www.peterborough.gov.uk/pdf/Peterborough-Local-Economic-Assessment-April-2011.pdf>)

Sustainable Urban Enterprise

(www.forumforthefuture.org)

Economic Snapshot of Peterborough October 2013

(<http://opportunitypeterborough.co.uk/download/economic-snapshot-of-peterborough-october-2013/>)

Creating the UK's Environment Capital: Action Plan

(<http://www.peterborough.gov.uk/pdf/Environment-EnvCap-EnvCapActionPlan.pdf>)

Peterborough Integrated Growth Study 2008

10. APPENDICES

- 10.1 Draft Economic Action Plan

- 10.2 Review of Opportunity Peterborough activity 2014

- 10.3 Economic Snapshot for Peterborough, December 2014

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Peterborough Economic Action Plan

This document constitutes an economic action plan for the city of Peterborough and its surrounding population. It is a statement of intent for the city as a whole, not as a policy statement or route for accountability for a single city organisation. Its purpose is to provide a template for achieving sustainable economic growth and increasing the economic prosperity of the inhabitants of Peterborough. It is intended that, in its final form, it should sit alongside such documents as the Economic Snapshot of Peterborough, the Environment Capital Action Plan and the Strategic Growth Plan in a complementary manner rather than seek to duplicate or replace them.

PETERBOROUGH – THE UK’S MOST DYNAMIC CITY

Peterborough is the UK’s most dynamic city:

- The fastest growing city by population
- The fastest digital network
- The second fastest private sector jobs growth
- Predicted by McKinsey to have the fastest growing economy from 2010 to 2025

This is fantastic news for businesses and the population alike and will result in increased economic prosperity and increased standards of living for many people. However, with such growth comes pressures, pressures on the environment, on resources, on infrastructure, on services and on society. In order to ensure that Peterborough fulfils its potential and delivers benefits for all it is imperative that all stakeholders play their part in creating the right environment for success.

The purpose of this Economic Action Plan is to outline the key areas of focus for economic development activity considered vital in enabling Peterborough to maximise its potential and realise its vision. It is intended to act as a catalyst to promote coordinated, collaborative partnership working and to inspire stakeholders to take ownership of the issues relevant to them.

STRENGTHS AND CHALLENGES

Peterborough is well placed logistically and geographically being just 45 minutes from Kings Cross whilst also having great access to the Midlands, the North and the East Coast ports and is also within 75 minutes of 5 international airports. It is home to numerous influential companies such as Thomas Cook, Diligenta, Perkins Engines, BGL and Royal Haskoning who benefit from the city’s diverse and experienced workforce. Investment in improvements to the city’s already robust infrastructure can be seen on the Parkway and Bourges Boulevard as well as in the PeterboroughCore, education investment and the new Innovation & Skills Centre, and the Energy from Waste plant. This can-do attitude, inherent in the city, has been recognised by the awarding of Environment City and Future City status and is embodied in the Environment Capital ambitions. Sector strengths include – Eco; Digital and Creative; Advanced Engineering and Manufacturing (AEM); AgriTech, Food and Drink; and Business, Professional and Financial Services (BPFS).

There is no doubt that Peterborough is a city on the up! However despite positive trends there are still challenges to overcome. These include above average claimant counts, low levels of business start-ups and survival rates, low aspirations amongst young people resulting in below average skills and educational attainment levels resulting in low wage levels. This action plan is intended to address these challenges, support Peterborough in maximising its potential and improving the life chances of its residents.

VISION

To be recognised as a visionary, international centre for growth, innovation and sustainability – economic, social and environmental.

OBJECTIVES

- Increase productivity across Peterborough's business base
- Increase the number of start-ups
- Improve the survival rate of start-ups
- Increase the number of patents registered in the city
- Increase the number of companies establishing a presence in Peterborough
- Increase the number of apprenticeships being undertaken in the city
- Increase the % of the population qualified to NVQ4
- Increase the average income of the population
- Reduce the cities claimant count
- Reduce youth unemployment

It is extremely difficult to generate metrics for many of these objectives, especially in a timely manner, as many of the areas of activity have significant time lags on them. Also, as this is a statement of intent, or direction of travel for the city, it would be inappropriate to include targets for which a single body may be held accountable. It is intended, however, that the regular economic reports to be produced by Opportunity Peterborough, the city's economic development company, will illustrate how well the city is doing in meeting these objectives overall.

MEETING THE CHALLENGES

Supporting Businesses

Through the 2014 Peterborough Business Survey businesses have asked that we support them by reducing bureaucracy and improving access to finance.

Business support

- With key partners such as the LEP, identify and maximise the strength of key sectors.
- Establish a Supply Chains Development Strategy in order to support local supply chain companies, promote supply chain opportunities and address supply chain gaps.
- Establish a mentoring service for new enterprises.
- Provide export support to increase the number of Peterborough companies exporting goods and services.
- Ensure that all public sector organisations optimise their purchasing processes to enable more local businesses and SMEs to win contracts.
- Ensure that planning policy and processes are as responsive to the needs of business as possible.

Finance

- Establish a vehicle to improve access to finance for businesses via grants, loans or equity agreements for projects that deliver positive social and/or environmental outcomes.
- Improve access to VCs and Angels.

Appendix 1

- Support businesses to take advantage of national and international funding sources.
- Expand the Brainwave portal to enable crowdfunding of solutions.
- Provide a platform for partners to collaborate on funding bids.

Cluster development

- Support the development of three key sectors – Eco, AEM and Digital and Creative – into successful, innovative clusters. Required activity will include:
 - establishing a funding model to support core cluster activity
 - establish cluster boards to provide legitimacy and accountability
 - brokering relationships
 - supply chain development
 - gathering and analysis of market intelligence
 - providing incubator services
 - training brokerage
 - marketing of the clusters for inward investment and talent attraction
 - coordinating funding bids and lobbying policy makers

Creating an enabling environment

A key role for the public sector is ensuring that a supportive environment exists to allow businesses to flourish. Through the 2014 Peterborough Business Survey businesses identified skills, infrastructure and quality of life as areas where improvements would have a positive impact on their success.

Skills

- Establish a training brokerage service to provide SMEs access to high quality training via group purchasing.
- Encourage more employers to commit to training and up-skilling their workforce, incentivising where possible/necessary, monitoring outputs and reporting on outcomes to further uptake across the employer community.
- Establish a benchmark for major public sector employers in order to increase and promote the provision of Apprentice opportunities.
- Increase engagement between employers and schools in order to raise the aspirations and ambitions of our future workforce and improve input into the design of curricula, particularly regarding STEM, digital and sustainability related subject.
- Work with FE and HE providers to increase the range of courses available to students and employers, particularly regarding, STEM, digital and sustainability related subjects e.g. ARU to deliver BSc Computer Gaming Technology, BSc Computer Science, BEng Electronic Engineering, BEng Mechanical Engineering, BA Computer Games Art, BA Illustration and Animation etc.

Infrastructure

- Ensure the provision of sufficient employment land for existing companies to grow, and new companies to set up in the city, along with the early provision of strategic infrastructure to support those sites. Collaborative bidding across partners to attract funding to deliver this infrastructure will be vital to securing its implementation.
- Continuation of efforts to establish Peterborough as an exemplar digital city, building on the Gigabit Fibre Network through the expansion of the wireless network, improvement of mobile coverage, integration of innovative solutions into city management and pursuit of showcase projects through competition funding.
- Adoption of smart transport technologies and the promotion of Peterborough as a test bed for innovative solutions and technologies e.g. solar roadways (<http://www.solarroadways.com/intro.shtml>) .

Appendix 1

- Ensure that opportunities for innovative solutions for low carbon, low cost power are maximised through integration with local partners such as Blue Sky Peterborough and other agents, and national and international academic centres of excellence.
- Work with businesses to identify opportunities for the development of shared facilities that enable cost and efficiency savings.
- Ensure adequate provision of high quality business space to support the development of key sectors and clusters, from innovation and incubation space to follow-on space and development land, e.g establish a Digital Academy/Hub for start-ups and micro-businesses, to engage with students and to act as a centre for cluster development activity.

Quality of life

- Increase private sector support for the arts in order to support a creative and vibrant cultural scene.
- Improve support for independent retailers and restaurants to support a thriving and diverse town centre.

Leveraging Success

We need to make sure that not only the businesses and residents of Peterborough know about all the great things happening in Peterborough, but letting the rest of the world know will:

- *help to attract exciting new businesses, creating new jobs and further boosting our economy;*
- *attract new talent and highly skilled workers to live and work in the city;*
- *raise our profile with the LEP, central government and the EU, enabling us to make the case for further investment in our great city.*

We need to continue the good work already started but develop this even more. For example, Peterborough is well-placed in the Smart City agenda, and we need to ensure that we make the most of that through all of the actions listed below.

Inward investment

- Develop robust, sector-based business-led propositions that define competitive advantage through sub-sector strengths. (Eco, Advanced Engineering and Manufacturing,
- Create a soft landing package for new investors.
- Maximise the use of business, cultural and academic links.
- Establish and enhance relations with neighbouring authorities and LEPs, as well as those with similar sectoral strengths and ambitions where appropriate, in order to present the strongest offer to potential investors.
- Establish and support a Peterborough Ambassadors network.
- Attend nationally and internationally significant promotional events and conferences e.g. MIPIM.

Talent attraction

- Create and execute campaigns with high profile businesses to encourage highly skilled residents to work for Peterborough organisations rather than out-commuting.
- Create and execute campaigns with high profile businesses to attract highly skilled graduates and workers to commute to, or move to, Peterborough.

Profile raising

- Promote Peterborough as a test bed location for new energy, transport and communication technologies and showcase projects via competition bids and pro-active engagement with the private sector and academic institutions.

- Promote Peterborough as a destination for nationally and internationally significant cultural and business events.
- Identify and bid for nationally and internationally significant sustainability awards.
- Promote Peterborough ambitions, projects and potential to the GCGP Enterprise Partnership and Government departments in order to secure greater investment into the City.

COLLABORATING FOR SUCCESS – THE PETERBOROUGH PLEDGE

Although delivery against this Action Plan will underpin Opportunity Peterborough's approach and business plan, it is vital that all partners collaborate to realise the city's vision. This will be through the work they do together and in their work itself. As such it is proposed that a 'Peterborough Pledge' (*working title*) is created and committed to by stakeholders from across the public, private and third sectors to support the delivery of this plan.

The activities of each stakeholder will differ depending on the nature of their operations, but their commitments will be based on a universal framework focusing on economic, environmental, and societal sustainability. In doing so each stakeholder will not only contribute to the creation of a vibrant, healthy and highly successful city but they will also gain directly by realising a range of benefits: e.g. efficiency savings; ensuring that their workforce enables them to compete internationally; making this city the sort of place that attracts and retains the best talent.

A suggested framework for the Pledge would be:

We, the Corporate Citizens of Peterborough, undertake to commit to the following:

- *Support the aims of the city Economic Action Plan and work collaboratively to maximise the opportunities of the city and support economic growth.*
- *Act as ambassadors for the city: engendering a positive perception of Peterborough locally, nationally and internationally.*
- *Have an awareness of environmental impacts and how reducing those will benefit not only their own organisation but the city as a whole.*
- *Support, practically, vocally or in kind, social, cultural and community initiatives in the city.*

Furthermore, we recognise that investing in environmentally friendly practices, committing to the development of our existing and future workforces and contributing to the social and cultural fabric of this city will deliver business benefits through increased efficiency, productivity and competitiveness. As such we undertake to identify and take advantage of opportunities to:

- *Reduce our environmental impact*
- *Support skills development in the city*
- *Support the cultural, charitable and voluntary organisations that benefit the city*

No single challenge in the city can be tackled in isolation. The benefits from economic growth support, and are supported by, our approaches to environmental resilience and sustainability, and how we seek to develop our communities. By supporting this Plan, we are registering our commitment to drive the city's economy and drive our success in all of these areas.

By identifying specific actions that will contribute towards these commitments whilst delivering business benefits to their own operations, organisations will be able to work with Opportunity

Appendix 1

Peterborough to identify partners, schemes and funding to enable them to deliver their goals. The sign-up process will provide an opportunity to conduct a diagnostic exercise with each signatory in order for Opportunity Peterborough to develop a programme of tailored support for them. This programme will therefore provide a robust and structured framework for Opportunity Peterborough's business engagement activity.

Some organisations will be able to integrate their commitments into their existing corporate social responsibility strategies and vice versa. For others their Pledge will provide the framework to implement something that is becoming an increasingly important part of an organisations overall strategy, something that not only delivers the benefits already outlined but also provides them with the ability to compete in an environment where ethical decisions not only drive consumer choice but also impact the supply chain decisions of existing and potential clients.

Such a scheme would help to instil a sense of collective responsibility to secure the future of the city through its economic growth, reduced environmental impacts and social enhancements.

NEXT STEPS

The initial draft of this Economic Action Plan was endorsed by Peterborough City Council's Sustainable Growth and Environment Capital Scrutiny Committee on 4th Sept 2014. It was also endorsed by the Opportunity Peterborough Board on 30th September 2014.

The Plan will inform the approaches of a range of partners, for example but not exhaustively, OP in the development of its 2015/16 business plan.

- | | |
|------------|---|
| Q4 2014/15 | Develop a finalised version of the Economic Action Plan.
Share the Economic Action Plan with key partners and businesses.
Attract endorsement from key partners and businesses (OP; PCC; CCP; PRC; UCP; Vivacity; Chamber of Commerce; leading businesses). |
| Q1 2015/16 | Establish sufficient endorsement and signatories from key partners and businesses to publicly launch Economic Action Plan.
Integrate Peterborough Pledge into mainstream of city. |

[NB: Q1 15/16 aims will only be achieved if there is sufficient interest and engagement with the approach. Should such support not be forthcoming, the EAP aims will still be relevant to the city, but the Pledge may not be pursued if unviable.]

OPPORTUNITY PETERBOROUGH

OVERVIEW 2014

Introduction

There were four key areas of activity for Opportunity Peterborough ('OP') over the 2014 calendar year:

Economic Development: providing support to existing local businesses; attracting new investment; providing economic intelligence.

Marketing: delivering business to business (B2B) marketing of the city, through editorial and profile-raising.

Skills: delivering an independent brokerage scheme for business and schools, to introduce and support both areas to come together to increase work-readiness among our young people.

Peterborough DNA: having led the bid to secure £3M from the Technology Strategy Board, OP, in close partnership with PCC and other agencies, has led the delivery of this transformative programme to drive innovation and integration in the city.

