

**STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY  
COMMITTEE**

**TUESDAY 18 NOVEMBER 2014  
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. 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.*

**4. Portfolio Progress Report from Cabinet Member for City Centre Management, Culture and Tourism 3 - 14**

**5. Review of the Consultation Results from Libraries and Community Centres 15 - 72**

**CRIME AND DISORDER SCRUTINY COMMITTEE**

The Crime and Disorder Scrutiny Committee will sit for item 6 only

**6. Safer Peterborough Partnership Plan - Priority 1 - Addressing Crime by Tackling Offending and Priority 3 - Building Stronger and Safer Communities 73 - 84**

**7. The Connecting Families Programme 85 - 88**

**8. Scrutiny in a Day - One Year on 89 - 92**

9. **Forward Plan of Executive Decisions** **93 - 110**
10. **Work Programme** **111 - 116**
11. **Date of Next Meeting**

14 January 2014.



There is an induction hearing loop system available in all meeting rooms. Some of the systems are infra-red operated, if you wish to use this system then please contact Dania Castagliuolo on 01733 452347 as soon as possible.

#### **Emergency Evacuation Procedure – Outside Normal Office Hours**

*In the event of the fire alarm sounding all persons should vacate the building by way of the nearest escape route and proceed directly to the assembly point in front of the Cathedral. The duty Beadle will assume overall control during any evacuation, however in the unlikely event the Beadle is unavailable, this responsibility will be assumed by the Committee Chair.*

#### Committee Members:

Councillors: N Khan (Chair), J R Fox (Vice Chairman), S Day, J Peach, Y Maqbool, L Forbes and J Okonkowski

Substitutes: Councillors: B Saltmarsh, S Lane, M Jamil and P Thacker

Further information about this meeting can be obtained from Dania Castagliuolo on telephone 01733 452347 or by email – [danica.castagliuolo@peterborough.gov.uk](mailto:danica.castagliuolo@peterborough.gov.uk)

<b>STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE</b>	<b>Agenda Item No. 4</b>
<b>18 November 2014</b>	<b>Public Report</b>

## Report of the Cabinet Member for City Centre Management, Culture and Tourism

Contact Officer(s) – Annette Joyce, Assistant Director for Commercial Operations  
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### PORTFOLIO PROGRESS REPORT: CABINET MEMBER FOR CITY CENTRE MANAGEMENT, CULTURE AND TOURISM

<b>1.</b>	<b>PURPOSE</b>
1.1	To provide Committee Members with a progress report from the Cabinet Member for City Centre Management, Culture and Tourism in relation to matters relevant to this committee.
<b>2.</b>	<b>RECOMMENDATIONS</b>
2.1	Members are asked to scrutinise the progress made on those aspects of the Cabinet Member's portfolio relevant to this Committee by providing challenge where necessary and to suggest ideas and initiatives to support the continued delivery of priorities within that portfolio.
<b>3.</b>	<b>LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY</b>
3.1	The City Centre management, culture and tourism portfolio contributes to the following priorities in the Sustainable Community Strategy:- <ul style="list-style-type: none"> <li>• Creating opportunities – tackling inequalities;</li> <li>• Creating strong and supportive communities; and</li> <li>• Delivering substantial and truly sustainable growth.</li> </ul>
<b>4.</b>	<b>BACKGROUND</b>
4.1	The Council's Constitution sets out the responsibilities of the Cabinet Member, including: <ul style="list-style-type: none"> <li>• Commercial operations, including city centre management and tourism</li> <li>• Culture and leisure</li> <li>• Vivacity</li> </ul> <p>These responsibilities fall under the remit of the Strong and Supportive Communities Scrutiny Committee and are reported on below.</p> <p>Other responsibilities contained within the Constitution fall outside the remit of this Committee and are therefore not included in this report.</p>

5.	<p><b>COMMERCIAL OPERATIONS</b></p> <p><i>Commercial operations</i> provides a framework for the day to day operation of the city and strategic effort to enhance the city and the region in the long term.</p> <p>The service's vision is to provide a high quality, safe and easily accessible environment that underpins commercial and social success.</p> <p>Five individual services are deliberately strategically aligned within the one larger section to support sustainable growth and the commercial wealth of the City Centre:</p> <ul style="list-style-type: none"> <li>• <b>Tourism</b> – which promotes visits.</li> <li>• <b>Markets</b> and the retail offer – which encourage tourism.</li> <li>• <b>City Centre Management</b> – which aims to make the City a place people want to visit and do business in.</li> <li>• <b>Parking</b> – which facilitates visiting the city.</li> <li>• <b>CCTV</b> – which helps ensure that visitors and residents are safe.</li> </ul>
5.1	<p><b>TOURISM</b></p> <p>The Commercial Operations Service includes Strategic Tourism Management and The Visitor Information Service which operates two centres:</p> <ul style="list-style-type: none"> <li>• The Visitor Information Centre in Bridge Street which manages tourism, providing information of residents and visitors, providing ticket sales for City Events by operating Box Office services and promoting sustainable travel.</li> <li>• <i>Travel Choice Centre (TCC)</i> at Queensgate Bus Station to service transport enquiries and Sustainable Travel options in line with council policies related to Environment Capital aspirations.</li> </ul> <p>The Visitor Information Centre and Bus Station services are both open Monday to Saturday 9.30 – 5.00pm. Both sites sell a combination of the services: Bus Station tickets, National Express tickets, Railcards, Bus Passes, Holidays, Maps, Gifts and tickets to local events.</p> <p><b>Performance/Outcomes</b></p> <p>The city has an estimated 2.59m day visitors and 572,000 staying visitors a year.</p> <p>The economic value of tourism to the Peterborough economy from visitors alone is over £200m pa (£109m day and £92m staying visitors).</p> <p>The wider economic benefit across the visitor economy with ancillary and supplier effects is estimated at £301m.</p> <p>Peterborough <i>direct tourism employment</i> is 4,145 and total tourism related employment is 5,538 (c 8% against an average for Cambridgeshire as a whole of 10.1%). (Tourism South East Economic Impact of Tourism 2011).</p> <p>In 2013 there were 3.5 million web page views to VisitPeterborough.com. This compares to 1.07 million views in 2009.</p> <p>The Visitor information Service has been restructured to help fulfil its extended, wider potential remit for Visitor Economy Development outlined above. Income has increased from a wider range of ticket sales and this will be set to increase again next year.</p> <p>Income for the guide increased from £4.5k to £17.5k, this then covered all increased costs of double the size and print run to deliver a superior product for the city at no extra cost</p>

2014 has seen a totally new concept and change from “Discover Peterborough 2013” (accommodation guide) to the “Visit Peterborough Handbook 2014” (experiences and accommodation handbook). The new title is to reflect 2 things. Firstly its use literally as an information handbook of simple facts on what, where, how, when you can experience the key experiences of the city in a clear structure. Secondly to align the Visit Peterborough website and handbook titles as a basis for future development.

A Hotel and Conference group to inform developments has been created.

A marketing partnership for Peterborough has been set up with Vivacity, Opportunity Peterborough, Corporate Marketing, Events and Tourism facilitating a £5,000 Government’s Regional Growth Fund grant to be received.

A Destination Management Plan (DMP) 2014-17 will create a flexible strategic framework that will allow inclusion, innovation and cross-working partnerships to develop and flourish. It will help create the One Vision for Peterborough, through the creation of a single Visitor Economy Strategy.

Creating Visitor Economy networks to establish future needs for joint marketing that can facilitate promotion of the City at no cost to the budget will be progressed.

**2014-2015 Objectives Summary**

- Produce a Visitor Economy Strategy (VES) 2014-24
- Produce a Destination Management Plan (DMP) 2014-17
- Increase ticket sales through the Visitor Information Centre
- Develop the VIS to be the prime high street outlet for the emerging Peterborough Gift range
- Create Visitor Economy networks

**5.2 MARKETS**

The General Market supports local business and creates significant employment in the city. Managed by Commercial Operations, it is an integral part of the local community, providing an assortment of goods, from furniture and clothing to fresh fruit and vegetables.

**Performance**

There are 55 individual licence holders occupying 112 market stalls providing approximately 150 jobs.

The Market is open Tuesday to Saturday 8.30am - 4pm. The potential for development and promotion of the market will be an issue that will be strategically addressed as part of the emerging Visitor Economy Strategy.

**Opportunities**

The market is not currently operating to full capacity. This service does not have a dedicated Marketing and Promotional budget and has not had any marketing or promotional campaigns to increase trader numbers and in doing so raise income to the Council from this service.

The market could accommodate a Food Quarter – providing and promoting locally sustainably sourced food as well as providing outlets for the selling of food from different cultures.

There are a number of walls and areas within the market which may allow opportunities for increased advertising/sponsors logos to be displayed within the market.

The perimeter of the market is unattractive and we wish to replacement exterior security railings to encourage shopping at the market.

	<p>The service, traders and customers could benefit from review and changes to current lease arrangements so new Lease documentation is to be produced.</p> <p>The food hall roof could accommodate solar panels to reduce energy consumption, improve the environment and reduce costs.</p> <p><b>2014/15 Objectives</b></p> <ul style="list-style-type: none"> <li>• To carry out a marketing and promotion campaign of the market to potential traders to facilitate fuller occupancy</li> <li>• To investigate / introduce a food quarter</li> <li>• Investigate increased advertising and sponsorship opportunities within the market</li> <li>• Improve perimeter fencing and appearance of the market</li> <li>• Improve current lease arrangements and its documentation</li> <li>• Investigate energy efficiencies, particularly whether solar panels could benefit the Market from installation to its roof.</li> </ul>
<b>5.3</b>	<b>CITY CENTRE MANAGEMENT</b>
	<p>City centre management aims to protect and develop the vibrancy, vitality &amp; viability of Peterborough's offer. City Centre management aims to make the City a better place to live, visit, work and do business in.</p> <p>This is done through:</p> <ul style="list-style-type: none"> <li>• Business engagement, working with private and public stakeholders</li> <li>• Organising or facilitating events and attractions to encourage visitation</li> <li>• Promoting the City Centre and its events and attractions</li> <li>• Providing a vibrant, clean, attractive and safe City Centre</li> </ul> <p>The value of the visitor economy will be assessed through the analysis of economic retail data and footfall within the emerging Visitor Economy Strategy 2014-24 and Destination Management Plan 2014-17.</p> <p><b>Business Engagement</b></p> <p>City Centre Management work closely with retail and City Centre Businesses to improve the City Centre economy. City Centre Management hosts a business forum for local businesses every month, at which businesses and or city centre stakeholders attend to discuss issues, including marketing plans and overall performance of the city.</p> <p><b>Licensing &amp; Enforcement</b></p> <p>City Centre Management license concessions, outside seating, street trading and visiting markets. It also controls enforcement of illegal street trading, begging and rough sleeping.</p> <p><b>Public Realm</b></p> <p>City Centre Management strive to make the City centre a beautiful place to visit. This is done through initiating or inputting in to redevelopment projects (such as current improvements to St Peters Arcade) through to maintenance of fountains and the installation of hanging baskets/planters display.</p>

## **City Centre Events**

Commercial Operations / City Centre Management organise (or facilitate through partnership working - often with local community groups to celebrate cultures) a number of events that add to the vibrancy of the City and encourages visitation. It is a fact that events provide huge economic benefits to a City through creating direct trading and employment opportunities at the events and from what's known as the "ripple effect" or multipliers in that those visiting events will spend money at car parks, on retail, in cafes & bars. Consequently these businesses benefiting create employment and receive income that may be spent locally. There are also significant positive social and cultural impacts from hosting such events.

For those directly organised this service takes full responsibility for every element of events from sourcing to producing. Facilitating events includes licensing them, contracting use of spaces, providing infra-structure, providing or advising on risk assessment, liaison with emergency services, traffic management and organising road closures.

Significant events managed by the team and delivered through the portfolio include:

- Perkins Great Eastern Run
- WW1 commemoration event
- Classic and Vintage Vehicle Show:
- Italian Festival
- Diwali Festival
- Christmas Lights & The Christmas Light Switch On

## **Opportunities**

Whilst Commercial Operations work closely with Vivacity there could be even stronger partnership working with Vivacity & other cultural providers (including the Cressett and Peterborough Arena) not least to ensure economic impact from events can be secured in addition to social impacts.

The Head of Commercial Operations is on the Board of Directors for St Johns Church. A vision for the Church is to play a greater role within the City Centre particularly in the presentation of arts/classical music events.

A marketing post reporting directly to Commercial Operations would be very helpful in achieving some aims of the service. Responsibility for city sponsorship (roundabouts, street banners etc) could be transferred to Commercial Operations.

A City Centre early evening economy strategy is also being prepared by this service which may identify further opportunities.

## **2014-2015 Objectives Summary**

- Ensure closer partnership working with Vivacity and other Cultural providers to achieve economic benefit to the City.
- Assist with the ambitions of St Johns Church in increasing its Cultural offer
- Transfer responsibility for City sponsorship budgets along with a marketing post to Commercial Operations
- Produce a City Centre Early Evening Economy Strategy
- Invest in hard flooring/tracking for the Embankment facilitating greater use in wet conditions
- Contribute to the redevelopment of Long Causeway and investigate partnership opportunities
- Help Introduce a Portuguese Festival through partnership working
- Help introduce a Latvian Festival through partnership working

	<ul style="list-style-type: none"> <li>• Expand car boot sales in Peterborough Car Parks if possible</li> <li>• Further increase participation to the Great Eastern Run</li> </ul>
<b>5.4</b>	<b>PARKING</b>
	<p>This service manages all of Peterborough City Council’s City Centre Car Parks. It also manages Off Street parking (metered parking and illegal parking). A major objective of the service is to allow a good flow of traffic and easy accessible and affordable parking for visitors, businesses, workers and residents. Charges are set at a rate as to provide sufficient income to the Council but low enough to encourage footfall to the City to help provide it with overall prosperity and growth.</p> <p><b>Opportunities</b></p> <p>The present way of issuing parking permits is labour intensive requiring visitation to Council offices and display of a paper parking permit. A paperless parking permit system allowing payment from home would reduce administration times and offer improved customer service.</p> <p>The signage to Peterborough City Council’s car parks can be improved to ensure visitors find car parks quickly that have parking spaces available.</p> <p>The Council operates a flexible charging scheme to car parks that allows variation to support the needs of the City &amp; promote business, an example being to reduce charges at the Market car park to encourage visitation to the market. This scheme could be extended.</p> <p>Ringo was introduced to Peterborough City Council car parks in 2012 that allows users to pay for and top up parking via their mobile phones. This excellent scheme deserves wider promotion.</p> <p>There may be commercial opportunities to increase car park income from advertising in car parks to displaying adverts on the back of parking tickets.</p> <p><b>2014-2015 Objectives Summary</b></p> <ul style="list-style-type: none"> <li>• Introduce an improved system for issuing parking permits</li> <li>• Investigate/implement improved signage to Peterborough City Council car parks</li> <li>• Extend the flexible charging scheme to allow promotions to encourage visitation at certain times in support of business</li> <li>• Increase promotion of Ringo to residents and car park users</li> <li>• Investigate further commercial opportunities City Council car parks may allow</li> </ul>
<b>5.5</b>	<b>CCTV</b>
	<p>This service comprises operation and observation of 144 cameras 24 hours a day covering the whole of the City. The service also deals with emergency calls for Peterborough City Council and out of hour’s calls for Axiom Housing on a commercial basis.</p> <p>CCTV improves the safety to residents, visitors to the City and security of City businesses. Recent capital investment has seen additional cameras installed using new technology.</p> <p><b>Performance/Outcomes</b></p> <p>This is a busy service providing significant detection and deterrence of crime as indicated in the table below:</p>



	Apr 13 to Feb 14	10month average	Last year average	Increase
Requests from police to CCTV	2823	282	262	8%
Airwave information received	737	74	49	50%
Requests from CCTV to police	539	54	44	23%
Persons detained resultant of CCTV	555	56	53	5%

As can be seen there has been a significant increase to detection as a result of the capital improvements made in this service.

### **Opportunities**

There may be opportunities to provide additional CCTV services on a commercial basis to forthcoming redevelopments within the City.

Some of the Civil Parking Enforcement Officers (CEO) are being trained/offered training to provide additional/emergency CCTV cover. This is good for the staff as it grows their skills set whilst ensuring the service has resilience in the event of staff absences and avoids the need to recruit temporary staff from specialist agencies.

The CCTV maintenance contract will be tendered in 2014/15 with a view to reducing / providing best value.

With the advent of the City Fibre project there is the potential to improve the service and make the operation future proof. Costing's have yet to be calculated but it is anticipated that there will be a saving

### **2014-2015 Objectives Summary**

- To reduce the running cost of CCTV through increasing commercial contracts.
- To train Civil Enforcement Officers to operate CCTV.
- To procure the CCTV maintenance contract in 2014/15.
- Investigate potential of service improvements and cost reductions as part of the City Fibre Project.

## **6. CULTURE AND LEISURE**

### **6.1 SPORTS STRATEGY**

The council has identified the need for a refreshed strategy to assist in guiding the future provision of sport and sporting facilities in the City (the current sports strategy runs to the end of 2014).

The refreshed strategy (to cover 2015 – 2020) will provide a clear framework for future investment, given the projected population growth within Peterborough and the surrounding area, and the need to facilitate increased participation to support the health and well-being of Peterborough residents.

The development of this strategy provides the opportunity to assess the condition of existing facilities, establish whether current provision is appropriate to meet current and likely future local need and demand.

	<p><b>The strategy will set out:</b></p> <p><b>Our vision</b></p> <p>To promote active lifestyles: providing facilities and encouraging participation for all.</p> <p><b>Our priorities</b></p> <ul style="list-style-type: none"> <li>• Health &amp; Wellbeing</li> <li>• Participation</li> <li>• Economic growth</li> <li>• Strong communities</li> <li>• Value for money and efficiency</li> </ul> <p>Therefore it is proposed a Director-led project group be established to develop and implement the sports strategy, drawing on different areas of expertise across the council and strategic partners including Sport England and Vivacity, to be delivered in the new year.</p> <p>Sport England have identified Peterborough as a priority area: Peterborough City Council is one of ten councils Sport England will be working to identify and deliver strategic priorities and projects.</p>
<b>6.2</b>	<b>REVIEW OF LIBRARIES AND COMMUNITY CENTERS</b>
	<p>The review of libraries and community centres is the next item on the committee’s agenda, for which a full report has been provided. However it is noted that this are of works falls under the cabinet member’s portfolio.</p>
<b>6.3</b>	<b>CULTURE STRATEGY</b>
	<p>The Council is building a new strategy for culture. Whilst the strategy will be a council document, the intention is that it is a strategy for the whole of Peterborough. Culture and leisure are long-established priorities of the Council but it is right that – five years on from the publication of the last strategy – we take a fresh look at our approach and our priorities. The committee have commented on the development of the strategy, which is due to be taken to Full Council in the New year</p> <p><b>The strategy will set out:</b></p> <p><b>Our vision</b></p> <p>To bring local, regional, national and international interest in, and acclaim for the city’s cultural offer based on the variety and quality of the inspiring cultural experiences it offers.</p> <p><b>Our priorities</b></p> <ul style="list-style-type: none"> <li>• More people, more often – increasing participation in and enjoyment of cultural activities</li> <li>• Developing, retaining and attracting people with talent</li> <li>• Places to go and things to do – making the best use of our city spaces</li> </ul> <p><b>The impact we are seeking to have</b></p> <ul style="list-style-type: none"> <li>• To raise the profile of culture and to increase participation in cultural events and activity within the city</li> <li>• To raise the profile of the city through culture and to increase visitor numbers.</li> </ul>

<b>7</b>	<b>VIVACITY CONTRACT</b>
	<p>Since May 2010, Vivacity, a charitable trust, has been providing culture and leisure services on behalf of the Council. The cabinet member for City Centre Management, Culture and Tourism and her Cabinet Adviser both sit on the Vivacity Board to represent the council's views.</p> <p>Vivacity is one of the Council's key strategic partners and is resourced through a Funding and Management Agreement (FMA) that specifies the total sum of money made available by the Council to support the delivery of Council priorities. This income is supplemented through additional funding from the council as part of the contract for buildings and utilities. Vivacity income is also supplemented through externally-secured funding.</p> <p>Vivacity provide services in the following areas:</p> <ul style="list-style-type: none"> <li>• Arts services</li> <li>• Heritage, Library and Archives services</li> <li>• Sports services</li> </ul> <p>The Council has continued to invest in Vivacity's services, including through major capital investment to the regional pool, lido and Jack Hunt swimming pool, each resulting in a reduction to the subsidy that supports Vivacity.</p> <p>In looking to the future, the council is working closely with Vivacity to ensure that the services it provides continue to offer both a compelling, and value-for-money offer. The council is working with Vivacity to develop their next business plan and to ensure that it reflects the council's objectives and the need for Vivacity to continue to grow commercially in order for it to thrive and remain a financially sustainable organisation in the future.</p>
<b>7.1</b>	<b>SPORTS</b>
	<p>Vivacity sports services has focussed on creating increased opportunities and quality services by:</p> <ul style="list-style-type: none"> <li>• Bringing together the management of sports facilities,</li> <li>• Developing a citywide programme and pricing strategy,</li> <li>• Creating greater synergy, cost effectiveness and a single delivery model improving customer service and value for money.</li> </ul> <p>Linked to a comprehensive service restructure and growth in new services in the Hamptons, the service has seen year on year improvement in attendance and participation levels.</p> <p>The sports team have been working to eight objectives:</p> <ul style="list-style-type: none"> <li>• Supporting the Council in its multi million pound investment in modernising the city's swimming pools and leisure centres - improvements have included refurbishing gyms, dance studios, changing rooms, reception areas, sports pavilions, new all- weather pitches, health suites, and improving access for disabled customers.</li> <li>• Supporting the Council in the development of a new sports strategy for the City.</li> <li>• Introduction of family activities; Rollers roller skating, Aqua fun sessions utilising a wide range of fun inflatable play equipment.</li> <li>• Developing of a new Swim Academy (learn to swim programme).</li> <li>• On-going development of productive relationships with major sports clubs (swimming, athletics, football, racquet sports).</li> <li>• Developing new activities for customers with disabilities such as cycling, balance and coordination classes and swimming for the visually impaired.</li> </ul>

	<ul style="list-style-type: none"> <li>• Securing Quest quality accreditation for leisure centres.</li> <li>• Securing Inclusive Fitness Industry standard at RFSC and Bushfield Leisure Centres.</li> </ul>
<b>7.2</b>	<b>ARTS</b>
	<p>At the core of the arts offer is the Key Theatre and City Gallery together with Peterborough Arts Festival. In addition the service have raised a significant amount of new external investment to support work in Peterborough. In total the arts service has raised £1.9m of new arts investment and levered a further £200,000 into the local creative sector.</p> <p>The arts team have had three objectives, which were to</p> <ul style="list-style-type: none"> <li>• Lower the cost of the Key Theatre to under £100,000</li> <li>• Reduce costs and increase income for the arts festival</li> <li>• To deliver a grant funded programmes to meet both the public and funders expectations.</li> </ul>
<b>7.3</b>	<b>HERITAGE, LIBRARIES AND ARCHIVES (HLA)</b>
	<p>Heritage, libraries and archives play a significant role in supporting the information, education, cultural and recreational needs of Peterborough.</p> <p>At the core of the offer are the ten library buildings, the mobile library, the Museum, Flag Fen and Longthorpe Tower.</p> <p>The service has five objectives:</p> <ul style="list-style-type: none"> <li>• To encourage creative expression and critical reading among young people aged 11-16.</li> <li>• To developed a state of the art conservations unit at Flag Fen and transformed the onsite Museum to illustrate the new finds and put them in context of the story of the Flag Fen basin.</li> <li>• For the service to maintain full accreditation for the Museum, demonstrating that Peterborough Museum is achieving a quality standard that serves as an authoritative benchmark for assessing performance, rewarding achievement and driving improvement.</li> <li>• To deliver a pilot to address the fact that to date the e-book offer of all public libraries has been stymied by publisher concerns about loss of sales and infringement of the digital rights management software, the pilots will be run to resolve these concerns.</li> <li>• For heritage services to build on the successful partnership with the Natural History Museum – for example with the British Museum and the National Space Centre.</li> </ul>
<b>8.</b>	<b>IMPLICATIONS</b>
8.1	As budgets become more constrained, the Council will need to ensure the very best possible return on any continuing investment in services. It is anticipated that the Scrutiny Committee will comment on and make recommendations relating to the updates provided in this report in order that delivery potential is maximised for the benefit of our communities.
<b>9.</b>	<b>CONSULTATION</b>
9.1	This report has been developed with the Cabinet Member for City Centre Management, Culture and Tourism and the Cabinet Member for Communities and Environment Capital. The Cabinet Member has regular discussions with a wide range of stakeholders, including Vivacity Trustees and officers, community associations, voluntary groups and individuals from across the City.

<b>10.</b>	<b>NEXT STEPS</b>
10.1	Comments and recommendations made by the Scrutiny Committee members will be considered as part of the ongoing development and delivery of specific business areas.
<b>11.</b>	<b>BACKGROUND DOCUMENTS</b>
11.1	Existing Council strategies, the Funding and Management Agreement dated 1 May 2010 between the Council and Vivacity, and published documents by the Arts Council and Cities outlook 2014
<b>12.</b>	<b>APPENDICES</b>
12.1	<i>No Appendices attached</i>

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<b>STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE</b>	<b>Agenda Item No. 5</b>
<b>18 November 2014</b>	<b>Public Report</b>

## Report of the Strategic Partnerships Manager – Resources Directorate

Contact Officer(s) – Lisa Roberts, Strategic Client Manager: Culture and Leisure

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## REVIEW OF THE CONSULTATION RESULTS FROM LIBRARIES AND COMMUNITY CENTRES

<b>1.</b>	<b>PURPOSE</b>
1.1	<p>1) For the committee to review the responses from the public consultation on libraries and community centres.</p> <p>2) For the committee to review the proposed approach to supporting community centres in the future, to secure a sustainable network of effective and efficient centres.</p>
<b>2.</b>	<b>RECOMMENDATIONS</b>
2.1	That Members note this report and comment on it.
<b>3.</b>	<b>LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY</b>
3.1	<p>Culture and leisure contribute to the following priorities in the Sustainable Community Strategy:-</p> <ul style="list-style-type: none"> <li>• Creating opportunities – tackling inequalities;</li> <li>• Creating strong and supportive communities; and</li> <li>• Delivering substantial and truly sustainable growth.</li> </ul>
<b>4.</b>	<b>BACKGROUND</b>
4.1	<p>An eight-week consultation took place between 4 August and 26 September 2014 to understand which libraries and communities centres people use around Peterborough, when and how often they use them and what they use them for. In total, 5,110 responses were received during the consultation period.</p> <p>A weekly email update was sent by Councillor Lucia Serluca, Cabinet Member for City Centre Management, Culture and Tourism, to all 57 councillors asking them to encourage residents in their ward to complete the consultation questionnaire. In addition, Councillor Serluca and council officers attended a number of meetings to talk about the consultation including Peterborough Youth Council (16 Sept), Parish Council Liaison Group (24 Sept) and Community Action Peterborough (26 Sept).</p> <p>The council also consulted with all parish councils and clerks, registered community and resident groups, faith and community groups, voluntary sector partners such as the disability forum, Age UK and Peterborough Citizens' Advice Bureau and MPs.</p> <p>In addition, the council met with the management committees of the community centres to gather information about what the centres are used for, how they are managed, which sections of the community use them and when they have activities available. In total, 91% of the community</p>

	centres participated in the fact finding exercise.
<b>5.</b>	<b>LIBRARIES</b>
5.1	<p>Libraries are a statutory service under the Public Libraries and Museums Act 1964 which requires the council as the library authority to provide a <b>comprehensive and efficient library service</b>. We are required to consult on any changes recommended for service delivery and it is essential that the public are consulted before any service changes are adopted.</p> <p>The way customers use the library service is changing. Technology means that customers are doing a lot more things for themselves. According to management information held by Vivacity, 90% of book loans in Peterborough’s libraries are now done through self-service kiosks. 51% of library members currently borrow books on a regular basis and 49% of members are using the libraries for a range of other activities. Staff now spend more time supporting customers to use computers, or supporting groups meeting in libraries, than they do dealing with ‘traditional’ library enquiries. The challenge the library service faces is how to provide an excellent, accessible, modern library service, with declining resources.</p> <p>The Peterborough library service currently operates through 10 fixed buildings, a mobile library and an at-home service run by a team of volunteers who take books to those with mobility problems. In the city centre, Central Library is open 40 hours per week. Bretton, Werrington, Orton and Dogsthorpe are open 29 hours a week. Eye, Stanground, Thorney and Woodston are open 21 hours per week. The new Hampton library is open for 75 hours a week (21 hours with Library staff and 54 hours through self-service).</p> <p>The mobile library makes 103 stops across Peterborough, covering villages out as far as Burghley House. It also supports nine ‘micro-libraries’ in a variety of places, from the Stagecoach bus garage to the Perkins’ canteen. Libraries offer a range of services including books, newspapers and magazines; DVDs; free access to the internet via public computers and events and activities for children, families and adults. A request service is also offered for any book that is either still in print or likely to be held in a library in England.</p> <p>In addition to the buildings-based and home delivery services, there is also 24/7 access to online digital services such as e-books, e-audio and information databases.</p>
5.2	<b>LIBRARIES – FINDINGS FROM THE CONSULTATION</b>
	<p>The consultation ran for 8 weeks was available online via both the city council and Vivacity websites. Paper copies were also available from the Town Hall and Bayard Place receptions and every library and community centre. A large amount of work was undertaken to reach a wide audience so that we could consider the views of as many residents as possible.</p> <p>All 20,000 library card users who Vivacity hold email addresses for were sent an email about the consultation on two separate occasions. In addition, all 1,500 members of the Citizens’ Panel were asked to complete the questionnaire and an email was sent to the head teachers of all schools in the city to cascade throughout their schools.</p> <p>In total, 5,110 responses were received to the consultation (the highest response rate to a consultation exercise received in recent years).</p> <p>The full results of the consultation are attached at annex A &amp; B.</p> <p>The question ‘what is most important to you about a library service?’ received three strikingly significant responses:</p> <ul style="list-style-type: none"> <li>• The books on the shelves (87.2% said extremely important)</li> <li>• The location (70.4% said extremely important) and</li> <li>• Access to information (55.6% said extremely important)</li> </ul>



The consultation has shown that libraries are an overwhelmingly a local service, with 75% of library users travelling less than 2 miles to use a library, and 43% of library users walking to the library (rising to 90% for the users of Eye and Thorney library).

