

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE

WEDNESDAY 11 JANUARY 2017
7.00 PM

Bourges/Viersen Room - Town Hall

AGENDA

Page No

1. Apologies for Absence

2. Declarations of Interest and Whipping Declarations

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

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

3. Minutes of Meetings Held on:

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- Strong and Supportive Communities Scrutiny Committee – 23 November 2016
- Scrutiny Commission for Rural Communities – 28 November 2016

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

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

5. Adults and Communities Scrutiny Committee Terms of Reference and Work Programme

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6. Adult Social Care Transformation Overview

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

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9.	People and Communities Strategy Progress Update	79 - 108
10.	Forward Plan of Executive Decisions	109 - 142

ITEMS TO BE CONSIDERED IF THE CHAIRMAN DECIDES IT IS URGENT

11.	Establishment Of A Cross-Party Task And Finish Group To Review The Management Of Rough Sleeping	143 - 146
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Emergency Evacuation Procedure – Outside Normal Office Hours

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Committee Members:

Councillors: S Allen (Chairman), J Bull (Vice Chairman), Allen (Chairman), Ansar, Bisby, R Brown, Bull (Vice Chairman), J R Fox, Fuller, King, S Martin, A Shaheed and Whitby

Substitutes: Councillors: A Bond, Hussain, S Lane and L Serluca

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

**MINUTES OF A MEETING OF THE
STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE
HELD IN THE
BOURGES and VIERSEN ROOMS, TOWN HALL, PETERBOROUGH
ON
WEDNESDAY 23 NOVEMBER 2016**

Present: Councillors: S Allen (Chairman), J Bull (Vice Chairman), R Bisby, D King,
A Ali, S Martin, A Shaheed

Officers in Attendance:	Adrian Chapman	Service Director, Adult Social Care and Communities
	Belinda Child	Head of Housing, Prevention and Wellbeing
	Sharon Malia	Housing Programmes Manager
	Chief Inspector Rob Hill	
	Station Commander, Wayne Swales	PES Deputy Head of Service
	Paulina Ford	Senior Democratic Services Officer

1. Apologies for Absence

No apologies for absence were received.

2. Declarations of Interest and Whipping Declarations

There were no declarations of interest or whipping declarations

3. Minutes of the Meeting Held on 14 September and 19 October 2016

The minutes of the meeting held on 14 September 2016 and 19 October 2016 were approved as an accurate record.

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

There were no call-ins for this meeting.

5. Housing Renewals Policy 2017 - 2019

The Head of Housing, Prevention and Wellbeing introduced the report which provided the Committee with an opportunity to scrutinise the Councils new draft Housing Renewals Policy. The draft policy included:

- the proposed assistance that would be available to vulnerable householders whose housing conditions were such that they may be detrimental to their health, safety, wellbeing or their ability to access their home due to disability.
- the proposed assistance to owners of an empty property or property that is privately rented in order to provide the Council with additional housing stock in which to accommodate families in housing need and to prevent homelessness.

The Head of Housing, Prevention and Wellbeing and the Housing Programmes Manager who was also present responded to comments and questions raised by Members. A summary of responses included:

- The Councils Housing Strategy was currently being refreshed and would contain the quotas required for new developments for the next five years which would include a range of housing associations and private developers.
- The introduction of Repairs Assistance to private landlords who cannot meet licensing or housing condition requirements had been proposed within the draft Housing Renewals Policy in order to prevent potential homelessness.
- Further clarification was provided with regard to the Building Research Establishments Stock Modelling which identified the estimated number of dwellings with category 1 hazards as listed under the Housing Health and Safety Ratings Scheme (HHSRS).
- Following approval of the Housing Renewals Policy the Repairs Assistance Scheme would be promoted and targeted at the different groups e.g. Selective Licensing landlords.
- The mandatory limit for disabled facility grants had not changed and was set at a limit of £30K. The Housing Renewals Policy allowed for discretionary top ups to the disabled facilities grant.
- The addition of the Repairs Assistance Grant into the Renewals Policy identified the fact that the council was alert to the possibility that Private Landlords may start to move out of the rental market due to the introduction of Selective Licensing. The Repairs Assistance Grant was provided from the Councils own funding. When providing the grant a charge would be put on the property and if it was disposed of within 30 years the council would seek to get the money back with interest.
- The Disabled Facilities Grant money was provided by Central Government to Local Authorities under the Better Care Fund. The Government had increased the funding this year by an extra £600,000.
- The policy covered a wide range of circumstances but there may be some circumstances which would fall outside the scope of the policy and these would be assessed on a case by case basis.