Economic Development

The bedrock of Peterborough's economy, and OP's approach to economic growth, is its existing local companies. Not only do they account for the greatest growth in terms of job creation, but they are vital to the circulation of money in the local economy. It is on this basis, that OP founded the 'Bondholder' scheme: an opportunity for local businesses to network both physically and virtually to drive new business opportunities. The scheme has been hugely successful with almost 2,000 bondholders representing just over 900 local businesses. Attendances at the Bondholder breakfast events are just under the 200 mark: an amazing turnout on a consistently regular basis.

Through the Bondholder events, newsletters and other events, OP is able to push out vital information and intelligence on a range of business issues: from funding opportunities, to business support mechanisms, and other business leads.

OP would never claim to be solely responsible for delivering the jobs growth that we have seen in the city: that is down to business strength and ability of the businesses that are here. It does, however, drive and support the economic confidence in the city, and acts as the broker and sign-poster for new initiatives, which underpin growth.

The same applies to new inward investment, where a significant number of companies have moved and set up in Peterborough: from GeoPost at Peterborough Gateway, through to the new build for Access Prepaid at Cygnet Park, and the continued investment in the restaurant and retail sector in the heart of the city. As with existing business, OP's involvement can vary in extent: from basic intelligence provision, to site identification, and introduction and brokerage.

OP has established genuine credibility for its support in economic development, and in the provision of intelligence. It regularly provides reports to the city council and other partners, to new investors and intermediaries. As well as important intelligence on the local economy, through its Bondholder

newsletter it can also share intelligence from national partners and organisations, such as HMRC and BIS.

Marketing

It has not been possible to develop and deliver major new marketing campaigns similar to the one in Kings Cross in 2011, but significant marketing collateral has been developed and disseminated at a range of events and conferences that have certainly put Peterborough on the map. It is clear that the awareness of the city is increasing (as manifest by the number of enquiries coming to the city either directly or through intermediaries).

OP has worked collaboratively with a range of partners in the public, private and third sectors, to ensure that there is a consistent message for Peterborough and a sharing of resource to ensure that marketing opportunities are maximised.

OP's websites are also proving extremely popular, for new and existing businesses seeking local economic and city intelligence, with over 10,000 users for the 3 months up to the end of November for example. These are a vital tool in engaging with new enquiries and attracting the investment to the city.

Skills

The Skills Service was established in Peterborough in 2011 to act as an independent broker between local schools and businesses. In 2014, the programme was rolled out to the whole of the north LEP area (Rutland, Peterborough, Fenland and Kings Lynn & West Norfolk), with funding being attracted from GCGP Enterprise Partnership. This is a mark of the success of the programme as a ground-breaker and thought-leader, which was also demonstrated by its recognition as a world award winner for youth employability at an event in Amsterdam.

For Peterborough, all the local schools have now signed up to the Skills Service and over 1100 business people have pledged their support. Some other headline figures for the Skills Service in 2014 include (up to end October): 191 businesses engaging with young people, accounting for 1112 business hours; 3834 young people in business engagements, representing 23,000 young people hours. These figures do not include the Careers Festival on the Embankment in the summer, which had over 100 businesses, and 2000 young people engaging.

This programme is now attracting national scrutiny and there is the potential to roll it out beyond the Peterborough and North LEP area.

Peterborough DNA

In 2013, OP, in conjunction with PCC, successfully led a bid to the Technology Strategy Board for an award of £3M on how the city can tackle things differently: integrating services and fostering innovation to drive economic growth, environment sustainability and quality of life enhancements. The programme has been a tremendous success, with the following highlights:

Brainwave: an online portal and complementary challenge fund to help businesses and citizens develop solutions for local challenges – with major new technologies now coming to light.

Smart Fengate: encouraging a collaborative business network in Fengate for shared economies on resources, energy and business operations, and supporting a test-bed environment for solutions.

Skills for Our Future: driving local skills aspirations, through embedding graduates in local businesses, supporting bursaries for masters courses, and engaging schools through the Children’s University and Smart Supper programme.

Living Data: establishing an open online data portal, a local, collaborative hackathon to design content for an interactive screen, and encouraging young people to engage with data through 25 weather stations located on school buildings across Peterborough.

Through this work Peterborough is developing a national and international profile, for its integrated and holistic approach to delivering a ‘smart city’. Key government organisations are keen to work with the Peterborough team, and it is also attracting the interest of academic institutions and other industry leaders. Crucially, it is also delivering tangible benefit to local companies and citizens, through new skills and business opportunities.

Conclusion

OP has been able to continue to drive the economic growth of the city – through its own activities but, absolutely crucially, through its partnerships with other organisations. Peterborough rode the recession relatively well and is now experiencing that wider upturn in the economy through the range and extent of enquiries coming to the city. It is vital that we continue to keep Peterborough’s profile high, and ensure that it is seen as the place to do business.

Steve Bowyer
Acting Chief Executive
Opportunity Peterborough
December 2014

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Peterborough Economic Snapshot December 2014

Peterborough is the UK's fastest growing city by population. It is the UK's first gigabit city. It has the fastest average commute speeds and the lowest emissions per vehicle in the country.

Section 1: Economy & Employment

1. Productivity (GVA/worker) in 2012 was £42,800 placing us 35th of 63 cities (Cities Outlook 2014),
2. According to Companies House 1,503 businesses were registered in 2013. In terms of survival rate, of the companies that started in 2012, Peterborough had a one-year survival rate (2012-2013) of 90.4%. This compares with a regional rate of 92.1% and a UK survival rate of 91.1% (ONS).
3. Peterborough has the highest job creation per expanding SME (Small Business Outlook 2014) with 9.2 jobs created per SME. It also has the second highest private sector jobs growth at 5.4% for 2011-2012, on the previous year figures (Cities Outlook 2014).
4. The city's JSA claimant count is down to 1.9% (Nov 2014), with 2,335 people claiming Job Seekers allowance. This is the lowest level since Q1 2002 and the figure is down 46% from Nov 2013 (NOMIS).

14.9% (17,980 people) of the city's working age population were claiming benefits of some sort in May 2014, down from 16.5% (19,870) in May 2013. Although this is higher than the current regional total claimant rate of 10.4% and the national rate of 12.9%, Peterborough's total claimant rate is decreasing over a third quicker than the national rate. This is due to our high levels of job creation and our rapidly increasing average weekly wage.

5. Economic inactivity in the city's working age population is at 20.4% (23,100 people) and includes students, those looking after the family/home, the long term sick and the retired. This figure is more comparable with the regional rate of 19.7% than with the national rate of 22.5%.

Of those who are economically inactive in Peterborough 26.4% say they would like a job compared with 25.2% of economically inactive people in the East of England and 24.9% of economically inactive people in Great Britain. This reflects the positive economic attitude that is also heard from Peterborough businesses.

6. Average weekly earnings in 2013 were £465 placing us 25th of 64 cities. However, the change in real wages, 2012-2013, in Peterborough was £23 per week, the second highest increase in the UK in real terms. Proportionately, Peterborough also had the 3rd highest increase on the previous year wage figure of +5% from 2012 to 2013 (Cities Outlook 2014).
7. Peterborough's House Price/Earnings Ratio in 2013 was 5.25 against a national rate of 6.72 (gov.uk). This means housing is more affordable in Peterborough, reducing the cost of living for Peterborough workers and ensuring that they can buy more house for their money. This also makes Peterborough an attractive place for new companies to invest.

Section 2: Skills

1. From 2011 to 2013 the percentage of Peterborough residents with NVQ4 qualifications has risen from 21.1% to 29.0%. This is a rise from 23,700 to 32,900 – an increase of 9,200 more people in the city with NVQ4 level qualifications. This is an increase of 37.4% in the number of residents with NVQ4 qualifications, compared to an increase of only 13.7% for the region and a 7% increase for the national picture (NOMIS).
2. In 2013, 56.2% of pupils achieved 5 GCSEs A* - C including English and Maths. This placed us 126th out of 152 authorities, up from 144th in 2012 (PCC website).
3. 11.4% of the population (12,800 people) were registered as having no formal qualifications in 2012 placing us 38th of 64 cities (Cities Outlook 2014). The latest NOMIS figures, which do not include a city-by-city ranking, indicate a slight increase in the population with no formal qualification from 11.4% (in 2012) to 12% for 2013 (13,700 people).

SUSTAINABLE GROWTH AND ENVIRONMENT CAPITAL SCRUTINY COMMITTEE	Agenda Item No. 6
13 JANUARY 2015	Public Report

Report of the Task and Finish Group to Review and Develop a Strategy for the Council's Farms Estate

Lead Officer(s) – Jonathan Lewis – Assistant Director – Education, Resources and Corporate Property

Contact Details – 01733 863912 / jonathan.lewis@peterborough.gov.uk

A DRAFT STRATEGY FOR THE COUNCIL'S FARMS ESTATE – FINAL REPORT OF THE TASK AND FINISH GROUP

1. PURPOSE

- 1.1 The purpose of this report is for the Committee to review the outcomes from the Task and Finish Group to Review and Develop a Strategy for the Council's Farms Estate and the proposed strategy it has developed. A number of meetings have been held and it is proposed to close the work of this group.

2. RECOMMENDATIONS

- 2.1 The committee are asked to:
- Note and comment on the activity of the Task and Finish Group over the last year.
 - Review and comment on the draft Strategy for the Retention and Development of the Farms Estate.
 - Comment and agree on the objectives of the draft Strategy and agree for the review and strategy to be taken forward to Cabinet.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

- 3.1 This report links to the delivery of sustainable growth through the effective management of the Farms Estate.

4. BACKGROUND

- 4.1 The Task and Finish Group to Review and Develop a Strategy for the Council's Farms Estate was established by the Sustainable Growth and Environment Capital Scrutiny Committee at its meeting on 20 January 2014. The purpose of the Group was to look at a range of matters affecting the future management of the Council's farms estate, to help inform and develop a long term strategy for the development of the estate.
- 4.2 The cross party Task and Finish group comprised of the following members:
- Councillor Judy Fox
 - Councillor Ed Murphy
 - Councillor David Harrington
 - Councillor David Over

Officers supporting the Task and Finish Group were:

- Jonathan Lewis, Assistant Director for Education, Resources and Corporate Property
- Jo Gresty, Farms Manager
- Dania Castagliuolo, Democratic Services Officer

4.3 **PROCESS AND METHODOLOGY USED FOR THE INVESTIGATION**

4.4 **Methodology**

- Research
- 1:1 interviews with key witnesses/technical specialists
- Information from special interest groups
- Consultation with tenant farmers
- Co-opted members from the Tenant Farmers Association Group
- Data from CIPFA
- An initial presentation on the background and history of the farms estate and a tour around the Councils Farms Estate

4.5 The work of the Group has been undertaken through the following activities:

- Attending facilitated meetings
- Observation through an initial visit to the farms estate
- Presentation on the background and history of the farms estate
- Direct contact with tenant farmers
- Consultation with tenant farmers
- Researching other local authorities strategies
- Exploring the educational aspect of farming

4.6 **Process**

4.7 The timetable of the events leading to the production of this report are set out below. The Group has met on 6 occasions. Meetings concentrated on developing the Strategy for the Retention and Development of the Farms Estate.

Meeting Date	Items discussed
29 April 2014	Purpose of the Group and Terms of Reference Methodology of the Review Identification of Key Witnesses Identification of Research and Background Information Required Agreed Timescales of Review Reporting timetable Frequency of Meetings and Dates
3 June 2014	Visit to the Farms Estate Meeting with Tenant Farmers
15 July 2014	Draft Farms Estate Strategy Terms of Reference
9 September 2014	Development of the Farms Estate Strategy
27 October 2014	Draft Strategy with an Outline of the Three and Ten Year Plan Discussion with Key Witnesses
2 December 2014	Update on the Draft Farms Estate Strategy

4.8 Key Witnesses / Expert Advisers interviewed:

A key part of the Group's work has been to undertake visits to the Farms Estate and discuss the strategy with tenant farmers. These have included:

- William and Margaret Cave (Eardely Grange Farm, Speechleys Drove)
- Jonathan Woodroffe (Eardely Grange Farm, Wrights Drove)
- Alan Skeels (Hurn Farm)
- John Harris (Lodge Farm, Thorney)

The Task and Finish Group would like to thank everybody who assisted them during the course of the investigation for their support and openness. This assistance was greatly appreciated.

- 4.9 The Peterborough Farms Estate was purchased by the Council approximately 100 years ago. It is a statutory smallholdings estate held by the Council under the provisions of the Agriculture Act 1970. Section 39 of the Act states;

"In the performance of their functions under this Part of this Act smallholding authorities, having regard to the general interest of agriculture and of good estate management, shall make it their general aim to provide opportunities for persons to be farmers on their own account".

- 4.10 Central government policy is to encourage all smallholdings authorities, such as Peterborough, to retain and develop their farms estates with the following aims:

- *To provide opportunities for new entrants into farming*
- *To provide examples of best practice*
- *To provide a positive link between the city and the surrounding rural land*
- *To support the local rural economy*

- 4.11 The most recent government report *The Importance of the County Farms Estate to the Rural Economy*, November 2008, made a number of key recommendations, including:

1. *Regional Economic Strategies should recognise the importance of the County Farm structure as a crucial entry point for new entrants to agriculture*
2. *Local authorities should take a longer-term view when considering sale of land to seek to maximise revenue for development whilst not undermining the principle objectives of the estates*
3. *Local authorities should develop the wider benefits of their holding with particular regard to renewable energy, local food, public access, education, employment and the broader rural economy*

- 4.12 The farms estate consists of a total land area of 1,217 hectares (3,007 acres) consisting of :-

- 15 equipped holdings (with house and buildings)
- 7 holdings with land and some buildings (no dwelling)
- 12 bare-land lettings (no buildings)

- 4.13 The estate is located in three areas of the city: Newborough, Thorney and Fengate. Newborough has by far the largest number of assets and accounts for nearly 90% of the estate by area.

- 4.14 The farm estate the council retains is a valued and important aspect of the work of the city council and the character of the authority. The council needs to protect these assets whilst maximising their financial benefit of these assets and enhancing the rural economy. There has not been a significant review of the farm estate for many years and at the meeting of the committee on the 20th January, it was proposed to establish a task and finish group to develop a formal strategy.

- 4.10 The agreed terms of reference for this group were to –

- Ensure that the profile of the farm estate is raised, both within the council and members

- but also to the public including the key role it has played for the City over a number of years going back to 1913.
- Develop a strategy for the farms estate and their use into the future
 - Consider options around realising maximum value from the estate, including financial, social and environmental returns. Financial considerations include options for sale, expansion, rental levels, alternative uses, attracting external funding or invest to save proposals.