The public were also asked what factors would encourage more use of the library service, with accessing the library building outside normal hours receiving the highest response: 35.4% of respondents said this would be extremely important and 39.1% said it was quite important.

### 5.3 THE COST OF THE LIBRARY SERVICE

The council is reviewing how it delivers every aspect of its business – both statutory and discretionary services – in the lead-up to agreeing a budget for 2015/16. This is against the backdrop of significant reductions in funding from Central Government, meaning the Council needs to secure savings totalling £22 million.

The library service as managed by Vivacity cost **£1,518,549** to deliver<sup>1</sup>. This is made up of:

	Cost
People	-£1,013,526
Materials / book fund	-£271,218
Buildings	-£233,805
Total	-£1,518,549

### 5.3 LIBRARIES – NEXT STEPS

Given what we now know about how people use libraries, both nationally and locally, and the costs that are associated with libraries (as detailed above) we will explore how we can design different delivery models for libraries that would secure a financially sustainable offer, meet the needs of the public and fulfil the council’s obligation under the Public Libraries and Museums Act 1964.

We will take into account the responses to the consultation as we explore:

- How technology can support extended access to libraries outside normal hours;
- Whether other services can be delivered from libraries to further improve access to information;
- Whether the current libraries are in the right locations to provide a comprehensive service.

Advice on the way forward will be presented to Cabinet in the New Year.

Cabinet will be asked to approve the proposed models for the future service delivery of the Peterborough library service and to approve a second public consultation on the way forward.

## 6. COMMUNITY CENTRES

Peterborough currently has 52 community centres, the largest number of community buildings for a City this size in the UK. 33 operate in council-owned or leased premises, and are run by volunteer

<sup>1</sup> Full-year costs for 2013/14

groups.

The following buildings are council owned or leased and have been subject to this review:

Bedford Hall	Hampton Community Room	Orton Goldhay Community Centre	Stanground Community Centre
Belsize Community Centre	Hampton Vale Community Centre	Orton Wistow Community Centre	St John's Hall
Bluebell Community Centre	Herlington Community Centre	Parnwell Community Centre	The Fleet
Copeland Community Centre	Hodgson Community Centre	Paston & Gunthorpe Community Centre	The Riverside Pavilion
Dogsthorpe Community Centre	Loxley Community Centre	Pyramid Centre	Walton Community Centre
East Community Centre	Matley Community Centre	Saxon Community Centre	Werrington Village Centre
Eye Community Centre	Millennium Centre	South Grove Community Centre	
Gladstone Park Community Centre	New England Complex	Southfields Community Centre	
Glington Village Hall	Newborough Village Hall	Stafford Hall	

## 6.1 COMMUNITY CENTRES – FINDINGS FROM THE CONSULTATION

The consultation findings has given the council an evidence base regarding how people use (or would use) these community centres and what they value about them.

The full results of the consultation are attached at annex A & B.

However, unlike the very strong messages that residents have sent in response to the question, 'what is most important to you about a library service?' the same question 'what is most important to you in a community centre?' has elicited a much broader range of views.

Nevertheless the consultation has shown the social value many community centres have as places where a very wide range of activities are accessed and appreciated. Notable findings are listed below:

- Most responders visit their community centre once a week (34.5%).
- The highest type of usage is related to social events (43.8%) followed by community centres as polling stations (36.8%). The lowest specified usage is in respect of commercial hire (3.0%).
- The age group which has used a community centre the most within the last 12 months is the over 65's, with the lowest usage among younger people aged 16 to 24 year olds.

- The majority of those respondents who have used community centres in the last 12 months said that they travel less than one mile to get to their centre.

In parallel with the consultation, analysis of local and national changes in the management and use of community centres has been undertaken, alongside a detailed review of activity in each centre in Peterborough. Visits were conducted with each organisation who run a community centre to collate and gather information on the usage of each centre. This information has been vital to understanding how each centre is used and the opportunities for different delivery models.

It is noted that although the council does collect information regarding community centres, this is the first time the council will have a complete over view of activity and service delivery area.

## 6.2 COMMUNITY ASSOCIATION AUDIT

A comprehensive audit was carried out with 30 of the associations who run a council owned or leased community centre building. The audit reviewed the association's governance arrangements, utility costs and expenditure, policy audit and an over view of the association's activities, clubs and usage.

The associations greatly differ in usage and governance, there is no consistency in operations or level of dependency upon the council. However, it is noted that all associations visited do provide activities and/or services that have positive social impact.

For the purpose of this report a summary of activities has been produced and categorised as below:

Activity Theme	No. of groups/clubs
Health and Wellbeing	49
Sports	48
Under 5's & youth groups	39
Special Interest groups	33
Education	26
Over 55 clubs	21
Leisure actives (games)	20
Governance	14
Church groups	12
Disability groups	3

Health & Wellbeing and Sports activities (including dance) have the largest number of different groups and clubs.

## 6.3 COST OF COMMUNITY CENTRES

The community centres listed in the table above in section 6 are all either owned or leased by the council and managed by community volunteers who are members of a Community Association. The Council does not provide a staffing resource to any of the community centres. It does, however, support the running of some of the community centres through a combination of contributions towards:

- Rent or lease costs

- Utilities and insurance
- Buildings maintenance and repairs

The table below summarises Council expenditure to support community centres in 2013/14.

Theme	Total cost of service
Rent or lease	-£16,029
Utilities	-£3,035
Insurance	-£15,843
Maintenance	-£95,264
Total	-£130,171

#### 6.4 COMMUNITY CENTRES NEXT STEPS

Having reviewed what people have said about how they use community centres, and having looked in some detail at the buildings themselves, we would like Cabinet to approve the development by officers of a new delivery model for community centres:

The starting point, which we will test for each centre, is that:

- Some centres could run effectively now as community-owned/managed resources without the need for continuing PCC involvement;
- Some centres are used by groups that lack either/both the capacity/capability to take on the responsibility for the buildings – but a third party could broker the arrangements on their behalf, through a Trust;
- Some centres may not have a viable long-term future.

The proposed approach (see the flowchart at annex C) will ensure that over the next 18 months the Council secures a sustainable set of arrangements that meet our commitment to localism and are financially viable.

#### 6.5 COMMUNITY CENTRES - RISK AND ISSUES

All of the centres currently supported by the council are valued by the people who use them, even if there is limited use. Any closures that might make economic sense would need to be handled sensitively and tested also against any impact in terms of social value.

There is no immediate parallel pressure to resolve the future of community centres as with libraries and we are suggesting taking a slightly slower approach to this, with a view to having phases one and two of the Community Centre delivery model completed for March 2016.

#### 7. QUESTIONS FOR THE COMMITTEE

**Would the Committee like to make any comments and/or recommendations in respect of:**

- The outcomes of the consultation on the use of libraries and community centres;

	<ul style="list-style-type: none"> <li>• The new model for community centres; and</li> <li>• Any comments or observations to be presented to Cabinet?</li> </ul>
<b>8.</b>	<b>IMPLICATIONS</b>
8.1	As budgets become more constrained, the Council will need to ensure the very best possible return on any continuing investment in services. Through working in partnership with other organisations and taking into account the results from the public consultation on libraries and community centres, the Council will be able to deliver the outlined priorities without increasing resources.
<b>9.</b>	<b>CONSULTATION</b>
9.1	This report has been developed with the Cabinet Member for City Centre Management, Culture and Tourism and the Cabinet Member for Communities and Environment Capita. The report has been discussed with a wide range of stakeholders, including Vivacity Trustees and officers, community associations, voluntary groups and individuals from across the City.
<b>10.</b>	<b>NEXT STEPS</b>
10.1	To incorporate the comments made by the Committee into the final document and share with partners and Cabinet on the 24 <sup>th</sup> November 2014.
<b>11.</b>	<b>BACKGROUND DOCUMENTS.</b>
11.1	Existing Council strategies, the Funding and Management Agreement dated 1 May 2010 between the Council and Vivacity, and published documents by the Arts Council and Cities outlook 2014.
<b>12.</b>	<b>APPENDICES</b>
12.1	<p>There are three appendices to this report:</p> <ul style="list-style-type: none"> <li>• Annex A – Responses to the questionnaire</li> <li>• Appendix B – Detailed analysis of the responses to the questionnaire</li> <li>• Appendix C - Community Centre review flowchart.</li> </ul>

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## **Peterborough City Council**

# **Understanding the value of our libraries and community centres**

**August 2014**

## 1. KEY FINDINGS

1.1 The consultation elicited 5110 responses, the majority responding using an on line questionnaire.

### Library Service

- 1.2 Four-in-five respondents (81.6%) indicated that they currently 'use Peterborough library services and have a current membership card', and 4.2% of respondents 'use Peterborough library services but do not have a current membership card'.
- 1.3 14.2% of the overall sample either 'have used Peterborough library services, but not in the last 12 months' (9.7%) or 'have never used Peterborough library services' (4.5%).
- 1.4 Around a third of all respondents stated that they had used Central Library (32.4%) most often in the previous 12 months.
- 1.5 Bretton (17.1%), Werrington (16.4%) and Orton (11.4%) libraries were used most often by in excess of one-in-ten respondents while smaller numbers had most often visited Hampton (4.9%), Dogsthorpe (3.7%), Stanground (3.6%), Eye (2.8%), Thorney (2.6%) and Woodston (2.3%) libraries in the preceding 12 months. 2.2% stated that they had used the Mobile Library most often.
- 1.6 29.3% of respondents who have visited a Peterborough library in the previous 12 months stated that they had done so at least 'once a week' .
- 1.7 Respondents who had used Peterborough libraries in the previous 12 months were most likely to travel 'less than 1 mile' (41.6%) to visit their most used library. 43.1% stated that they 'walk' to their most used library.
- 1.8 Around three-quarters of respondents who have used Peterborough libraries in the previous 12 months stated that they visit libraries other than their most frequented either 'a few times a year' (34.0%) or 'once a year or less' (39.8%).
- 1.9 When respondents were asked which other libraries they use regularly, most mentioned was Central Library (30.0%). 30.4% stated that they use no other library regularly.
- 1.10 In terms of reasons for visiting libraries in Peterborough, the great majority stated that they do so in order to 'borrow books' (87.2%). One-in-five or more respondents do so in order to 'use computers and the internet' (26.2%), 'use the children's library' (23.7%), 'get information about local services/events' (23.2%), 'study/do research' (21.4%) and 'attend specific events' (19.6%).
- 1.11 85.7% of respondents stated that 'the books on the shelves' were 'extremely important' to them in a library service with an additional 12.6% giving 'quite important' responses.
- 1.12 Over half believed 'location' (70.4%) and 'access to information' (55.6%) to be 'extremely important' in this regard, while smaller numbers gave such responses in relation to 'on a convenient public transport route' (41.6%), 'educational events and activities' (36.0%), 'support available from people' (35.7%), 'being able to learn something and/or do homework' (34.3%), 'computers with internet access' (32.6%) and 'social events and activities' (24.9%).



- 1.13 74.5% of respondents stated that 'accessing the library building outside normal hours' would be either 'extremely' (35.4%) or 'quite important' (39.1%) in encouraging them to make more use of library services.

### **Community Centres**

- 1.14 When asked to describe their use of community centres in the last 12 months, nearly a quarter of all respondents (24.0%) said 'I have regularly used my local community centre', and 15.1% said 'I use my community centre occasionally'. However, more than half (56.6%) of respondents said that either 'I have not used a community centre in the last 12 months' (21.5%) or 'I do not use community centres' (35.1%).
- 1.15 The community centres which respondents have used most often in the last 12 months (ranked first most frequently used) were found to be: Werrington Village Centre (5.0% of the overall sample), 'Belsize' (3.6%), 'New England/ Millfield' (2.1%), and 'Paston and Gunthorpe' (2.0%); followed by 'Hampton Vale' (1.8%), 'Eye' (1.6%), 'Copeland' (1.5%), 'Orton Wistow' (1.4%), 'Dogsthorpe' (1.4%), 'Stanground' (1.2%), 'The Fleet' (1.2%), and 'Bedford Hall' (1.2%). More than half of the overall sample (58.0%) have not used community centres in the last 12 months or did not answer the question.
- 1.16 Over a third of those respondents who have used community centres in the last 12 months stated that they visit their most frequently used community centre 'once a week' (34.5%), while smaller groups of respondents visit it 'every day during the week' (15.6%), 'every weekend' (4.4%), 'every 2-3 weeks' (8.0%), 'once a month' (11.2%), 'a few times a year' (21.9%), and 'once a year or less often' (4.4%).
- 1.17 The majority (77.6%) of those respondents who have used community centres in the last 12 months said that they travel 'less than one mile' (51.8%) or '1-2 miles' (25.8%) to get to this centre, while 22.4% travel 'more than 2 miles' to get there.
- 1.18 Just under half (48.5%) of those respondents who have used community centres in the last 12 months 'walk' to their most frequently used community centre.
- 1.19 Based on the total sample, the largest groups of respondents reported that they visit their most frequently used community centre on a 'Tuesday morning' (7.7%), 'Thursday morning' (7.2%), and 'Monday morning' (6.8%).
- 1.20 More than two-fifths of all Community Centre users (43.8%) said that they use/ are involved in 'social events', while over a third use 'polling stations' (36.8%), around a quarter are involved in 'fundraising events' (27.5%), 'local meetings' (26.4%), 'sports and exercise' (24.1%), and around a fifth use 'private hire' (21.5%) and 'arts, crafts and hobbies' (18.6%).
- 1.21 Respondents were presented with a list of 16 aspects of community centres and then asked to say how important they feel these aspects are – the response options being 'extremely important', 'quite important' and 'not important at all'. Overall, the aspects most likely to be considered 'extremely important' in a community centre were 'polling station' (45.3%), 'youth clubs or other children's activities' (40.7%), 'social events' (39.1%), 'local meetings' (38.9%), 'sports and exercise' (37.6%), 'pre-school' (35.5%), 'mums and tots' (35.0%), and 'private hire' (33.1%).
- 1.22 When asked what would encourage them to make more use of community centres, over three-quarters of all respondents (77.2%) said that providing 'social events and activities'

would be either 'extremely important' or 'quite important' in this, while 22.8% said this would be 'not at all important'. Over two-thirds (68.3%) of all respondents felt that having 'health and school services provided from community centres' would be 'extremely important' or 'quite important' in encouraging their use of community centres, while 31.7% said this would be 'not important at all'.

- 1.23 Over half (56.5%) of all respondents felt that 'accessing community services from other buildings' would be 'extremely important' or 'quite important' in encouraging them to make more use of community centres, while 43.5% felt this would be 'not important at all'.

## Peterborough's Library Service

### Section 1 – Your use of Peterborough library services

**Q.1 Which of these statements best describes your use of Peterborough libraries? (4999)**

(Please tick✓one box only)

1. I use Peterborough library services and I have a current membership card .....81.6%
2. I use Peterborough library services but I do not have a current membership card ....4.2%
3. I have used Peterborough library services but not in the last 12 months.....9.7%
4. I have never used Peterborough library services .....4.5%

**Please skip to Section 2 (Q.9) if you have not used Peterborough library services in the last 12 months.**

**Q.2 Which library have you used MOST OFTEN in the last 12 months? (4272) (Please tick✓one box only)**

- |                              |                               |
|------------------------------|-------------------------------|
| Central Library.....32.4%    | Stanground Library .....3.6%  |
| Bretton Library.....17.1%    | Thorney Library.....2.6%      |
| Dogsthorpe Library .....3.7% | Eye Library.....2.8%          |
| Orton Library .....11.4%     | Hampton Library .....4.9%     |
| Mobile Library.....2.2%      | Werrington Library .....16.4% |
| Woodston Library .....2.3%   | Other.....0.6%                |

**Q.3 How often do you visit this library? (4259) (Please tick✓one box only)**

- |                              |                               |
|------------------------------|-------------------------------|
| Every day .....5.5%          | Once a month .....18.4%       |
| Once a week .....23.8%       | A few times a year .....18.1% |
| Every 2 – 3 weeks .....33.0% | Once a year or less.....1.2%  |

**Q.4 How far do you travel to this library? (4239) (Please tick✓one box only)**

- |                             |                              |
|-----------------------------|------------------------------|
| Less than 1 mile .....41.6% | More than 2 miles .....25.0% |
| 1 – 2 miles .....33.4%      |                              |

**Q.5 How do you travel to this library? (4261) (Please tick✓one box only)**

- |                 |                |
|-----------------|----------------|
| Walk .....43.1% | Taxi.....0.2%  |
| Cycle .....9.9% | Car .....35.3% |
| Bus .....10.4%  | Other.....1.1% |

**Q.6 How often do you visit other libraries? (4112) (Please tick✓one box only)**

Every day .....	1.2%	Once a month .....	9.3%
Once a week .....	6.2%	A few times a year .....	34.0%
Every 2 – 3 weeks .....	9.4%	Once a year or less.....	39.8%

**Q.7 Which other library do you use regularly, if any? (4099) (Please tick✓one box only)**

Central Library .....	30.0%	Stanground Library .....	1.2%
Bretton Library .....	8.9%	Thorney Library.....	0.3%
Dogsthorpe Library .....	2.9%	Eye Library.....	0.9%
Orton Library .....	4.0%	Hampton Library .....	2.3%
Mobile Library.....	1.1%	Werrington Library .....	5.0%
Woodston Library .....	1.5%	Other .....	5.1%
		No other library used regularly.....	30.4%

**Q.8 Why do you visit the library? Is it to: (4237) (Please tick✓all that apply)**

Borrow books .....	87.2%	Take part in a reading group.....	4.3%
Use computers and the internet .....	26.2%	Do a course .....	3.4%
Get help with form filling .....	1.9%	Enjoy a quiet place to read .....	14.6%
Get information about local services/events .....	23.2%	Meet other people.....	9.6%
Study/do research .....	21.4%	Other .....	7.4%
Use the children's library .....	23.7%		
Attend specific events .....	19.6%		
Search for work .....	6.0%		
Read newspapers and/or magazines.....	10.9%		

**Section 2 - What is the most important to you?**  
 (Please answer these questions even if you have not used the library service)

**Q.9 What is most important to you about a library service? (5110)**

(Please tick✓ one box on each line)

	<u>Extremely important</u>	<u>Quite important</u>	<u>Not important at all</u>
1. The books on the shelves (4803).....	85.7%	12.6%	1.8%
2. The range of downloadable e-books (4172).....	14.5%	31.9%	53.6%
3. Computers with internet access (4351).....	32.6%	29.8%	37.6%
4. DVDs, music CDs, audiobooks (4275).....	17.4%	44.7%	37.9%
5. Access to information (4451) .....	55.6%	32.8%	11.6%
6. Educational events and activities (4272)....	36.0%	38.2%	25.8%
7. Social events and activities (4246).....	24.9%	40.0%	35.1%
8. Being able to learn something and/or do homework (4214).....	34.3%	32.8%	32.9%
9. Support available from people (4226) .....	35.7%	38.1%	26.2%
10. Location (4500) .....	70.4%	24.1%	5.5%
11. On a convenient public transport route (4256).....	41.6%	29.3%	29.1%

**Q.10 What would encourage you to make more use of library services?**

(Please tick✓ one box on each line)

	<u>Extremely important</u>	<u>Quite important</u>	<u>Not important at all</u>
1. Accessing the library building outside normal hours (4668).....	35.4%	39.1%	25.6%
2. Library services available from other buildings (4399).....	14.6%	41.7%	43.7%
3. Social events and activities (4325).....	20.6%	37.0%	42.4%
4. Other services provided from the library (please specify) .....			

**Peterborough's Community Centres**

**Section 3 – Your use of Community Centres**

**Q.11 Which of these statements best describes your use of community centres in the last 12 months? (4944)** (Please tick✓ one box only)

1. I have regularly used my local community centre .....	24.0%
2. I use my local community centre occasionally .....	15.1%
3. I have not used a community centre in the last 12 months (SKIP TO Q.18).....	21.5%
4. I do not use community centres (SKIP TO Q.18).....	35.1%
5. I use more than one community centre.....	3.0%

**Please skip to Section 4 (Q.18) if you have not used community centres in the last 12 months.**

**Q.12 Which community centres have you used MOST OFTEN in the last 12 months? (Please rank the top three)**

Name:.....

Name:.....

Name:.....

**Q.13 How often do you visit your most frequently used community centre? (2074)**  
(Please tick✓ one box only)

Every day during the week .....15.6% Every 2 – 3 weeks .....8.0%  
 Every weekend .....4.4% Once a month .....11.2%  
 Once a week .....34.5% A few time a year .....21.9%  
 Once a year or less.....4.4%

**Q.14 How far do you travel to this community centre? (2036)** (Please tick✓ one box only)

Less than 1 mile .....51.8% More than 2 miles .....22.4%  
 1 – 2 miles .....25.8%

**Q.15 How do you travel to this community centre? (2020)** (Please tick✓ one box only)

Walk .....48.5% Taxi .....0.8%  
 Cycle .....5.4% Car .....38.3%  
 Bus .....5.4% Other.....1.5%

**Q.16 When do you visit your most frequently used community centre you mentioned at Q.12? (5110)**

(Please tick✓ all that apply)

	<u>Morning</u>	<u>Afternoon</u>	<u>Evening</u>
1. Monday .....	6.8%	5.0%	3.9%
2. Tuesday .....	7.7%	4.8%	6.0%
3. Wednesday .....	6.3%	5.7%	4.7%
4. Thursday .....	7.2%	4.8%	6.1%
5. Friday .....	6.0%	4.6%	4.8%
6. Saturday .....	5.6%	6.1%	5.8%
7. Sunday .....	3.1%	3.2%	3.5%

**Q.17 Which of the following do you use? (5110) (Please tick✓ all that apply)**

(Missing Data Excluded)

Pre-school .....	15.4%	Council or other agency surgeries .....	11.1%
Social events .....	43.8%	Polling station .....	36.8%
Fundraising events .....	27.5%	Private hire.....	21.5%
Luncheon clubs .....	6.7%	Commercial hire.....	3.0%
Arts, crafts and hobbies.....	18.6%	Local meetings.....	26.4%
Sports & exercise .....	24.1%	Mums & tots.....	13.4%
Performing arts (theatre, dance & music).....	9.0%	Bingo.....	9.4%
Youth clubs or other children's activities .....	12.9%	Others, please describe.....	11.9%
Faith services or events .....	11.5%		

**Section 4 - What is the most important to you?**

(Please answer these Sections 4 & 5 even if you have not used community centres)

**Q.18 What is most important to you in a community centre?**

(Please tick✓ one box on each line)

	<u>Extremely important</u>	<u>Quite important</u>	<u>Not important at all</u>
1. Pre-school (3880).....	42.5%	35.5%	22.0%
2. Social events (4162) .....	39.1%	39.8%	21.1%
3. Fundraising events (3915) .....	29.7%	42.2%	28.1%
4. Luncheon clubs (3880).....	17.5%	32.9%	49.6%
5. Arts, crafts and hobbies (4024) .....	28.4%	44.5%	27.2%
6. Sports and exercise (3999) .....	37.6%	36.9%	25.5%
7. Performing arts (theatre, dance or music) (3855).....	32.8%	25.5%	41.7%
8. Bingo (3784).....	11.2%	22.3%	66.5%
9. Youth clubs or other children's activities (3866) .....	31.5%	40.7%	27.8%
10. Faith services or events (3783).....	15.6%	27.3%	57.1%
11. Providing council or other agency surgeries (3816) .....	30.9%	27.2%	41.9%
12. Polling station (4082) .....	45.3%	35.9%	18.8%
13. Private hire (3907).....	33.1%	38.0%	28.9%
14. Commercial hire (3694).....	18.3%	33.7%	48.1%
15. Local meetings (3955).....	38.9%	38.8%	22.3%
16. Mums & tots (3754).....	35.0%	25.8%	39.2%
17. Other (Please specify)			





## Section 5 – Your views about the future of Communities Centres

### Q.19 What would encourage you to make more use of community centres?

(Please tick✓ one box on each line)

	<u>Extremely important</u>	<u>Quite important</u>	<u>Not important at all</u>
1. Accessing community services from other buildings (4190) .....	18.6%	37.9%	43.5%
2. Health & school services provided from community centres (4220) .....	30.6%	37.7%	31.7%
3. Social events and activities (4465).....	38.6%	38.6%	22.8%
4. Other services provided from community centres (please specify) .....			

## About you

So we can check this survey is representative of Peterborough overall, can you please complete the following questions.

### Q.20 Are you (4656):

Female.....65.5%

Male.....34.5%

### Q.21 Which of these age groups do you fall into? (4995)

16 to 24 years.....	4.3%	55 to 64 years .....	19.0%
25 to 34 years.....	11.3%	65 to 74 years .....	20.2%
35 to 44 years.....	17.6%	75 years or over.....	10.0%
45 to 54 years.....	16.4%	Prefer not to say .....	1.2%

**Q.22 What is your ethnic group? (4855)**

**A White**

- 1. English/ Welsh/ Scottish/ Northern Irish/ British .....85.9%
- 2. Irish ..... 0.9%
- 3. Gypsy or Irish Traveller .....0.1%
- 4. Any other white background, write in .....3.4%

**B Mixed/ multiple ethnic groups**

- 5. White and Black Caribbean.....0.2%
- 6. White and Black African .....0.1%
- 7. White and Asian .....0.5%
- 8. Any other mixed/ multiple ethnic background, write in .....0.5%

**C Asian / Asian British**

- 9. Indian .....2.8%
- 10. Pakistani..... 1.8%
- 11. Bangladeshi .....0.2%
- 12. Chinese .....0.4%
- 13. Any other Asian background, write in.....0.6%

**D Black/ African/ Caribbean/ Black British**

- 14. African ..... 1.2%
- 15. Caribbean.....0.4%
- 16. Any other Black/ African/ Caribbean background, write in .....0.1%

**E Other ethnic group**

- 17. Arab.....0.1%
- 18. Any other ethnic group, write in.....0.8%

Everything you say in this questionnaire is confidential. However the responses to this questionnaire may be reported as statistics and mapped geographically so that specific issues emerging within neighbourhoods can be targeted more efficiently. If you agree to your address being given in order for responses to be mapped please write in your address and postcode below.

Address: .....

.....  
.....

Postcode:

.....  
.....

**Thank you for taking the time to complete this questionnaire. If you require any further information please do not hesitate to contact NWA on the Freephone number: 0800 316 3630.**

All surveys are carried out in accordance with the MRS Code of Conduct

[www.mrs.org.uk](http://www.mrs.org.uk)  
[www.nwaresearch.co.uk](http://www.nwaresearch.co.uk)



ANNEX B

# Understanding the value of our libraries and community centres Aug-Sept 2014

## Main findings

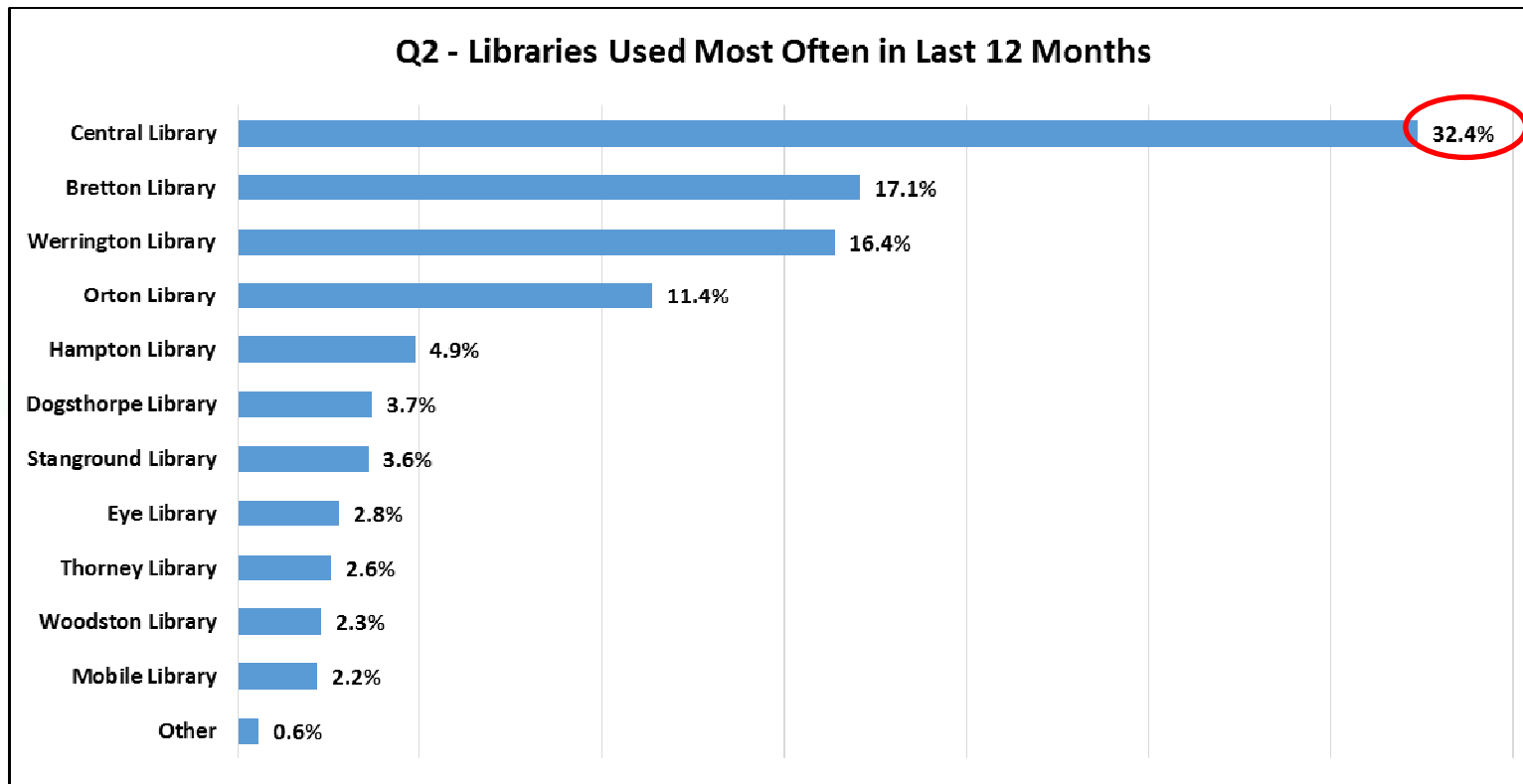
35

# Libraries consultation: Aug-Sept 2014

The most significant findings (in respect of libraries ) from the consultation are:

- All of our libraries are valued by the people who use them.
- By far, the most important considerations for respondents are:
  - the books on the shelves – rated extremely (85.7%) or quite (12.6%) important (it is worth noting that the most cited reason for visiting a library is to borrow books; (87.2%), and the next most popular reason is to use a computer and internet (26.2%);
  - the location of the libraries – rated extremely (70.4%) or quite (24.1%) important; and
  - the ability to ‘access information’ – rated extremely (55.6%) or quite (32.8%) important.
- Libraries are an overwhelmingly local service – 75% of library users travel less than 2 miles to use a library, with 43% of library users walking to the library (rising to 90% for the users of Eye and Thorney library).
- A significant city centre offer is important – 30% of library users across the city *also* use Central Library.
- Opening hours are important –  $\frac{3}{4}$  of respondents felt accessing the library ‘outside of normal hours’ was either extremely or quite important.