ACTION AGREED

The Committee noted the report.

CRIME AND DISORDER SCRUTINY COMMITTEE FOR ITEM 6 ONLY

6. Update on the Prevention and Enforcement Service

Chief Inspector Rob Hill accompanied by Station Commander, Wayne Swales introduced the report. The report provided the Committee with an update on the current progress of the development of the multi-agency Prevention and Enforcement Service (PES).

The Chief Inspector and Station Commander responded to comments and questions raised by Members. A summary of responses included:

- The Police Confidence Survey was led by the Central Police team. People were selected at random from around the city and called and asked their views on how comfortable they felt living in the city. The recent survey that had been undertaken had shown a great improvement in the results with a 30% increase from 60% to a 90% confidence rating. The reason for the increase is believed to have been attributed to the fact that previously there had been no localised Police Service and therefore no local contact with people. From April Police Community Officers had started to be placed within the community and the

public were now able to identify a specific contact and put a face to the Police Service. The public now feel that they have someone they can go to and share their concerns with.

- The Satisfaction Survey was aimed at victims of crime who were contacted and asked their views on how happy they were with the service they had received.
- The drug issue was city wide with a concentration in one area of the city. Intelligence and information received ensured that resources were placed in the areas most needed.
- Members noted that there had been a very positive response from local residents to the recent initiatives put in place through the development of the PES team.
- The designated Neighbourhood Watch Scheme successfully established in Salix Road, Hampton was an innovative scheme. Neighbourhood Watch Schemes were usually self-generated, this scheme had been put in place following evidence received and then actively targeting the area where it was felt a Neighbourhood Watch Scheme would be of benefit. Salix Road was identified as an area requiring a Neighbourhood Watch Scheme and the residents in that area were then supported in setting up the scheme. This had been a pilot scheme and would eventually be rolled out across the city.
- An updated needs analysis would be undertaken for the 'Can do' area of the city to identify any areas of concern so that the PES team could focus on specific issues identified. Negotiations were also being undertaken to provide a dedicated Enforcement Team as an extension to the PES team for the Lincoln Road section of the 'Can do' area which would operate between 6.00am and 11.00pm.
- Members commented that there had been a 3 month trial of putting 'polite notices' on cars in the Cardia area and wanted to know the outcome. Members were informed that the information could be provided after the meeting.
- Members suggested that the PES team should visit Youth Clubs and introduce themselves. The officers present welcomed this and requested that Members provide information on where the Youth Clubs were located.
- The (TACOH) Tasking and Co-ordinating Hub will pull together Council and Police intelligence and data to understand where the highest priorities for tackling crime and quality of life issues in the city were, this would then allow the PES to deploy its resources in a more effective manner and have a greater impact.
- Members requested that officers look into providing an APP for Councillors to let them report incidents directly for their area and then to be able to check on what actions had been taken.
- Consideration was being given to employing a full time Communications Officer for the PES who would provide Councillors with current and up to date information that could be fed back to the community.
- In addition to powers being extended to non-Police staff within the PES for powers such as issuing penalty notices on various matters such as disorder, cycling on a footpath etc the PES were also looking into how powers under local bylaws could be given to local staff.
- The Police did not have powers to deal with incidents such as parking issues on unadopted roads however having local PSCO's in place and understanding the local concerns should assist with these issues.
- Members sought clarification as to whether there was an intention to review the local bylaws. Members were informed that existing bylaws would need to be reviewed before anything new could be introduced however the only focus currently had been where a new Public Space Protection order was to be put in place. A review of existing bylaws could be undertaken.
- Houses in Multiple Occupation (HMO's). There was a piece of planning legislation, Article 4 Directions in place which could prevent further expansion of HMO's providing there was evidence provided as to why no further HMO's should be provided in an area.
- It was difficult to prevent fly tipping but the PES team would work on devising a strategy and action plan to try and reduce this. Dealing with fly tipping in rural areas would require different actions to dealing with fly tipping in the city. Covert cameras were not generally

used as they were governed by The Regulation of Investigatory Powers Act 2000 (RIPA) and could only be used as part of an investigative piece of work.