5. KEY ISSUES

- 5.1 In developing a formal strategy for the farms estate, the group considered strongly the areas outlined in 4.1, 4.2 and 4.3 of this report – why we have ownership of the farm estate, what we want to achieve from this land holding and what are central governments expectations. The outcome of significant deliberation can be found in the draft farm strategy in appendix 1.
- 5.2 In the early stages, the group considered the potential outright sale of the farm estate. Whilst the estate does have a realisable value in its current configuration, its value could be enhanced in two ways –
1. Selling land which is in vacant possession is more value than land which has tenancy arrangements over it.
 2. The value of the asset would be enhanced through investment and review. The strategy makes provision for this.
- 5.3 In addition, the group felt the intangible benefits that came from the effective stewardship of the farms estate were significant and therefore this option was not considered any further at this time. However, the group still felt that, where appropriate, surplus land should be considered for disposal.
- 5.4 The strategy sets out principles for the management of the estate. A further document is being developed for a 10 year budget strategy for the farm estate which looks at how to maximise return sustainable, invest in the farm estate and delivering the strategy. It considers how to continue to create a revenue return to the council whilst ensuring competitive rents and investment in the estate including the development of assets which have not been maintained for many years. An early draft has been shared with the task and finish group. This document needs further refinement and internal agreement but helps operationalise the farm strategy.
- 5.5 The strategy will need to be reviewed in light of any proposals around use of the farm estate for energy production but has been written on the basis that the land at America's Farm is either available for farming or used for a different purpose. Given it is an isolated plot from the other estate, it does not have a material impact on the strategy.

6. IMPLICATIONS

- 6.1 Whilst the strategy establishes a framework for managing the farm estate, further work is required to develop the action plan that sits below these objectives. This action plan will have implications in terms of finance, legal and property considerations. Appropriate decision making processes will be undertaken and information will be shared with committees where requested and / or appropriate.

7. CONSULTATION

- 7.1 The Task and Finish group has consulted with the tenant farmers of the City Council in preparing the strategy and they have supported the strategy as outlined in Appendix 1.

8. NEXT STEPS

- 8.1 Providing the committee supports the proposed strategy, it is intended to take the strategy to Cabinet for approval for the next 5 year period. A more detailed action plan has been developed and this will be further developed now a strategy outlines the proposals for the farm estates. It

is proposed an annual report is brought to the committee on the farms estate.

9. BACKGROUND DOCUMENTS

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

9.1 None

10. APPENDICES

10.1 Appendix 1 – Draft Peterborough City Council Farm Strategy

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Draft Strategy for the Retention and Development of the Farms Estate

Draft Strategy – v0.2

Prepared by Sustainable Growth & Environment Capital Scrutiny Task and Finish Group (December 2014)

Councillor Judy Fox

Councillor Ed Murphy

Councillor David Harrington

Councillor David Over

Supporting Officers:

Jonathan Lewis, Assistant Director for Education, Resources and Corporate Property

Jo Gresty, Farms Manager

Dania Castagliuolo, Democratic Services Officer

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 - Food Strategy
- II Plans of Farms Estate
 - Land at Newborough
 - Land at Thorney
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Strategy for the Retention and Development of the Farms Estate

The overall strategy for the estate is to retain it as a viable land holding which will provide significant benefit to the people of Peterborough.

The strategy identifies the principle objectives of ownership and the methods by which the objectives may be achieved.

The estate is subject to many changing influences, many of which are beyond the Council's influence. The strategy is designed to give the Council the flexibility to react to changing financial, social and environmental circumstances.

The strategy will be supported by three yearly and ten yearly programs which will be updated annually. It is within these programs that the details of projects will be agreed by the Council.

1. Objectives for the Peterborough Farms Estate

OBJECTIVE 1 – Financial

- Promotion of viable farm enterprises
- Maintenance of rental and capital values of the estate
- Sale of property which is genuinely surplus to the operating requirements of the estate or which are not financially viable to retain

OBJECTIVE 2 – Agricultural

- Provide opportunities new farm businesses, new entrants into farming and opportunity for diverse farming related enterprises
- Encourage sustainable farming practices and businesses

OBJECTIVE 3 – Social & Environmental

- Provide opportunities for varied use, environmental and social benefit to the people of Peterborough.
- Where appropriate non-agricultural uses will be integrated with agricultural use

2. Implementation of Objectives

2.1 Financial

a) Investment –

- The estate has not had any significant investment in the repair and improvement of its fixed equipment (mainly houses, farm buildings and land drainage) since the 1970s.
- To maintain the rental and capital value of the estate as well as to provide the basis for viable farming businesses, the Council will undertake targeted investment in the repair and improvement of the estate.
- The Council will seek a sustainable financial return on the cost of investment.

b) Rental Values –

- Rents of let holdings will be reviewed regularly in accordance with the provisions of the relevant statutory provisions.
- When vacant holdings are relet, they will be advertised on the open market where appropriate. The amount of rent tendered by applicants will be a key factor to be

balanced against other material considerations, such as sustainability and non-financial benefits of the tender, in seeking best value for Peterborough.

c) Sustainable Businesses –

- Agricultural incomes are volatile, being highly dependent on factors outside the control of the individual farming business. The Council will seek to set rents for independent holdings at sustainable levels.
- When reletting on the open market, the Council will not be bound to accept the highest or any rent tendered if such amounts are likely to be unsustainable.
- Encourage diversification of businesses which are appropriate to the rural environment if they help support individual farm businesses and the wider rural economy.

d) Sustainability of the Estate –

- A balance will be sought between maximising immediate financial return and achieving indirect and non-financial benefits to Peterborough. To achieve a balance, account will be taken of the financial demands on the Council as the local authority.

e) Sales & Development –

- Property which is identified as surplus to the requirements of the sustainability of the estate shall be offered for sale on the open market.
- Property which is available for sale at a significant capital uplift, for example following the gaining of planning permission for development, will be sold on the open market or retained for re-letting at a viable financial return.

f) Acquisition of Land and Property –

- The estate will not be regarded as an unchangeable asset. The Council will consider purchase of agricultural property elsewhere in the district if that property would provide significant advantages to Peterborough. Where appropriate, acquisitions will be funded by sale of less strategically valuable parts of the existing estate.

2.2 Agricultural

a) New Tenants –

- In accordance with the responsibility placed on the Council by the Agriculture Act 1970, the Council will endeavour to provide opportunities for new entrants into agriculture.
- Consideration will be given to making available small part-time holdings and holding with and without fixed equipment. Provision of housing on the holding will not be necessary for all tenancies.
- All new tenants will be required to demonstrate a good standard of agricultural expertise and training. Whilst new entrants may not have extensive business management experience, a good understanding supported by appropriate academic qualification will be necessary. Further, new tenants will be required to demonstrate that they have adequate financial and practical resources to support their proposed business models.

- Proposals for mixed agricultural / commercial businesses which meet the Council's environmental and sustainability standards will be encouraged to provide economic diversity and strength.

b) Sustainable Farming –

- EU and UK government policy is to encourage environmentally sustainable practices. The Council will encourage tenants to enter into appropriate environmental stewardship schemes with a view to enhancing the landscape and wildlife habitat of the estate whilst maintaining a high level of agricultural output.
- When reletting land, proposals for innovative low environmental impact methods and systems shall be considered favourably if they help to support an economically and environmentally viable business.
- Conditions of tenancy concerning the management and use of land will be informed by statutory controls prevailing at the time. The growth of genetically modified crops will not be permitted without formal decision of the Council.

c) Sustainable Food Delivery –

- Market conditions do not always favour the sale of produce locally. However, favourable consideration shall be given to applicants for tenancies that include proposals for local food production and marketing.

2.3 Social & Environmental

The government recognises the social and environmental importance of county farms estates within the local and national context. The Peterborough Farms Estate potentially provides a valuable social, financial and environmental link between the urban and rural communities.

The farms estate is run on a relatively intensive basis supporting significantly more households than the equivalent area of privately let land. Encouragement will be given to business enterprises which provide employment opportunities for local residents or contribute to business in the city.

Environmental

a) Sense of Place -

There is scope to enhance the character and appearance of the estate through a planned program of tree and hedge planting. Whilst a Fenland Landscape, targeted planting could greatly enhance the landscape and improve habitat. A co-ordinated approach with other initiatives and bodies (e.g. the Woodland Trust and Peterborough Forest) should be explored.

b) Energy –

Energy efficiency and use of renewable energy products should be encouraged. Continuation of energy efficiency improvement measures to the housing stock is needed to bring the properties up to modern standards.

c) Habitat –

The soils of the estate are largely suitable for intensive, high output agriculture. This is generally considered good use of the land. There should be a presumption in favour of food and industrial crop production with habitat schemes directed to poorer quality land, both on the estate and elsewhere.

Social

Peterborough is growing fast and overall there is little social and financial exchange between the urban and rural areas of the district. Whilst Nene Park provides a major recreational link to the Nene Valley west of the city, its objectives are not necessarily the same as the Farms Estate's. The Farms Estate provides an opportunity for the Council to encourage better integration of the two communities, especially to the east of the city.

a) Education –

- Promote formal and informal education, including promotion of the profile of the estate through occasional newsletters and press releases.
- Encourage tenants to allow school visits, Open Farm Sunday etc.
- Provide information boards when carrying out projects visible to the public.
- Work with other Council departments to enable social and community work projects as appropriate.
- Work with the Regional College in the development of its rural based curriculum.

b) Social Inclusion –

- Ensure that all elements of the population of Peterborough are given the opportunity to tender for land to let.
- Peterborough is ethnically diverse and there is scope for development of specialist local growers to serve the local community.

c) Support of the Rural Community and Economy –

- The government recognises the importance of maintaining and developing a strong rural economy. The letting of the estate as small holdings results in intensity of use which supports more livelihoods per area of land than larger, less intensively run farming operations tend to.
- The Council will endeavour to let the majority of the land as small holdings whilst maintaining a balance with its financial aims and demands.

d) Retirement of Farm Tenants –

Not all of the Council's farm tenants are financially equipped to retire comfortably at 65. Many of the tenants hold retirement tenancies which enable the Council to terminate the tenancy after the tenant has reached the age of 65. The Council will adopt a retirement policy which will enable tenants to continue to farm for a limited period beyond 65 where the tenant continues to farm actively with a good standard of husbandry, where it does not compromise unduly the ability of the Council to make land available for new entrants into farming or the overall management objectives for the Estate. Each tenant's case will be assessed on its merits. To provide certainty for all parties, tenants who hold retirement tenancies and who wish to farm beyond 65 will be required to enter into a new fixed term agreement for the additional term.

e) Public Access –

- There is limited informal public access to the farms estate. Provision of permissive footpaths and bridleways where there is an identifiable need will be considered as and when necessary. The right to create new permissive access routes will be reserved in new tenancy agreements.
- The estate provides a long-term potential for recreational open space to the east of the city.

Appendix I - Background to the Peterborough Farms Estate

History

Nationally the County Farm Estates (CFE) is one of the major institutional landowners in England and Wales which has a long history. Peterborough has owned an agricultural estate for over 100 years.

In 1892 the Small Holdings Act was implemented in an attempt by parliament to counter the loss of farms to urbanisation and the over-concentration of land in the hands of large private estates by making land available to small farmers. This resulted in opportunities for the young who were tempted to leave the land for the attractions of urban life and helped to improve farming efficiency.

In 1908 the Small Holdings and Allotments Act imposed a statutory duty on councils to provide smallholdings for farmers where the “need existed”. By 1914 the national CFE had expanded to 80,600 hectares (199,000 acres), made up of some 14,908 holdings.

Peterborough acquired its first farm at Thorney from the Duke of Bedford under the provisions of the 1908 Act in 1910 with other land being acquired over the following 11 years. Today the national CFE extends to 96,206 ha (237,725 acres) with 2836 tenants, 20% more land than in 1914 but with only 20% of the tenancies.

The Agriculture Act 1970

The Agriculture Act 1970 (the Act) imposes statutory duties on all councils with farms estates. S39 of the Act states;

“In the performance of their functions under this Part of this Act smallholding authorities, having regard to the general interest of agriculture and of good estate management, shall make it their general aim to provide opportunities for persons to be farmers on their own account”.

This duty remains the fundamental force behind the CFE and up until the mid-1980s County Farms provided a valuable route for new entrants into agriculture. However, it has become progressively less easy for new entrants to establish themselves as farmers in their own right. The financial capital needed to farm is far greater than it used to be and declining profit margins of conventional farms, especially in the 1980s and 90s, means that the viability of small farms has become increasingly uncertain over the past thirty years. This trend has in part been reversed in recent years with worldwide shortages of agricultural commodities and demand for higher quality food in the developing world leading to higher food price, generally improving the viability of small farms.

In a response to the changing agricultural economy, many councils have departed from the provisions of the Act by selling land to release capital. In line with national trends, smaller farms have been amalgamated to form larger, potentially more profitable units. Significant parts of the Peterborough Estate were sold by Cambridgeshire County Council prior to establishment of the unitary authority in 1998. Most of the remaining holdings have had land added to make them larger. However, the farms remain small by national standards and few of the tenants rely on them for their sole source of income.

Nationally the average age of farmers is high (58) and there is considerable concern that shortly there will be a significant national skills shortage in the agricultural sector as well as an over-concentration of farming in the hands of a few, large agricultural companies. In many respects, this is a situation which is similar to the one which led to introduction of the Small Holdings Act in 1982.

Central government has recognised that local authorities are increasingly naturally urban in their character and outlook and that many have very limited links with the rural economy and society.

Current Central Government Policy

Central government policy is to encourage all the remaining small holdings authorities, such as Peterborough, to retain and develop their farms estates. In 2004 Lord Whitty wrote to all small holdings authorities to confirm the following stated aims:

- To provide opportunities for new entrants into farming*
- To provide examples of best practice*
- To provide a positive link between the city and the surrounding rural land*
- To support the local rural economy*

Whilst the Government has stated that it does not intend to legislate beyond the existing powers of the 1970 Act, in 2003 it wrote to all council chief executives emphasising their councils' statutory duties regarding the CFE.

In November 2008, the government's advisor Sir Donald Curry issued a paper entitled *The Importance of the County Farms Estate to the Rural Economy*.

The paper made a number of key recommendations, including:

1. *Regional Economic Strategies should recognise the importance of the County Farm structure as a crucial entry point for new entrants to agriculture*
2. *Local authorities should take a longer-term view when considering sale of land to seek to maximise revenue for development whilst not undermining the principle objectives of the estates*
3. *Local authorities should develop the wider benefits of their holding with particular regard to renewable energy, local food, public access, education, employment and the broader rural economy*

Food Strategy – Food 2030

In January the Government published its paper *Food Strategy – Food 2030*. The paper is in response to increasing concerns regarding national food security.