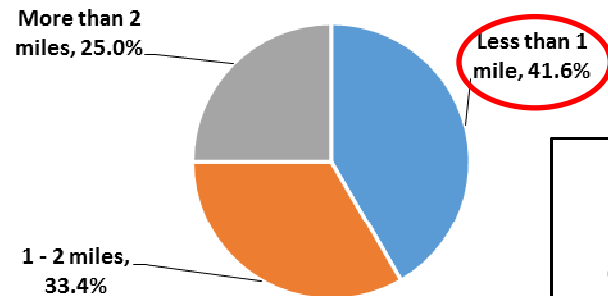
# Libraries consultation: Aug-Sept 2014



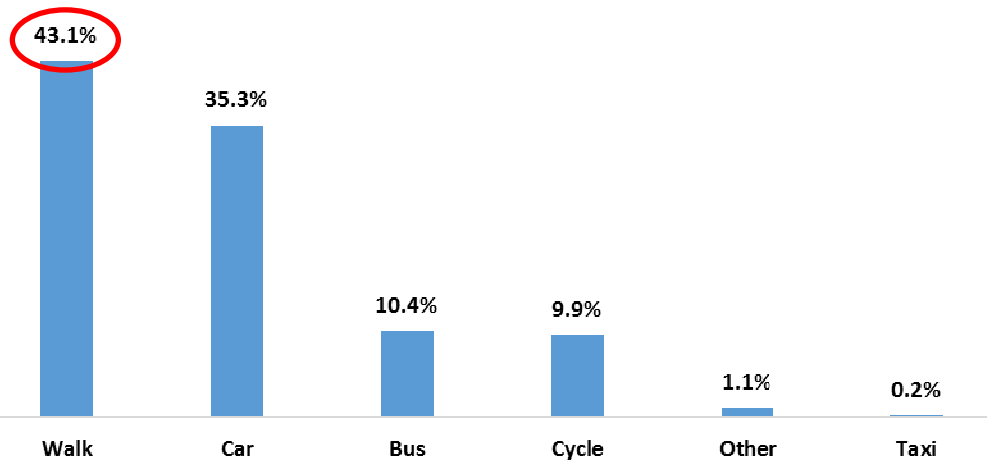
- A third of all respondents stated that they had used Central library (32.4%) most often in the previous 12 months
- Bretton, Werrington and Orton were the next most popular libraries visited

# Libraries consultation: Aug-Sept 2014

## Q4 - Distance Travelled to Most Used Library

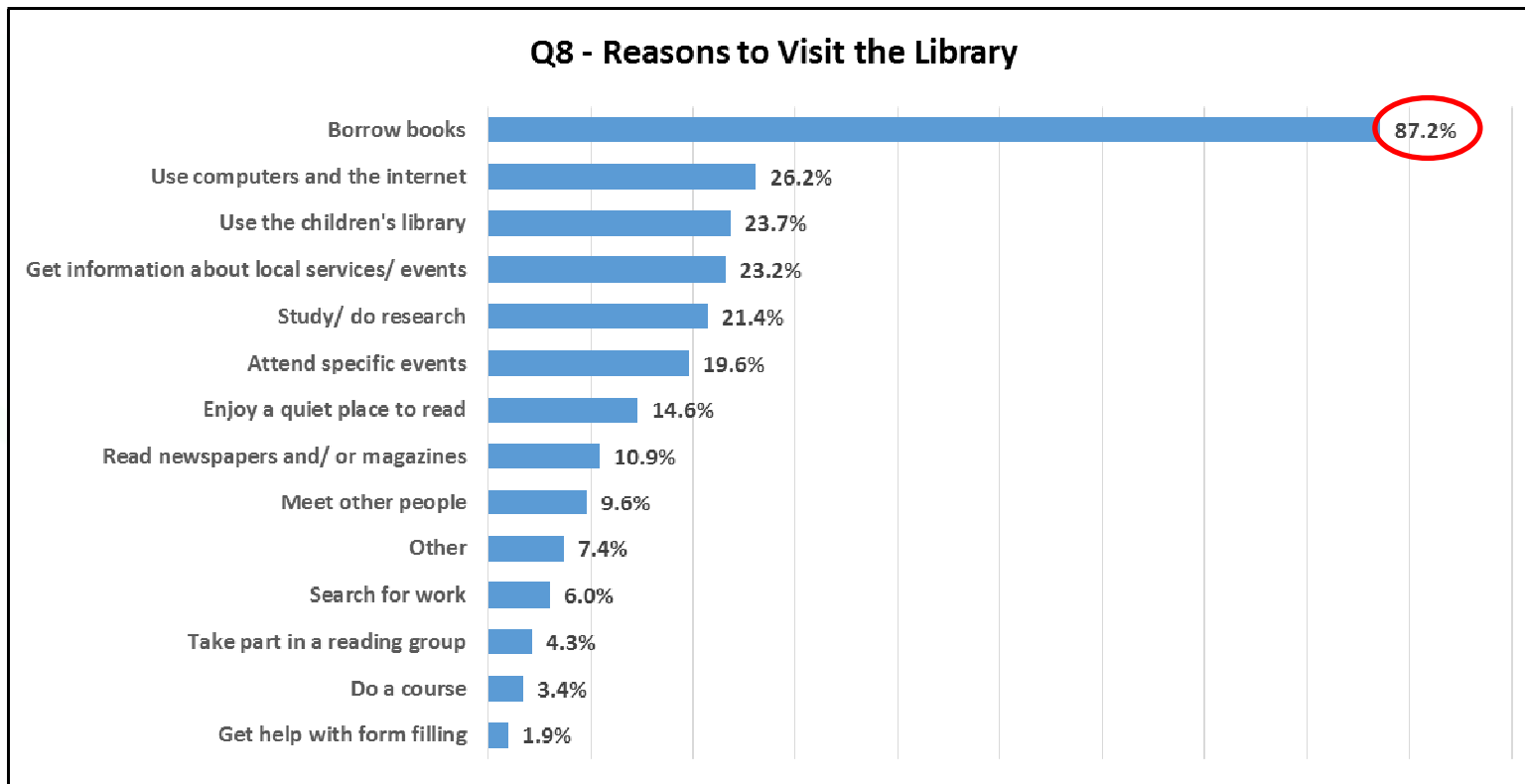


## Q5 - Mode of Travel to Most Used Library



- Respondents who had used the libraries in the previous 12 months were most likely to travel 'less than 1 mile' (41.6%) to visit their most used library
- 43.1% stated that they 'walk' to their most used library

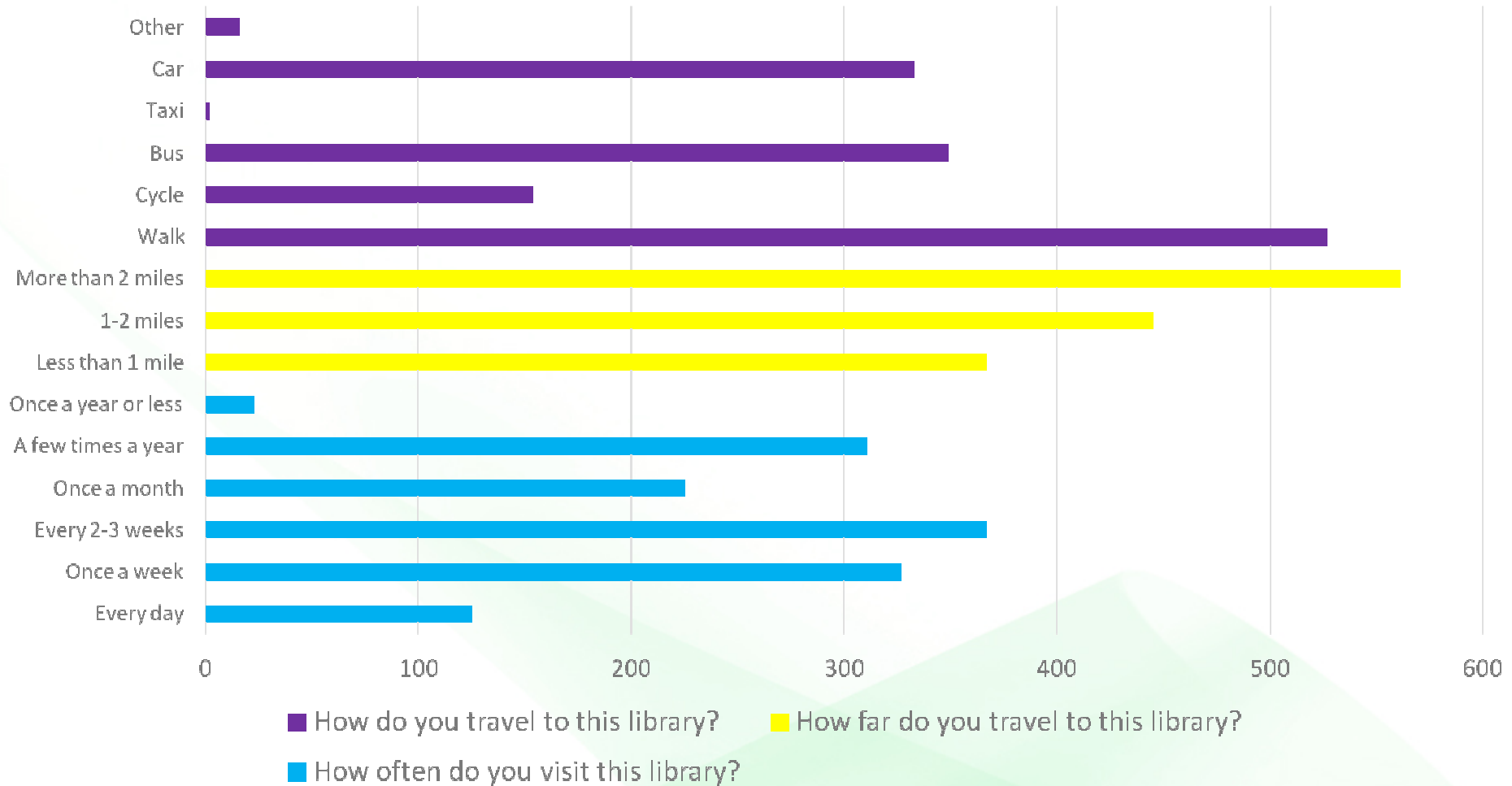
# Libraries consultation: Aug-Sept 2014



- 87.2% of all respondents visit libraries in order to do so to borrow books
- One-in-five or more respondents do so in order to 'use computers and the internet'