- Members sought clarification on how many prosecutions resulted from unauthorised encampments, antisocial behaviour and fly tipping. Officers were unable to provide the information at the meeting. Members requested information to be provided from April 2016.

ACTION AGREED

1. The Committee noted the report and requested that the following information be provided:
 - a. The outcome of the three month trial in Cardia where 'polite notices' were put on cars.
 - b. The number of prosecutions which had resulted from unauthorised encampments, antisocial behaviour and fly tipping from April 2016 to date.
 - c. That a review of existing bylaws be undertaken.
2. The Committee also requested that Officers investigate the possibility of an APP for Councillors to let them report incidents directly to PES for their area and then to be able to check on what actions had been taken.

7. Forward Plan of Executive Decisions

The Committee received the latest version of the Council's Forward Plan of Executive Decisions, containing key decisions that the Leader of the Council anticipated the Cabinet or individual Cabinet Members would make during the course of the forthcoming month. Members were invited to comment on the Plan and, where appropriate, identify any relevant areas for inclusion in the Committee's work programme.

ACTION AGREED

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

- Vivacity Premier Fitness Invest to Save Scheme – Non Key Decision – Provide financial information which may be within the exempt annex to identify what measures have been put in place to invest to save.
- Request for Public Consultation for Public Space Protection Orders – Non Key Decision
- Food Safety Service Plan – Non Key Decision
- Vivacity Funding – Non Key Decision

8. Work Programme 2016/2017

Members considered the Committee's Work Programme for 2016/17 and discussed possible items for inclusion.

ACTION AGREED

The Committee noted the work programme for 2016/2017.

The Senior Democratic Services Officer advised the Committee that as agreed at Full Council on 12 October 2016 there would be a new Committee called Adults and Communities Scrutiny Committee which would replace the Strong and Supportive Communities Scrutiny Committee from 1 January 2017. The remit of the Committee would remain the same with the addition of

Adult Social Care. The Service Director for Adult Social Care and Communities advised the Committee that a briefing note on Adult Social Care would be provided prior to the next meeting and also a full report would be presented at the first meeting of the new Committee providing an overview of Adult Social Care.

9. Date of Next meeting

- Adults and Communities Scrutiny Committee - .Wednesday 11 January 2017

The meeting began at 7.00pm and ended at 8:03pm

CHAIRMAN

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**MINUTES OF A MEETING OF THE
SCRUTINY COMMISSION FOR RURAL COMMUNITIES
HELD IN
THE BOURGES/VIERSEN ROOM, TOWN HALL
ON 28 NOVEMBER 2016**

Present: Councillors D Over (Chairman), R Brown (Vice Chairman),
S Allen, H Fuller, J Okonkowski

Also Present:

Joe Dobson	Independent Co-opted Member
Keith Lievesley	Independent Co-opted Member
Philip Nuttall	Independent Co-opted Member
Councillor Walsh	Cabinet Member for Communities and Environment Capital
Raymond Wood	Thorney Parish Council
John Bartlett	Thorney Parish Council
Councillor June Bull	Orton Longueville Parish Council
Neil Boyce	Caster Parish Council
Councillor Sylvester	
Dawn Clipston	Newborough and Borough Fen Parish Council
Richard Clarke	Wansford Parish Council
Susie Lucas	Ashton and Bainton Parish Council
Carol Fuller	Deeping Gate Parish Council

Officers Present:

Kim Sawyer	Director of Governance
Colin Arnold	IT Manager
Adrian Chapman	Service Director, Adult Social Care and Communities
Paulina Ford	Senior Democratic Services Officer

1. Apologies for Absence

Apologies were received from Councillor Fower, Councillor J R Fox and Councillor Whitby. Councillor Okonkowski was in attendance as substitute for Councillor Whitby. Apologies were also received from Henry Clark, Co-opted Member.