The paper states

“Our food security is ensured through strong UK agriculture and food sectors ...”

The County Farms are regarded as having significant potential to make a valuable contribution UK agriculture.

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SUSTAINABLE GROWTH AND ENVIRONMENT CAPITAL SCRUTINY COMMITTEE	Agenda Item No. 7
13 JANUARY 2015	Public Report

Report of the Executive Director of Resources

Contact Officer(s):

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BROWN BINS REVIEW

1 PURPOSE

- 1.1 To update the committee on the 2014-15 charged garden waste service.

2. RECOMMENDATIONS

- 2.1 The committee note the contents of the report and provide any feedback they have on the service.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

- 3.1 Charging for garden waste collections enables the council to continue offering the service in a time when the council is under acute financial pressure. Therefore it contributes towards creating the UK's environment capital along with national indicators NI192 (Household waste recycled and composted) and NI193 (Municipal waste land filled).

4. BACKGROUND

- 4.1 Full Council agreed as part of its budget deliberations in March 2014 to make the collection of garden waste a chargeable service. The service which was always discretionary became an opt-in, paid-for service from 27th May 2014.

It was possible to sign up for the service from 1st April. The annual fee for the service was £39. This was for an all year service, with monthly collections in the months of December and January.

A discounted fee of £36 was available until 20th May, as there was the option to pay by direct debit, to encourage early subscription.

Additional bins were available to purchase for £20.

Payment has been accepted on-line, by cash or cheque, and the facility to pay by direct debit was made available on a time-limited basis to help those residents wishing to pay in instalments.

A Peterborough specific offer for home composters has also been available, home composters delivered to your home for £14.99 as an alternative way of disposing of garden waste.

A further offer of a free bag of compost was available for collection from the Household Recycling Centre (HRC) this was made available to the first 1,000 residents who subscribed to the service.

Sign up for the 2014 -15 service closed on the 30th November 2014.

5. KEY ISSUES

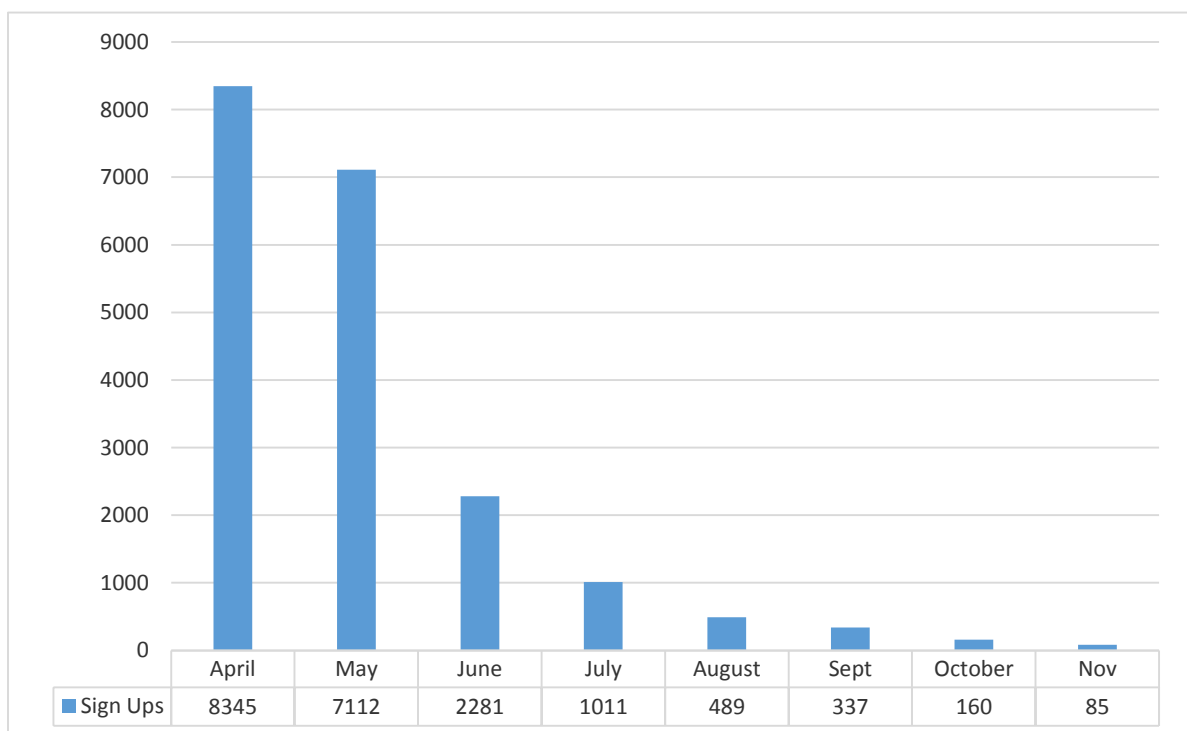
5.1 PARTICIPATION

As of the end of November 2014 there were:-

- 19,821 households signed up for the service;
- 1,398 requests for second bins to be provided

Before introduction of the paid garden waste collection service, 80% of households (around 63,000 properties) had access to a fortnightly collection of which 250 had a second brown bin collection. This equates to a possible maximum 62,750 brown bin “lifts” each fortnight. As at the end of 30 November 2014, 19,821 properties had subscribed to the service and 1650 of these (i.e. 250 existing + 1,398 new second bins) which equates to 21,469 brown bin “lifts” each fortnight. This represents a take up of the paid garden waste collection service of 34.21%, if we assume all eligible households participated in the previous scheme.

The graph below illustrates the trend of sign-ups to the service since 1st April 2014.



5.1.2 The following table shows how people have chosen to pay – debit / credit card, cash /cheque and by direct debit.

Debit / Credit Card	16003
Direct Debit	3141
Cash Office	677

5.1.3 The table below of the total sign up by round and area up to the end of November 2014.

Round	Areas	Numbers
Tues Blue	Werrington, Newborough, Peakirk, Glinton, Northborough, Maxey, Elton, Helpston	3704
Wed Blue	Millfield, New England, Central, Old Fletton	1274
Thu Blue	Dogsthorpe, Welland, Parnwell, Eastfield, Eastgate	2216
Fri Blue	Walton, Gunthorpe, Paston, Eye, Thorney	2472
Tue Red	Bretton, Bainton, Barnack, Ashton, Ufford, Southorpe, Sutton, Upton, Wansford, Thornhaugh, Wittering, Wothorpe	2436
Wed Red	Longthorpe, Ravensthorpe, Westwood, West Town, New Fletton, Woodston	2679
Thu Red	Ortons	2825
Fri Red	Hamptons, Stanground	2215
TOTAL		19821

5.2 The number of free bags of compost that were collected from the Household Recycling Centre by residents as of the end of November 2014 were 334.

The number of home composters purchased by residents as of the end of November 2014 were 568 (only 14 composters were sold the month prior to the reduced composters being introduced).

5.3 IMPACT ON WASTE ARISING AND FLY TIPPING

5.3.1 WASTE ARISING

The table below compares food waste, dry recycling, garden waste (kerbside and household recycling centre) and black bin waste for June – Oct 2013-14 against the same months in 2014-15 (June 2014 being the first full month of the charged garden waste collection).

It should be noted that at present there is only five months' worth of data and further analysis will be required when more information is available.

	Food			Recycling			Combined Garden Waste			Black Bin Landfill		
	2013-14	2014-15	Difference	2013-14	2014-15	Difference	2013-14	2014-15	Difference	2013-14	2014-15	Difference
June	375.5	288.14	-87.36	1075.04	1257	181.96	1780.04	1482.2	-297.84	2494.86	3035.87	541.01
July	361.6	315.8	-45.8	1404.4	1431.34	26.94	1766.64	1332.46	-434.18	2893.82	3473.99	580.17
August	393.6	299.84	-93.76	1279.08	1311.79	32.71	1879.18	1163.82	-715.36	2821.74	3165.32	343.58
Sept	352.4	275.22	-77.18	1217.78	1278.26	60.48	1578.18	1472.1	-106.08	2553.7	3068	514.3
Oct	371	331.84	-39.16	1463.7	1412.84	-50.86	1666.4	1154.94	-511.46	2960.22	3379.54	419.32
Total	1854.1	1510.84	-343.26	6440	6691.23	251.23	8670.44	6605.52	-2064.92	13724.3	16122.7	2398.38

The total of the four waste streams above combined in 2013 -14 was 30688.9 tonnes compared to 30930.3 tonnes in 2014-15 which is a difference of plus 241.43 tonnes.

Anecdotally it is understood that Cambridgeshire County Council have seen a 2 – 6% increase in waste from its constituent District Council's over the last year, this is across mixed garden and food combined and landfill waste.

The above table demonstrates that we have seen an increase in both residual waste (black bins) and recycling (green bins) during the period. This is partly due to the increase in population as well as the gradual improvement in peoples feeling of wellbeing with the improving economic conditions.

It also shows a drop in the Food Waste (Hungry Harry) service with an extra 343 tonnes of food going in the black bin that could have been diverted from landfill in the grey food caddies. This taken with the increase above would equate to around 480 tonnes of additional material in the black bin during this period.

Accepting that we would have seen this increase regardless of the implementation of the chargeable Garden Waste scheme then we can deduce that for the period of this report an additional 1,575 tonnes of garden waste have gone into the black bins. This has resulted in an extra £118,000 in treatment costs for the period.

Composition Analysis.

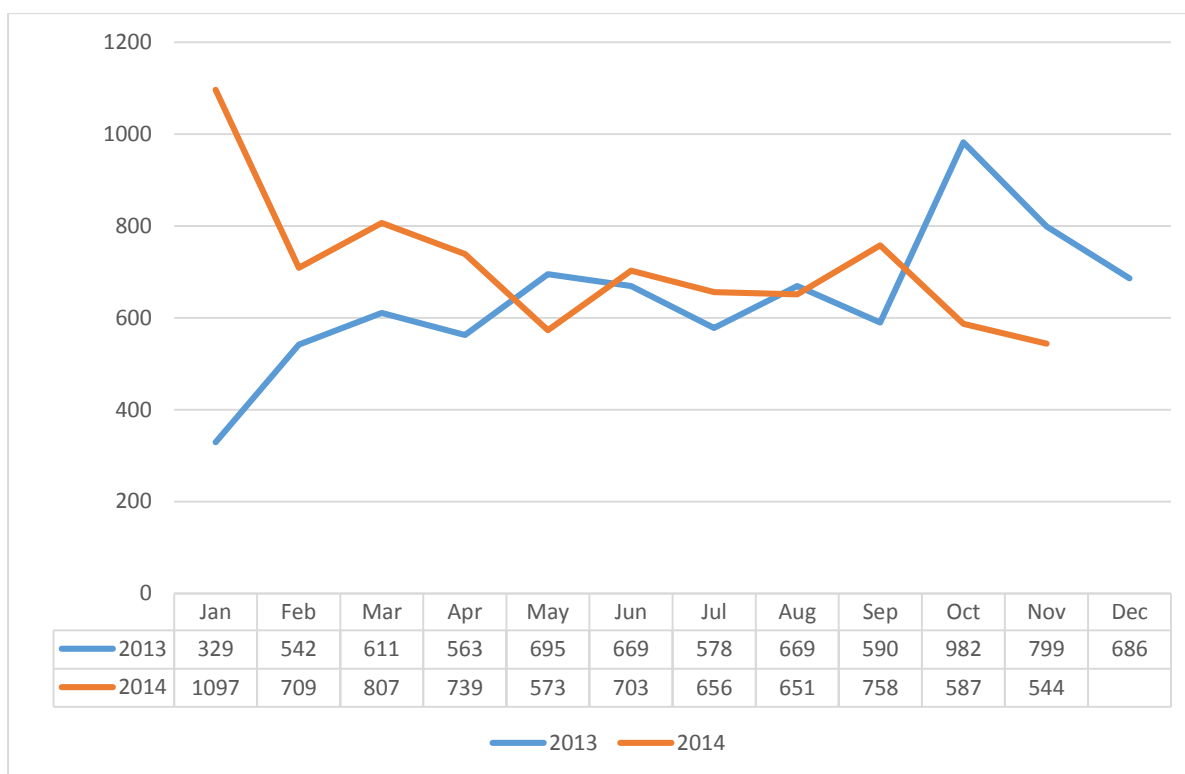
The Council recently commissioned an analysis by specialists on the composition of waste and recycling presented by a representative sample of 240 homes across a two weekly collection cycle. It should be noted that although representative of waste presented it is, by definition, a snapshot view of waste presented.

The headline findings of this study are as follows:

- Over 60% of the waste presented in the black bin could be removed and placed into containers already in use to collect recyclable and compostable wastes in Peterborough.
- Kitchen organic waste makes up 28.3% of the contents of the average black bin collected in Peterborough
- Garden organic wastes make up 17.3% of the contents of the average black bin collected in Peterborough
- If the Council and its partners Amey were able to improve the success of both the food waste scheme and the garden waste scheme so that half of the garden and food waste being put in the black bin were diverted then around £470,000 could be saved from the treatment budget.

5.3.2 FLY TIPPING

The table below provides a comparison of levels of fly tipping in 2013-14 compared to 2014-15



As can be seen above there has not been a major impact so far on the level of fly tipping since the introduction of the charged garden waste collection.

5.4 FINANCIAL IMPACT

5.4.1 As can be seen in the February 2014 Medium Term Financial Strategy the aim of removing the free garden waste scheme was to save £804,000, as such this amount was removed from the authority budget for 2014 /15 and the full saving has been realised.

5.4.2 Costs of Running the Scheme

Operational Costs	£521,184.87
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This covers the operational cost of the brown bin collection service.

Residual Waste impact	£150,000.00
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We recognised at the start of the scheme there would be some financial impact on the residual service as residents, disgruntled about and therefore reluctant to pay, used the black bin to dispose of relatively small quantities of garden waste. (There has always been some garden waste in the back bin).As such there was need to support the existing residual waste service due to increased tonnage, which meant on occasions extra vehicles and longer working hours have been required.

Admin Costs	£40,000.00
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This cost covers the Serco fee for operating the call Centre and Cash office function to allow residents to sign up via Cash, Cheque, Debit Card and Direct Debit.

Income from the Scheme

Income	£731,081
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Overall Financial Outcome

Net outcome	£19896.13
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5.5 Forward Look

5.5.1 It is clear that residents are still putting items in their residual waste stream (black bin) that could and should be recycled. This is backed by the composition analysis, with 60% going to landfill that could have been recycled.