# Central Library

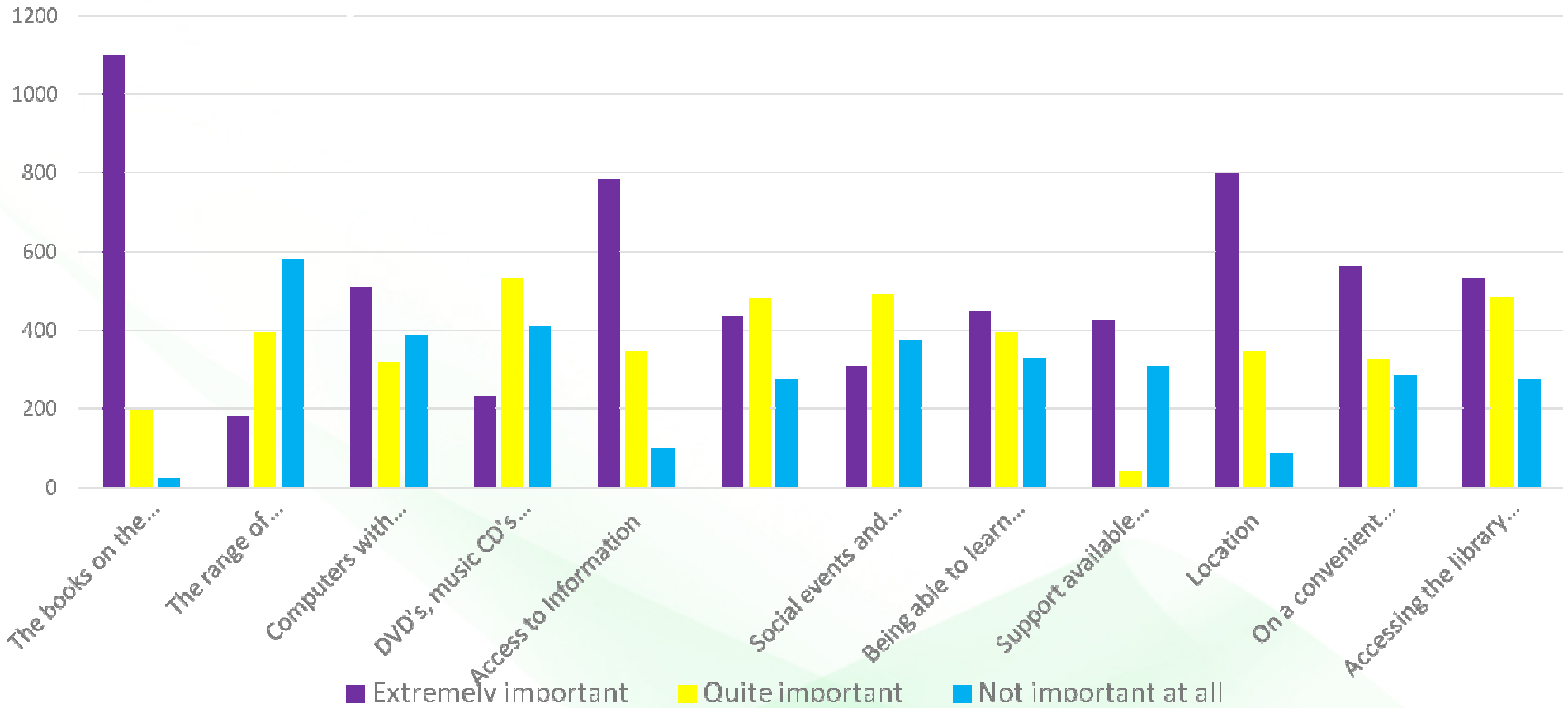
40





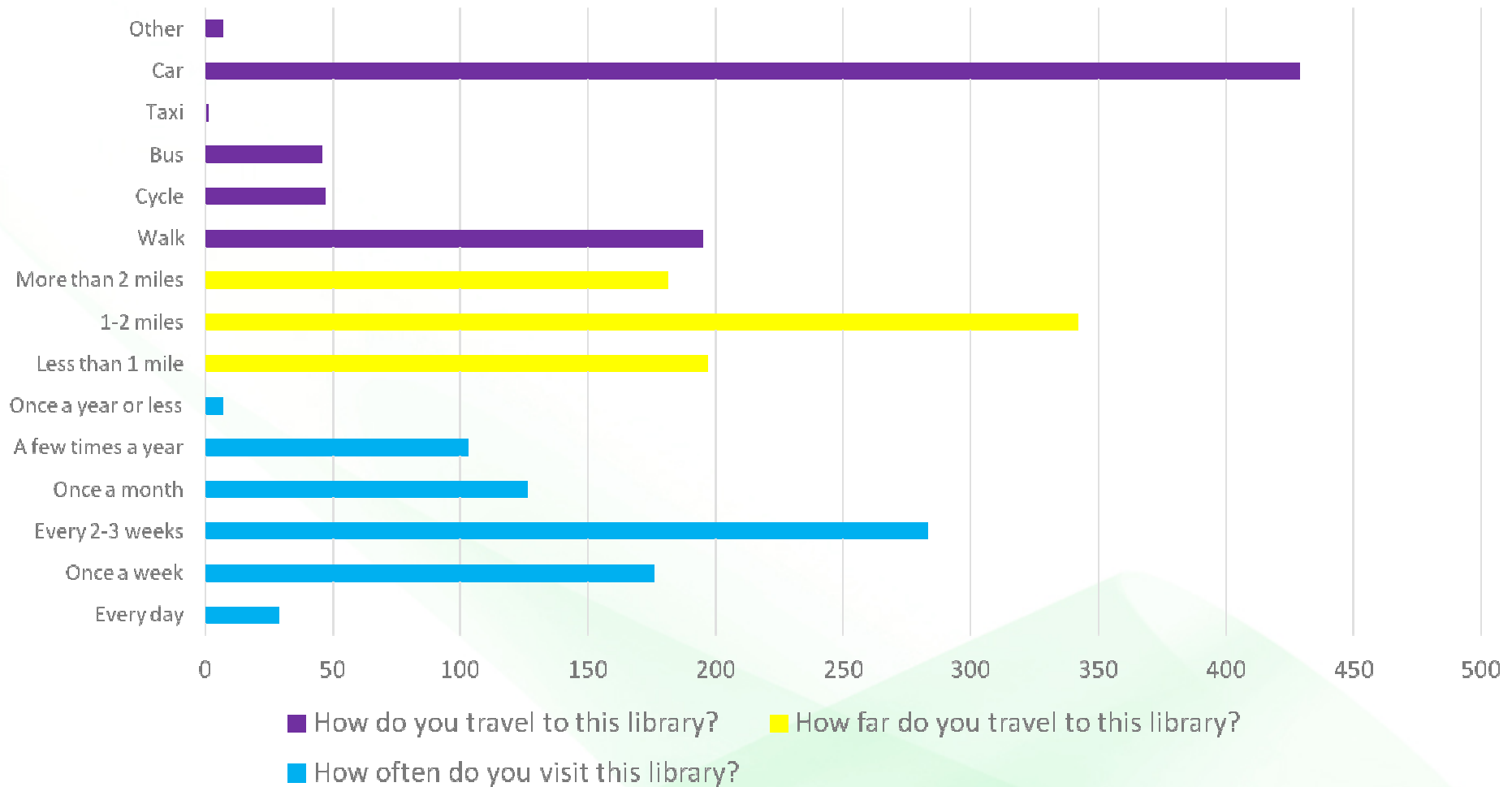
# Central Library

41



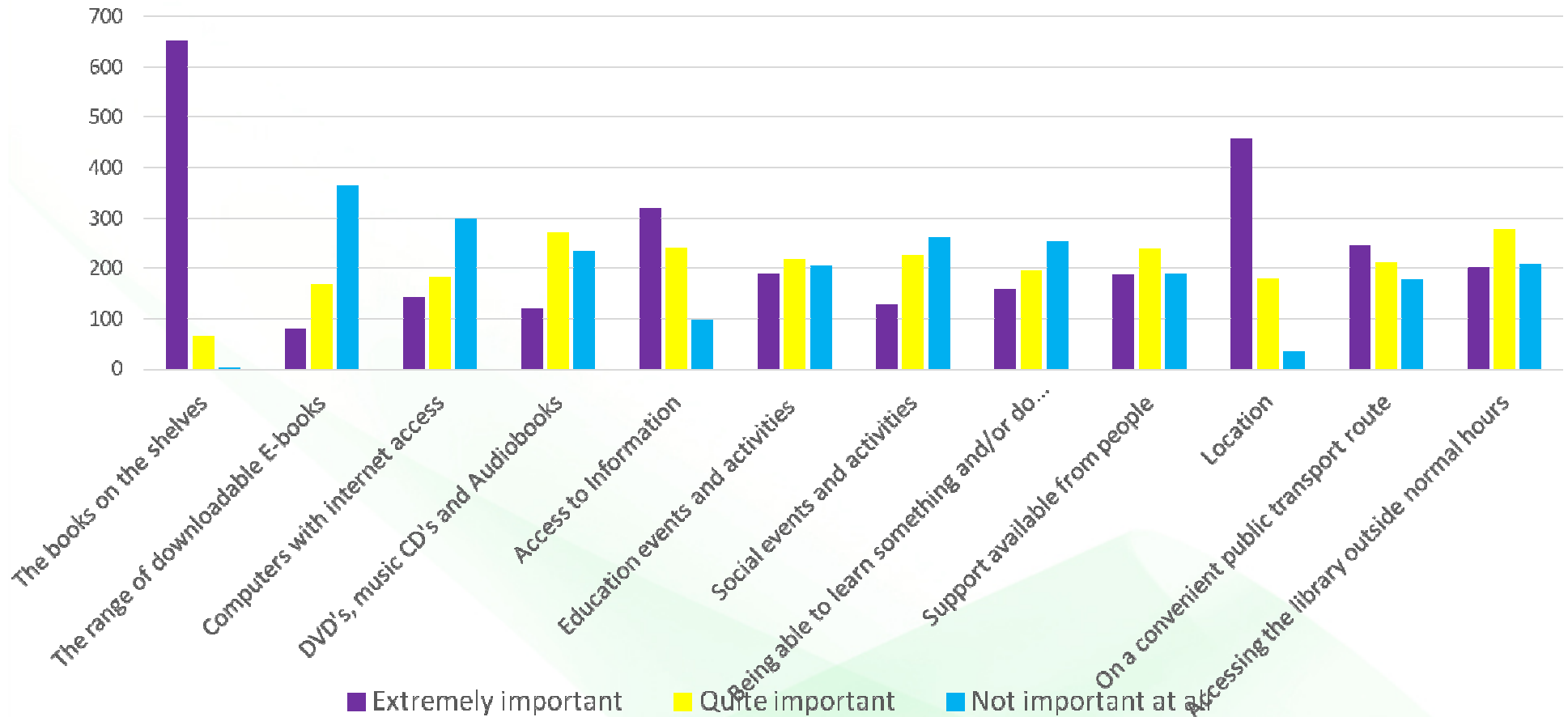
# Bretton Library

42

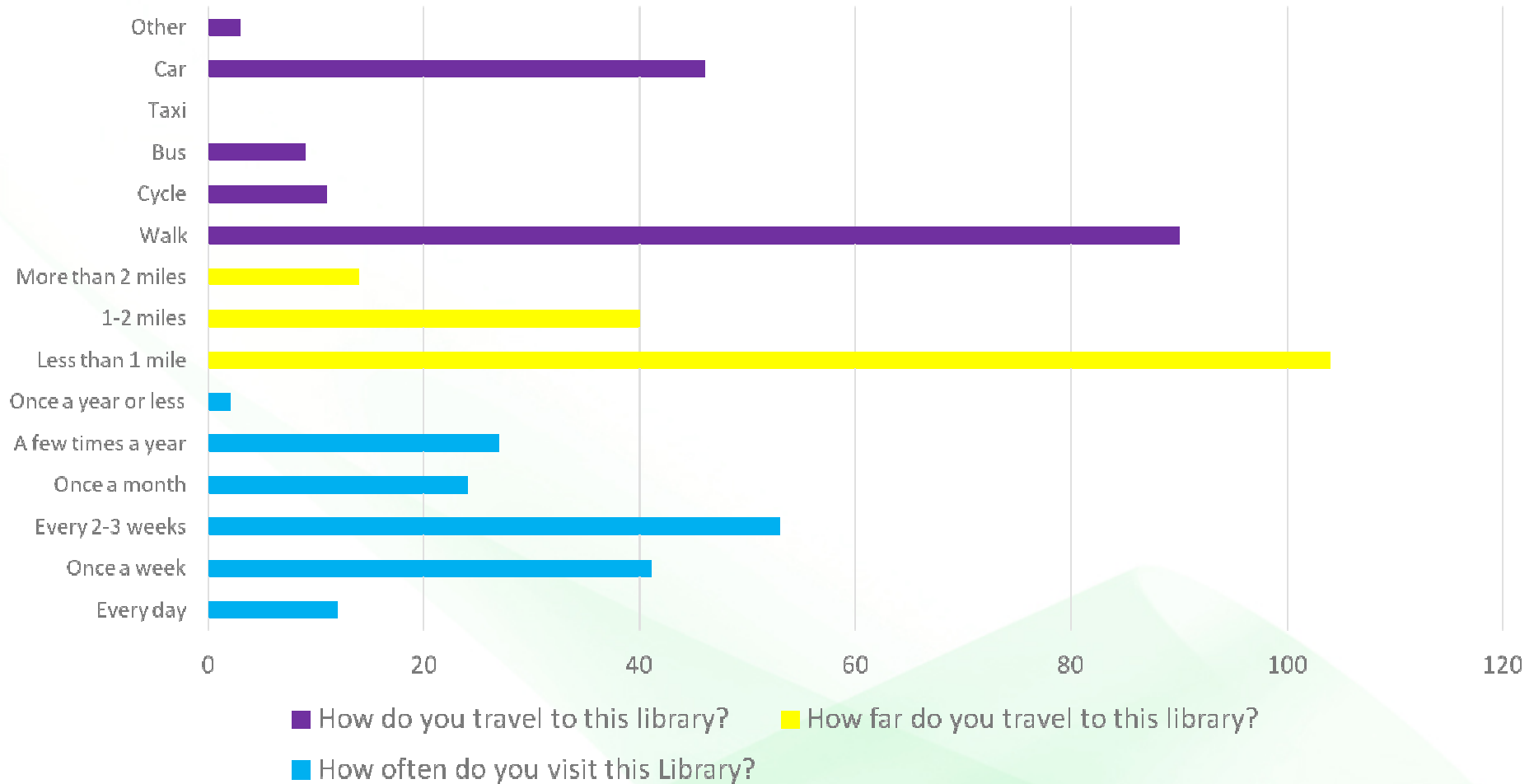


# Bretton Library

43



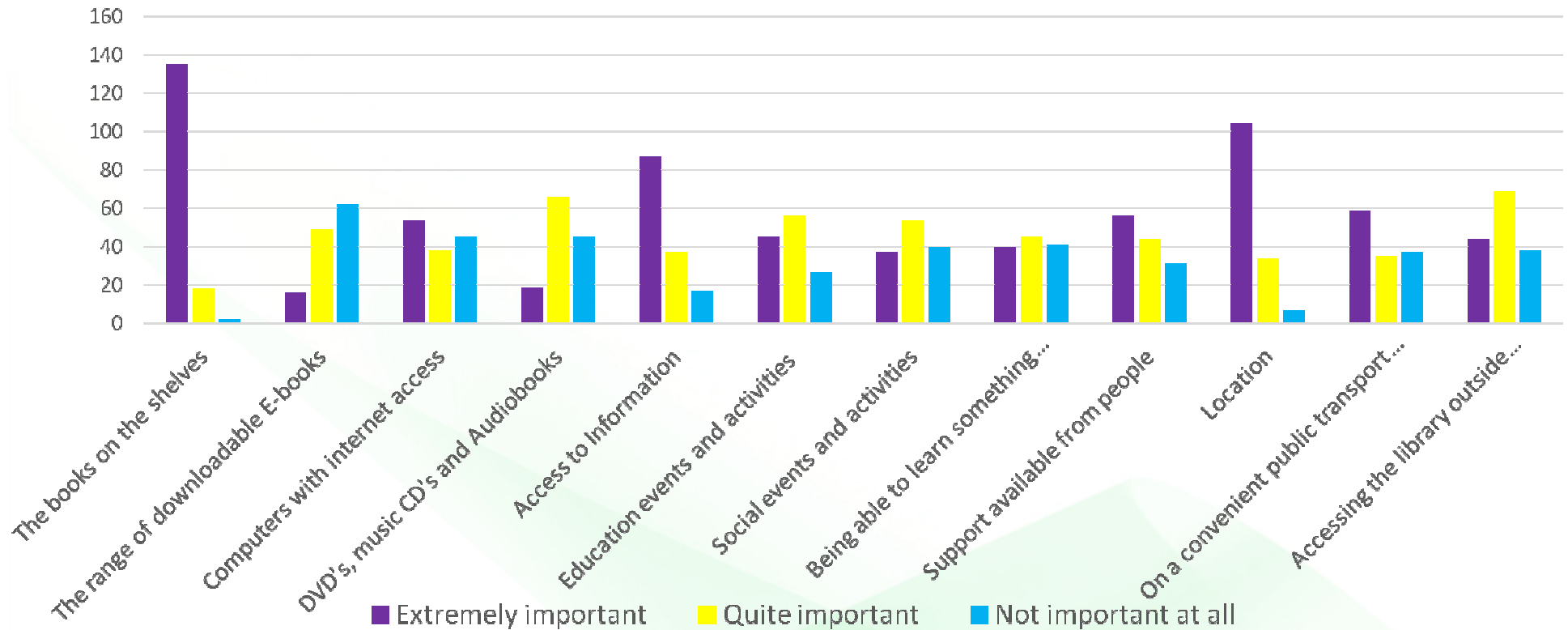
# Dogsthorpe Library



44

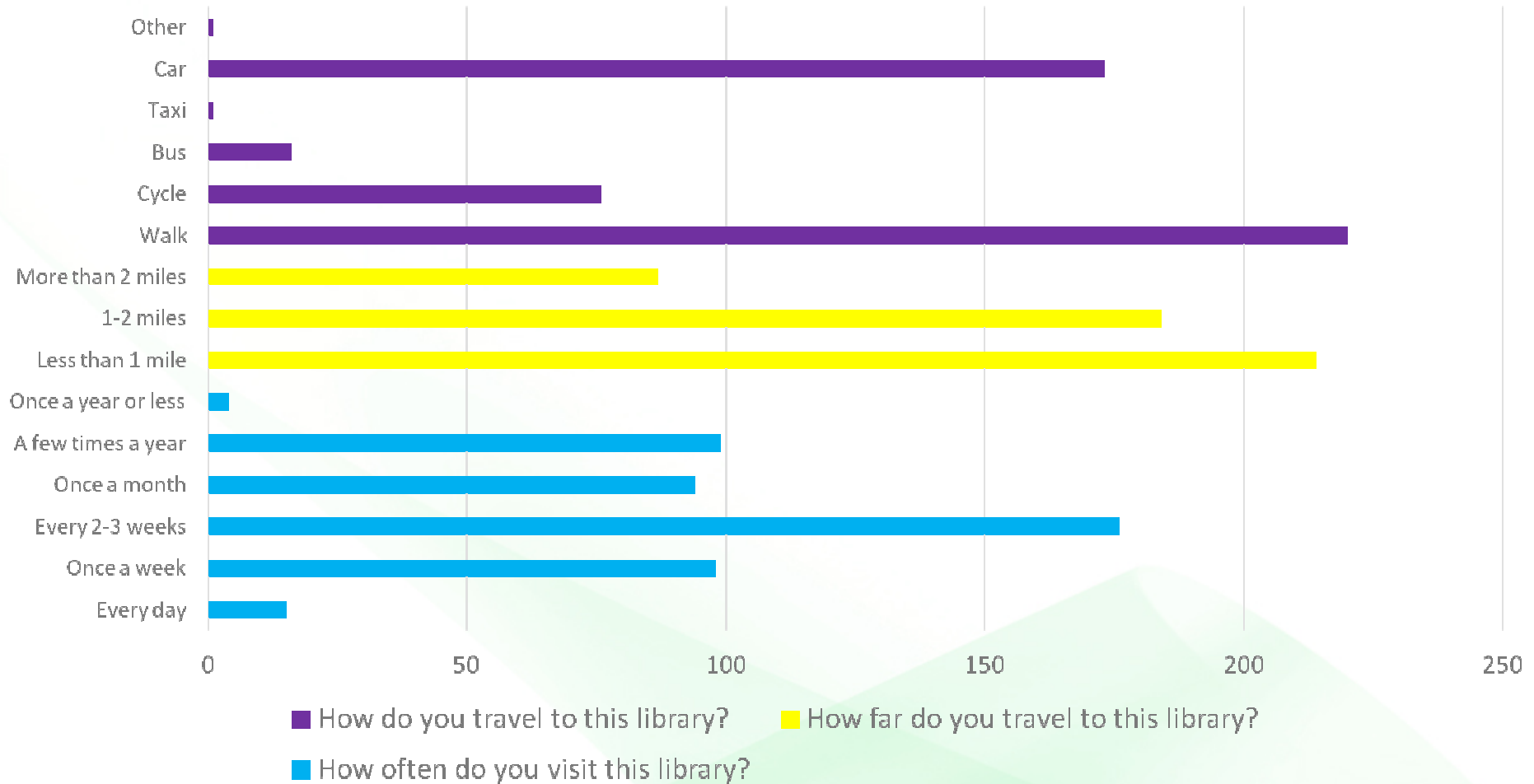
# Dogsthorpe Library

45



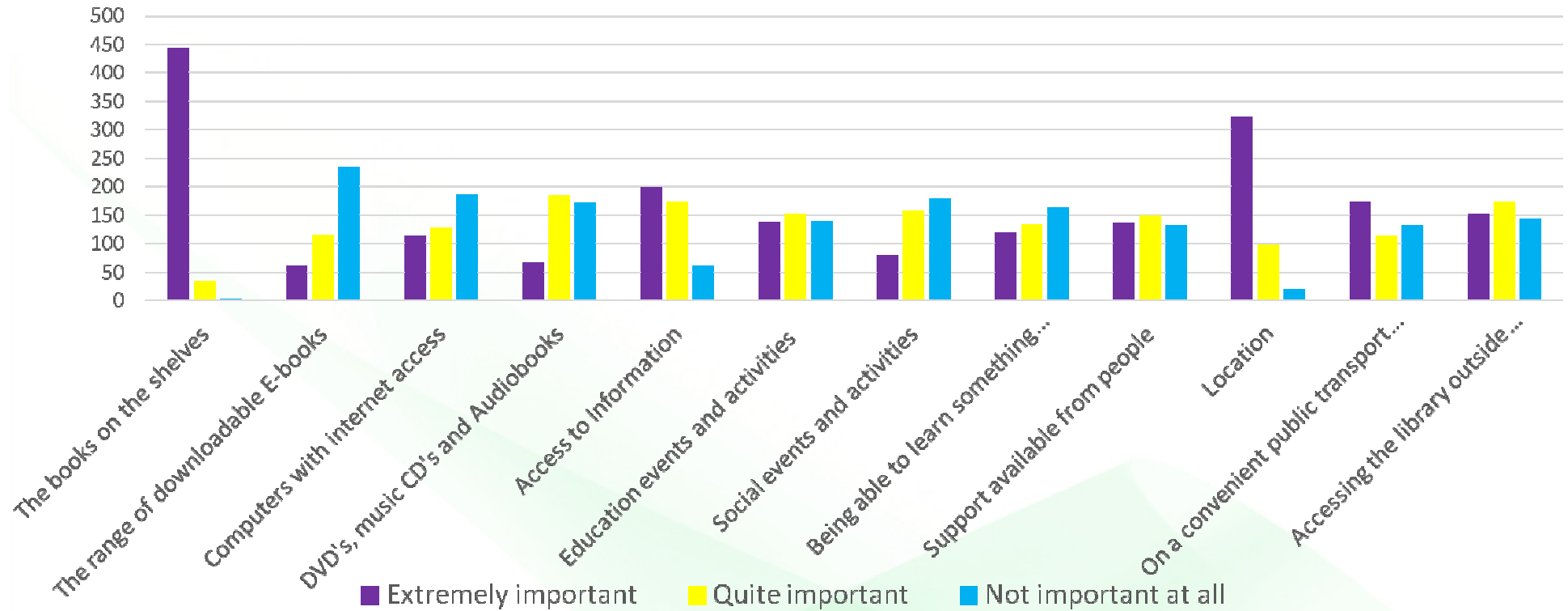
# Orton Library

46



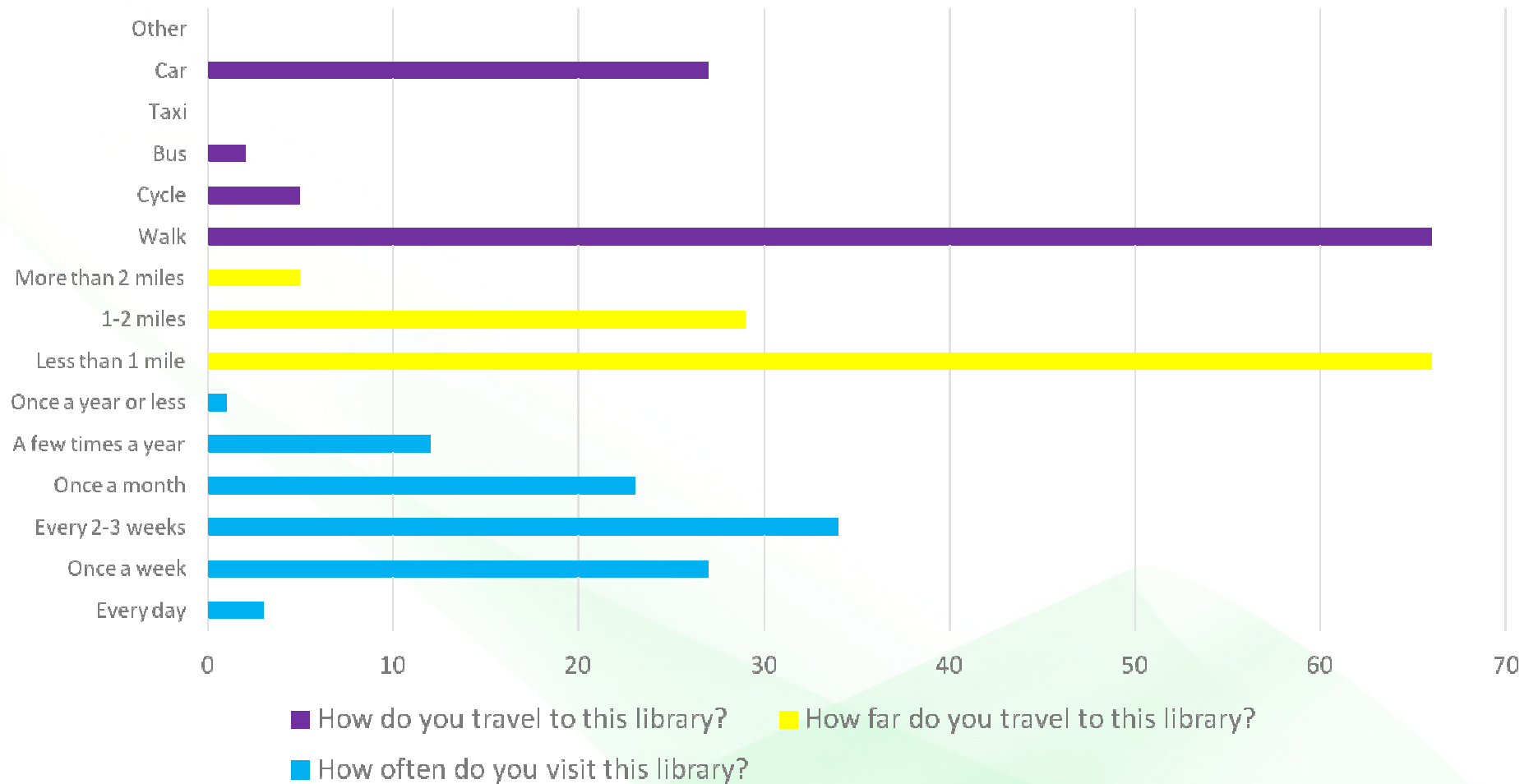
# Orton Library

47



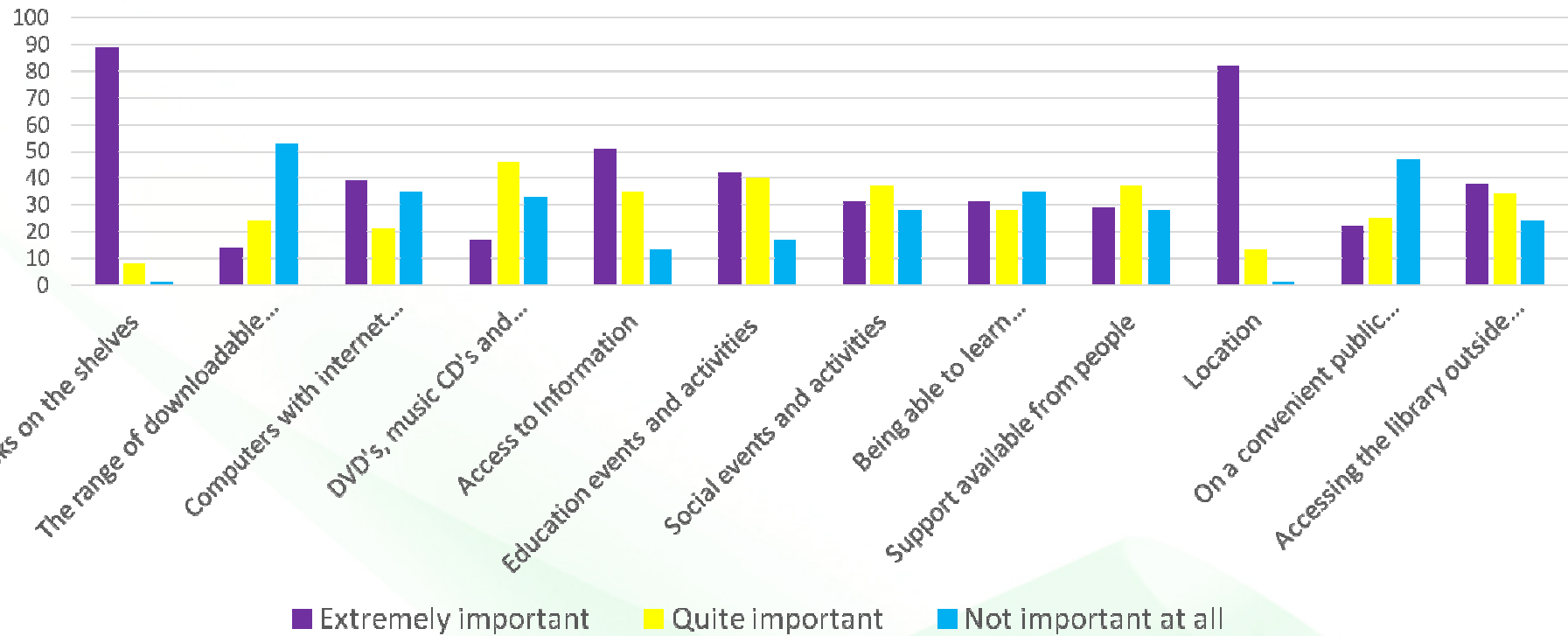
# Woodston Library

48



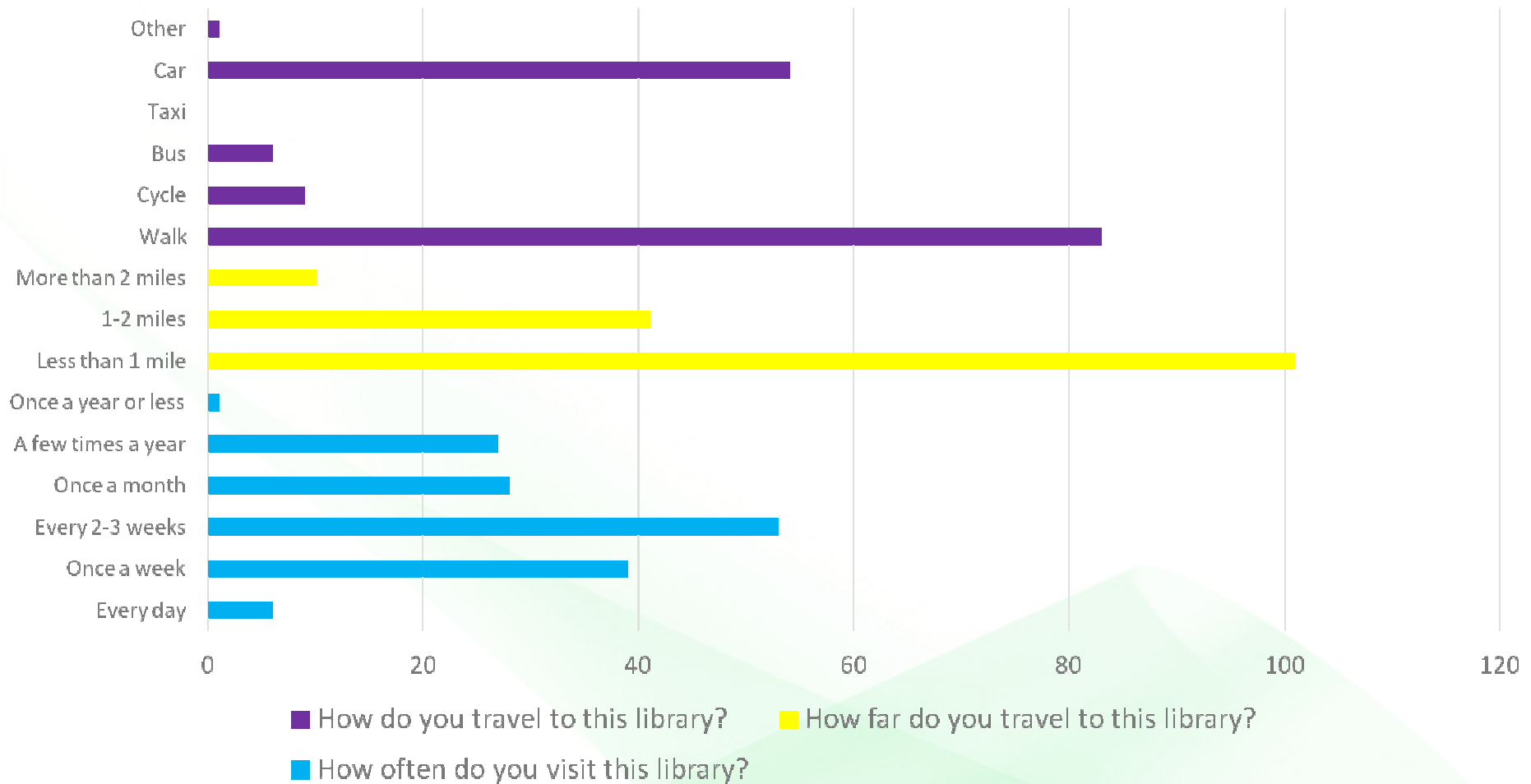


# Woodston Library

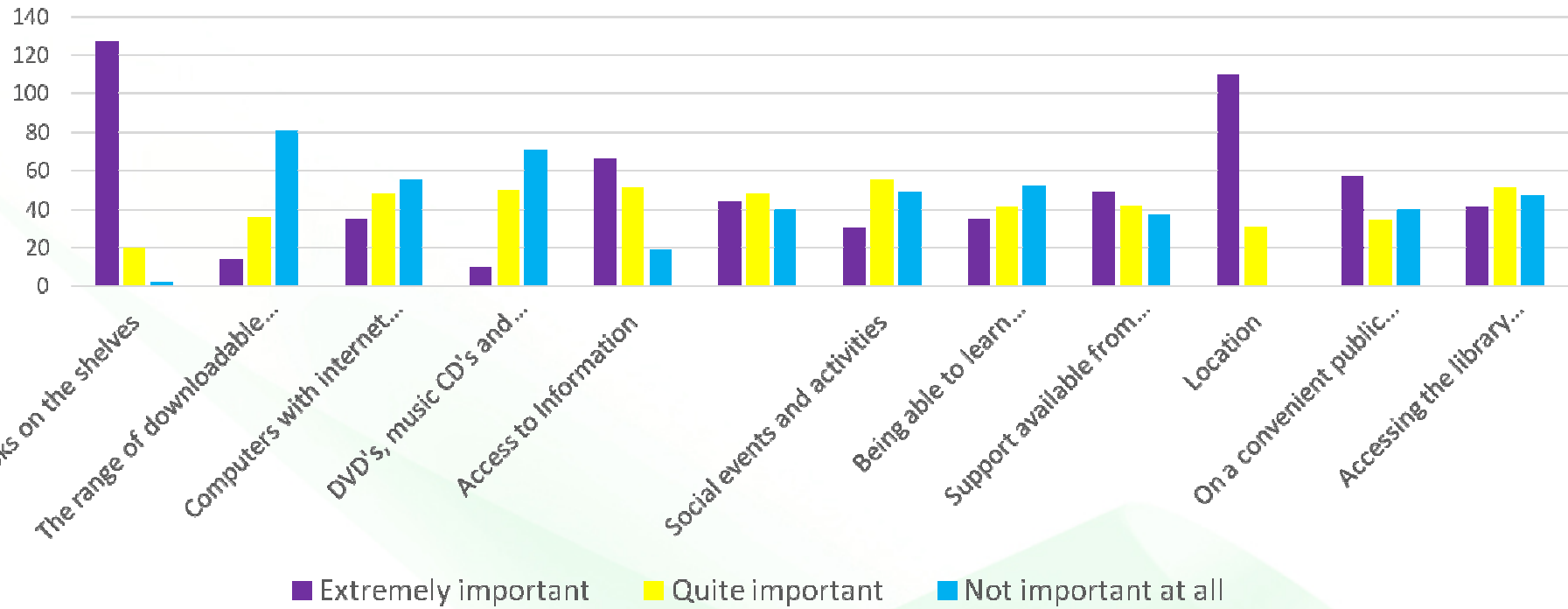


# Stanground Library

50

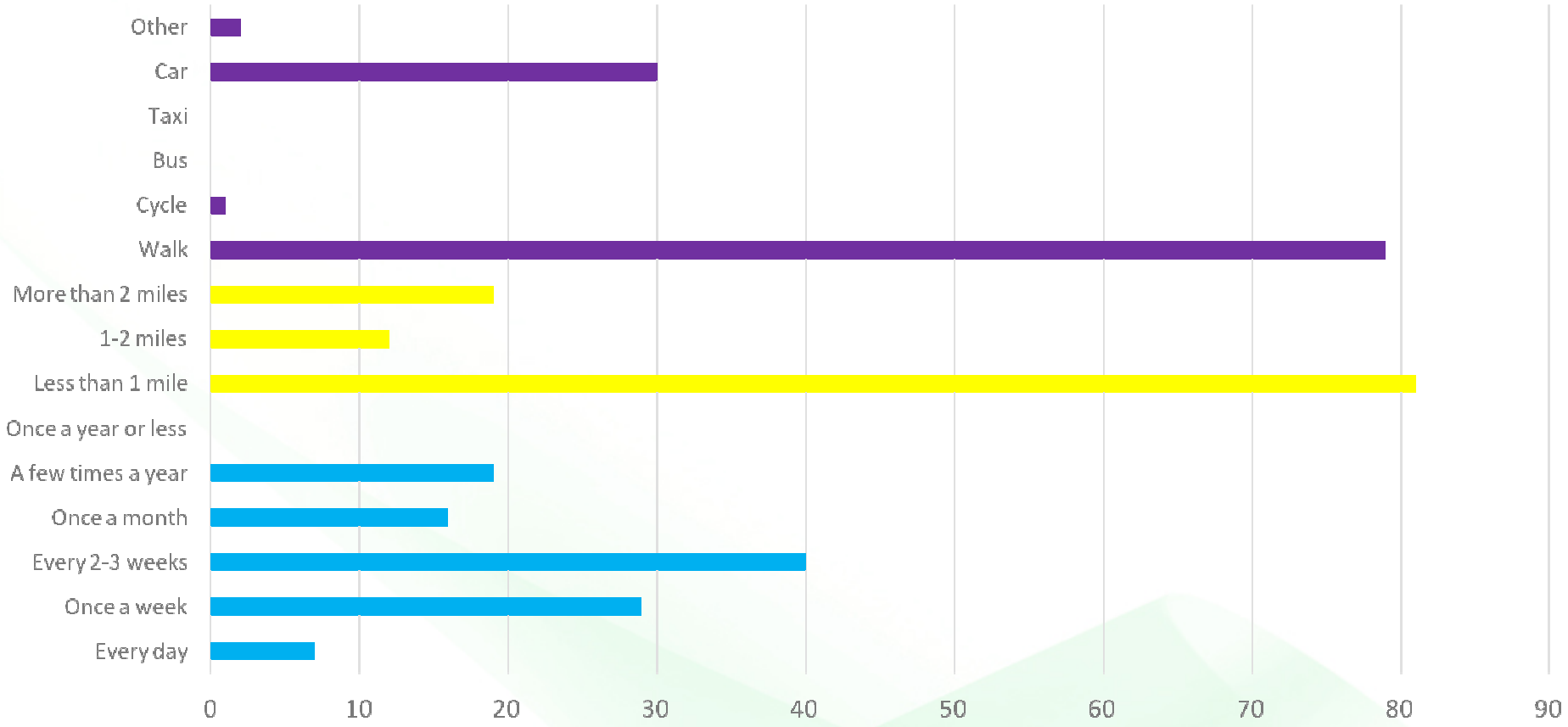


# Stanground Library



# Thorney Library

52



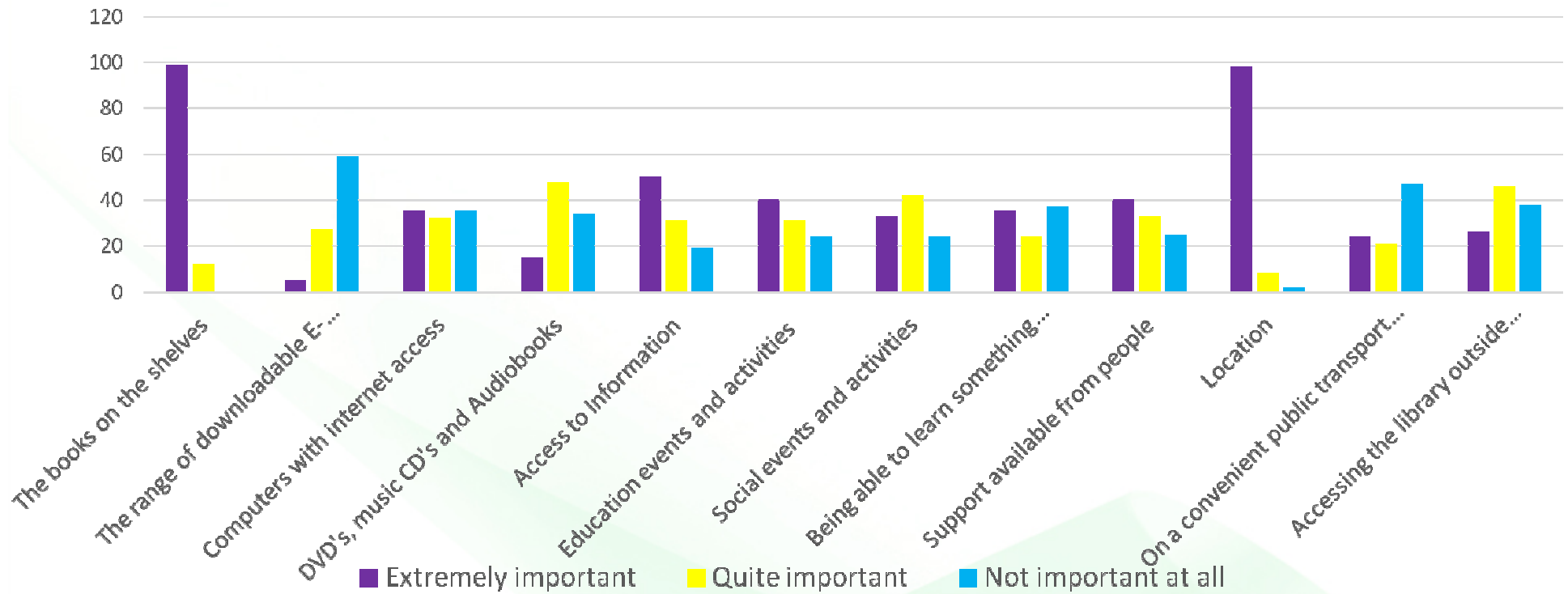
■ How do you travel to this library?    ■ How far do you travel to this library?  
■ How often do you visit this library?