2. Declarations of Interest and Whipping Declarations

There were no declarations of interest or whipping declarations.

3. Minutes of Meeting held on 6 September 2016

The minutes of the meeting held on 6 September 2016 were approved as an accurate record.

4. Arrangements for Rural Scrutiny

The Director of Governance introduced the report. The purpose of the report was to ensure that the existing workload of the Scrutiny Commission for Rural Communities was allocated to an appropriate Committee within the new Scrutiny structure which had been agreed at Council on 12 October 2016 and to discuss proposed new arrangements for scrutiny of rural issues in the absence of the Scrutiny Commission for Rural Communities.

The Cabinet Member for Communities and Environment who was also in attendance informed the Committee that under the new Scrutiny arrangements there was a proposal to have at least one Parish Councillor representing the rural area on each Scrutiny Committee as a non-voting Co-opted Member. It was proposed that a process be put in place whereby anyone interested in becoming a Parish Council representative on a Scrutiny Committee could submit a short biography and at the next Parish Council Liaison meeting held on 21 December 2016 it would be decided who those Co-opted Members would be and which Scrutiny Committee they would be placed on.

Members of the Parish Council Liaison had been invited to the meeting and were in attendance to provide input into the discussion.

Comments, observations and key issues raised are summarised as follows:

- Clarification was sought around the selection of Parish Council Co-opted Members by the Parish Council Liaison. Members were informed that the Parish Council Liaison meeting would put forward a recommended member for each Scrutiny Committee to be agreed upon by each Scrutiny Committee. Each proposal would be based on the biography put forward and knowledge of the candidate. Each nomination would be assessed on their commitment to the rural element and whether they possessed the necessary skill set for the remit of the Scrutiny Committee that they were being nominated to. The nominations would also be members of the Parish Council Liaison to ensure that discussions held at scrutiny meetings were fed back to the Parish Council Liaison. There would therefore be one substantive co-opted member guaranteed with a substitute.
- Parish Councillors present felt that two Parish Councillor Co-opted Members per Committee would provide a wider skillset and ensure both urban and rural perspectives were represented, however it was noted that this would be at the discretion of each Scrutiny Committee whether a second Parish Councillor would be accepted as a Co-opted Member.
- The new arrangements would provide an opportunity to increase engagement between Parish Council Liaison and Scrutiny.
- A suggestion was put forward to nominate two candidates for each of the Scrutiny Committees and in particular the Growth, Environment and Resources Scrutiny Committee as it was felt that this committee had the majority of rural issues.
- It was felt that the recent letter circulated regarding the new scrutiny arrangements implied that the decision regarding who should be Co-opted Members had been made.
- Clarification was sought as to whether Co-opted Members could have voting rights. The Director of Governance advised that co-opted members were not allowed voting rights by law.
- Concerns were raised that rural representation may be diminished within Peterborough City Council under the new arrangements.

The Cabinet Member for Communities and Environment, Councillor Walsh and the Director of Governance, Kim Sawyer responded to comments and questions raised. In summary responses included:

- Parish Council Liaison members would be placed at the heart of the decision making process and have a voice within under the new arrangements.
- The Council was moving towards a new way of working within a new scrutiny structure. The Committee Review Group felt that the Scrutiny Committees should have as wider remit as possible to select their own Co-opted Members. It was therefore decided that there should be only one reserved place for a Parish Council Co-opted Member to represent the rural area and then each committee would have the opportunity to select an additional Parish Council Co-opted Member if they so wished.
- Dependent on the number of expressions of interest put forward it was hoped that the Parish Council Liaison could put forward a proposal to each Scrutiny Committee that an additional Parish Council member be co-opted. The minimum number of Co-opted Members from Parish Council Liaison onto the Scrutiny Committees would be four with a possibility of up to eight should the Scrutiny Committees agree to the second Co-optee.
- The number of members per Scrutiny Committee was decided by Council. Proposals could be made to Council for an amendment to modify the number which would then be debated and voted upon at Full Council.
- Each scrutiny committee had 11 councillors and was proportionally represented to reflect the makeup of the Council.