5.5.2 We are currently (through phase one of the Clean and Green campaign) reminding and empowering residents of the need and how to use the correct waste streams at their disposal. We have sent out new bin hangers detailing the new recycling materials and also reminded residents of what they can recycle. There have been two road shows in the City Centre offering free food waste bags. Thought provoking posters have been displayed through the City Centre advising resident on the current costs to the authority of not doing the right thing and recycling effectively.

Phase two of the campaign will emphasise that the authority has enforcement powers at its disposal to require residents that persistently refuse to use appropriate receptacles for the right waste.

5.5.3 The analysis suggests that we need to ask the question – would it be appropriate, given the provision of the weekly food collection and fortnightly dry recycling bin, to move to prohibit the use of the black bin for organic and / or otherwise recyclable materials?

6. IMPLICATIONS

6.1 Ward / City Wide Impacts - the implications of introducing the charge for garden waste had a city wide impact and was not limited to a particular ward. Brown bins would now only be picked up from residents who had paid the subscription charge.

Legal – the council is not obliged to collect garden waste separately, therefore there were no legal implications.

Financial – see section 5

Corporate Priorities – see section 3

Environment Capital – see section 3

Discrimination and Equality – none see Equality Impact Assessment Ref: EIA-13-0039

Other

Crime and Disorder – none

Property – none

Procurement – none

Human Resources – none

ICT – none

7. CONSULTATION

7.1 3rd February 2014 Medium Term Financial Strategy

8. NEXT STEPS

8.1 The 2014 -15 charged garden waste service will continue until the 22nd May 2015 and then the 2015-16 service will commence.

Impact on levels of waste and fly tipping will continue to be monitored.

9. BACKGROUND DOCUMENTS

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

9.1 3rd February 2014 Medium Term Financial Strategy

Equality Impact Assessment Ref: EIA-13-0039

10. APPENDICES

None

SUSTAINABLE GROWTH AND ENVIRONMENT CAPITAL SCRUTINY COMMITTEE	Agenda Item No. 8
13 JANUARY 2015	Public Report

Report of the Director of Growth and Regeneration

Contact Officer(s) – Mark Speed Transport and Infrastructure Planning Manager
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LOCAL TRANSPORT PLAN PROGRAMME OF WORKS 2015/16

1. PURPOSE

- 1.1 The purpose of the report is to provide information regarding the Local Transport Plan Programme of Works 2015/16 to the Committee before being submitted to the Leader and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement.

2. RECOMMENDATIONS

- 2.1 To consider the proposed Local Transport Plan Programme of Works for 2015/16 and to comment on the programme prior to its submission to the Cabinet Member for Planning and Housing Services.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

- 3.1 The programme has a positive impact on the following Community Strategy objectives:
- Creating opportunities - tackling inequalities
 - Creating strong and supportive communities
 - Creating the UK's environment capital
 - Delivering substantial and truly sustainable growth

The Local Transport plan contributes to the following National Indicators:

- Principal road condition
- Non-Principal classified road condition
- Total killed and seriously injured
- Child killed and seriously injured
- Public transport patronage
- Accessibility Indicator -access to services
- Mode share for journeys to school
- Bus punctuality
- Congestion

4. BACKGROUND

- 4.1 The Department for Transport (DfT) calculates the block allocation for highways maintenance for each local authority using a need based formula. This is based on several factors including; total road length by classification and condition; the number of bridge structures and whether they require significant maintenance or strengthening; and the number of street lighting columns over 40 years old. The block funding for small integrated transport improvement schemes is also available for supporting development in less prosperous areas; improving road safety statistics; public transport patronage; traffic congestion; accessibility; and tackling pollution.

4.2 The Council expects to be awarded a total of £4,869K transport settlement for 2015/16 comprising of £1,407k Integrated Transport Block Grant and £3,462K Capital Maintenance Block Grant.

4.3 The Council is expected to continue to allocate additional funding (£1,489K) to support the maintenance of the highway network, which has been included in the transport funding allocation detailed in Table 1 below:

Table 1-Proposed Allocation of Funding

2015-16 Programme Categories	£k
Annex 1 LTP Integrated Transport Block	£1516
Annex 2 Highways Maintenance	£3376
Annex 3 Street Lighting Maintenance	£500
Annex 4 Bridge Maintenance	£966
Total	£6358

The Council budget for 2015/16 has not yet been agreed and it should be noted that the programme of works included in this document is an outline proposal. The number of schemes delivered will be adapted as further information regarding the funding available for the programme becomes clear. As with the development of this programme schemes will be added or deleted as required based on a clear “needs based” prioritisation basis.

5. KEY ISSUES

5.1 To consider the details of the indicative programme of works proposed to be carried out in 2015/16 for the following reasons:

Annex 3, street lighting maintenance programme, is required to replace old columns and, at the same time, provide benefit through saving on the Council’s energy payments as new low energy bulbs are also installed.

Annexes 2 and 4, Highway Maintenance Programme and Bridge Maintenance Programme, are undertaken on an assessment basis as the Council has a legal obligation under the Highways Act 1980 to maintain the public highway network in a safe and passable condition.

The Integrated Transport Plan block funding enhances the network for all forms of transport and is calculated following assessments, in addition to being aligned to the Council’s Local Sustainable Transport Fund programme.

5.2 The Council budget for 2015/16 has not yet been agreed and it should be noted that the programme of works included in this document is an outline proposal. The number of schemes delivered will be adapted as further information regarding the funding available for the programme becomes clear. As with the development of this programme schemes will be added or deleted as required based on a clear “needs based” prioritisation basis.

6. IMPLICATIONS

6.1 Failure to identify a timely programme of works could result in the Council being unable to deliver the 2015/16 LTP allocation in full. This may result in a reduced LTP allocation for subsequent financial years, impacting negatively on the authority’s highway network.

6.2 The legal implications of not approving the spend outlined in this document and the annexes may mean that the Council cannot meet the requirements of the Local Transport Plan 3. In addition it could also impact on the Council’s legal duty to inspect and maintain

the highway.

6.3 The legal and financial implications of approving the LTP Programme of Works 2015/16 are that the highway network can be maintained and improvements can be carried out using grant funding from DfT (Department for Transport), thereby meeting the statutory duty to maintain the highway.

6.4 The programme relates to the city as a whole and therefore the implications are city-wide.

7. CONSULTATION

7.1 The Long Term Transport Strategy 2011-2026 (LTTS) and Local Transport Plan 3 2011-2016 (LTP) was adopted by the Council on the 13 April 2011 following an extensive consultation with statutory consultees and a wide range of stakeholders. Appropriate consultation will be undertaken on individual schemes in the programme as required.

8. NEXT STEPS

8.1 The programme will be submitted to the Leader and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement for approval.

9. BACKGROUND DOCUMENTS

Peterborough Local Transport Plan 3 (2011- 2016)

<http://www.peterborough.gov.uk/ltp>

10. APPENDICES

- 10.1
- The 2015/16 Integrated Transport Programme (annex 1)
 - The 2015/16 Highway Maintenance Programme (annex 2)
 - The 2015/16 Street Lighting Maintenance Programme (annex 3)
 - The 2015/16 Bridge Maintenance Programme (annex 4)

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Annex 1 - Integrated Transport Programme 2015/2016

Draft Budget Head	Scheme	Description	Budget
Public Transport	Core Bus routes	139 Eastfield Road - Raised kerbs and shelter	£100,000
		Goodwin Walk adjacent The Pastures - Raised kerbs and shelter	
		Star Rd opposite Dickens St - Raised kerb and shelter	
		Star Rd adjacent Glenton St - Raised kerb and shelter	
		Star Rd adjacent Star Inn - Raised kerb and shelter	
		Hodgson Avenue adjacent Abbots Grove - Raised kerbs and shelter	
		Hodgson Avenue - opposite Hodgson Centre	
		Hodgson Avenue - opposite Somerville - Raised kerbs and shelter	
	Interchange and bus stop improvements	Vale Drive adjacent County Road - Raised kerbs and shelter	£60,000
		Westfield Road adjacent The Prison - Raised kerbs and shelter	
		Fengate 2nd Drove - Relocate shelter and raised kerbs	
	Real Time Passenger Information (RTPI)	Upgrade RTPi units to modern communication this may include upgrade of shelters to full RTPi compliance (City wide project). Installation of RTPi where appropriate to accompany improvements to stops undertaken as part of Core Bus routes and Interchange and bus stop improvements programmes.	£80,000
	Bus station capital improvements	Improvements at the bus station in line with the accessibility audit and LSTF works	£30,000
Total			£270,000
Walking and Cycling	Cycle Network	A number of cycling improvements in the LSTF focus area (Fengate, Newark, Eastfield, Welland and Parnwell) Bretton barrier removal Oundle Road rail bridge	£200,000
		Cycle Parking	Oakdale Avenue Orton Waterville Oundle Road outside Local shops Oundle Road opposite Woodston Cycles
	Walking infrastructure schemes	Eastfield Road Walk Friendly Route 14 and 15	£200,000
Total			£430,000
Intelligent Transport Systems (ITS)	Variable Message Signs (VMS)	City wide improvements - awaiting outcome of a report	£140,000
Total			£140,000
Network Management	Congestion "hot spot" treatment	City wide improvements - awaiting outcome of a report	£100,000
Total			£100,000
Local Safety Schemes	Safer Roads	Pedestrian phase added to traffic signals on junction of Eastfield Road and Padholme road Star Road Traffic calming/reallocation of pedestrian space Install Halo's on the zebra crossing near Aldi in Stanground Awaiting outcome of report for additional sites	£160,000
		Travel Security	Measures to address perceptions of personal safety issues in the LSTF focus area
	Safer Journeys To School (SJTS)	Improvements near the schools of the LSTF focus area: Bishop Creighton Academy, Abbotsmede Primary, St Thomas More RC Primary, Newark Hill Primary, Parnwell Primary, St John Fisher Secondary	£166,000
	Total		
Accessibility	Accessibility improvements	Improvements to the leisure and recreation destinations in the LSTF focus area St Peters Arcade	£50,000
	Mobility Improvements	Crescent Bridge steps	£40,000
	Dropped Kerb Programme	Bluebell Avenue Furze Ride Lavender Crescent Campion Road	£30,000
Rights of Way Improvement Plan (ROWIP) implementation		Various rights of way improvements across the authority area - Grimshaw Wood in Bretton.	£20,000
Innovative Travel		Electric vehicle charging posts at the rail station	£50,000
Business Grant Scheme		Match funding sustainable infrastructure for businesses in Fengate and city wide	£20,000
Recycled Bikes Scheme		Providing low income families with sustainable travel options through a Vivacity run scheme	£10,000
Total			£220,000
Total Integrated Transport Programme for 2015/2016			£1,516,000

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HIGHWAY MAINTENANCE PROGRAMME 2015/16

LTP £1,918k

Ward	Street	Estimated Cost	
Northborough	A15 Market Deeping Bypass (Maxey Rbt to County Bdy	Carriageway surface dressing treatment (139536sqm at approx £4.25/sqm plus 20% lines and studs)	£ 700,000.00
Glington	A15 Glington Bypass (Glington Rbt to Helpston Rbt)		
Stanground	A605 Whittlesey Road (Jct 68 to South St/Aldi Rbt)		
Stanground	A605 Whittlesey Rd (South St/Aldi Rbt to South St mini-Rbt)		
Orton Waterville	A605 Oundle Road (A1260 Nene P'way to A1139 Orton P'way		
Hampton	A15 London Road (Eagle Way to Clayburn Road)		
Stanground	Oakdale Avenue		
Stanground	Lawson Avenue		
Bretton	Bretton Way (Jct 51 to Jct 53)		
Ravensthorpe	Gresley Way (Jct 62 to Jct 63)		
Ravensthorpe	Hartwell Way (Brigstock Court to Cranford Drive Rbt)		
Park	Broadway (Huntly Grove to Eastfield Road)		
Werrington	Fulbridge Road (Goodwin Walk to Jct 22)		
Park	Dogsthorpe Road (Garton End Rd Rbt to Welland Rd Rbt)		
Werrington	Lincoln Road (Carron Drive to David's Lane)		
Southorpe	Sutton Heath Road (Quarry entrance to 30's north of village)		
Barnack	Walcot Road (School/Wittering Rd xrds to Walcot Hall)		
Helpston	King Street (West St jct to Helpston Rd jct)		
Maxey	Maxey Road (A15 Rbt to Maxey 30's)		
Maxey	High Street Maxey (King Street to Mill Rd xrds)		
Northborough	Deeping St James Road (N'boro 30's to Sutton Lane xrds		
Helpston	Heath Road (Helpston 30's to C40 Stamford Road)		
Thorney	New Cut (north of A47 Rbt to 2014 SD joint)		
Thornhaugh	A47 Leicester Road (Russell Hill to Home Farm access)	£ 135,000.00	
Werrington North	Goodwin Walk bus route (Fulbridge Rd to Long Pasture)	£ 288,000.00	
Dogsthorpe / East	A1139 Frank Perkins Parkway E/B & W/B	£ 100,000.00	
West	A1179 Longthorpe Parkway (Jct 33 to Jct 34)	£ 230,000.00	
West	A1260 Nene Parkway (Jct 33 to Jct 32)	£ 250,000.00	
Walton	Arundel Road (Dover Road east to Mounstevan Ave)	£ 195,000.00	
		£ -	
		£ -	
		£ -	
		£ 20,000.00	
		£ 1,918,000.00	

PCC Capital £578k

Ward	Street	Estimated Cost	
Dogsthorpe	Sycamore Avenue (cold mill old MA, treat joints)	Carriageway micro-asphalt surface treatment (9500sqm)	£ 240,000.00
Newborough	Hawthorn Close		
Newborough	Holly Close		
Newborough	Sergeants Close		
Central	Towler Street		
Central	Park Road (Fitzwilliam St to Church Walk)		
Central	Clarence Road (Occupation Rd to Searjeant St)		
Walton	Council Street		
Walton	Mildmay Road (Paston Lane to Willesden Ave)		
Ravensthorpe	Cottesmore Close		
West	Glamis Gardens		
Orton Waterville	Lady Lodge Drive (Oundle Road to Denmark Drive)		
Stanground Central	Coneygree Road (Anglian Close to Ellwood Avenue)		
Stanground East	Hemingford Crescent (entire length)		
Stanground East	Caldecote Close (entire length)		
Park	Broadway (Monument Street to Huntly Grove - west side)		
Werrington South	Ainsdale Drive (entire length)		
Werrington South	Foxley Close (entire length)		
Werrington South	Addington Way (entire length)		
Werrington South	Werrington Park Avenue (No 17 to end Ainsdale Drive)		
Werrington South	Hall Lane (The Green to Fenbridge Road)		
Werrington North	Foxcovert Road (Hall Lane to No 40)		
Werrington South	Fenbridge Road (entire length)		
Orton Waterville	Lynchwood/Wistow Way Cycleway		
		£ -	
Helpston	Woodland Lea	Resurface footway	£ 60,000.00
Newborough	Northam Close		£ 80,000.00
		Capital Gullies	£ 65,000.00
			£ 578,000.00

Footway Slab replacement Ring fenced £230k

Ward	Street	Estimated Cost	
Orton with Hampton	Malvern Road (Gunthorpe Rd to Hallfields Lane)	Footway slab replacement	£ 85,000.00
West	Ledbury Road (part)		£ 60,000.00
Werrington South	Gunthorpe Road (Part)		£ 70,000.00
Werrington South	Werrington Park Avenue		£ 15,000.00
			£ -
Consultant support			£ -
			£ 230,000.00

PCC revenue £650K

Parish	Street	Estimated Cost	
	Various	SMART	£ 330,000
	Various	Inspector defined schemes	£ 180,000
	Various	Crack sealing	£ 60,000
	Various	Safety fence retensioning	£ 30,000
Orton with Hampton	Shrewsbury Avenue (toward Jct 3a)	Resurface footway	£ 50,000
			£ -
			£ 650,000

Annex 3: Street Lighting Maintenance Programme 2015/16

Note: Please note that this programme is subject to budget approval and modification as schemes get developed.