Delivering together

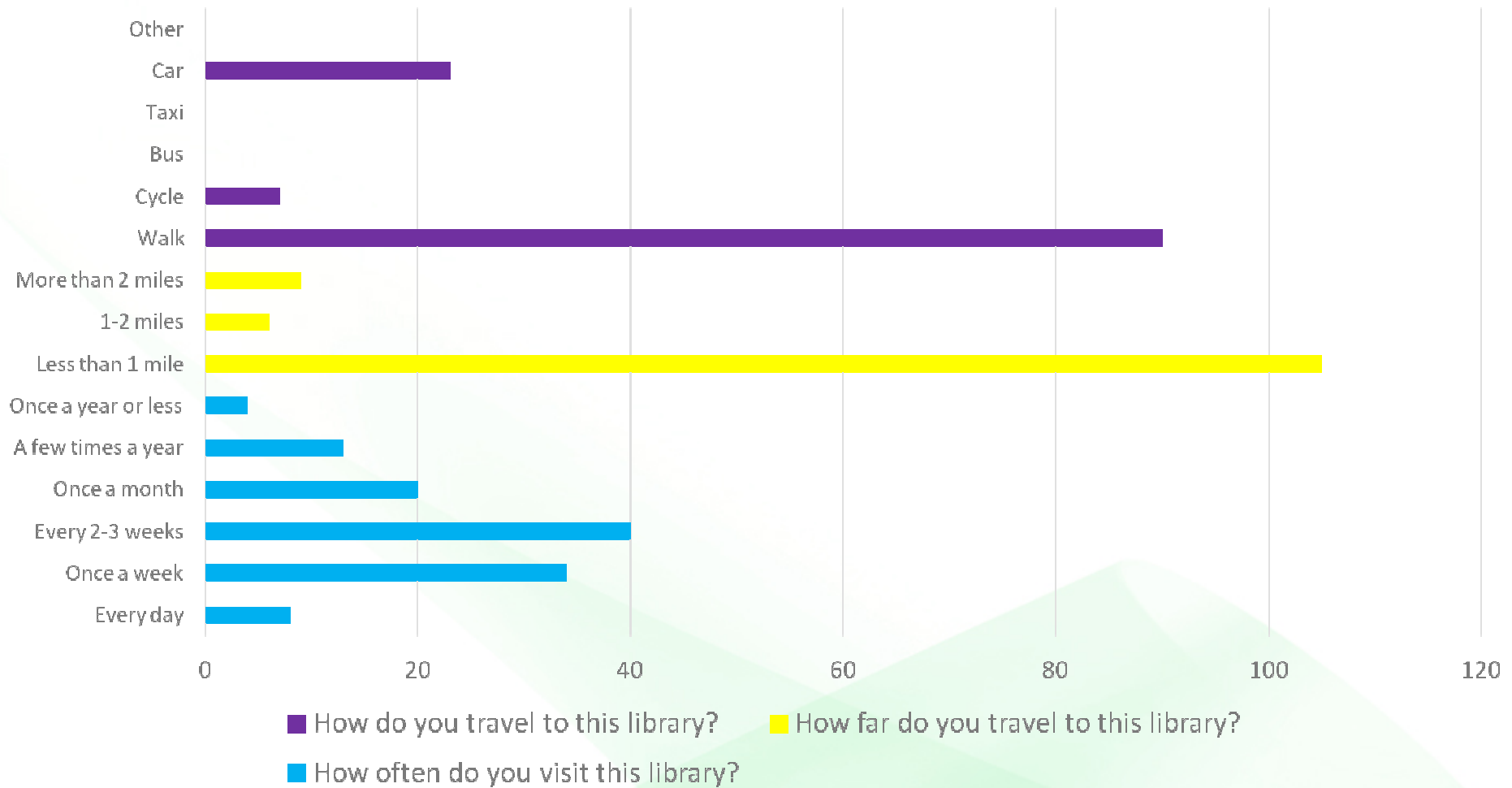
# Thorney Library

53



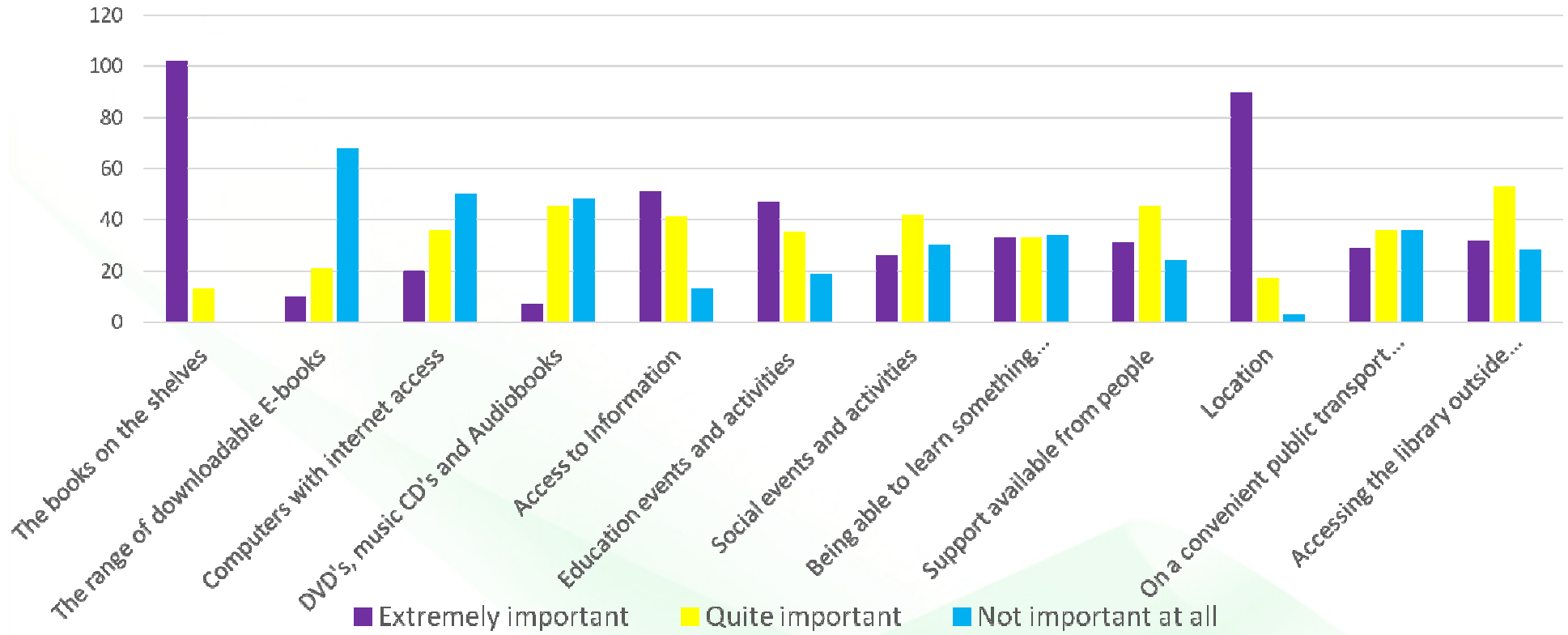
# Eye Library

54



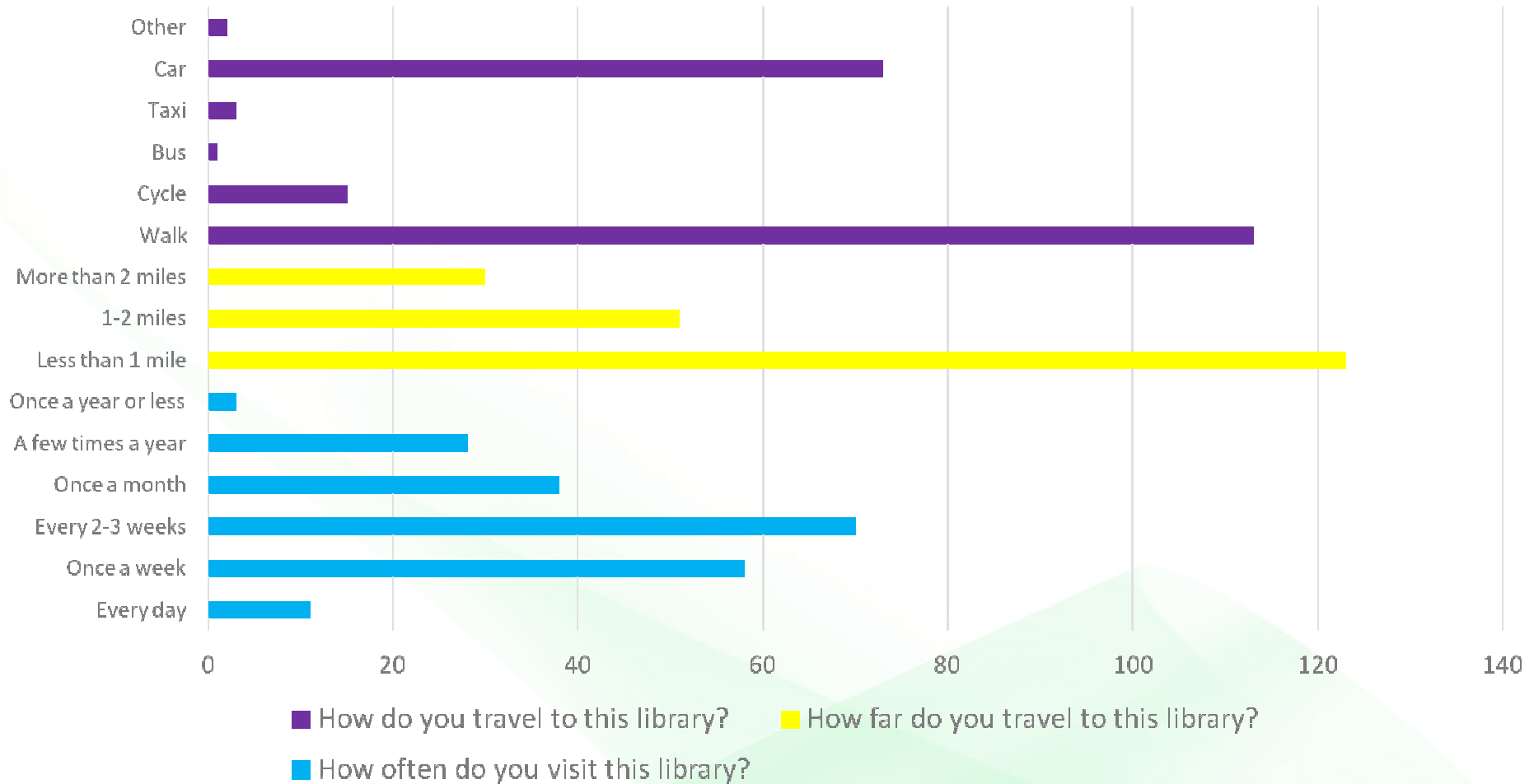
# Eye Library

55



# Hampton Library

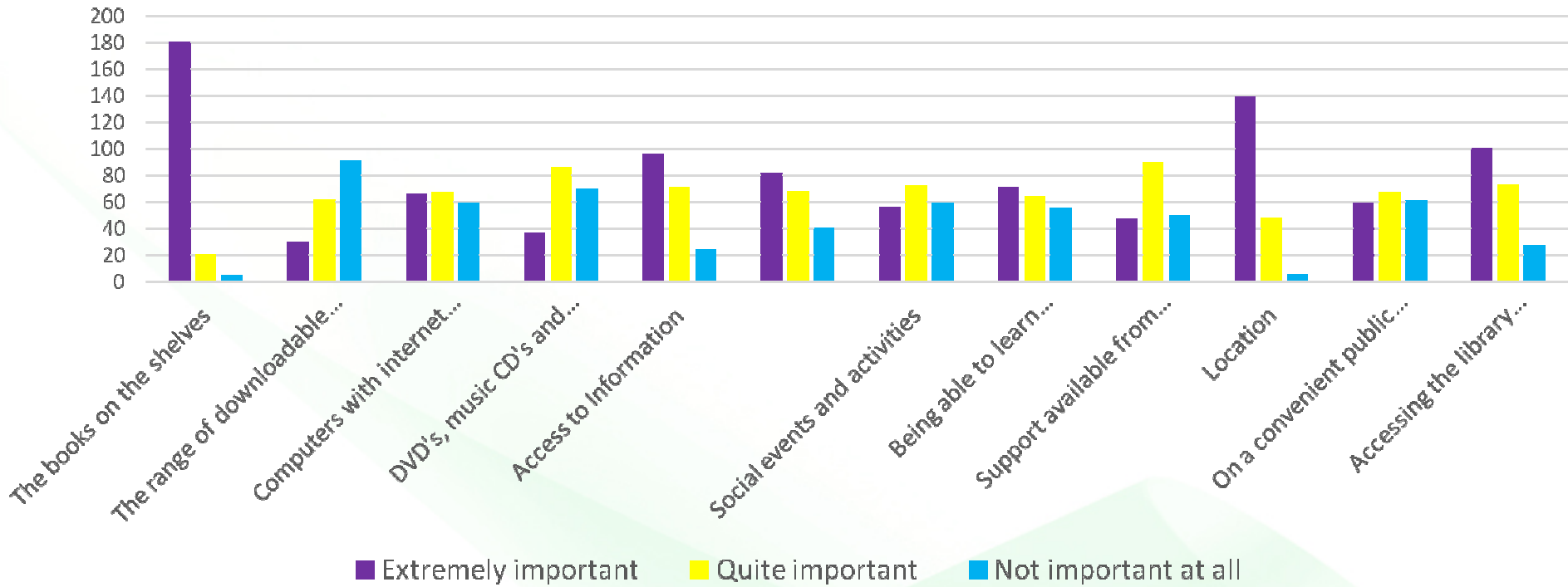
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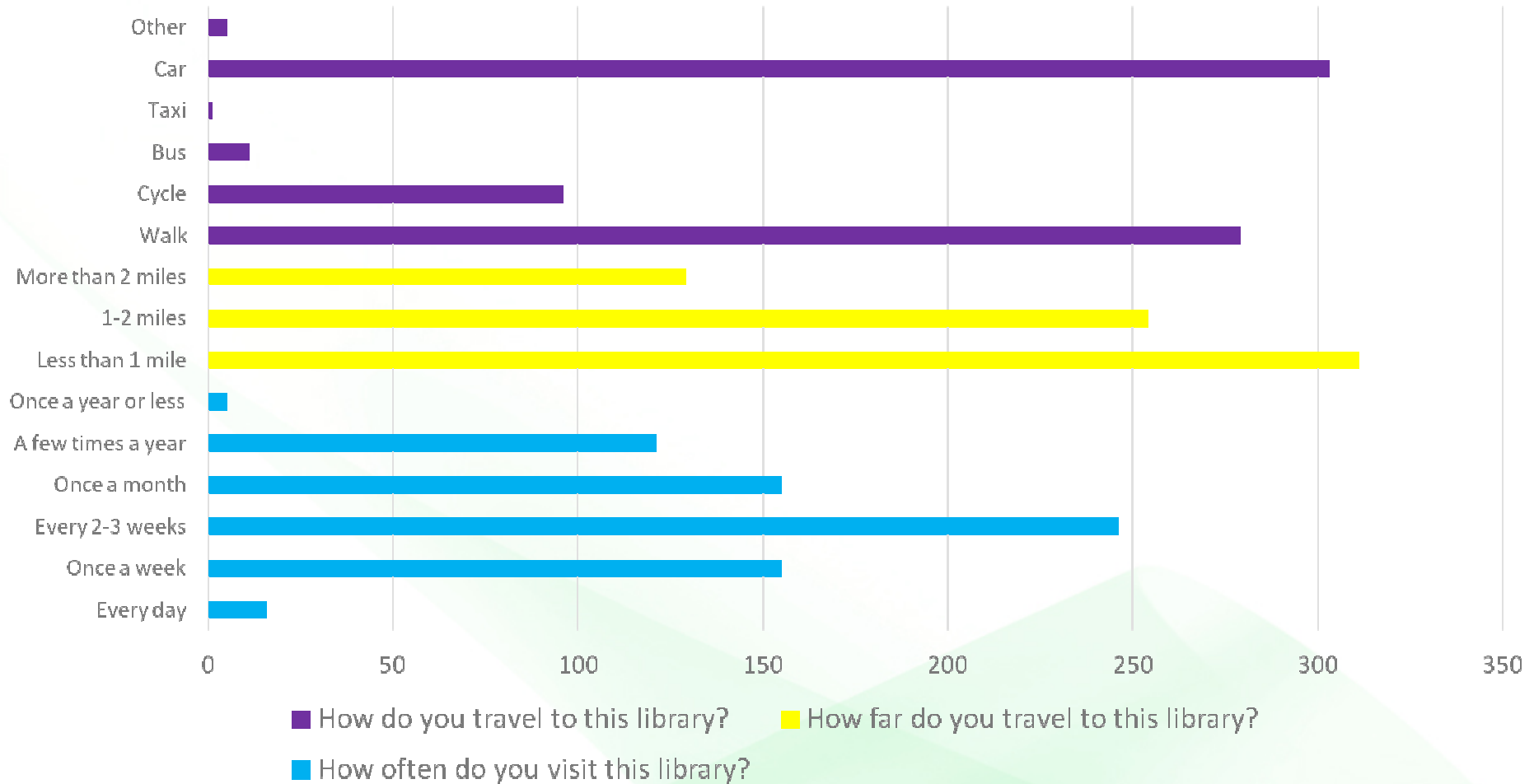
# Hampton Library

57



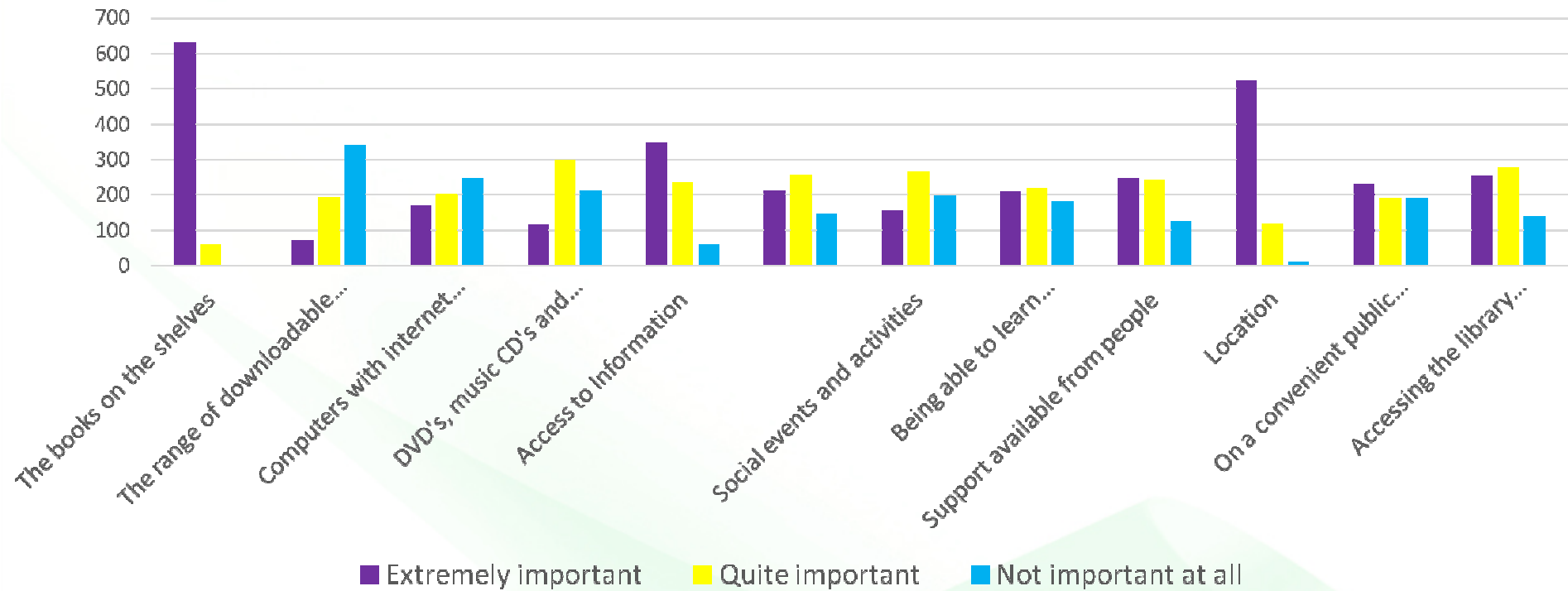
# Werrington Library

58



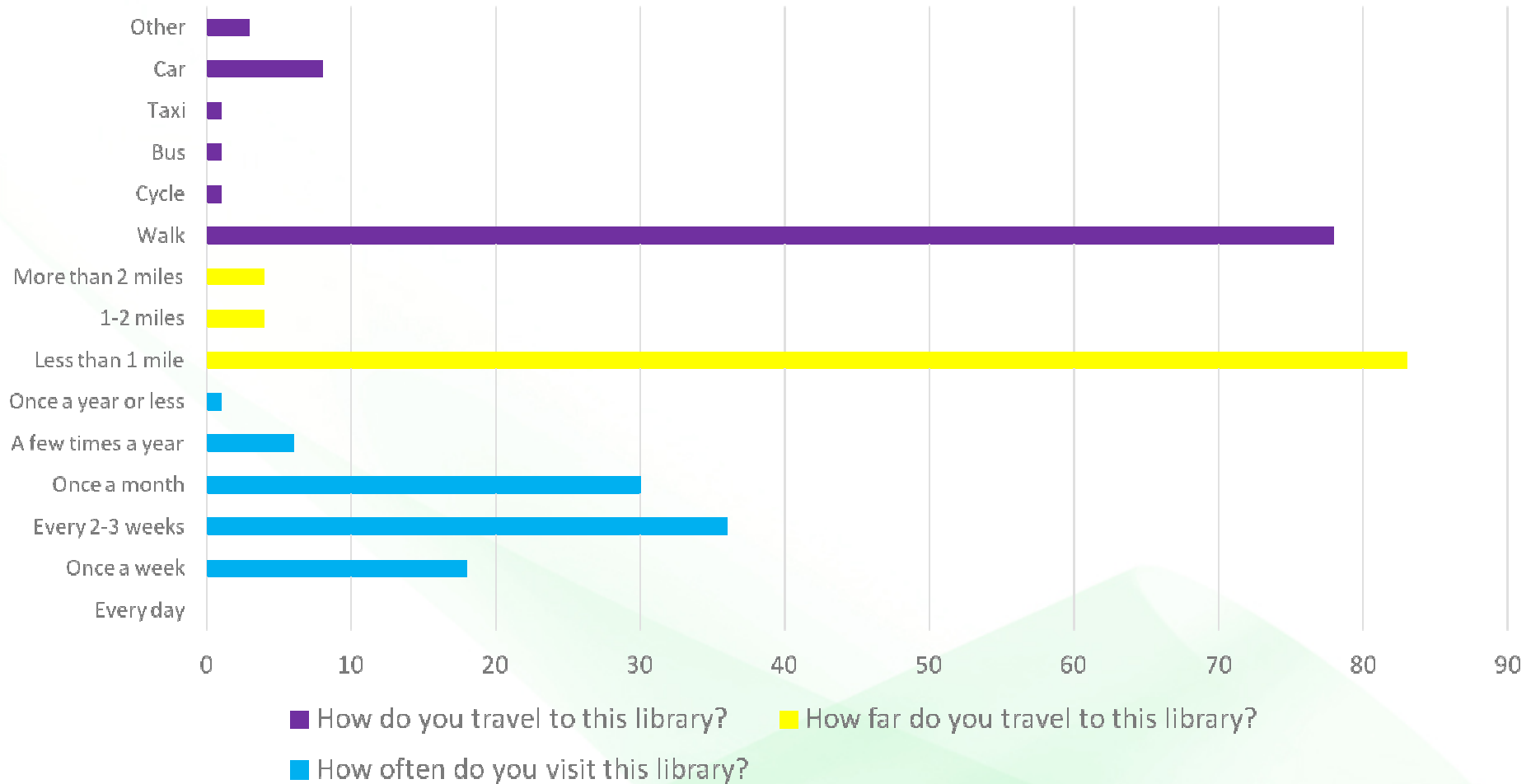
# Werrington Library

59



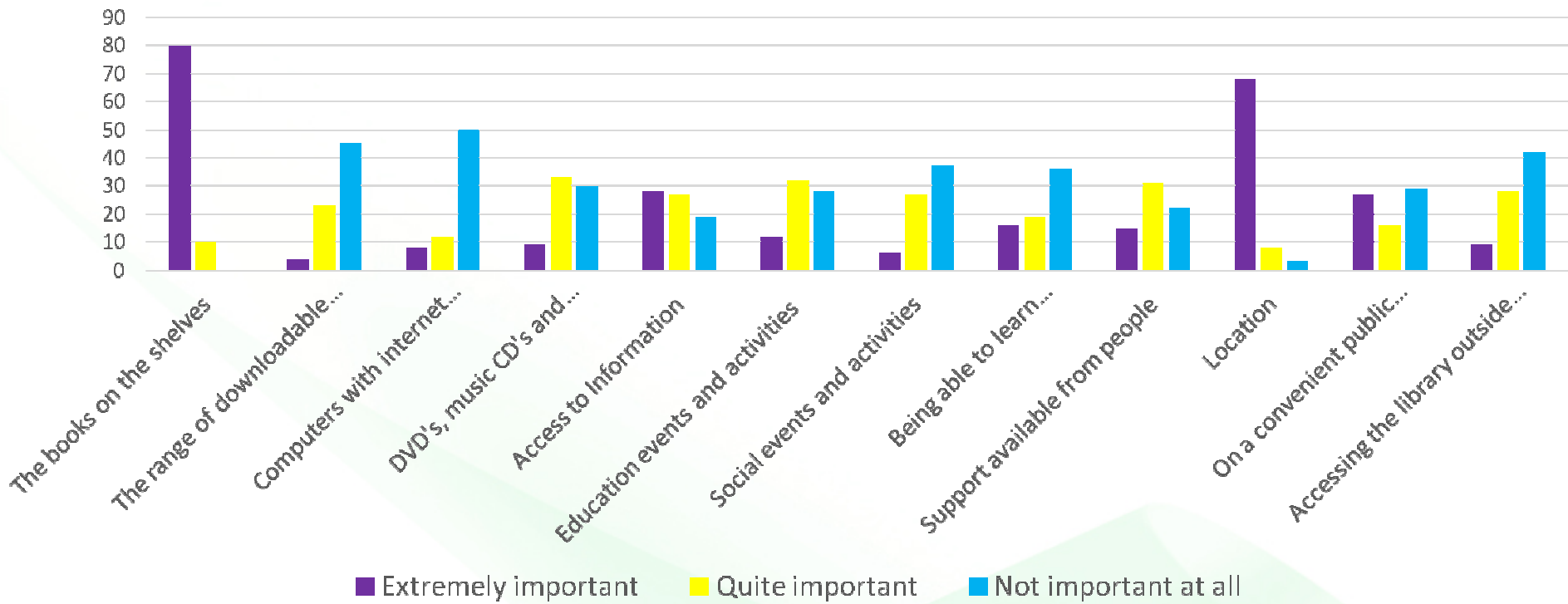
# Mobile Library

60



# Mobile Library

61



# Understanding the value of our community centres

- When asked to describe their use of community centres in the last 12 months, nearly a quarter of all respondents (24.0%) said 'I have regularly used my local community centre', and 15.1% said 'I use my community centre occasionally'. However, more than half (56.6%) of respondents said that either 'I have not used a community centre in the last 12 months' (21.5%) or 'I do not use community centres' (35.1%).
- The community centres which respondents have used most often in the last 12 months (ranked first most frequently used) were found to be: Werrington Village Centre (5.0% of the overall sample), 'Belsize' (3.6%), 'New England/ Millfield' (2.1%), and 'Paston and Gunthorpe' (2.0%); followed by 'Hampton Vale' (1.8%), 'Eye' (1.6%), 'Copeland' (1.5%), 'Orton Wistow' (1.4%), 'Dogsthorpe' (1.4%), 'Stanground' (1.2%), 'The Fleet' (1.2%), and 'Bedford Hall' (1.2%). More than half of the overall sample (58.0%) have not used community centres in the last 12 months or did not answer the question.

# Understanding the value of community centres

- Over a third of those respondents who have used community centres in the last 12 months stated that they visit their most frequently used community centre 'once a week' (34.5%), while smaller groups of respondents visit it 'every day during the week' (15.6%), 'every weekend' (4.4%), 'every 2-3 weeks' (8.0%), 'once a month' (11.2%), 'a few times a year' (21.9%), and 'once a year or less often' (4.4%).
- The majority (77.6%) of those respondents who have used community centres in the last 12 months said that they travel 'less than one mile' (51.8%) or '1-2 miles' (25.8%) to get to this centre, while 22.4% travel 'more than 2 miles' to get there.
- Just under half (48.5%) of those respondents who have used community centres in the last 12 months 'walk' to their most frequently used community centre.

# Understanding the value of our community centres

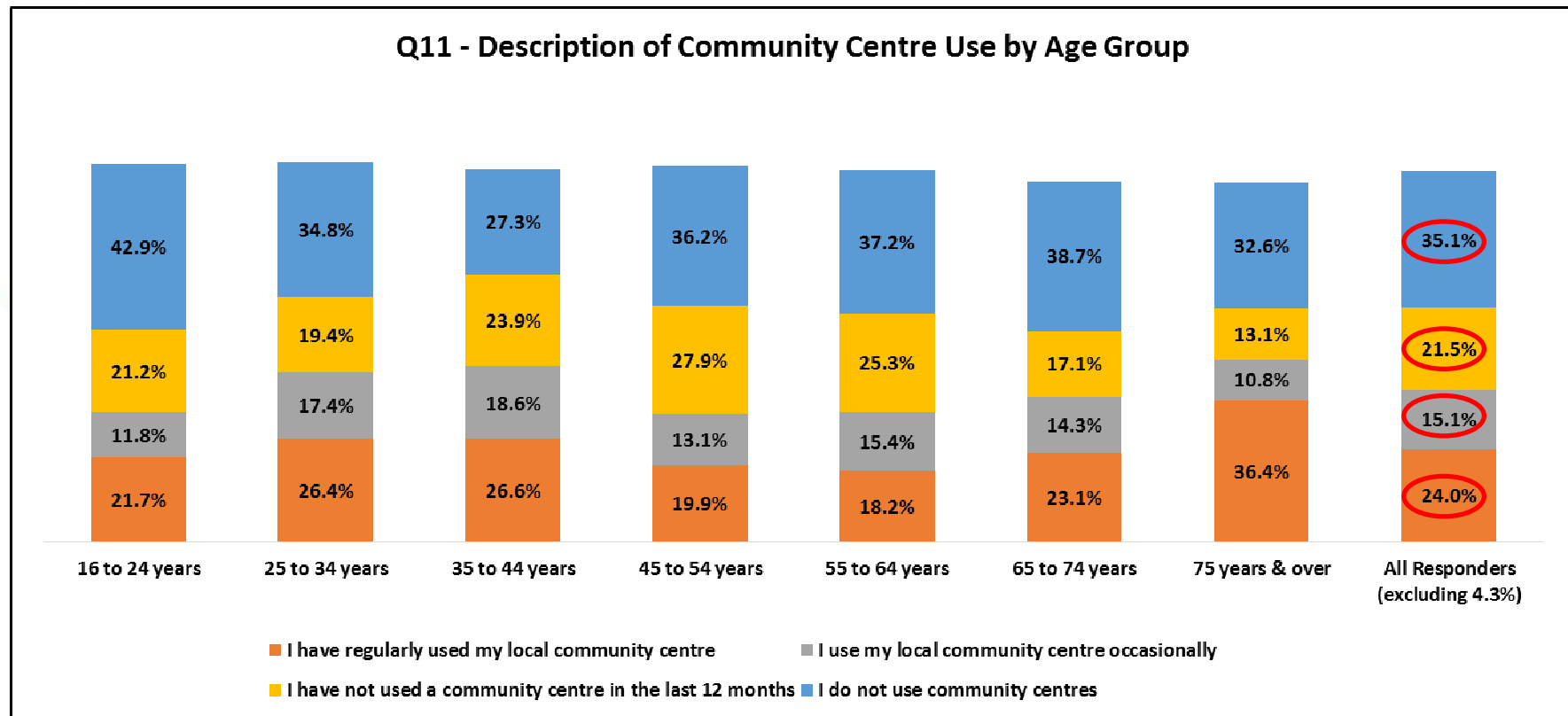
- Based on the total sample, the largest groups of respondents reported that they visit their most frequently used community centre on a 'Tuesday morning' (7.7%), 'Thursday morning' (7.2%), and 'Monday morning' (6.8%).
- More than two-fifths of all Community Centre users (43.8%) said that they use/ are involved in 'social events', while over a third use 'polling stations' (36.8%), around a quarter are involved in 'fundraising events' (27.5%), 'local meetings' (26.4%), 'sports and exercise' (24.1%), and around a fifth use 'private hire' (21.5%) and 'arts, crafts and hobbies' (18.6%).