The Chairman sought agreement to the following recommendations:

- (a) there should be one non-voting seat on each committee reserved to a Parish Council member or their substitute
- (b) that the scrutiny committee can invite a further Parish Council member to become a non-voting co-opted member
- (c) the annual work programme of the Scrutiny Committees must take account of matters which affect the rural area.

Councillor Fuller seconded by Councillor Okonkowski proposed an amendment to the following recommendation: a) there should be one non-voting seat on each committee reserved to a Parish Council member or their substitute. It was proposed that it should be changed to specify a Rural Parish Council member. Following a vote (5 in favour 0 against, 0 abstentions), the amendment was **AGREED**.

Keith Lievesley, Co-opted Member suggested that recommendation a) and recommendation b) be merged and that it should read as follows: there should be two non-voting seats on the each committee reserved to a rural Parish Council member and an urban Parish Council member. Councillor Okonkowski put forward the proposed recommendation on behalf of Keith Lievesley but was not seconded and therefore the recommendation was not voted upon.

Recommendation b) that the scrutiny committee can invite a further Parish Council Member to become a non-voting Co-opted Member and recommendation c) the annual work programme of the Scrutiny Committees must take account of matters which affect the rural area were unanimously **AGREED**.

The Chairman sought legal advice with regard to a further recommendation which would propose that the Parish Council Liaison decide on which Parish Councillors to put forward as Co-opted Members for each Scrutiny committee. The Chairman was advised that the proposal could be put forward but it would be for Full Council to agree the new arrangements.

Councillor Allen seconded by Councillor Fuller proposed that a further recommendation be added which was that the Parish Council Liaison decide on which Parish Councillors to put forward as Co-opted Members for each Scrutiny Committee. The recommendation was unanimously **AGREED**.

RECOMMENDATIONS

The Commission agreed to endorse the proposals of the Committee Review Group, which will be presented to Full Council on 14 December and that the scrutiny procedure rules include the following provisions:

1. That there should be one non-voting seat on each committee reserved to a Rural Parish Council member or their substitute
2. That the Scrutiny Committee can invite a further Parish Council member to become a non-voting Co-opted Member
3. That the annual work programme of the Scrutiny Committees must take account of matters which affect the rural area.
4. That the Parish Council Liaison Committee decide on which Parish Councillors to put forward as Co-opted Members for each Scrutiny Committee.

At this point the Parish Council Liaison members in attendance left the meeting.

5. Digital Connectivity of Parish Councils and Rural Community Facilities

The report was introduced by the IT Manager which provided the Committee with an update on the initiatives being investigated to support Parish Councils with their Digital Agenda and to ensure that community facilities across the city were digitally connected and able to operate as vital community serve points.

The IT Manager responded to comments and questions raised. In summary responses included:

- Any web hosting or data storage would have to comply with stringent security and the IT department would be able to offer advice and best practice on this.
- Members commented that there were still some areas of rural Peterborough that did not have high speed broadband. The IT Manager agreed to find out which areas were affected.
- The web content would be controlled by the Parish Council and contributions by the public would not be vetted.
- Members sought clarification as to whether Parish Councils could have a dedicated area on the Peterborough City Council website. This would enable Parish Councils to communicate more effectively with each other and create forums.
- It was noted that some people now preferred to use Facebook over websites and the use of Facebook should be part of the discussions included in the working party. The use of Snapchat was also discussed.
- Parish Council's use of a .gov email address would also be investigated through the working group.
- Members suggested that there should be a base line put in place for things like data security and all Parish Councils should adhere to this.
- A pilot project could be put in place to work jointly with Parish Councils to trial some quick successes like data security and email addresses.

The next step was to establish a working group to take the initiative forward to a fully costed proposal which would include the appointment of a suitably qualified Project Manager if funding was available. The working group would consist primarily of Parish Council Members, City Council Staff and Partners.