Street	Details
Saxon Road Kingsley Road Normon Road Hexham Court Franklyn Cresent Princes Gardens Bedford Street St Marys Close All Saints Road Francis Gardens Tennyson Road Crown Street Rosemary Gardens Bristol Avenue Coventry Close Addington Way Wells Close Ely Close Amberly Slope Cissbury Ring Crester Drive Shepherds Close Spencer Avenue Romany Gardens Southfeilds Drive Shelton Road Winsor Drive Hemingford Cresent Caldecote Close Stallebrass Close Southfeilds Avenue Stukely Close Mary Walsham Close Haddon Close Manor Gradens Mount Pleasant North Street Thistle Drive	Column Replacement Estimated Costs as one Programme rather than Individual Schemes
Street Lighting Maintenance Programme Total	£500,000

Note: The number of schemes delivered from the proposed list will be dependent on individual scheme costs and final budget allocation. Schemes which are not delivered this financial year will be considered for the following years programme.

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Annex 4 - Bridges Programme 2015/2016

Description	Estimated Cost (£)
Parapet Safety Schemes	£30,000
Orton bridleway	£ 30,000.00
Bridge Strengthening Package	£331,000.00
Nene Bridge Bearings	£ 2,500.00
Fletton Parkway Railway strengthening	£ 50,000.00
Horseshoe bridge refurbishment / replacement	£ 72,000.00
Mill Rd Railway	£ 70,000.00
Baxters Bridge Culvert replacement	£ 44,500.00
South Drain Nunton Lodge refurbishment	£ 37,500.00
Guntons Rd Culvert strengthening	£ 54,500.00
Major Improvements Package	£208,000
Oxney Rd drainage shelves	£ 14,500.00
Bishops Rd bridge joint investigation	£ 11,000.00
Crescent bridge refurbishment package	£ 145,500.00
Ufford Rd Railway pointing etc PCC?	£ 22,000.00
Subway Improvements	£ 15,000.00
Footbridge Safety Schemes	£397,000
Oundle Rd footbridge painting	£ 77,500.00
South Street Footbridge replacement	£ 13,000.00
Westwood footbridge parapet replacements	£ 255,000.00
Westwood footbridge pier top concrete repair	£ 51,500.00
Total	£966,000

Note: The scope of work within the project may vary within the indicated budget such that the overall budget is not exceeded.

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SUSTAINABLE GROWTH AND ENVIRONMENT CAPITAL SCRUTINY COMMITTEE	Agenda Item No. 9
13 JANUARY 2015	Public Report

Report of the Executive Director of

Contact Officer(s) – Mark Speed

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REPORT ON THE IMPACT OF SUBSIDISED BUS SERVICE CUTS

1. PURPOSE

- 1.1 This report has been requested by the Sustainable Growth and Environment Capital Scrutiny Committee and outlines the impact of subsidised bus service cuts, following the changes implemented on 1st October 2013. It presents a comparison regarding certain key performance indicators (KPIs), and sets out potential further steps as part of an ongoing review process.

2. RECOMMENDATIONS

- 2.1 The Committee is asked to note the content of the report and make comments and observations they may have to the officer who will attend the meeting of the Committee on 13th January 2015.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

- 3.1 Passenger transport services contribute to three of the priorities in the Sustainable Community Strategy:
- Creating opportunities – tackling inequalities by improving access to health, skills, education as well as supporting vulnerable people
 - Creating the UK's environment capital by making Peterborough cleaner and greener as well as increasing the use of sustainable transport
 - Delivering substantial and truly sustainable growth by improving sustainable neighbourhood centres, increasing economic prosperity, building the sustainable infrastructure of the future and creating better places to live.

4. BACKGROUND

- 4.1 The majority of bus services in Peterborough are run on a commercial basis and therefore were not part of the changes to service that occurred on 1st October 2013, as a result of changes to the passenger transport subsidised services budget. This is because commercially run services receive no subsidy from the council.

The services that were subsidised by the Council up to 30th September 2013, and were part of the service review, were as follows:

- Local Link (all services)
- Stagecoach Voluntary Partnership Agreement (VPA)
 - Citi evening services from 20.30 Monday – Saturday and from 17.30 Sundays and Bank Holidays
 - Some daytime services on route 24
 - Sunday services on route 37
- Demand Responsive Services (Community Link, Rural Dial a Ride, Call Connect, Royal Voluntary Service)
- Luxecabs 342 (all services)

- Kimes / Centrebus 9 (some daytime services)

A budget reduction for passenger transport subsidised services from £1.1m to £600k was agreed at Full Council in March 2013.

The contracts for the Local Link services were due to end on the 31st March 2013, however they were extended to 30th September 2013 to allow a service review, (including equality impact assessments) to be undertaken to assess the best way forward with regards to changing the passenger transport subsidised services to meet the budgetary requirements.

An independent assessment and subsequent discussions with the previous service provider of the Local Link services led to the understanding that the cost to maintain those services could increase by up to £800,000. Overall this meant that it would have cost approximately £1.9m to subsidise all of the services outlined in section 4.2 of this report. A saving of £1.3m, in real terms, was therefore required to meet the budget for passenger transport subsidised services as set by the Full Council in March 2013.

As a result of the service review the following subsidises were withdrawn for services that operated in Peterborough:

- All subsidy, which funded some journeys on the Kimes / Centrebus 9
- All subsidy, which funded some journeys on Stagecoach 24 service during daytime
- All subsidy, which funded some journeys on Stagecoach 37 service on a Sunday
- Luxecabs 342
- All Local Link services

The result of these changes are outlined in the next section of this report, however the services that have now been subsidised means that everywhere in the city has access to either a demand responsive service, for which you need to ring up and book, or a timetabled service.

4.2 **Stagecoach 24, 37 and Kimes / Centrebus 9**

The Stagecoach 24, 37 and Kimes / Centrebus 9 services are currently running similar services as before the subsidy was withdrawn. There have been timetable changes on the 24 and 37 to reflect operating conditions, and Centrebus have withdrawn one later journey on the 9.

4.3 **Local Link and Luxecabs 342**

All Local Link routes ceased to operate on 1st October 2013. This included the Local Link 401, 401A, 404, 406, 407, 408, 410, 411 and 413.

The Luxecabs 342 service ceased operating on 1st October 2013. The 342 only operated once a week in Thorney and those residents continue to have both alternative timetabled and demand responsive services available to them.

There were no other reductions in services at this time or since.

The map showing the majority of the former Local Link routes is included in Appendix 1

4.4 **Demand Responsive Services in Rural Areas**

As a result of the review, subsidies for demand responsive services operating in the rural areas of Peterborough remained unchanged. The Call Connect and the Rural Dial-a-Ride service operate the same service provision as before the changes on 1st October 2013.

The only exception is that following customer feedback, Call Connect has been operating on

Sundays in November and December during 2013 and 2014 as special enhancements (the service operates Mondays to Saturdays).

4.5 **New service: Stagecoach 20**

Introduced on 1st October 2013 the Stagecoach 20, serves the following areas:

1. Fletton
2. Stanground
3. Serpentine Green
4. The Ortons

4.6 **New service: Stagecoach 21**

Introduced on 1st October 2013 the Stagecoach 21, serves the following areas:

1. Fengate
2. Newark
3. Parnwell
4. Dogsthorpe

4.7 **New service: Stagecoach 22**

Introduced on 1st October 2013 the Stagecoach 22, serves the following areas:

1. Maxey
2. Etton
3. Glinton
4. Peakirk
5. Milking Nook
6. Newborough
7. Werrington
8. Gunthorpe
9. Walton

A map showing the new 20, 21 and 22 routes is included in Appendix 2

5. **KEY ISSUES**

In order to provide a comparison between the former and current supported service, there are a number of key indicators that can be used to demonstrate the impact of the changes. Where comparisons are made, figures in relation to the costs that should have been incurred based on the level of service have been included, as the costs that were actually seen during the final year of operation of the Local Link service were below the operating cost level for the service, resulting in them being run at a loss, even after subsidy.

5.1 **Cost comparisons**

For the period between October 2012 and September 2013, the Local Link services cost £711.5k to support. This was for approximately 29,666 operating bus hours across a year and gave an effective cost to operate of £23.98 per bus hour and used 12 vehicles to operate.

However, during the review of supported bus services, it was found that Enterprise had been providing the service for less than the market value, and that they could not continue to do this.

The figure reported for operating for year, which included the Centrebus 413 contract, would have been £1.28 million for approximately 29,666 bus hours. The effective cost of operating should therefore have been £43.15 per bus hour and would still have used 12 vehicles to operate. This was excluding any inflationary increases that would be added to the figure.

For the period between October 2013 and September 2014, the Local Link replacement services, operated by Stagecoach as the 20, 21 and 22, has seen a reduction in cost to £222k for the year, for approximately 6,926 bus hours. The effective cost of operating is therefore approximately £32.05 per bus hour.

The tender submission provided by Stagecoach, the current operator of the 20, 21 and 22 service, was the lowest cost submission and represents the best value for money, as it equates to £32.05 per bus hour in comparison with the £43.15 per bus hour if Enterprise continued to provide services to the original service specification.

5.2 Passenger number comparisons

The former Local Link service carried approximately 347,000 passengers across all routes in the final year of operation.

The revised services carried approximately 81,000 passengers in the first year of operation.

Whilst the number carried has decreased significantly, so has the number of supported journeys.

Based on the correctly costed figure for the Enterprise services, the cost of the 347,000 passenger journeys effectively indicated a subsidy of £3.70 per journey undertaken.

This is in comparison with the 81,000 passenger journeys and an effective subsidy of £2.74 per journey undertaken following the introduction of the revised network in October 2013.

However, based on the number of people travelling and the bus operating hours, the figure has stayed very similar. Dividing the total number of passengers, by the total number of bus hours operated, in both cases gives approximately 11.71 passengers travelling per bus hour, if averaged out across all services.

During the full Supported Network Review conducted by Atkins during 2013, it was found that 24% of passengers were using the Local Link services as they had no alternative transport option (whether other bus or other mode of transport). Of the remaining 76%, 24% had other bus services available to use.

The revised network was designed strategically based on an Equality Impact Assessment (EqIA) as a stand-alone network, to best meet the social need requirement, not otherwise fulfilled by the Commercial network. Those residents who have difficulty accessing the revised passenger transport services, have access to the Community Link urban dial-a-ride service.

Presently there is little qualitative data available, however an on-bus survey to further consult and engage with passengers regarding usage of the supported services is planned for the early part of 2015.

The passenger figures are included in Appendix 3.

5.3 Concessionary Fares comparisons

The former Local Link services had approximately 191,000 journeys undertaken using Concessionary Passes. This means that approximately 54.9% of journeys were carried out using a Concessionary Pass.

The revised service had approximately 44,000 journeys undertaken using Concessionary Passes. This means that approximately 54.1% of journeys were carried out using a Concessionary Pass.

The ratio of fare paying passengers to concessionary pass holders has therefore remained fairly constant following the introduction of the revised service.

Whilst the number of Concessionary Pass passengers has declined by around 0.8%, this does not take into account the fact that the age at which residents become eligible for passes has been increasing:

In October 2012, anyone over the age of 61.2 years was eligible to receive their free bus pass.
In October 2013, anyone over the age of 61.7 years was eligible to receive their free bus pass.
In October 2014, anyone over the age of 62.2 years was eligible to receive their free bus pass.

The results suggest that access to the service by those under the age at which they are eligible to receive passes, or do not qualify for a pass on the basis of disability, remains important.

The Concessionary Fares figures are included in Appendix 3.

5.4 Complaints details

With regard to the decision to change the Local Link bus services, there was correspondence from over 60 individuals that have been recorded expressing concerns regarding this, and 4 petitions were received also. One petition resulted in a meeting being organised to discuss the issues raised.

Once the service commenced operation, there were 26 complaints about the service (not the change in service) were received over the year. 24 of these went directly to Stagecoach, with 2 being received by Peterborough City Council.

Service 20 – 9 complaints

Service 21 – 4 complaints

Service 22 – 13 complaints (of which 2 were received by the Council initially)

The Complaints details, showing types of complaint, are shown in Appendix 4.

5.5 Commercial Network comparisons

A major operator within the city has declared that the number of passenger journeys on its Peterborough network has increased between 2012/13 and 2013/14 by 400,000.

They have also commented that the number of journeys undertaken has increased by 50% since the creation of the Citi network in 2004.

This demonstrates that a year on year growth of approximately 4% and shows that Peterborough's commercial passenger transport network is experiencing growth rather than decline.

6. IMPLICATIONS

6.1 This report is providing Councillors with information on the current situation, and as a comparison to situation previously.

7. CONSULTATION

- 7.1 There has been no further, formal consultation since the decision to introduce the revised supported service. An on-bus survey to further consult and engage with passengers regarding usage of the supported services is planned for the early part of 2015.

8. NEXT STEPS

- 8.1 There are no further committees or Cabinet meetings planned at this stage to discuss subsidised bus services. Officers will continue to monitor the services as well as feedback from members and residents. An on-bus survey to further consult and engage with passengers regarding usage of the supported services is planned for the early part of 2015.