# Understanding the value of our community centres

- Respondents were presented with a list of 16 aspects of community centres and then asked to say how important they feel these aspects are – the response options being ‘extremely important’, ‘quite important’ and ‘not important at all’. Overall, the aspects most likely to be considered ‘extremely important’ in a community centre were ‘polling station’ (45.3%), ‘youth clubs or other children’s activities’ (40.7%), ‘social events’ (39.1%), ‘local meetings’ (38.9%), ‘sports and exercise’ (37.6%), ‘pre-school’ (35.5%), ‘mums and tots’ (35.0%), and ‘private hire’ (33.1%).
- When asked what would encourage them to make more use of community centres, over three-quarters of all respondents (77.2%) said that providing ‘social events and activities’ would be either ‘extremely important’ or ‘quite important’ in this, while 22.8% said this would be ‘not at all important’. Over two-thirds (68.3%) of all respondents felt that having ‘health and school services provided from community centres’ would be ‘extremely important’ or ‘quite important’ in encouraging their use of community centres, while 31.7% said this would be ‘not important at all’.

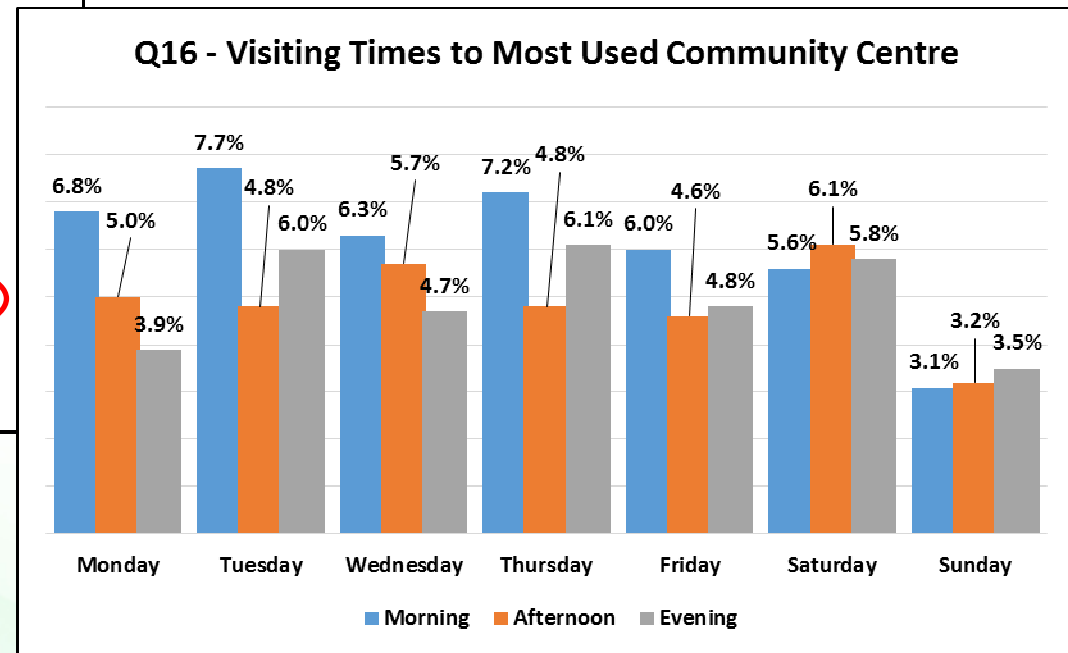
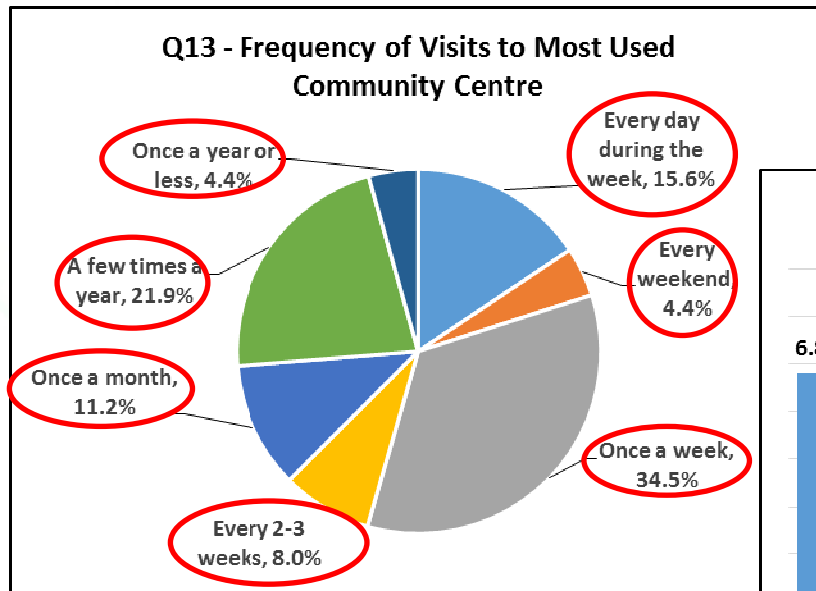
# Community centres consultation: Aug-Sept 2014



- When asked to describe their use of community centres in the last 12 months, nearly a quarter of all respondents (24.0%) said 'I have regularly used my local community centre', and 15.1% said 'I use my community centre occasionally'. However, more than half (56.6%) of respondents said that either 'I have not used a community centre in the last 12 months' (21.5%) or 'I do not use community centres' (35.1%).

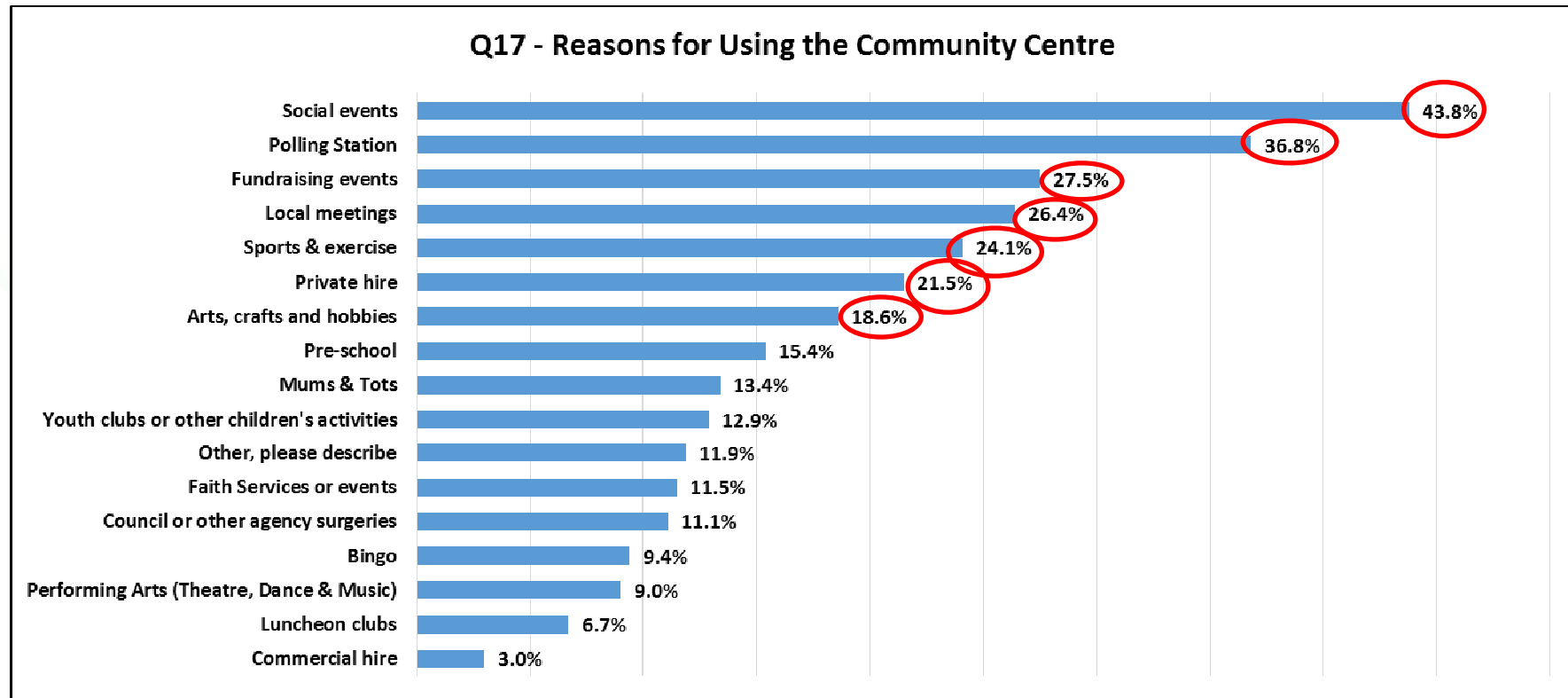
# Community centres consultation: Aug-Sept 2014

67



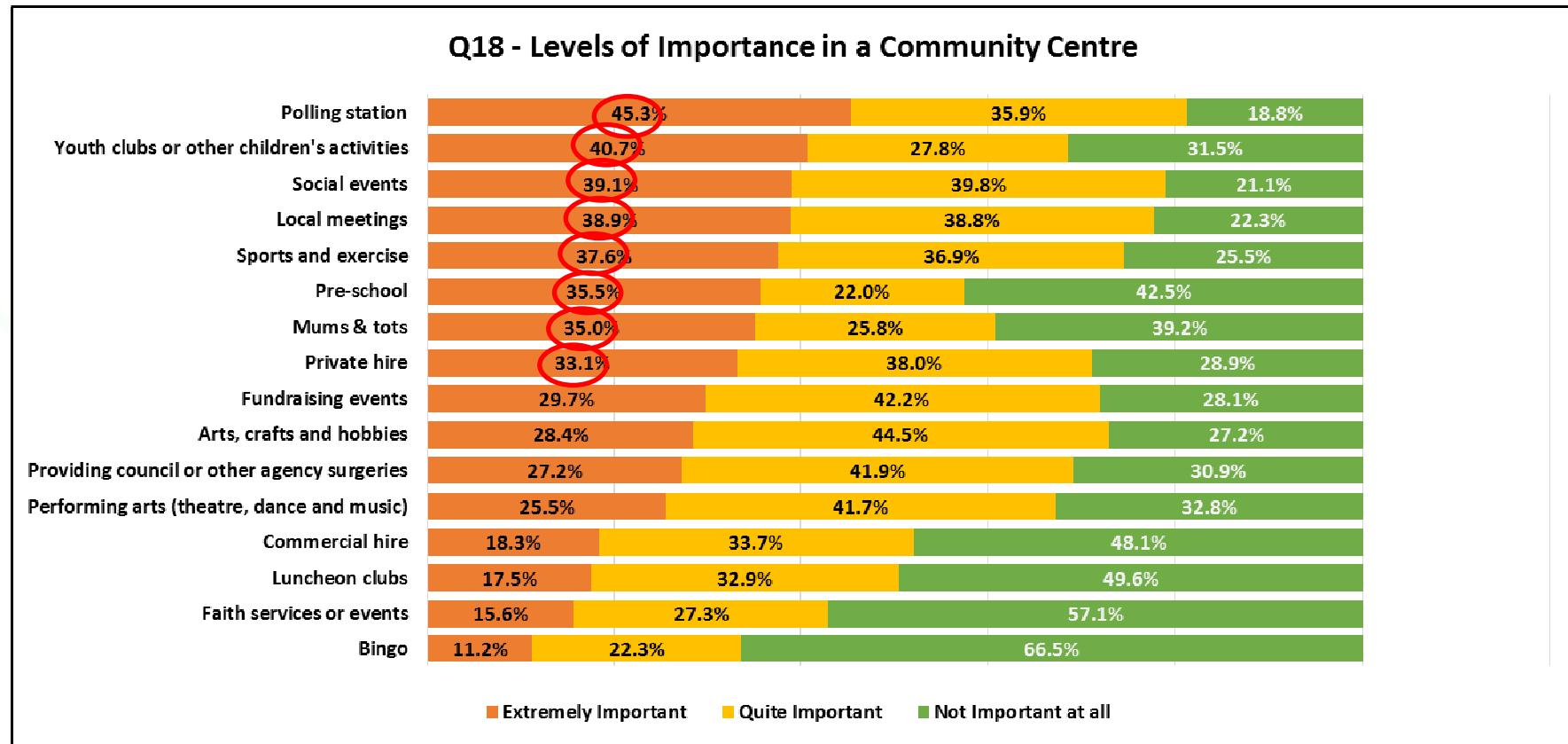
- Over a third of those respondents who have used community centres in the last 12 months stated that they visit their most frequently used community centre 'once a week' (34.5%), while smaller groups of respondents visit it 'every day during the week' (15.6%), 'every weekend' (4.4%), 'every 2-3 weeks' (8.0%), 'once a month' (11.2%), 'a few times a year' (21.9%), and 'once a year or less often' (4.4%).

# Community centres consultation: Aug-Sept 2014



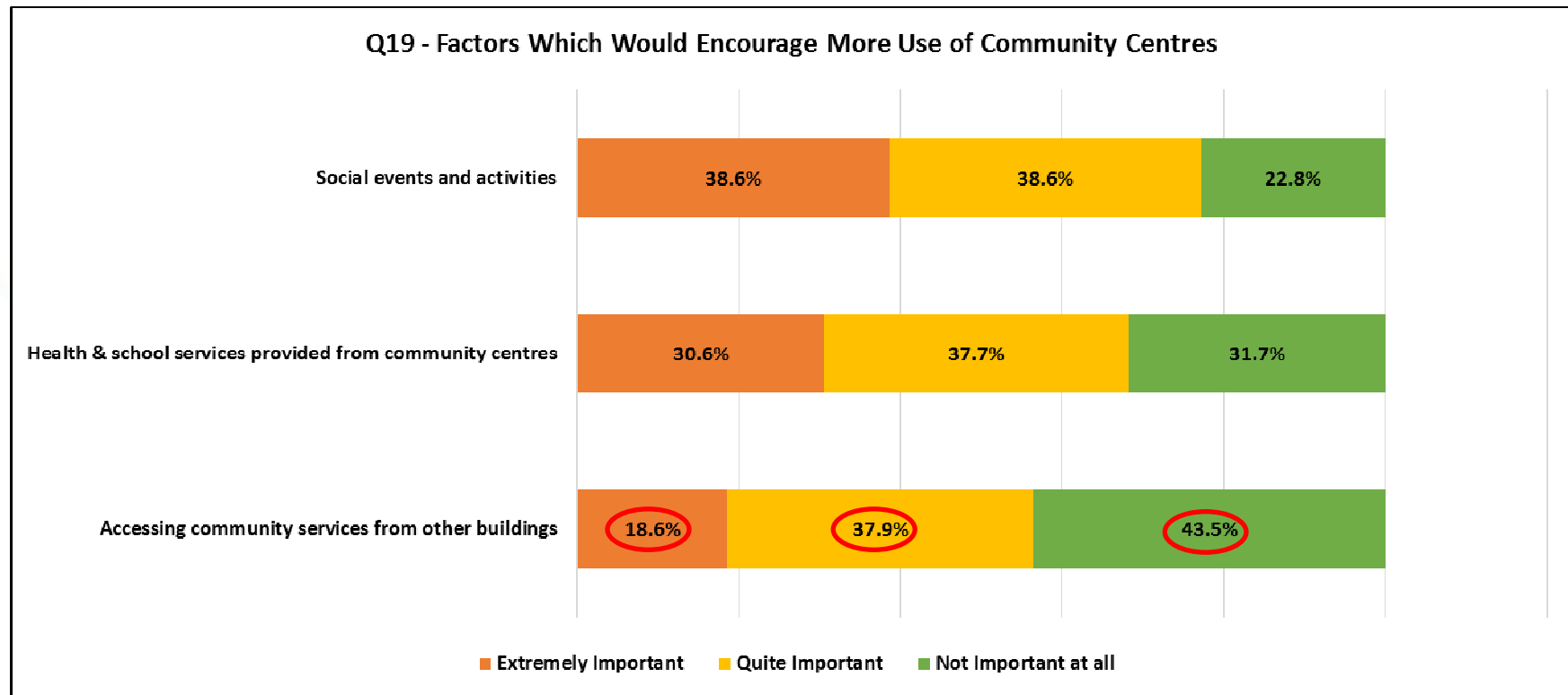
- More than two-fifths of all Community Centre users (43.8%) said that they use/ are involved in 'social events', while over a third use 'polling stations' (36.8%), around a quarter are involved in 'fundraising events' (27.5%), 'local meetings' (26.4%), 'sports and exercise' (24.1%), and around a fifth use 'private hire' (21.5%) and 'arts, crafts and hobbies' (18.6%).

# Community centres consultation: Aug-Sept 2014



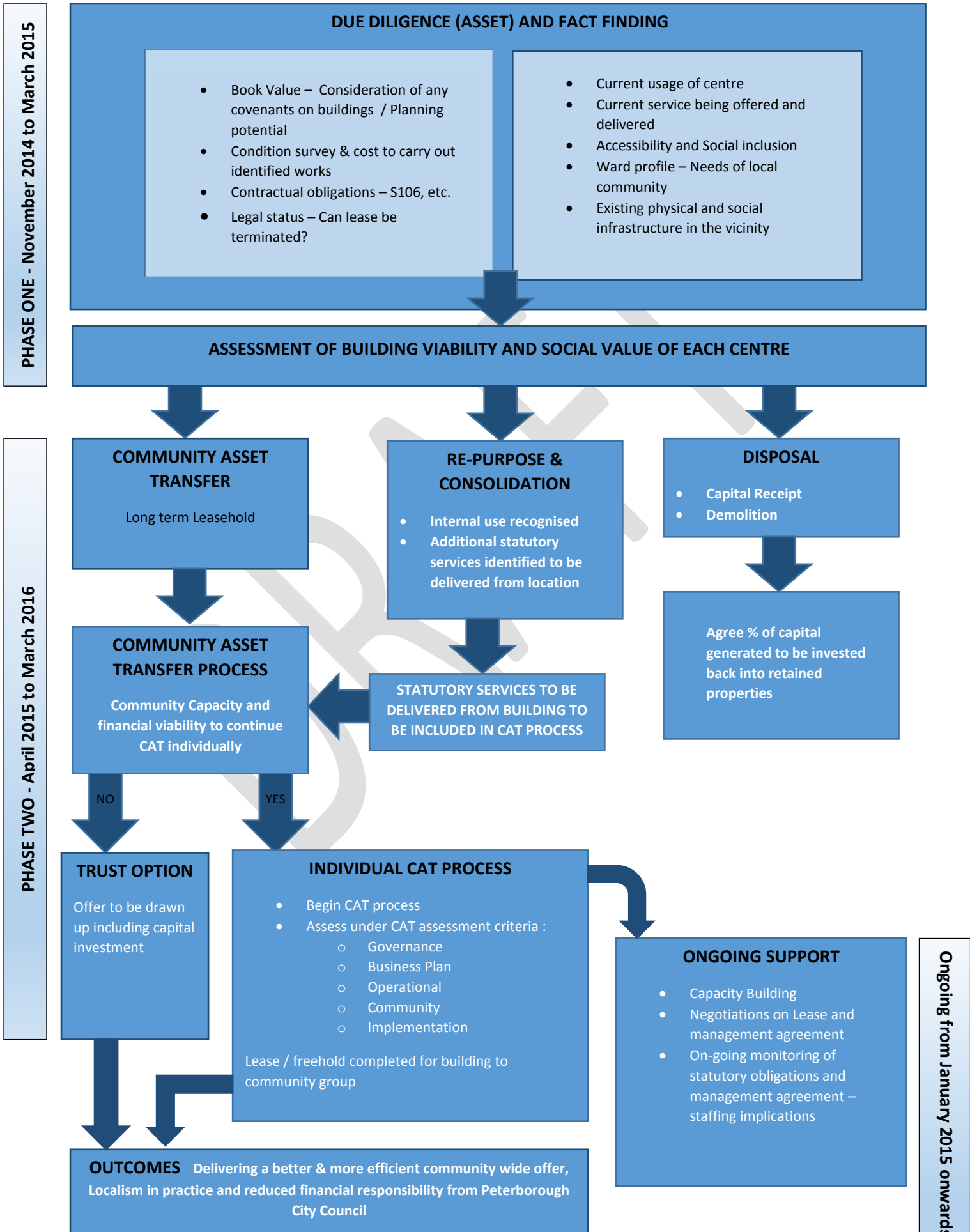
- Overall, the aspects most likely to be considered 'extremely important' in a community centre were 'polling station' (45.3%), 'youth clubs or other children's activities' (40.7%), 'social events' (39.1%), 'local meetings' (38.9%), 'sports and exercise' (37.6%), 'pre-school' (35.5%), 'mums and tots' (35.0%), and 'private hire' (33.1%).

# Community centres consultation: Aug-Sept 2014



- Over half (56.5%) of all respondents felt that 'accessing community services from other buildings' would be 'extremely important' or 'quite important' in encouraging them to make more use of community centres, while 43.5% felt this would be 'not important at all'.

**COMMUNITY CENTRE ASSET REVIEW**  
 Delivering a better and more efficient community wide offer



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<b>STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE</b>	<b>Agenda Item No. 6</b>
<b>18 November 2014</b>	<b>Public Report</b>

## **Report of the Head of Community and Safety Services**

**Report Author – Robin Sissons**  
**Contact Details – 07921938092**

### **SAFER PETERBOROUGH PARTNERSHIP PRIORITY 1 – ADDRESSING CRIME BY TACKLING OFFENDING AND PRIORITY 3 – BUILDING STRONGER AND SAFER COMMUNITIES**

#### **1. PURPOSE**

- 1.1 The purpose of this report is to provide members of the Strong and Supportive Communities Scrutiny Committee with an overview of performance and activity by the Safer Peterborough Partnership (SPP) and its constituent responsible and cooperating authorities in relation to Priority 1 and 3 of the 2014-17 Safer Peterborough Partnership Plan – Addressing Crime by Tackling Offending and Building Stronger and Safer Communities respectively.
- 1.2 Priority 2 - Tackling ASB and Road Safety was presented in September as a result of the particular interest shown by committee members at the July committee meeting.

#### **2. RECOMMENDATIONS**

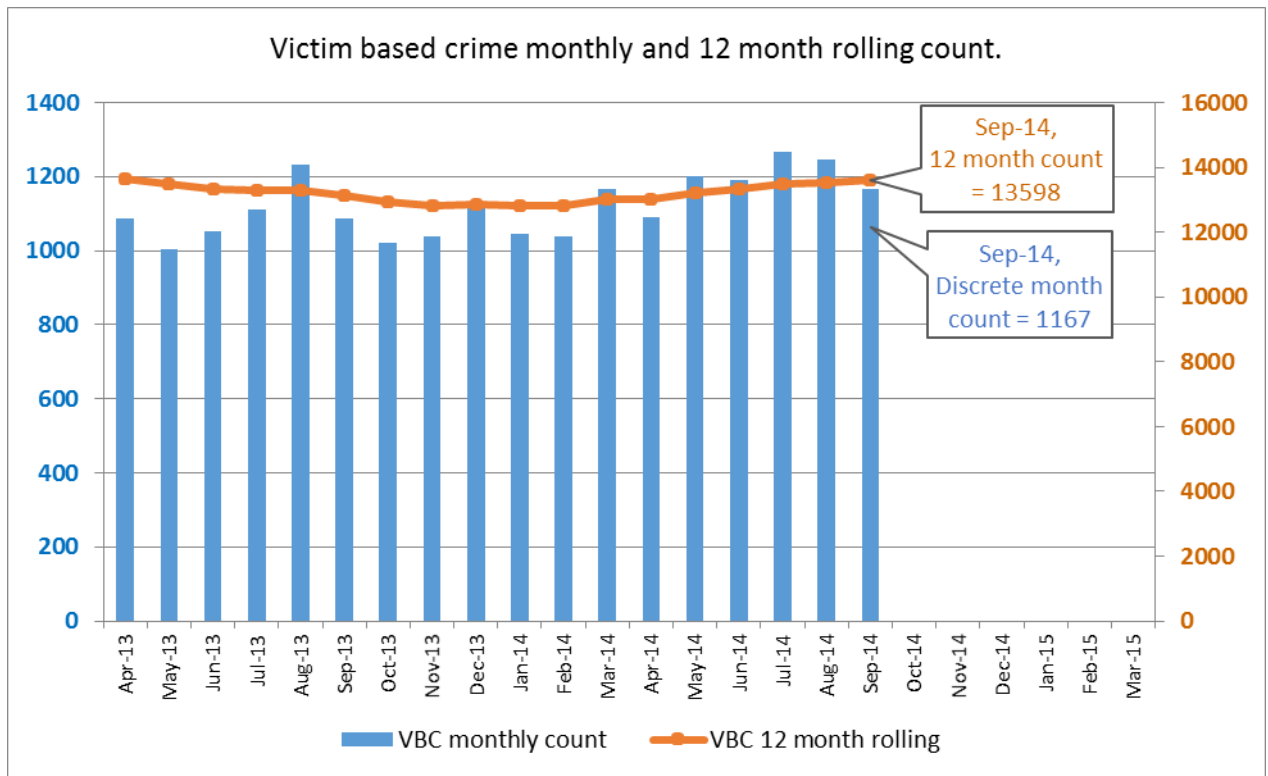
- 2.1 That the committee note the content of this report.
- 2.2 That the committee, acting in its capacity as the statutory crime and disorder committee as set out under section 19 of the Police and Justice Act 2006 and as detailed in part 3, section 4.2 of the Council Constitution, apply appropriate scrutiny to the content of the report.

#### **3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY**

- 2.3 The Sustainable Community Strategy sets out the direction for the overall strategic direction of Peterborough. The Safer Peterborough Partnership Plan sets out how the Community Safety Partnership will contribute to the overall vision of the Sustainable Community Strategy and specifically how it can contribute to the outcome of “making Peterborough more cohesive and safer” so that people of all ages and abilities can live, work and play in a prosperous and successful Peterborough without undue crime or fear of crime.

#### **4. Priority 1 - Addressing Crime by Tackling Offending**

- 4.1 When talking about crime in this context we are referring to “victim based crime” i.e. someone is directly affected rather than a crime against the state. Therefore we are not referring to, for example, possession of an offensive weapon but rather dwelling burglaries, robbery, hate crime and so on.
- 4.2 Historically recorded victim based crime has been declining in line with what has been seen nationally. However, just recently there has been an upward trend as can be seen in the chart below.



- 4.3 The chart shows that Victim Based Crime recorded a total count of 1167 in September 2014. Whilst this monthly count is the lowest so far in this financial year, the 12 month rolling figure totals 13,598 – the highest seen since April 2013.
- 4.4 An explanation for this rise is due to a cultural change within the Constabulary. Earlier this year the Home Office produced a document entitled "Caught Red Handed" which cast doubt over whether crime figures published by Police Forces was truly accurate (see hyper link below for full details<sup>1</sup>). Whilst Cambridgeshire Constabulary had already started to move away from a crime figure driven organisation to one of focusing on protecting the most vulnerable and doing the right thing, a change of staff culture was still needed. It is this change that has resulted in this increase of crime recording. This increase is a trend that is being seen nationally as other Constabularies adopt the same ideology. It is also anticipated that this crime rise trend will continue further as there are no indications that we have reached a natural plateau yet.
- 4.5 A simple explanation example: late on a Friday night an officer comes across two drunk males who seem agitated with each other. One has blood coming from his nose. Both males refuse to give the officer their personal details, there are no independent witnesses, no CCTV and when challenged the male with the injury states that he fell over. Previously the officer would have taken the pragmatic decision of sending them off in separate directions and no paperwork would have been raised. However now the National Crime Recording Standards will be adhered to and a crime will be raised.
- 4.6 Therefore, the Committee can be reassured that the streets of Peterborough are as safe now as they were before this change - it is just that more is being recorded now than there was before. However there is a concern that as these inflated figures are exposed to the public (with the associated media coverage) then the fear of crime will increase. It will be for the partnership to manage this perception through explanation and reassurance.

<sup>1</sup> <http://www.publications.parliament.uk/pa/cm201314/cmselect/cmpubadm/760/760.pdf>

This will be achieved using a variety of mechanisms, most notably a comprehensive partnership-wide communication plan which will ensure appropriate messages reach the right people in the right way. Many council officers are also working with individuals, families and communities as part of their core role and they too will be given the information they need to share facts and key messages that provide reassurance. Finally, we are supporting a wide range of community capacity building initiatives (e.g. Police Cadets and volunteering programmes) and these provide significant resource on which to build a communications plan.

4.7 The SPP recognises that when a person commits a crime it is usually due to a combination of different factors going wrong in their life including:

- Homelessness – compounded if they've just been released from prison
- Addiction issues (gambling, alcohol, narcotics, crime)
- Financial (lack of benefits and employment)
- Boredom
- Peer pressure
- Recklessness/ impulsiveness

4.8 By taking a multi-agency partnership approach, we are able to have a greater impact on that person and their likelihood to reoffend. In addition, by focusing on the small minority of highly prolific offenders who cause a disproportionate amount of crime in their communities we have a more efficient system. We achieve this through:

#### 4.8.1 Integrated Offender Management Activity

Integrated Offender Management (IOM) identifies those offenders who have been assessed as being the highest risk of committing Serious Acquisitive Crime (SAC) offences and working with them with partners to address the causes of their offending to either reduce the rates of their offending or reduce the seriousness of their offending.

In Peterborough there are a number of Partner agencies involved in the scheme including the Council, Police, Aspire Drug Intervention Service, Probation, BeNCH Community Rehabilitation Company, the One Service, Peterborough Prison, and Job Centre Plus.