ACTION

The Committee noted the report and requested that the IT Manager investigate the following:

1. To obtain information regarding Parish Council's using an email address ending .gov.
2. To identify which areas of rural Peterborough do not have high speed broadband.

RECOMMENDATION

The Commission noted the report and agreed to the formation of a project working group to continue the initiative. This group to be primarily made up of Parish Council members, City Council Staff and Partners.

6. Forward Plan of Executive Decisions

The Commission received the latest version of the Forward Plan of Executive Decisions, containing key decisions that the Leader of the Council anticipated the Cabinet or individual Cabinet Members would make during the course of the following month. Members were invited to comment on the Forward Plan and where appropriate identify any relevant areas for inclusion in the Committee's work programme. No discussion followed.

AGREED ACTION

The Commission noted the Forward Plan of Executive Decisions.

This being the last meeting of the Scrutiny Commission for Rural Communities the Chairman thanked members of the Commission and Co-opted Members for their valuable input over the past year.

The meeting began at 7.00pm and ended at 8.35pm.

CHAIRMAN

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ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	Agenda Item No. 5
11 JANUARY 2017	Public Report

Report of the Director of Governance

Contact Officer – Paulina Ford, Senior Democratic Services Officer

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

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE TERMS OF REFERENCE AND WORK PROGRAMME

1. PURPOSE

- 1.1 To provide the Committee with the Terms of Reference for the Adults and Communities Scrutiny Committee which was established by Council at its meeting on 12 October 2016 and to note the draft work programme for the remainder of the 2016/2017 municipal year.

To provide the Committee with the proposed Parish Council Liaison nomination for the non voting Co-opted member to represent the rural area.

2. RECOMMENDATIONS

- 2.1 That the Committee notes the Terms of Reference for each of the newly established Scrutiny Committees attached at Appendix 1 of the report and in particular the Terms of Reference for the Adults and Communities Scrutiny Committee.
- 2.2 That the Committee notes the work programme for the Adults and Communities Scrutiny Committee for the remainder of the 2016/2017 municipal year attached at Appendix 2 and; following this meeting and subsequent meetings reviews the work programme to ensure it reflects the remit of the Committee as stated in the Terms of Reference at Appendix 1.
- 2.3 That the Committee appoints Parish Councillor Neil Boyce as a non-voting Co-opted Member to represent the rural area on this Committee for the remainder of this municipal year and the 2017/2018 municipal year. Appointment to be reviewed at the beginning of the 2018/2019 municipal year and then annually going forward.

3. BACKGROUND

- 3.1 At the annual meeting of Council on 23 May 2016 the Council agreed to establish a Committee Review Group to undertake a review to provide an effective and efficient committee structure to ensure delivery of the Councils functions. Following the review the Committee Review Group presented a report to Council on 12 October 2016 for approval which recommended the establishment of the following four Scrutiny Committees from 1 January 2017:

- a) Children and Education Scrutiny Committee (to replace Creating Opportunities & Tackling Inequalities Scrutiny Committee)
- b) Adults and Communities Scrutiny Committee (to replace Strong and Supportive Communities Scrutiny Committee)
- c) Health Scrutiny Committee (to replace Scrutiny Commission for Health Issues)
- d) Growth, Environment & Resources Scrutiny Committee (to replace Sustainable Growth & Environment Capital Scrutiny Committee)

- 3.2 Council agreed to the recommendations which meant that from 1 January 2017 the Scrutiny Commission for Rural Communities would no longer exist. Each new committee will consist of

11 councillors. The Children and Education Scrutiny Committee will also include statutory Co-opted Members. Each committee also has the ability to co-opt up to four non-voting Co-opted Members one of which will be a Parish Councillor representing a rural area to ensure the voice of the rural communities are reflected. The nomination will be decided by the Parish Council Liaison meeting.

The Parish Council Liaison meeting held on 21 December 2016 further requested that each Scrutiny Committee consider appointing an additional Parish Councillor Representative to each of the Scrutiny Committees as one of the four available positions for non-voting Co-opted Members therefore providing two Parish Council representatives on each Scrutiny Committee.