9. BACKGROUND DOCUMENTS

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

- 9.1
- Atkins – Peterborough Supported Bus Network Review (March 2013) – COMMERCIAL IN CONFIDENCE
 - Information provided from Enterprise / Amey and Stagecoach
 - DfT Guidance on Concessionary Fares

10. APPENDICES

- 10.1
- Appendix 1 – Local Link map (showing the majority of Local Link services)
 - Appendix 2 – Stagecoach in Peterborough Bus Network Map (from October 2013) showing the 20, 21 and 22 services in grey, in addition to other services.
 - Appendix 3 (i) – Passenger Numbers for Local Link Services
 - Appendix 3 (ii) – Passenger Numbers for Stagecoach 20, 21 and 22 services
 - Appendix 3 (iii) – Bus Hours comparison details
 - Appendix 3 (iv) – Passengers per Bus Hour
 - Appendix 4 – Complaints regarding the 20, 21 and 22 service since October 2014

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Appendix 1 – Local Link map (showing the majority of Local Link services)

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Appendix 3 (iii) – Bus Hours comparison details

Appendix 3 (iv) – Passengers per Bus Hour

Appendix 4 – Complaints regarding the 20, 21 and 22 service since October 2014

Appendix 1 – Local Link map (showing the majority of Local Link services)



Appendix 2 – Stagecoach in Peterborough Bus Network Map (from October 2013) showing the 20, 21 and 22 services in grey, in addition to other services.



Appendix 3 (i) – Passenger Numbers for Local Link Services

Local Link - All Passengers														
Route	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Total (1)	Total (2)
401	1010	1121	795	813	879	821	533	945	956	564	limited data	limited data	8437	10124
404	198	164	172	177	175	216	243	239	218	202	limited data	limited data	2004	2405
406	13918	13089	10140	12668	11643	12182	11544	11189	11273	11483	limited data	limited data	119129	142955
407	8917	8487	6299	7814	7271	8125	7293	7435	7184	8082	limited data	limited data	76907	92288
408	4791	4855	3640	4662	3810	4083	3019	3488	3299	3348	limited data	limited data	38995	46794
410	4415	4476	3081	4330	4167	4218	4271	4281	4159	4691	limited data	limited data	42089	50507
411	188	302	143	223	159	198	184	185	207	159	limited data	limited data	1948	2338
Total	33437	32494	24270	30687	28104	29843	27087	27762	27296	28529	0	0	289509	347411

Local Link - Concessionary Passengers														
Route	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Total (1)	Total (2)
401	97	115	80	130	48	53	25	93	72	32	limited data	limited data	745	894
404	122	101	91	92	76	123	122	135	115	111	limited data	limited data	1088	1306
406	9277	8626	6623	7762	7208	7869	7681	7511	7445	8089	limited data	limited data	78091	93709
407	4890	4843	3538	4224	3968	4357	4145	4337	4105	4582	limited data	limited data	42989	51587
408	2009	1780	1500	1584	1548	1502	1521	1476	1720	1837	limited data	limited data	16477	19772
410	1961	2144	1541	1945	1835	2010	1984	2059	1849	2136	limited data	limited data	19464	23357
411	41	48	17	8	17	18	25	14	18	18	limited data	limited data	224	269
Total	18397	17657	13390	15745	14700	15932	15503	15625	15324	16805	0	0	159078	190894

Total (1): Total of the 10 months of accurate data available (Oct 12 - Jul 13)

Total (2): Total for 12 months based on 10 months accurate data [Total(1)/10 x 12]

Enterprise / Amey experienced issues with their ticketing system during August and September 2013 and therefore the data available is inaccurate and considerably below the actual numbers of passengers carried. This data has therefore been extracted as anomalous, and a multiplication factor applied to the data available for the first 10 months of the period under examination.

Appendix 3 (ii) – Passenger Numbers for Stagecoach 20, 21 and 22 services

Route 20													
Ticket Type	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Total
Adult single	346	377	358	344	310	400	317	324	346	323	270	326	4041
Child Single	132	114	113	91	76	128	95	93	94	65	73	101	1175
Adult Day	520	458	354	387	309	312	273	365	364	409	429	335	4515
Adult Week	385	303	291	313	398	399	231	367	376	400	313	316	4092
Adult month/4 week	53	65	39	69	61	107	76	98	84	79	54	51	836
Concession free pass	1660	1629	1413	1490	1410	1508	1397	1431	1414	1493	1354	1299	17498
Family Day	27	54	36	63	27	27	18	36	18	27	108	27	468
Annul	-13	-6	-8	-5	-1	-9	-5	-1	-5	-5	-1	-5	-64
Total	3110	2994	2596	2752	2590	2872	2402	2713	2691	2791	2600	2450	32561

Route 21													
Ticket Type	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Total
Adult single	152	127	99	102	109	145	118	142	125	154	99	96	1468
Child Single	15	13	15	4	9	8	5	5	16	18	19	6	133
Adult Day	85	94	42	62	101	114	88	81	94	133	107	87	1088
Adult Week	121	171	86	84	37	141	192	156	204	184	165	271	1812
Adult month/4 week	87	82	42	57	34	57	46	44	74	69	60	58	710
Concession free pass	601	577	450	503	518	560	474	512	480	473	490	545	6183
Family Day	0	0	0	0	18	0	9	0	0	0	0	0	27
Annul	-1	-1	0	-1	-3	0	-1	-3	-2	0	-2	0	-14
Total	1060	1063	734	811	823	1025	931	937	991	1031	938	1063	11407

Route 22													
Ticket Type	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Total
Adult single	225	236	222	209	171	215	180	241	232	277	248	244	2700
Adult return	46	46	42	54	28	52	44	30	26	62	50	80	560
Child Single	60	43	54	66	46	51	21	35	51	56	59	78	620
Child Return	8	0	38	0	6	8	16	20	8	34	14	14	166
Adult Day	300	254	302	218	302	276	211	263	292	302	283	346	3349
Adult Week	500	847	573	638	685	758	408	372	631	458	313	706	6889
Adult month/4 week	88	215	161	273	220	293	219	275	211	185	144	216	2500
Concession Day	0	0	0	0	0	0	0	0	0	0	0	0	0
Concession free pass	1965	1808	1660	1720	1485	1697	1491	1629	1639	1704	1588	1802	20188
Family Day	27	9	0	0	27	0	18	9	9	9	108	18	234
Annul	-2	-3	-8	-7	-4	-2	-3	-6	-3	-12	-10	-3	-63
Total	3217	3455	3044	3171	2966	3348	2605	2868	3096	3075	2797	3501	37143

	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Total
Concessionary Total	4226	4014	3523	3713	3413	3765	3362	3572	3533	3670	3432	3646	43869
Total	7387	7512	6374	6734	6379	7245	5938	6518	6778	6897	6335	7014	81111

Appendix 3 (iii) – Bus Hours comparison details

Weekly Bus Hours figures and annual hours, taking into account bank holidays

	Mon - Sat	Sunday	Weekly Hours	Annual Bus Hours
Local Link	575.00	10.25	585.25	29666.33
20, 21, 22	136.70	0.00	136.70	6926.13

Appendix 3 (iv) – Passengers per Bus Hour

Based on the Annual Bus Hours and Annual Passenger figures given in 3 (i) and 3 (ii), the number of passengers per bus hour can be calculated.

	Annual Bus Hours	Annual Passengers	Passengers per Bus Hour
Local Link	29666.33	347411	11.71
20, 21, 22	6926.13	81111	11.71

Appendix 4 – Complaints regarding the 20, 21 and 22 service since October 2014

Breakdown of complaints by route and category.

These complaints were those specifically about the 20, 21 and 22, not the fact that the service had changed.

	Svc 20	Svc 21	Svc 22	TOTAL
Staff related – Staff Attitude / Behaviour	5	3	4	12
Service related – Punctuality / Reliability	2	1	3	6
Service related – Fares	1	0	2	3
Service related – Timetable	0	0	2	2
Vehicle related – Vehicle issues	1	0	2	3
Other	0	0	0	0
TOTAL	9	4	13	26

SUSTAINABLE GROWTH AND ENVIRONMENT CAPITAL SCRUTINY COMMITTEE	Agenda Item No. 10
13 JANUARY 2015	Public Report

Report of the Director of Governance

Report Author – Paulina Ford, Senior Governance Officer, Scrutiny

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

FORWARD PLAN OF EXECUTIVE DECISIONS

1. PURPOSE

- 1.1 This is a regular report to the Sustainable Growth and Environment Capital Scrutiny Committee outlining the content of the Forward Plan of Executive 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 Executive Decisions is attached at Appendix 1. The Forward Plan contains those Executive decisions, which the Leader of the Council believes that the Cabinet or individual Cabinet Member(s) can take and any new Executive decisions to be taken after 23 January 2015.
- 3.2 The information in the Forward Plan of Executive Decisions provides the Committee with the opportunity of considering whether it wishes to seek to influence any of these Executive decisions, or to request further information.
- 3.3 If the Committee wished to examine any of the Executive 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 Executive 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 Executive Decisions

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PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS

PUBLISHED: 23 DECEMBER 2014

FORWARD PLAN

PART 1 – 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 in **Part 1**. 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, this too is shown against the decision and its members are as listed below:
Cllr Cereste (Leader); Cllr Elsey; Cllr Fitzgerald; Cllr Hiller, Cllr Holdich (Deputy Leader); Cllr North; Cllr Seaton; Cllr Serluca and Cllr Scott.

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 to reflect new key-decisions. 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 Gemma George, Senior Governance Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388039). Alternatively, you can submit your views via e-mail to gemma.george@peterborough.gov.uk or by telephone on 01733 452268.

PART 2 – NOTICE OF INTENTION TO TAKE DECISION IN PRIVATE

Whilst the majority of the Executive's business at the Cabinet 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, notice will be given within **Part 2** of this document, 'notice of intention to hold meeting in private'. A further formal notice of the intention to hold the meeting, or part of it, in private, will also 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).

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

For complete transparency relating to the work of the Executive, this Plan also includes an overview of non-key decisions to be taken by the Cabinet or individual Cabinet Members, these decisions are listed at **Part 3** and will be updated on a weekly basis.

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 Gemma George, Senior Governance Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388038), e-mail to gemma.george@peterborough.gov.uk or by telephone on 01733 452268. 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.

PART 1 – FORWARD PLAN OF KEY DECISIONS

KEY DECISIONS FROM 23 JANUARY 2015

<i>KEY DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i>
PREVIOUSLY ADVERTISED DECISIONS						
<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. For Cabinet to consider future options for service delivery.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>January 2015</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 documents other than the report and relevant appendices to be published.</p>
<p>Sale of Greenwood House - KEY/21MAR14/02 Delivery of the Council's Capital Receipt Programme through the sale of Greenwood House, South Parade.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>January 2015</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Simon Webber Capital Projects Officer Tel: 01733 384545 simon.webber@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
<p>Sale of the Herlington Centre - KEY/21MAR14/03 Delivery of the Council's capital receipts programme through the sale of the Herlington Centre, Orton Malborne.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>January 2015</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Simon Webber Capital Projects Officer Tel: 01733 384545 simon.webber@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Peterborough City Council Customer Strategy 2014 - KEY/21MAR14/06 To approve the Customer Strategy. The vision is to provide a range of high-quality services whilst maximising customer satisfaction and delivering these services through different channels at the lowest reasonable cost, whilst also reducing or diverting demand.</p>	<p>Cabinet</p>	<p>February 2015</p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Relevant internal and external stakeholders.</p>	<p>Adrian Chapman Assistant Director for Communities and Targeted Services Tel: 01733 863887 Adrian.chapman@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Formalise Integrated Community Equipment Service Funding and Commissioning Arrangements - KEY/18APR14/01 To formalise integrated community equipment service joint funding arrangements.</p>	<p>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</p>	<p>January 2015</p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders.</p>	<p>Nick Blake Head of Commissioning for Older People, Physical Disabilities and Sensory Impairment Tel: 01733 452406 nick.blake@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
Award of Contract for Build of a Waste Transfer Station - KEY/18APR14/02 To award a contract for the build of a waste transfer station.	Councillor Gavin Elsey Cabinet Member for Street Scene, Waste Management and Communications	January 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Paul Robertson Waste Project Officer Tel: 01733 864740 paul.robertson@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Award of Contract for Build of a Household Recycling Centre - KEY/18APR14/03 To award a contract for the build of a household recycling centre.	Councillor Gavin Elsey Cabinet Member for Street Scene, Waste Management and Communications	January 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Paul Robertson Waste Project Officer Tel: 01733 864740 paul.robertson@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Print Managed Services - KEY/13JUN14/01 To enable Council officers to be able to print, copy and scan.	Councillor David Seaton Cabinet Member for Resources	January 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Ricky Fuller Head of Strategic Commissioning/Transformation Tel: 01733 452482 ricky.fuller@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
New Model for Transforming Day Opportunities for Adults Under 65 - KEY/25AUG14/02 To approve the proposed model for implementation.	Cabinet	15 December 2014	Scrutiny Commission for Health Issues	Relevant internal and external stakeholders.	Mubarak Darbar Head of Commissioning Learning Disabilities Tel: 01733 452509 mubarak.darbar@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
Southfields Primary School Expansion - KEY/05SEP14/01 To authorise the construction of an extension to accommodate the expansion of Southfields Primary School.	Councillor John Holdich Cabinet Member for Education, Skills and University	January 2015	Creating Opportunities and Tackling Inequalities	Relevant internal and external stakeholders.	Emma Everitt Project Support Officer Tel: 01733 863660 emma.everitt@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Fit to Rent Scheme – KEY/17OCT14/01 To improve standards and management of properties in the private rented sector.	Cabinet	January 2015	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders	Belinda Child Housing Strategic Manager Tel: 01733 863769 Belinda.child@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Sale of Former London Road Allotments – KEY/17OCT14/03 To authorise the negotiation and conclusion of the sale of the former London Road Allotments, Peterborough.	Councillor David Seaton Cabinet Member for Resources	January 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders	David Gray Capital Projects Officer Tel: 01733 384531 David.gray@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
Future of Solar and Wind Projects – KEY/14NOV14/01 To approve the cessation of the solar/wind projects at Newborough Farm and Morris Fen and to consider the way forward in respect of America Farm.	Cabinet	January 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	John Harrison Executive Director Resources Tel: 01733 452520 John.harrison@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Residential Care – KEY14/19NOV14/01 To authorise the Director of Adult Social Care to make residential placements.	Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care	January 2015	Strong and Supportive Communities	Relevant internal and external stakeholders	Rob Henchy Commissioning Manager Tel: 01733 452429 Rob.henchy@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Budget Proposals – KEY/28NOV14/01 To recommend the first tranche of budget proposals to Council.	Cabinet	15 December 2014	Sustainable Growth and Environment Capital	Relevant Internal and External Stakeholders	Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.pilsworth@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Extra Care Housing – KEY/12DEC14/02 To approve the award of contracts to provide personal care and support at five extra care schemes.	Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care	March 2015	Scrutiny Commission for Health Issues	Residents and carers, housing providers, care providers and relevant internal departments.	Nick Blake Head of Commissioning Tel: 01733 452486 Nickolas.blake@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHOR	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
Advocacy Services – KEY/12DEC14/03 To approve the award of contract for the adult social care advocacy services.	Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care	March 2015	Scrutiny Commission for Health Issues	People utilising the services, partnership boards and relevant internal departments.	Nick Blake Head of Commissioning Tel: 01733 452486 Nickolas.blake@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Hampton Gardens Secondary School – KEY/12DEC14/04 To approve the award of the contract for the design and build of the school.	Councillor John Holdich Cabinet Member for Education, Skills and University	June 2015	Creating Opportunities and Tackling Inequalities	Relevant internal and external stakeholders.	Emma Everitt Project Officer (Schools Infrastructure) Tel: 01733 863660 Emma.everitt@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Installation of Solar Panels on Roof Tops To consider and approve a Roof Top Solar PV Scheme on non-Council premises.	Cabinet	15 December 2014	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders	Andy Cox Projects and Programme Manager Tel: 01733 452465	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Council Server Estate - KEY/26DEC14/01 To approve the move of on-site Council servers to an off-site provider.	Councillor David Seaton Cabinet Member for Resources	January 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Richard Godfrey ICT Strategy, Infrastructure and Programmes Manager Tel: 01733 317989 richard.godfrey@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHOR	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
<p>Nene Park Academy – KEY/06JAN15/01 Novation of the Design and Build Contract from PCC to Cambridge Meridian Academies Trust (CMAT).</p>	<p>Councillor John Holdich Cabinet Member for Education, Skills and University</p>	<p>January 2015</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders.</p>	<p>Brian Howard Head of Schools Infrastructure Tel: 01733 863976 Brian.howard@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Libraries Future Model Proposals – KEY/06JAN15/02 For Cabinet to consider the proposed future model and to agree second round of consultation.</p>	<p>Cabinet</p>	<p>January 2015</p>	<p>Strong and Supportive</p>	<p>Relevant internal and external stakeholders.</p>	<p>Paul Stevenette Programme Manager Tel: 01733 452475 Paul.stevenette@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Turning Point Extension Contract – KEY/06JAN15/03 To approve the supported living contract that permits for another one year extension for 2015/16.</p>	<p>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</p>	<p>April 2015</p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders.</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 documents other than the report and relevant appendices to be published.</p>
<p>S75 Learning Disabilities (Renew with CPCCG) – KEY/06JAN15/04 To approve the new S75 agreement.</p>	<p>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</p>	<p>April 2015</p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders.</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 documents other than the report and relevant appendices to be published.</p>