The current IOM cohort shows that there are a total of 74 individuals on the IOM scheme in Peterborough. This remains the same number as the start of the financial year, however, in that time there have been 21 removals from the scheme and 21 added to the scheme. The predominant reason for removal from the scheme was because offending had reduced below the threshold, with 6 individuals moving out of the area.

Each offender will have a nominated offender manager who is identified at the point of adoption. That manager will work with the offender supported by the other agencies to help reduce reoffending or seriousness of reoffending. Should the offender resist rehabilitation the partnership works together to bring the offender to justice or return them to prison as soon as is possible. However, even when in prison the offender remains on the scheme. Focus is then on resettlement for people leaving prison as reoffending is significantly greater in these circumstances. Better access to education, training and employment and much more robust and earlier planning for release, reduces reoffending.

One of the tools available to the Police is GPS tagging. This is a device leased by the Police which can be fitted to an offender with their consent. The device can be tracked 24hrs a day, 7 days a week. Data from the device can be used as evidence should it be required. The devices have been in use now for almost two years and have produced remarkable savings to the public purse in addition to a reduction in crime offences and victims of crime.

Work is ongoing to ascertain if the successes of IOM in terms of SAC offending can be replicated in other areas of crime, however it is a complicated issue that will take careful consideration and resourcing.

#### 4.8.2 Youth Offending Service Activity

The Youth Offending Service (YOS) is a statutory service whose primary aim is to prevent offending and reoffending in young people. The service is required to work with representatives from a variety of agencies including the police, the National Probation Service, the health service, children's social care and education.

However in addition there are a range of other agencies linked to the delivery of services, including DDS (drugs / alcohol service for young people), Froglife (reparation provider) and Better Together (volunteer recruitment service). Funding for the service is drawn from a variety of sources including the statutory partners, the Council, Police and Crime Commissioner and the Youth Justice Board.

Peterborough YOS is acknowledged as a high performing service. This was evident in the comments received in our Full Joint Inspection in February this year. The Chief Inspector of Probation said:

*'Children and young people and parents/carers consistently complimented the work of the YOS. This level of affirmation reflected the high regard with which the service was held. Staff were actively and creatively working with children and young people to bring about lasting change in particular to reduce reoffending. We found evidence of good multi-agency working to protect the public and interventions were generally delivered well. We found considerable effort being invested in early prevention work both in the YOS and undertaken jointly with other agencies.'*

*'We were pleased to find that Peterborough YOS had continued to improve its overall performance since our previous inspection in 2012. Staff were committed to providing the best service and we saw evidence of the recommendations made in 2012 being implemented.'*

In addition the service is monitored against three key performance indicators: the number of first time entrants into the criminal justice system; the rate of re-offending; and the use of custody. The service is performing well in all three areas, outperforming both the national and statistical neighbour averages in both recidivism and first time entrant figures and outperforming the statistical neighbour average in respect of custody.

The service's achievement was recently recognised by the council with the service receiving the Team of the Year Award, something which all of the staff are immensely proud of.

The service continues to develop its work in response to the changing needs of the local population and changes to the emphasis in the youth justice field. For example given the disproportionality in the YOS caseload of young people from new accession countries measures are being taken to reduce the offending level of young people from these vulnerable groups. This includes commissioning the Better Together volunteer service to recruit volunteer mentors from Eastern European communities to improve the support to young people and to understand better the drivers which are behind their behaviour.

The service also seeks to reduce the impact on young people when moving into adult services by maintaining continuity of service by working very closely with both the National Probation Service and the Community Rehabilitation Company. Additionally, the Head of the Youth Offending Service is also now responsible for the Council's role within the Integrated Offender Management service leading to a seamless transition between support for youth and adult offenders as well as achieving economies of scale.

Both of these developments are designed to reduce the risk of re-offending by young people.

We are also committed to developing Restorative Justice to improve the outcomes for victims. In order to expand the current service we intend to recruit, train and support a number of volunteers who will deliver such services as direct mediation, shuttle mediation and letters of apology. This work is directly funded by a grant from the Police and Crime Commissioner.

Overall the Youth Offending Service remains a high performing service and is making a significant contribution to increasing public safety in the city.

#### 4.8.3 Domestic Violence

The SPP is focusing activities on initiatives that will increase the reporting of domestic abuse whilst reducing the number of repeat victims. For Q2 (July, August, September 2014) there was a total of 452 referrals for Domestic Abuse services, an increase from 408 in Q1. Domestic Abuse services are delivered through the new Specialist Abuse Services Peterborough (SASP) contract; this is a newly commissioned service and as such we are unable to report on repeat victim figures at present (although data is being collected).

We intend to build on these figures by having a Domestic Abuse communication campaign with the objectives of raising awareness of the issue and promoting the services available in the city.

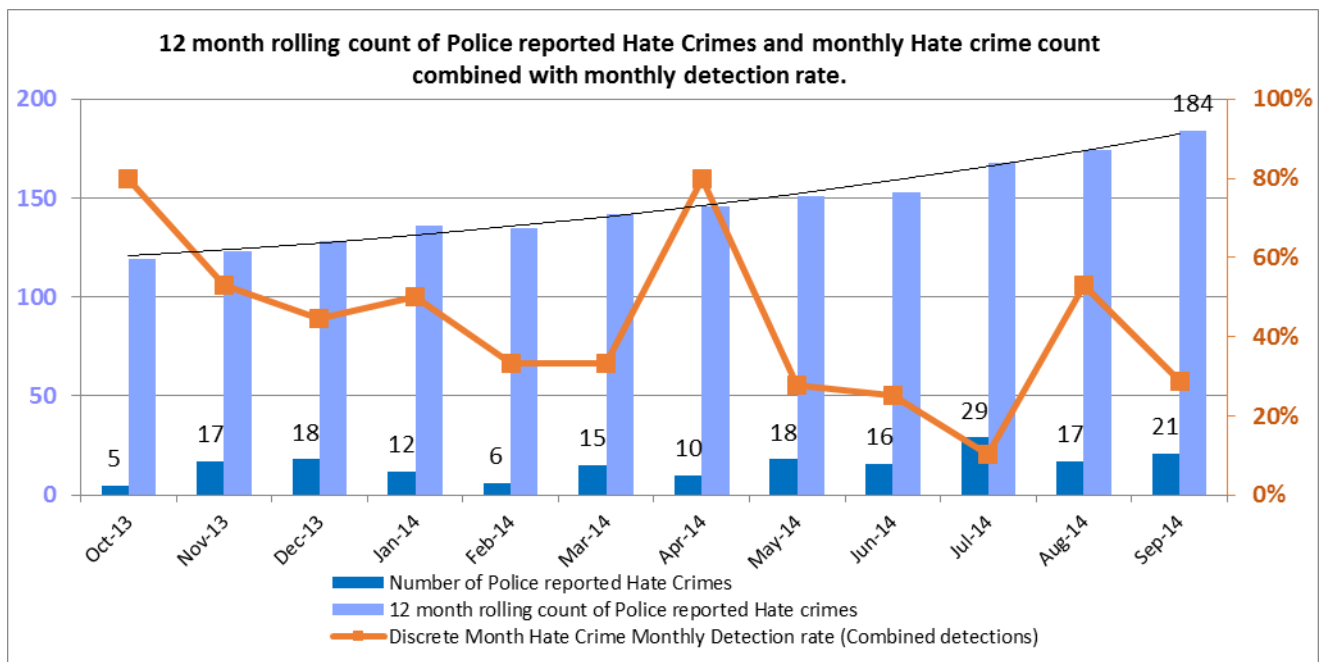
Two distinct phases have been identified as follows:

- Phase-1: Physical and sexual abuse with a focus on alcohol and drugs.  
Initially the campaign will target
  - female and male victims (18+) (specifically women from BME backgrounds, couples in heterosexual and same-sex relationships)
  - emotional and financial abuse with a focus on pressures including unemployment, debt, long-term illness and the effect domestic abuse in the home can have on children
  - from mid-November through to early January the campaign will target male and female victims (18+) in family settings, and child witnesses (11 to 18)
- Phase 2: Physiological and emotional abuse with focus on attitudes and behaviours e.g. jealousy, manipulation, mistrust, sexism.
  - from mid-February to mid-March the campaign will target young people (16 to 24) that are victims and witnesses

#### 4.8.4 Hate Crime

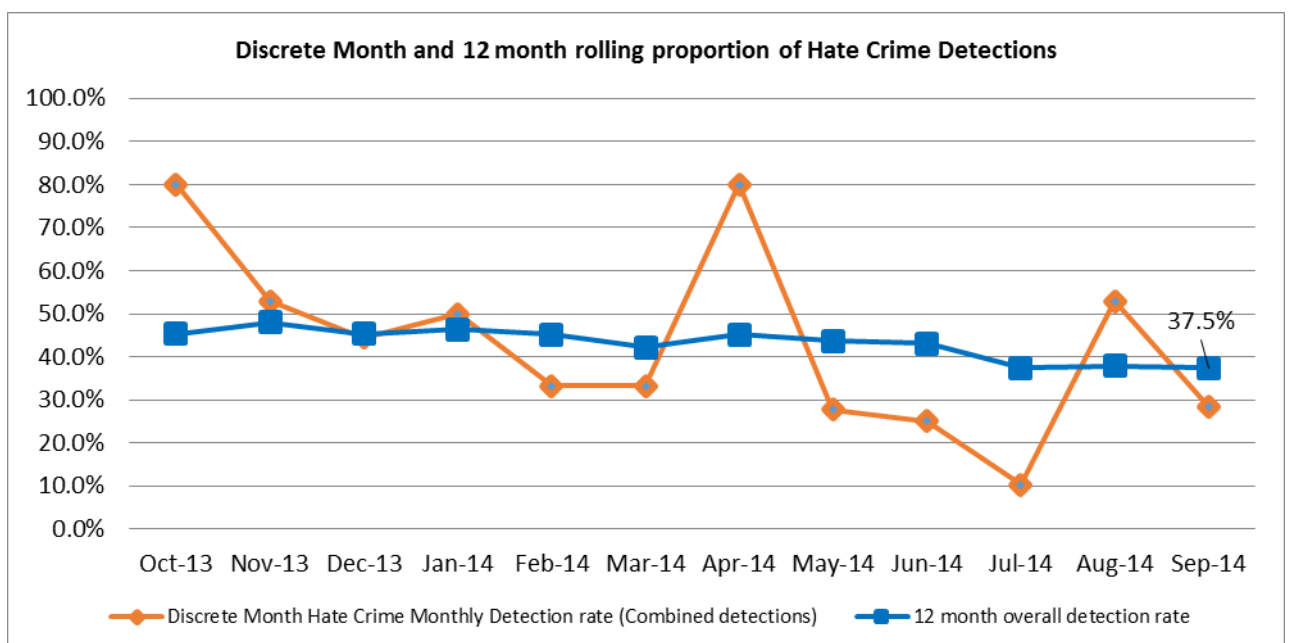
The SPP recognises the need to focus on crimes that have a massive impact on the victim. For this reason focus is on increasing the number of hate incidents reported to third parties, to increase the number of reported hate crimes to the police, and increase the proportion of police investigations resulting in detection.

The chart below shows the progression of Police reported Hate Crimes over the last 12 months. There were 21 offences in September, which is significantly higher than the previous 12 month average of 15.3. Discrete month detection rates are represented by the orange line. In September, of the 21 Hate Crimes six (28.6%) were detected. In terms of comparison to the baseline, the 12 month rolling count up to September is 184 which demonstrates an increase of 29.6%. This is the highest 12 month count seen and demonstrates a continued increase in reports of Hate Crime.



Initial observations show that of the 21 Hate Crimes, 17 were race related, and of these 8 were classified as Racially or Religiously aggravated Public Fear, Alarm or Distress, with 5 related to Violence. September's Hate Crimes were spread across a total of 11 of Peterborough's wards with Central and East wards being the most prolific with four each.

Over the most recent 12 months, the average detection rate has been 37.5%. The baseline for this indicator is set at the 12 month rate up to the end of March 2014, therefore there is an effective reduction of 11.3% (4.8 percent points). This has largely been affected by the increase in Hate crimes in July coupled with a relatively low rate of detections.



Work has been completed to raise awareness of hate crime within the voluntary sector, including with DIAL and MIND. With further training, this should support an increase in the reporting of disability and mental health related hate crimes and has been targeted initially following the guidance for third party reporting schemes. This work will be supported in Peterborough through the work of the partnership and funding will be sought from the SPP budget to promote 'True Vision' – an independent online reporting tool – as a method of reporting.

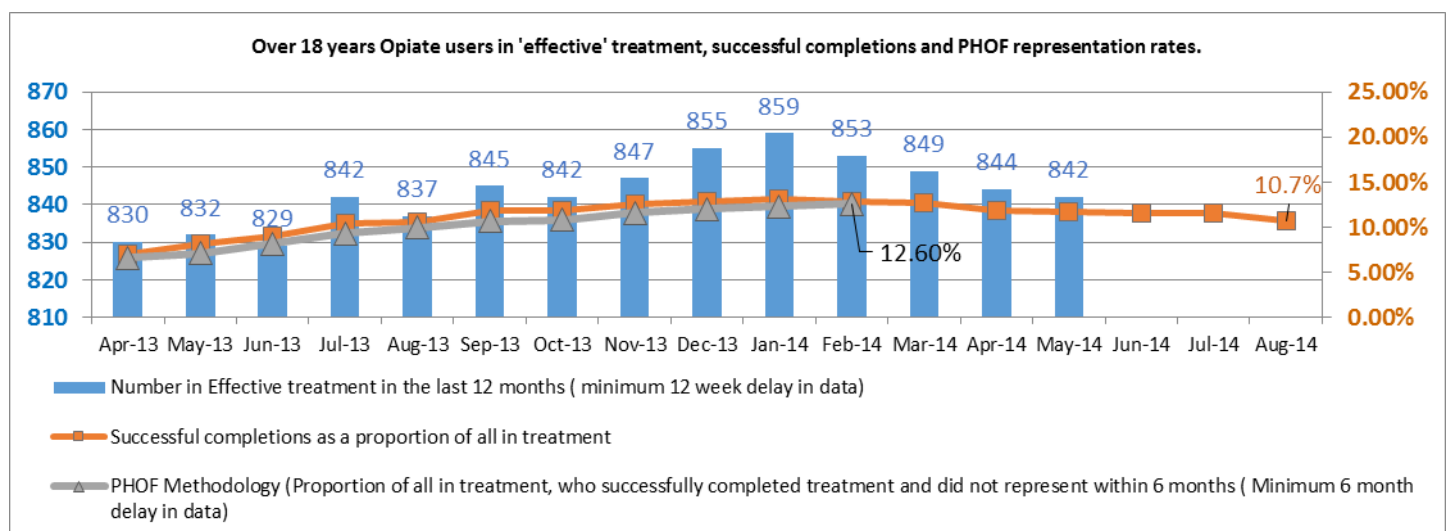
The police–led Victim’s Hub went live in October 2014 which provides an opportunity to deliver against some of the key outcomes for this strand i.e. how best can we link up the police and victim’s hub with the voluntary sector to deliver holistic support to victims of hate crime, increase the number of perpetrators of hate crime engaged in reparation type activities and increase confidence in the baseline levels of hate crime.

#### 4.8.5 Substance Misuse

The SPP recognises that those offenders who are in a chaotic addiction lifestyle are likely to have a disproportionate effect on the community. Therefore its work is concentrated on:

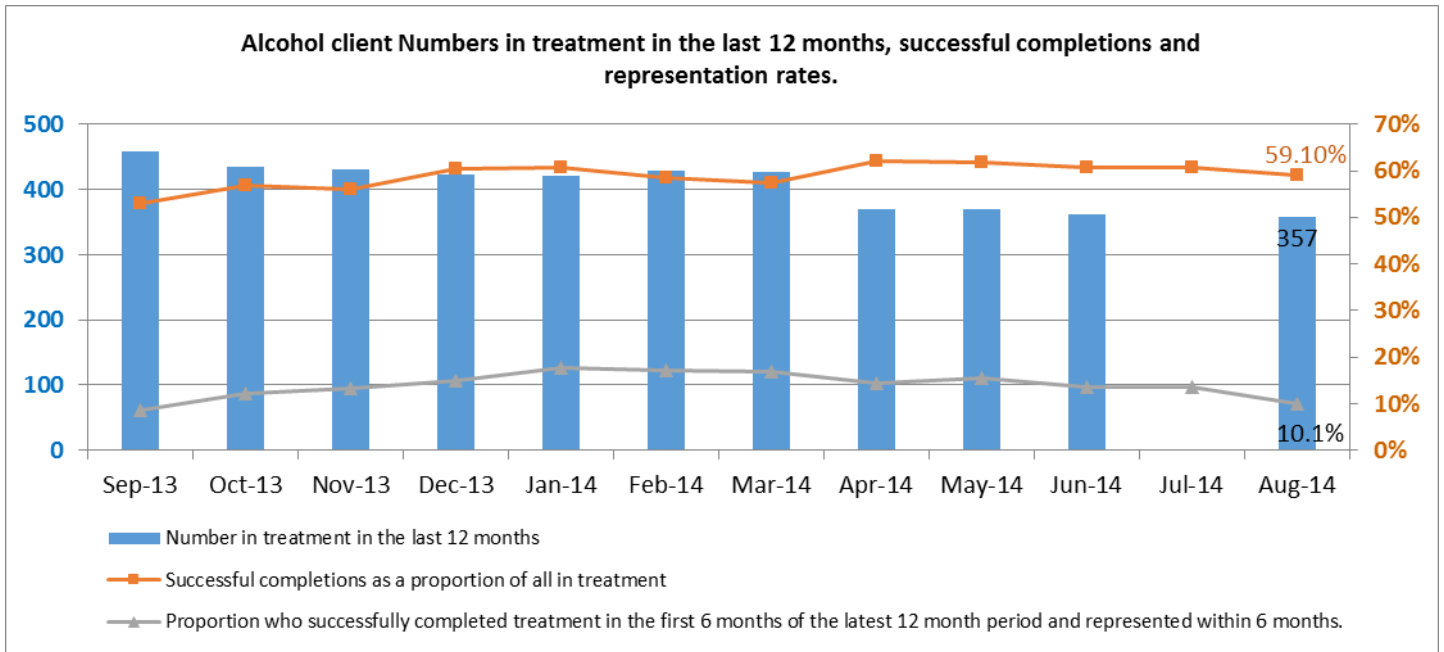
- Reduction in substance misuse
- Reduction in the number of people who enter treatment for second or subsequent times
- Reduction in hospital admissions related to substance misuse
- Reduction in numbers of domestic abuse incidents involving substances misusers once they are receiving intervention
- Reduction in numbers of people who abstain from one substance but move to another.

The below diagram shows 18+ year old opiate clients engaged in drug services across Peterborough. Effective treatment is defined as a client who has been in treatment for a minimum of 12 weeks, hence why data is only available up to the end of May for this current reporting period.



Successful completions as a proportion of all in treatment remains stable, though is showing a slight reduction (ORANGE) and is currently at 10.7%, as does numbers in ‘effective’ treatment (BLUE) which is the total number over the most recent 12 month period (842).

The following chart shows those clients engaged in **Alcohol** services across Peterborough.



Numbers in treatment have continually reduced over the last 12 months with a high of 539 over the 12 month period up to April 2013 to 357 in August 2014, a reduction of nearly 34%. This is largely due to lower numbers of New Treatment Presentations from March through to August, with August itself seeing only 13 new treatment Journeys, compared to an average of 26. As of August 2014 there was a count of 150 Clients in treatment – the lowest recorded discrete month count. Work is underway to determine why this is the case.

Successful completions have maintained a rate of between 53% to 60% throughout the year, with August data, which is the latest available, showing 59.1% of all in treatment successfully completed. However, representation rates have increased over the last few months, with a slight reduction observed in August, currently 10.1% of all clients who successfully completed treatment in the last 12 months represented within 6 months.

In response to the target to increase alcohol referrals from the criminal justice system, all Cambridgeshire custody staff have had refresher training on Identification and Brief Advice (IBA) during the months of July/August 2014. 42 individuals have been referred from custody to DrinkSense.

Sensible Drinking has been one of the components of Peterborough City Council’s public health “5 for Life” campaign over the summer, with “top tips” advertised through a range of media. As with the campaign run in pharmacies in February, this campaign aims to support the positive relationship people can enjoy with alcohol.

The partnership continues to have weeks of action (last being week commencing 15<sup>th</sup> September) which sees joint work with various agencies. In addition DrinkSense undertakes outreach work with street drinkers in known “hot-spots” as well with young people in specific hostels, and delivering a bespoke “Is it worth it?” campaign in secondary schools.



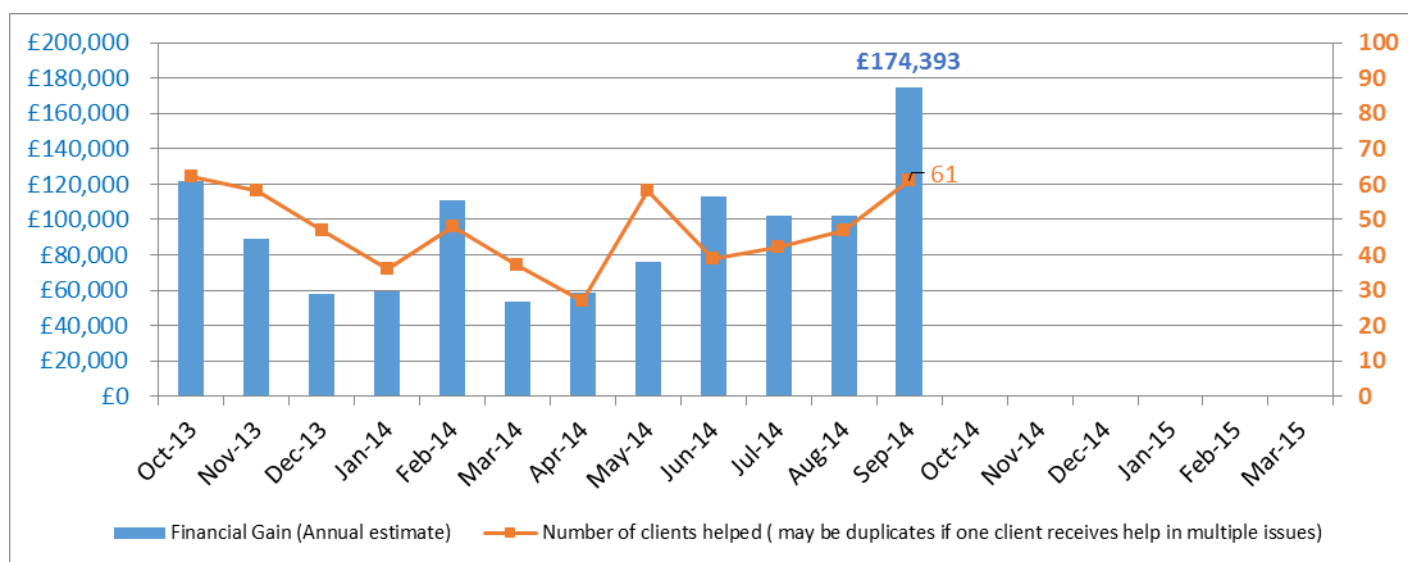
## 5. Priority 3 – Building Stronger and Safer Communities

5.1 The SPP believes that a strong and safe community is one where:

- People from different backgrounds get on well with each other – in the community, at work and at school
- Age, gender, race, religion or beliefs, disability, sexual orientation and cultural differences are respected and valued
- People are proud of their city and its surroundings, and can have a say in its future
- The contribution of young people to the life of Peterborough is recognised and facilitated
- Peterborough’s image to its own people and to the outside world is of a vibrant and cohesive community

5.2 To achieve these objectives we are working to ensure everybody that is able can play a full and active part in society. One way of achieving this is by ensuring there is an increase in the financial gain that individuals receive by enabling the full take up of their benefit entitlement through support from the Peterborough Community Assistance Scheme.

5.3 The following chart demonstrates the annual estimate of financial gain. It should be noted that this information is only provided by Citizens Advice Bureau (CAB) at present; in October, after a full 12 month period is available, data will also be included from additional partners including MIND and Age UK.



5.4 The Blue bars show the estimated financial gain, the orange line shows the number of clients helped. As there are multiple issues that a single client can be assisted with, it is likely that there are duplications, therefore this is not based on individual numbers. The range of issues in which clients have been assisted include Income Support, Pension Credit, Housing benefit, Child Benefit, Working and Child tax credits, JSA, Carers Allowance, ESA, Localised Social Welfare for Council Tax, Personal Independence Payments, welfare reform (Loss of Benefits) as well as other benefit related issues. The current monthly ‘average’ estimate for annual financial gain, to all clients, for all issues, equates to £90,738.

5.5 The SPP believes that strong family units are also needed within the community. The Connecting Families initiative has a target of turning around the lives of 450 families in the city by May 2015. This is subject to a separate presentation at the November Committee meeting.

5.6 It is further recognised that younger people in our communities need schemes that increase their activity and sense of belonging. This is achieved through the following.

### 5.6.1 National Citizen Service

This is a government funded flagship programme for 16 and 17 year olds in England. NCS brings together young people from different backgrounds and helps them develop greater confidence, self-awareness and responsibility. It encourages personal and social development by working on skills like leadership, teamwork and communication. This also raises awareness and appreciation of different ethnicities, backgrounds, abilities and cultures culminating in a more cohesive and understanding community.

It runs in the Spring, Summer and Autumn and is made up of 3 phases:

- Phase 1 – Activity/Outbound residential – this is 5 day residential (4 day residential in Spring and Autumn) at least an hour away from home, with fun, physical challenging activities focusing in developing team work, communication, problem solving and confidence. There are guided reflection sessions every evening to reflect on the day's learnings and events.
- Phase 2 – Skills building and Community awareness residential (5 days in Summer/3 days non-residential in Spring and Autumn) – This phase concentrates on personal development and community awareness. The young people have a chance to pick up a qualification like first aid or sports leader qualification. Various activities make exploring the community fun and interactive but also raise awareness of some of the challenges faced by the local community. The team decide what they would like to do as their Social Action Project.
- Phase 3 – Social Action Project – 30 hours spent planning and then a further 30 hours spent on delivering the Social Action Project (30 hours in total in Spring and Autumn). This is an opportunity for the team to give back to the local community.

Post programme – there is a graduate programme to continue involvement in the NCS as well as continued involvement in social action.

Since being awarded a contract for delivery in Peterborough at the end of 2013, we have delivered programmes in Spring and Summer:

- 98 young people have taken part, after Autumn delivery this figure will hopefully be well over 150 young people
- This will equate to an investment of approximately £150,000 in the development of young people in building their softer skills and community awareness
- 12 looked after children have taken part so far, 9 NEET young people – 5 of which moved into education after taking part in NCS
- Over 4500 hours of social action planning and delivery (over 2250 hours of actual social action project delivery)
- Almost £1,500 raised for community causes (Peterborough Soup Kitchen and Barnack Youth Club)
- We have managed to maintain the programme as a cost neutral programme, so bringing added value into the city and its communities
- 100% positive feedback on the exit survey for being more likely to help out in the local community, feeling more positive towards people from different backgrounds, developed skills on NCS which will be useful in the future and would recommend NCS to another young person
- Partners involved in the programme included Public Health, Safer Schools and Police officers, Cross Keys Homes, Accent Nene, City College Peterborough, Additional Needs team, Youth Parliament and Peterborough Boxing Project.

We have had our contract renewed for Spring and Summer 2015, so we intend to build on relationships with schools and other partners to deliver a 30% increase on 2014 numbers. The NCS trust aim to have 1 million young people take part in the programme by 2020, which means a much bigger number will have to be delivered nationally and in turn locally. We intend to take this opportunity to make NCS available to all the eligible young people in Peterborough to develop them as well as enhance community links and cohesion.

### 5.6.2 Duke of Edinburgh Award Scheme

This is a scheme that gives young people the opportunity to do volunteer work in the community; physical activities in order to improve their health; activities to improve their skills and to gain an expedition experience in order to increase their confidence and self-worth. The importance of this is recognised by the partnership and therefore there is a co-ordinator who actively engages with the schools to encourage participation. In 2013 – 14 there were 802 participants and this year we have 927 youngsters involved.

### 5.6.3 Cambridgeshire Volunteer Police Cadets

This is a new initiative that will promote a practical understanding of policing among all young people and encourage the spirit of adventure and good citizenship through volunteering in the community. It will also provide opportunities for structured youth engagement and diversionary activities. Outcomes will include

- Providing opportunities for Cadets to partake in a wide range of activities that could enhance their life experiences and social skills
- Providing opportunities for social development that could prepare Cadets for higher education and /or employment
- Providing a structured training programme to enable Cadets to become valued members of their communities
- Providing inclusion and diversionary activities to help reduce the numbers of young people entering the Criminal Justice System and prevent re-offending
- Promoting crime prevention
- Providing a valuable resource that can help support policing and partnership initiatives at a local level and be visible within Cambridgeshire

The cadet unit will meet once a week for two hours to take part in a mix of structured learning and physical activities based on nationally approved training. In addition to the weekly meetings Cadets will be expected to complete 3 hours of volunteering each month perhaps by supporting crime prevention initiatives or attending community events. Each unit will be supported by a team of volunteer leaders who will be responsible for the cadet group and their weekly activities.

### 5.6.4 Activity in Schools

The SPP believes that by having a strong youth sector within the community that feels that it has a voice creates a strong community. Forums are being established within secondary educational facilities across the city. They aim to provide students with an opportunity to raise any concerns on local policing and crime issues.

Forums have been or are in the process of being established in the following schools:

- Ken Stimpson Community School
- Thomas Deacon Academy
- City of Peterborough Academy
- Jack Hunt School
- Arthur Mellows Village College
- Stanground Academy
- The Peterborough School
- The Voyager Academy

Links have also made with University Centre Peterborough with an aim to establish a regular forum with students of the University and Regional College.

A course of six sessions which encourages students to have their say on policing and crime are also being delivered throughout the year to y7, y10 and y11 students at Ken Stimpson Community School. Topics discussed include how to have their say on policing and crime in the city, their priorities, reporting crime and anti-social behaviour, hate crime and relationships with the police. Peterborough Rape Crisis are also delivering a session to determine young people's understanding and perspectives of sexual violence.

- 5.7 The Partnership has created a Tension Monitoring Group (TMG) whose purpose is to identify any concerns relating to local community tensions within the city.

The main functions of the group are:

- To share and collate details of incidents and concerns likely to impact upon community tensions as well as details of public order incidents which also may impact on community cohesion
- To consider future events which have the potential to raise tensions, including planned local demonstrations by extremist groups, cultural events or sporting fixtures or national and international events
- To identify the overall levels of tensions and likelihood of disturbance occurring
- To agree priorities and actions to address tensions
- To monitor trends over time

The information shared relates to three classifications...."experience" (how communities are feeling), "evidenced" (an event that has occurred) and "potential" (something which may happen).

The group has moved focus in the last 6 months from being focused on how International and National issues affect communities to focusing on local issues and tensions within communities. We still look at how the wider issues may have an effect, but our main focus now is local first.

The SPP continues to encourage and support a large number of local events promoting peace in relation to international events. All these events have been held without any incident. The overall community cohesion situation in the city remains good with no negative impact on ethnic minority communities.

## **6. IMPLICATIONS**

Not applicable

## **7. CONSULTATION**

Not applicable

## **8. EXPECTED OUTCOMES**

That the committee accept the recommendations as detailed in section 2 of this report.

## **9. NEXT STEPS**

That any comment or further recommendation of the committee is duly noted and recorded.

## **10. BACKGROUND DOCUMENTS**

None

## **11. APPENDICES**

None

<b>Strong &amp; Supportive Communities Scrutiny Committee</b>	<b>Agenda Item No. 7</b>
<b>18 November 2014</b>	<b>Public Report</b>

## **Report of the Executive Director of Communities and Targeted Services**

**Contact Officer(s) – Hayley Thornhill  
Contact Details - 864112**

### **The Connecting Families Programme**

#### **1. PURPOSE**

- 1.1 To update the Committee on the current phase of the Connecting Families programme and proposals for the expanded programme, planned for implementation in 2015.

#### **2. RECOMMENDATIONS**

- 2.1 Members are asked to scrutinise the progress made on the Connecting Families programme relevant to this Committee by providing challenge where necessary and to suggest ideas and initiatives to support the continued delivery of priorities within programme.

#### **3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY**

- 3.1 The Sustainable Community Strategy aims to deliver a bigger and better Peterborough, through improving the quality of life for all. The Connecting Families programme supports the aspirations of the whole Sustainable Community Strategy.

#### **4. BACKGROUND**

- 4.1 The Connecting Families Programme is the name given in Peterborough to the national Troubled Families programme. Troubled families are those that have problems and often cause problems to the community around them, putting high costs on the public sector. In December 2011, the Prime Minister launched a new programme to turn around the lives of 120,000 troubled families in England by 2015.
- 4.2 Troubled families often have a whole host of agencies involved with them, often focussing on the individuals within that family, which can bring its own problems as families become confused by overlapping professionals, assessments and appointments. The work is often not co-ordinated well and there is a duplication of activity and effort. Some of the starkest evidence for this collective failure to properly help families is to be found in the frequency of problems which are transmitted from one generation of the same family to another.
- 4.3 The aims of the Troubled Families Programme are to get children back into school, reduce youth crime and anti-social behaviour, put adults on a path back to work and bring down the amount public services currently spend on them. All 152 upper-tier local authorities in England are taking part in the programme and have agreed the number of troubled families in their area that they will work with.
- 4.4 The Government made £448 million available to councils on a payment-by-results basis. This represents a contribution of up to £4,000 per family, around 40% of the estimated costs of actions needed to turn a family around. Funding has come from a number of departments including Communities and Local Government, Education, Work and Pensions and Health, with full payment being made only when results are achieved. The other 60% will be covered by local authorities and other local partners who all benefit from the savings that result. A one-off

average investment of £4,500 in work with each family is expected to reduce the annual £15,000 cost of dealing with their problems, by supporting families to access work, reducing anti-social behaviour, improving poor school attendance and reducing criminality.

- 4.5 For the purposes of qualifying to be part of the Connecting Families Programme, families are those who meet three of the following four criteria:
- Are involved in youth crime or anti-social behaviour
  - Have children who are regularly truanting or not in school
  - Have an adult on out of work benefits
  - Cause high costs to the taxpayer
- 4.6 The outcomes set out by Government required to achieve a payment by results are:
- 60% reduction in anti-social behaviour across the family in the last 6 months and/or a 33% reduction in youth offending
  - Each child in the family having fewer than three fixed term exclusions and/or less than 15% unauthorised absence in the last 3 school terms
  - At least one adult in the family to have either volunteered for the Work Programme or be attached to the European Social Fund (ESF) provision in the last 6 months
  - At least one adult in the family moving off out-of-work benefits into continuous employment in that last 6 months

## 5. KEY ISSUES

- 5.1 In Peterborough, the Connecting Families programme has two component parts; the first being assigning a dedicated worker to engage with a whole family on all of its problems, such as ensuring that the children attend school, appointments are met and appropriate services are accessed. Crucially, all of the public services involved with members of a family are co-ordinated and the demand on them reduced.
- 5.2 This more targeted and focused work, with the most complex families, is led by a range of Connectors from a number statutory and non-statutory agencies. For example, Drink Sense and Cross Keys Homes both provide Connectors to the programme. These expert family support workers will be allocated families whose primary needs are around substance misuse and housing, respectively. The Connectors come together in a virtual team environment, where they can support each other with specialist knowledge and share good practice.
- 5.3 The second part of the programme involves the analysis team in the Communities and Targeted Services trawling historic information from a wide range of data sources including school attendance data, school exclusions, children in Pupil Referral Units, Youth Offending Service data, Police data, Children’s Social Care data and information from Registered Social Landlords to evidence where services across the city have worked with families who meet the troubled families criteria and achieved the results needed to qualify for a payment by results.
- 5.4 In terms of the overall progress of the project, the table below shows the number of families who have been ‘turned around’ according to the DCLG criteria<sup>1</sup>:

<b>Improvements made by the family</b>	<b>Number of families turned around</b>
Education or ASB improvement	211
Adult in the family returned to work	54
Adult in the family has made progress to work <sup>2</sup>	5
<b>Total</b>	<b>270 of 450 families (60.0% towards target)</b>

<sup>1</sup> Information up to 16<sup>th</sup> October 2014

<sup>2</sup> Progress to work is defined as one adult in the family has either volunteered for the Work Programme or attached to the European Social Fund provision in the last 12 months.

- 5.5 Once families have been ‘turned around’, this does not necessarily mean that support from the family will be removed. The way the programme is designed, by building capacity throughout the City, rather than relying on statutory only organisations, means there is capacity for families to receive ongoing support.

## **6 THE FUTURE OF THE PROGRAMME**

- 6.1 Due to the nationally recognised success of the programme, a commitment to Troubled Families Phase 2 has been announced by the Government. This will extend the programme for another five years, committing a new £200 million to the budget, and working with a further 1,500 families in the City. The expanded programme is broader than the current one and will focus on families who are:

- affected by domestic violence
- with vulnerable children
- with a range of mental and physical health problems
- at high risk of worklessness
- involved in crime from generation to generation.

- 6.2 The programme will still focus on families with multiple problems (at least two of the above), but gives areas more flexibility to draw from a range of indicators to find the families of greatest concern and cost and, crucially, by intervening earlier, this will reduce the need to access specialist services later on.

- 6.3 Peterborough has been invited to be an early starter onto the new programme, assuming we can evidence that we are working with and have ‘turned around’ 65% of families from our current cohort by 31<sup>st</sup> October 2014. This means that Peterborough can start to deliver the new programme from 1<sup>st</sup> January 2015 and can expand the support we are currently offering to 1,500 families over the next five years.

## **7. IMPLICATIONS**

- 7.1 None

## **8. CONSULTATION**

- 8.1 None

## **9. NEXT STEPS**

- 9.1 Once we have had confirmation from DCLG that we have formally been accepted as an early starter onto the expanded programme, work will begin to develop the new programme to ensure that it works with the most complex and in need families in the City.

## **10. BACKGROUND DOCUMENTS**

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

- 10.1 None

## **11. APPENDICES**

None

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<b>STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE</b>	<b>Agenda Item No. 8</b>
<b>18 November 2014</b>	<b>Public Report</b>

## **Report of the Executive Director of Communities and Targeted Services**

**Contact Officer(s) – Paulina Ford/Ian Phillips**  
**Contact Details - 452508/863849**

### **SCRUTINY IN A DAY – ONE YEAR ON**

#### **1. PURPOSE**

- 1.1 To update the Committee on proposals for reviewing the joint Scrutiny in a Day on the impacts of welfare reform.

#### **2. RECOMMENDATIONS**

- 2.1 To agree to hold a further joint scrutiny event on 9<sup>th</sup> January 2015 to review the progress made against the lines of enquiry developed at the Scrutiny in a Day event on the impacts of welfare reform.

#### **3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY**

- 3.1 The Welfare Benefit system has undergone significant changes over the last two years. Further changes to the benefit system will take place during the next year and likely into the new Parliament. The impacts of these changes may be considerable for some people both in and out of work.
- 3.2 The purpose of the joint scrutiny approach to this area will be to understand the impact to individuals and identify measures that the council can adopt to protect the most vulnerable people in our community.
- 3.3 There are links to improving health, education and skills, empowering communities, increasing economic activity and building community cohesion.

#### **4. BACKGROUND**

- 4.1 On 17<sup>th</sup> January 2014, each Scrutiny Committee and Commission agreed to participate in a ground-breaking ‘Scrutiny in a Day’ event, entitled ‘Understanding and Managing the Impacts of Welfare Reform on Communities in Peterborough’, to develop an in-depth understanding of the issues and opportunities and to scrutinise responses on this cross-cutting agenda. The event provided all scrutiny councillors and other participants with a chance to understand the Government’s strategy on Welfare Reform, and how it affects Peterborough.
- 4.2 As a result, a number of recommendations and lines of enquiry were developed – these are set out in annex A.

#### **5. KEY ISSUES**

- 5.1 Since the Scrutiny in a Day event, a number of work streams have been developed that can demonstrate the impact that the council is having to support vulnerable people. It is proposed that a follow up half day event is held on 9<sup>th</sup> January 2015 to review and update all Scrutiny Committees and Commissions on the lines of enquiry. The event will also be an opportunity for Scrutiny Committees and Commissions to develop any further lines of enquiry.

**6. IMPLICATIONS**

6.1 None

**7. CONSULTATION**

7.1 None

**8. NEXT STEPS**

8.1 A programme will be developed for 9<sup>th</sup> January 2015 and invites sent to all councillors to attend the event.

**9. BACKGROUND DOCUMENTS**

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

9.1 None

**10. APPENDICES**

Annex A attached – Recommendations and lines of enquiry

## **Annex A**

### **Recommendations and Lines of Enquiry from each Scrutiny Committee or Commission**

Four of the five Scrutiny Committees or Commissions produced a shortlist of key lines of enquiry or recommendations that those present felt they may want to focus on during the 2014/15 municipal year. These are set out as follows:

#### **Creating Opportunities and Tackling Inequalities**

1. To explore the impact of welfare reform on young people and their attainment in mainstream education.
2. To identify barriers to work and explore how early years provision, support and related services can help parents into employment.
3. To understand the impact and needs arising from welfare reform and ensure that initiatives such as Connecting Families can meet these needs.

#### **Strong and Supportive Communities Scrutiny Committee**

1. To explore the impact of the cessation of the Local Welfare Provision funding from Department of Work and Pensions and develop recommendations to Cabinet on how the Peterborough Community Assistance Scheme can be sustained.
2. To raise awareness of the ongoing reforms, the impacts and support available with communities, councillors and partners. Develop opportunities for sharing experiences caused by welfare reforms between communities, councillors and partners.
3. To explore opportunities of how investing in local community groups can help to prevent and tackle poverty.
4. To receive a report on the extent of gambling within the city and develop actions to mitigate the impact of gambling such as education, awareness raising and prevention.

#### **Scrutiny Commission for Health Issues**

1. To create an accessible, visible and customer-orientated access point for advice
2. To receive and scrutinise a report from Public Health on planned initiatives relating to healthy eating, food and nutrition along with the links to poverty and other lifestyle factors
3. When receiving the Public Health report above, to look at links between the nutrition and uptake of school meals and educational attainment.
4. To receive and scrutinise a report on the impact of poverty on public health and explore how investing in measures to tackle poverty can improve health outcomes.

#### **Sustainable Growth and Environment Capital Scrutiny Committee**

1. To consider the Council's response to gambling and to devise a holistic approach to combatting the economic threats posed by gambling and vice
2. To understand the role that the voluntary sector can play in helping the council to deliver its key objectives. To foster closer links into and between the voluntary sector and review how the Council can support this
3. To scrutinise the Affordable Housing Capital Strategy to enable the Committee to consider recommendations relating to social housing.

#### **Scrutiny Commission for Rural Communities**

As the remit of the Scrutiny Commission for Rural Communities is cross-cutting, members will

consider which of the recommendations and lines of enquiry above they wish to pursue alongside new suggestions that have emerged since the event.

<b>STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE</b>	<b>Agenda Item No. 9</b>
<b>18 NOVEMBER 2014</b>	<b>Public Report</b>

## **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 Strong and Supportive Communities 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 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 28 November 2014.
- 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 key 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: 31 OCTOBER 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](mailto: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](mailto: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](http://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 28 NOVEMBER 2014**

<i><b>KEY DECISION REQUIRED</b></i>	<i><b>DECISION MAKER</b></i>	<i><b>DATE DECISION EXPECTED</b></i>	<i><b>RELEVANT SCRUTINY COMMITTEE</b></i>	<i><b>CONSULTATION</b></i>	<i><b>CONTACT DETAILS / REPORT AUTHORS</b></i>	<i><b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b></i>
<p><b>Budget Proposals – KEY/28NOV14/01</b> To recommend the first tranche of budget proposals to Council.</p>	<p><b>Councillor Marco Cereste Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement</b></p>	<p><b>December 2014</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant Internal and External Stakeholders</p>	<p>Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.pilsworth@pete.rborough.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>

**PREVIOUSLY ADVERTISED DECISIONS**

<p><b>Delivery of the Council's Capital Receipt Programme through the Sale of Dickens Street Car Park - KEY/03JUL/11</b> 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><b>Councillor David Seaton Cabinet Member for Resources</b></p>	<p><b>November 2014</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Consultation will take place with the Cabinet Member, Ward councillors, relevant internal departments &amp; 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>
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<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b>
<p><b>Care and Repair Framework Agreement - KEY/18DEC12/01</b> To approve a framework agreement and schedule of rates to deliver disabled facility grant work, specifically providing disabled access to toilet and washing facilities and associated work in domestic properties.</p>	<p><b>Councillor Nigel North Cabinet Member for Communities and Environment Capital</b></p>	<p><b>November 2014</b></p>	<p>Strong and Supportive Communities</p>	<p>Relevant Internal Departments.</p>	<p>Russ Carr Care &amp; Repair Manager Tel: 01733 863864 russ.carr@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><b>Section 75 Agreement with the Clinical Commissioning Group (CCG) for the Provision of a Joint Child Health and Wellbeing Commissioning Unit - KEY/21FEB14/01</b> Authorisation for the entry into a statutory Section 75 Agreement, for an initial two year period, with the CCG for the provision of a borderline and Peterborough joint child health and wellbeing commissioning unit.</p>	<p><b>Councillor Marco Cereste Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement</b></p>	<p><b>November 2014</b></p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders.</p>	<p>Oliver Hayward Head of Business Management Tel: 01733 863910 oliver.hayward@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><b>Sale of Greenwood House - KEY/21MAR14/02</b> Delivery of the Council's Capital Receipt Programme through the sale of Greenwood House, South Parade.</p>	<p><b>Councillor David Seaton Cabinet Member for Resources</b></p>	<p><b>November 2014</b></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>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b>
<p><b>Sale of the Herlington Centre - KEY/21MAR14/03</b> Delivery of the Council's capital receipts programme through the sale of the Herlington Centre, Orton Malborne.</p>	<p><b>Councillor David Seaton Cabinet Member for Resources</b></p>	<p><b>November 2014</b></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><b>Peterborough City Council Customer Strategy 2014 - KEY/21MAR14/06</b> 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><b>Cabinet</b></p>	<p><b>8 December 2014</b></p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Relevant internal and external stakeholders.</p>	<p>Ricky Fuller Head of Strategic Commissioning/Transformation Tel: 01733 452482 ricky.fuller@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><b>Formalise Integrated Community Equipment Service Funding and Commissioning Arrangements - KEY/18APR14/01</b> To formalise integrated community equipment service joint funding arrangements.</p>	<p><b>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</b></p>	<p><b>November 2014</b></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>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>Date decision expected</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b>
<b>Award of Contract for Build of a Waste Transfer Station - KEY/18APR14/02</b> To award a contract for the build of a waste transfer station.	<b>Councillor Gavin Elsey</b> <b>Cabinet Member for Street Scene, Waste Management and Communications</b>	<b>November 2014</b>	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.
<b>Award of Contract for Build of a Household Recycling Centre - KEY/18APR14/03</b> To award a contract for the build of a household recycling centre.	<b>Councillor Gavin Elsey</b> <b>Cabinet Member for Street Scene, Waste Management and Communications</b>	<b>November 2014</b>	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.
<b>Print Managed Services - KEY/13JUN14/01</b> To enable Council officers to be able to print, copy and scan.	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>November 2014</b>	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.

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHOR</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b>
<b>Joint Venture Implementation - KEY/25JUL14/02</b> To approve the implementation of the Joint Venture.	<b>Councillor Marco Cereste</b> <b>Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement</b>	<b>November 2014</b>	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Simon Machen Director of Growth and Regeneration Tel: 01733 453475 simon.machen@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>New Model for Transforming Day Opportunities for Adults Under 65 - KEY/25AUG14/02</b> To approve the proposed model for implementation.	<b>Cabinet</b>	<b>November 2014</b>	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.
<b>Residential and Nursing Care Contracts - KEY/22AUG14/03</b> To seek approval for the award of contracts to providers of 24 hour residential and nursing care support.	<b>Councillor Wayne Fitzgerald</b> <b>Cabinet Member for Adult Social Care</b>	<b>November 2014</b>	Scrutiny Commission for Health Issues	Relevant internal and external stakeholders.	Nick Blake Head of Commissioning for Older People, Physical Disabilities and Sensory Impairment Tel: 01733 452406 nick.blake@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHOR</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b>
<p><b>Southfields Primary School Expansion - KEY/05SEP14/01</b> To authorise the construction of an extension to accommodate the expansion of Southfields Primary School.</p>	<p><b>Councillor John Holdich Cabinet Member for Education, Skills and University</b></p>	<p><b>November 2014</b></p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders.</p>	<p>Emma Everitt Project Support Officer 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><b>Renewable Energy and Energy Efficiency Scheme - KEY/05SEP14/03</b> Installation of Solar Photovoltaic (PV) Panels to PCC's Commercial Properties including industrial estates.</p>	<p><b>Councillor David Seaton Cabinet Member for Resources</b></p>	<p><b>November 2014</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Steven Morris Client Property Manager Tel: 01733 384657 steven.morris@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p><b>Care and Repair Heating Framework Agreement – KEY19SEP14/01</b> To approve a framework agreement and schedule of rates to deliver Repairs Assistance grant work, specifically the installation of central heating systems in domestic properties.</p>	<p><b>Councillor Peter Hiller Cabinet Member for Planning and Housing Services</b></p>	<p><b>November 2014</b></p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Relevant internal and external stakeholders</p>	<p>Russ Carr Care and Repair Manager Tel: 01733 863864 Russ.carr@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><b>Fit to Rent Scheme – KEY/17OCT14/01</b> To improve standards and management of properties in the private rented sector.</p>	<p><b>Cabinet</b></p>	<p><b>8 December 2014</b></p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Relevant internal and external stakeholders</p>	<p>Belinda Child Housing Strategic Manager 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>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHOR</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b>
<p><b>Sale of Former London Road Allotments – KEY/17OCT14/03</b> To authorise the negotiation and conclusion of the sale of the former London Road Allotments, Peterborough.</p>	<p><b>Councillor David Seaton Cabinet Member for Resources</b></p>	<p><b>November 2014</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders</p>	<p>David Gray Capital Projects Officer Tel: 01733 384531 David.gray@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p><b>Libraries and Community Services Review KEY/31OCT14/01</b> For Cabinet to consider future options for service delivery.</p>	<p><b>Cabinet</b></p>	<p><b>November 2014 19 January Lisa helin/ricky fuller</b></p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Consultation will take place with the Cabinet Member, Ward councillors, relevant internal departments &amp; external stakeholders as appropriate.</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><b>Future of Solar and Wind Projects – KEY/14NOV14/01</b> 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.</p>	<p><b>Cabinet</b></p>	<p><b>November 2014</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>John Harrison Executive Director Resources Tel: 01733 452520 John.harrison@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>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHOR</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b>
<b>A14 Cambridge to Huntingdon Improvements – KEY14/14NOV14/02</b> To approve the local funding arrangements for the improvement works.	<b>Councillor Peter Hiller</b> <b>Cabinet Member for Planning and Housing Services</b>	<b>November 2014</b>	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders	Mark Speed Transport and Infrastructure Commissioning 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.
<b>Residential Care – KEY14/19NOV14/01</b> To authorise the Director of Adult Social Care to make residential placements.	<b>Councillor Wayne Fitzgerald</b> <b>Cabinet Member for Adult Social Care</b>	<b>November 2014</b>	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.



**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>
<b>NONE AT THE CURRENT TIME</b>						

**PART 3 – NOTIFICATION OF NON-KEY DECISIONS**

<b>NON-KEY DECISIONS</b>						
<b><i>DECISION REQUIRED</i></b>	<b><i>DECISION MAKER</i></b>	<b><i>DATE DECISION EXPECTED</i></b>	<b><i>RELEVANT SCRUTINY COMMITTEE</i></b>	<b><i>CONSULTATION</i></b>	<b><i>CONTACT DETAILS / REPORT AUTHORS</i></b>	<b><i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i></b>
<b>Homelessness Strategy</b> To review and comment on the Homelessness Review and to agree the proposed Homelessness Strategy and recommend to Council for adoption.	<b>Cabinet</b>	<b>November 2014</b>	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders	Sean Evans Housing Needs Manager Tel: 01733 864083 Sean.evans@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>Introduction of a Respite Care Policy for Adults</b> To approve the introduction of a respite policy for adults who are eligible for social care services.	<b>Councillor David Seaton Cabinet Member for Resources</b>	<b>October 2014</b>	Strong and Supportive Scrutiny Committee	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.
<b>Anti-Bribery Policy</b> To approve the Anti-Bribery Policy	<b>Councillor David Seaton Cabinet Member for Resources</b>	<b>October 2014</b>	Strong and Supportive Scrutiny Committee	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.

<b><i>DECISION REQUIRED</i></b>	<b><i>DECISION MAKER</i></b>	<b><i>DATE DECISION EXPECTED</i></b>	<b><i>RELEVANT SCRUTINY COMMITTEE</i></b>	<b><i>CONSULTATION</i></b>	<b><i>CONTACT DETAILS / REPORT AUTHORS</i></b>	<b><i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i></b>
<b>Personal Budgets in Peterborough</b> 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.	<b>Councillor John Holdich</b> <b>Cabinet Member for Education, Skills and University</b>	<b>October 2014</b>	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders	Carrie Gamble Commissioner Tel: 01733 863931 Carrie.gamble@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>Council Tax Benefit Consultation</b> To agree the consultation on Council Tax Benefit.	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>November 2014</b>	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders	Steven Pilsworth Head of Corporate 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.
<b>Medium Term Financial Strategy 2015/16 to 2024/25</b>	<b>Cabinet</b>	<b>24 November 2014</b>	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.
<b>Post 16 Transport Policy</b> To approve updates to the Post 16 Transport policy.	<b>Councillor John Holdich</b> <b>Cabinet Member for Education, Skills and University</b>	<b>November 2014</b>	Creating Opportunities and Tackling Inequalities	Relevant internal and external stakeholders	Sara Thompson Team Manager (Passenger Transport Operations) Tel: 01733 317452 Sarah.thompson@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

## **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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**STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE  
WORK PROGRAMME 2014/15**

Meeting Date	Item	Timing	Progress
<b>16 July 2014</b>  <i>Draft Report 27 June</i> <i>Final Report 4 July</i>	<b>CRIME AND DISORDER SCRUTINY COMMITTEE</b>		
	<b>Safer Peterborough Partnership – Role of the Committee</b>  <b>Contact Officer: Mark Woolner</b>		
	<b>Vivacity - Culture Strategy</b>  <b>Contact Officer: Dominic Hudson</b>		
<b>3 September</b>  <i>Draft Report 14 August</i> <i>Final Report 21 August</i>	<b>CRIME AND DISORDER SCRUTINY COMMITTEE</b>		
	<b>Safer Peterborough Partnership – Priority 2 – Tackling Antisocial Behaviour</b>  To scrutinise the content of the report, acting as the statutory Crime and Disorder Committee, and make any comments or recommendations.  <b>Contact Officer: Mark Woolner</b>		
	<b>Draft Homelessness Strategy</b>  To review and comment on the Housing Needs Service, the Homelessness Review and the broad strategic aims of the draft Homelessness Strategy, and to agree for the review and strategy to be taken forward to Cabinet.  <b>Contact Officer: Belinda Child</b>		
	<b>Portfolio Progress Report from Cabinet Member for Communities and Environment Capital</b>		

Meeting Date	Item	Timing	Progress
	<p>To scrutinise and comment on the progress of the portfolio of the Cabinet Member.</p> <p><b>Contact Officer: Wendi Ogle-Welbourn/Adrian Chapman</b></p>		
<p><b>15 October 2014</b></p> <p><i>Draft Report 26 September</i> <i>Final Report 3 October</i></p>	<p><b>Portfolio Progress Report from Cabinet Member for Planning and Housing Services</b></p> <p>To scrutinise and comment on the progress of the portfolio of the Cabinet Member.</p> <p><b>Contact Officer: Belinda Child</b></p>		
	<p><b>City Market</b></p> <p>To scrutinise and comment on the work of the City Market.</p> <p><b>Contact Officer: Annette Joyce/Gary Wright</b></p>		
	<p><b>Progress Report Care &amp; Repair Home Improvement Agency</b></p> <p>To scrutinise the performance and achievements, provide challenge where necessary and suggest ideas and initiatives.</p> <p><b>Contact Officer: Belinda Child/Russ Carr</b></p>		
	<p><b>Compliance and Enforcement Policy for Regulatory Services</b></p> <p>To scrutinise the Policy, comment and provide feedback.</p> <p><b>Contact Officer: Donna Hall</b></p>		
<p><b>18 November 2014</b></p> <p><i>Draft Report 30</i></p>	<p><b>CRIME AND DISORDER SCRUTINY COMMITTEE</b></p> <p><b>Safer Peterborough Partnership Plan – Priority 1 – Addressing Crime by Tackling Offending and Priority 3 – Building Stronger and Safer Communities</b></p>		



Meeting Date	Item	Timing	Progress
<p><i>October Final Report 6 November</i></p>	<p>To scrutinise the content of the report, acting as the statutory Crime and Disorder Committee, and make any comments or recommendations.</p> <p><b>Contact Officer: Robin Sissons</b></p>		
	<p><b>Portfolio Progress Report from Cabinet Member for City Centre Management, Culture &amp; Tourism</b></p> <p>To scrutinise and comment on the progress of the portfolio of the Cabinet Member.</p> <p><b>Contact Officer: Lisa Roberts/Cllr Serluca</b></p>		
	<p><b>The Connecting Families Programme</b></p> <p>To Scrutinise the progress made on the Connecting Families Programme.</p> <p><b>Contact Officer: Hayley Thornhill</b></p>		
	<p><b>Review of the consultation results from libraries and community centres</b></p> <p>To review the responses from the public consultation and the proposed approach to supporting community centres future.</p> <p><b>Contact Officer: Lisa Roberts</b></p>		
	<p><b>Scrutiny in a Day – One Year on</b></p> <p>To agree to hold a further event to review the progress made against the lines of enquiry developed at the Scrutiny in a Day event 2014.</p> <p><b>Contact Officer: Adrian Chapman</b></p>		

Meeting Date	Item	Timing	Progress
<b>14 January 2015</b>  <i>Draft Report 24 December</i> <i>Final Report 2 January</i>	<b>CRIME AND DISORDER SCRUTINY COMMITTEE</b> <b>Safer Peterborough Partnership Plan – Refresh</b>		
	<b>Contact Officer: Robin Sissons</b>		
	<b>Review of the Peterborough Communities and Safety Delivery Model</b>		
	<b>Contact Officer: Robin Sissons</b>		
	<b>Tourism Strategy</b>		
	<b>Contact Officer: Annette Joyce</b>		
	<b>Scrutiny in a Day Outcomes – Impact Report</b>		
	<b>Contact Officer: Adrian Chapman</b>		
<b>19 March 2015</b>  <i>Draft Report 2 March</i> <i>Final Report 9 March</i>	<b>CRIME AND DISORDER SCRUTINY COMMITTEE</b> <b>Safer Peterborough Partnership – Approval of Annual Refresh</b>		
	<b>Contact Officer: Robin Sissons</b>		
	<b>Vivacity – Annual Report and Business Plan</b>  To review and comment on Vivacity’s performance and the draft business plan.		

Meeting Date	Item	Timing	Progress
	<p><b>Contact Officer: Kevin Tighe/ Dominic Hudson</b></p>		
	<p><b>Commercial Operations Plan</b></p> <p>To note and comment on the work of Commercial Operations and propose further scrutiny in relation to its business activities.</p> <p><b>Contact Officer: Annette Joyce</b></p>		

To be programmed into work programme:

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