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
Day Opportunities Under 65 Transformation (In House) – KEY/06JAN15/05 To approve proposals following consultation.	Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care	March 2015	Scrutiny Commission for Health Issues	Relevant internal and external stakeholders.	Mubarak Darbar Head of Commissioning Learning Disabilities Tel: 01733 452509 Mubarak.darbar@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Day Opportunities Under 65 Tender (Independent) – KEY/06JAN15/06 To approve the tender for the services.	Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care	August 2015	Scrutiny Commission for Health Issues	Relevant internal and external stakeholders.	Mubarak Darbar Head of Commissioning Learning Disabilities Tel: 01733 452509 Mubarak.darbar@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
West Town Primary School - KEY/06JAN15/07 To authorise payment of the Council's contribution to the rebuild of West Town Primary School under the Priority Schools Building Programme.	Councillor John Holdich Cabinet Member for Education, Skills and University	January 2015	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders.	Alison Chambers Principal Assets Officer (Schools) Tel: 01733 863975 Alison.chambers@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Council Tax Support Scheme – KEY/06JAN15/08 To recommend the scheme to Council.	Cabinet	19 January 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.pilsworth@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
Council Tax and NNDR – KEY/06JAN15/09 To agree the calculation of the Council Tax base for 2015/16.	Cabinet	19 January 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.pilsworth@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Medium Term Financial Strategy 2015-2025 (Jan) – KEY/06JAN15/10 To release the MTFs including the second tranche of budget proposals for consultation.	Cabinet	19 January 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.pilsworth@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Medium Term Financial Strategy 2015-2025 (Feb) – KEY/06JAN15/11 To recommend the MTFs including the second tranche of budget proposals to Council.	Cabinet	23 February 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.pilsworth@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Junction 17 – 2, Fletton Parkway Widening, Contamination and Drainage Issues – KEY/06JAN15/12 Approval to reassign some funding from existing transport project budgets to the Fletton Parkway Junction 17 to 2 scheme.	Councillor Peter Hiller Cabinet Member for Planning and Housing Services	January 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Mark Speed Transport Planning Team Manager Tel: 01733 317471 Mark.speed@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<i>KEY DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i>
<p>Peterborough Visitor Economy Strategy 2015-2020 (Draft) – KEY/06JAN15/13 To approve the strategy and recommend that Council adopt as a major policy document.</p>	Cabinet	19 January 2015	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders.	Douglas Gyte Strategic Tourism Manager Tel: 01733 453490 Douglas.gyte@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>Creation of a Peterborough Domestic Energy Supply Tariff – KEY/16JAN15/01 Strategic partnership agreement and tariff agreement between and the Council and an energy supply company.</p>	Cabinet	19 January 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Andy Cox Projects and Programme Manager Tel: 01733 452465 Andy.cox@peterborough.gov.uk	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>The decision will contain an exempt annex for consideration by the Cabinet Member.</p>

<i>KEY DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i>
<p>Strategic Partnership Between Peterborough City Council and AVIC International Corporation (UK) Ltd – KEY/16JAN15/02</p> <p>To enter into a memorandum of understanding regarding a Strategic Partnership Arrangement between Peterborough City Council and AVIC International Corporation (UK) Ltd.</p> <p>To authorise the Executive Director, Resources to enter into a partnership in support of the creation of a smart city.</p>	Cabinet	19 January 2015	Sustainable Growth and Environment Capital	Internal only.	John Harrison Executive Director, Resources Tel: 01733 452520 John.harrison@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

PART 2 – NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE

KEY DECISIONS TO BE TAKEN IN PRIVATE

<i>KEY DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i>
NONE AT THE CURRENT TIME						

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

NON-KEY DECISIONS

<i>DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i>
<p>Peterborough Community Infrastructure Levy Charging Schedule For Cabinet to approve the Community Infrastructure Levy Charging Schedule and recommend its adoption by Council.</p>	Cabinet	April 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Brendan Troy Principal Infrastructure & Monitoring Officer Tel: 01733 863773 Brendan.troy@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>Developer Contributions Supplementary Planning Document (SPD) For Cabinet to approve the supplementary planning document.</p>	Cabinet	April 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Brendan Troy Principal Infrastructure & Monitoring Officer Tel: 01733 863773 Brendan.troy@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>Coroner Shared Service with Cambs County Council To approve a shared service between Peterborough and Cambs County Council Coroner's Service.</p>	Councillor Gavin Elsey Cabinet Member for Street Scene, Waste Management and Communications	January 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Kim Sawyer Director of Governance Tel: 01733 452361 Kim.sawyer@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<i>DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i>
<p>Introduction of a Respite Care Policy for Adults To approve the introduction of a respite policy for adults who are eligible for social care services.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>January 2015</p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Relevant internal and external stakeholders</p>	<p>Kim Sawyer Director of Governance Tel: 01733 452361 Kim.sawyer@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Personal Budgets in Peterborough To agree to adopt Peterborough's Personal Budget Policy Statement as part of the revised statutory duties that apply to the Council as part of the SEND reforms, under the Children and Families Act 2014.</p>	<p>Councillor John Holdich Cabinet Member for Education, Skills and University</p>	<p>January 2015</p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Relevant internal and external stakeholders</p>	<p>Carrie Gamble Commissioner Tel: 01733 863931 Carrie.gamble@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Post 16 Transport Policy To approve updates to the Post 16 Transport policy.</p>	<p>Councillor John Holdich Cabinet Member for Education, Skills and University</p>	<p>January 2015</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders</p>	<p>Sara Thompson Team Manager (Passenger Transport Operations) Tel: 01733 317452 Sarah.thompson@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<i>DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i>
<p>Hampton Gardens Secondary School – Collaboration Agreement To approve entering into the relevant funding, collaboration and operation agreements with Cambridgeshire County Council.</p>	<p>Councillor John Holdich Cabinet Member for Education, Skills and University</p>	<p>January 2015</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders</p>	<p>Emma Everitt Project Officer (Schools Infrastructure) Tel: 01733 863660 Emma.everitt@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>The Mobile Homes Act 2013 Fees Policy To approve public consultation of the draft fees policy.</p>	<p>Councillor Peter Hiller Cabinet Member for Planning and Housing Services</p>	<p>January 2015</p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Relevant internal and external stakeholders.</p>	<p>Belinda Child Head of Housing and Health Improvement Tel: 01733 863769 Belinda.child@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Culture Strategy To approve and recommend the Strategy to Council.</p>	<p>Cabinet</p>	<p>19 January 2015</p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Relevant internal and external stakeholders.</p>	<p>Douglas Gyte Strategic Tourism Manager Tel: 01733 453490</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

DIRECTORATE RESPONSIBILITIES

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)

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Meeting Date	Item	Progress
17 July 2014 <i>Draft Report 30 June</i> <i>Final Report 7 July</i>	Wind and Solar Farm Working Group Report Contact Officer: Mike Rowan	Referred back to working group for additional work and then to Cabinet.
	Serco Annual Monitoring Report Contact Officer: Paul Richards / Dominic Hudson	A further Annual Report in one year.
	The Draft Developer Contributions Supplementary Planning Document Contact Officer: Gemma Wildman	Comments from Committee to be incorporated into a report to Cabinet.
	Review of 2011/12 and Future Work Programme To review the work undertaken during 2011/12 and to consider the future work programme of the Committee. Contact Officer: Paulina Ford	
4 September 2014 <i>Draft Report 15 Aug</i> <i>Final Report 22 Aug</i>	Initial Draft Peterborough Economic Action Plan Contact Officer: Steve Bowyer	
	Amey Annual Partnership Report Contact Officer: Martin Raper / Dominic Hudson	

Meeting Date	Item	Progress
	<p>Draft Peterborough Flood Risk Management Strategy</p> <p>Contact Officer: Julia Chatterton</p>	
	<p>Green Leases – Discussion Paper</p> <p>Contact Officer: Charlotte Palmer</p>	
	<p>Scrutiny Task and Finish Group for Council Farms Estate Strategy - Terms of Reference</p> <p>Contact Officer: Jonathan Lewis</p>	
<p>16 October 2014 <i>Draft Report 29 Sept</i> <i>Final Report 6 Oct</i></p>	<p>Asset Disposals 2014/15</p> <p>To note the Contents of the report and ask questions.</p> <p>Contact Officer: Jonathan Lewis</p>	
	<p>Carbon Emissions Management Action Plan - Annual Update</p> <p>To Scrutinise the Peterborough City Council's 2013/14 carbon dioxide emissions report and make any recommendations necessary.</p> <p>Contact Officer: Charlotte Palmer</p>	
	<p>Progress Report from the Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement</p> <p>To scrutinise and comment on the progress of the portfolio of the Cabinet Member.</p> <p>Contact Officer: Simon Machen</p>	

Meeting Date	Item	Progress
6 November 2014 <i>Draft Report 20 Oct</i> <i>Final Report 27 Oct</i>	Portfolio Progress Report from the Cabinet Member for Communities and Environment Capital ICT Strategy Contact Officer: Richard Godfrey Scrutiny in a Day – One Year On Event Proposal Contact Officer: Adrian Chapman / Ian Phillips	
2 December 2014	Call-in of Executive Decision: Council Tax Support Scheme 2015/16 Consultation	
3 December 2014	Budget 2015/16 and Medium Term Financial Strategy to 2024/25 To scrutinise the Executive's proposals for the Budget 2015/16 and Medium Term Financial Plan 2024/25. Contact Officer: John Harrison/Steven Pilsworth	
13 January 2015 <i>Draft Report 23 Dec</i> <i>Final Report 31 Dec</i>	Local Transport Plan Programme of Works 2015/16 To consider the Local Transport Plan Programme of Works for 2015/2016. Contact Officer: Mark Speed	

Meeting Date	Item	Progress
	<p>Report on the Impact of Subsidised Bus Services Cuts</p> <p>Contact Officer: Mark Speed</p>	
	<p>Opportunity Peterborough Annual Progress Report including Draft Economic Action Plan</p> <p>Contact Officer: Steve Bowyer</p>	
	<p>Brown Bins Review</p> <p>Contact Officer: Ricky Fuller</p>	
	<p>Council Farms Estate Strategy – Report of Task and Finish Group</p> <p>Contact Officer: Jonathan Lewis</p>	
<p>9 February 2015 (Joint Meeting of the Scrutiny Committees and Commissions) <i>Final Report 28 Jan</i></p>	<p>Budget 2015/16 and Medium Term Financial Strategy to 2024/25</p> <p>To scrutinise the Executive’s proposals for the Budget 2015/16 and Medium Term Financial Plan 2024/25.</p> <p>Contact Officer: John Harrison/Steven Pilsworth</p>	

Meeting Date	Item	Progress
17 March 2015 <i>Draft Report 26 Feb</i> <i>Final Report 5 March</i>	Annual Human Resources Monitoring Report To scrutinise the Annual HR Monitoring Report. Contact Officer: Mike Kealey / Jan Paxton	
	Skanska Annual Monitoring Report Contact Officer: Andy Tatt / Andrew Denman	
	Corporate Complaints Annual Monitoring Report 2013/2014 To scrutinise the complaints monitoring report 2013/14 and identify any areas of concern. Contact Officer: Mark Sandhu/Belinda Evans	
	Opportunity Business Plan Contact Officer: Steve Bowyer	
	20MPH Speed Limit Update Report Contact Officer: Clare George	

TO BE PROGRAMMED 2014/2015

Item	Comments
PCC Biodiversity Strategy 2013/14 Annual Report - Contact Officer: James Fisher	
Affordable Housing Capital Funding Policy	This item to be included within the Budget 2015/16 and Medium Term Financial Plan

TO BE PROGRAMMED 2015/2016

Item	Comments
Environment Capital Action Plan Progress Report	