The Adults and Communities Scrutiny Committee will also have the function of the Crime and Disorder Scrutiny Committee and will include within its remit Adult Social Care which was previously within the remit of the Scrutiny Commission for Health Issues.

This Committee has replaced the Strong and Supportive Communities Scrutiny Committee and the terms of reference and functions of this committee can be found in Appendix 1 attached.

4. WORK PROGRAMME 2017

- 4.1 In accordance with the Constitution, Scrutiny Committees are responsible for setting their own work programme and as agreed at Council on 12 October 2016 each Scrutiny Committee must now take account of matters which affect the rural area. In implementing their work programme, Scrutiny Committees should ensure that the Parish Council Liaison Meeting has been consulted on matters related to predominately rural or Parish Council issues.
- 4.2 A draft work programme which shows the items which are currently scheduled for the remainder of the 2016/2017 municipal year and transferred from the Strong and Supportive Communities Scrutiny Committee is attached at Appendix 2. The work programme also includes any items relating to Adult Social Care which have been transferred from the Scrutiny Commission for Health Issues, and any relevant items transferred from the Scrutiny Commission for Rural Communities.

5. BACKGROUND DOCUMENTS

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

- 5.1 Council agenda – 12 October 2016 and minutes
Council agenda – 14 December 2016

6. Appendices

- 6.1 Appendix 1 – Part 3, Section 4, Overview and Scrutiny Functions and Terms of Reference
Appendix 2 – Draft Work Programme 2017

Section 4 – Overview and Scrutiny Functions & Terms of Reference

1. OVERVIEW AND SCRUTINY COMMITTEES

1.1 The Council has appointed the following Overview and Scrutiny Committees to carry out those functions under Sections 9F to 9FI of the Local Government Act 2000, as amended by:

- (a) Section 19 of the Police and Justice Act 2006 in relation to the scrutiny of crime and disorder matters;
- (b) Section 244 of the Health & Social Care Act 2012 in relation to health matters; and
- (c) Section 22 of the Flood Risk Management Act 2010 in relation to flood risk management.

2. TERMS OF REFERENCE

2.1 Council has established the following Scrutiny Committees and they shall have responsibility for overview and scrutiny in relation to the matters set out below:

1.	Children and Education Scrutiny Committee	
	No of Elected Members appointed by Council: Eleven, none of whom may be a Cabinet Member.	Chairman and Vice-Chairman Appointed by Council.
	Quorum: At least half the Members of the Committee (including voting co-opted members).	Co-opted Members to be appointed by the Committee/Council Four representatives as follows with full voting and call-in rights on education matters only: (a) 1 Church of England Diocese representative; (b) 1 Roman Catholic diocese representative; and (c) 2 parent governor representative. No more than four non-voting members.
	Functions determined by Council 1. Children’s Services including a) Social Care of Children; b) Safeguarding; and c) Children’s Health. 2. Education, including a) University and Higher Education; b) Youth Service; c) Careers; and d) Special Needs and Inclusion. 3. Adult Learning and Skills	
	Functions determined by Statute All powers of an Overview and Scrutiny Committee as set out in Sections 9F to 9FI Local Government Act 2000, Local Government and Public Involvement in Health Act 2007, and any subsequent regulations.	

2.	Adults and Communities Scrutiny Committee	
	<p>No of Elected Members appointed by Council:</p> <p>Eleven, none of whom may be a Cabinet Member.</p>	<p>Chairman and Vice-Chairman</p> <p>Appointed by Council.</p>
	<p>Quorum:</p> <p>At least half the Members of the Committee.</p>	<p>Co-opted Members to be appointed by the Committee/Council</p> <p>No more than four non-voting members.</p>
	<p>Functions determined by the Council</p> <ol style="list-style-type: none"> 1. Adult Social Care; 2. Safeguarding Adults; 3. Housing need (including homelessness, housing options and selective licensing); 4. Neighbourhood and Community Support (including cohesion, community safety and youth offending) and; 5. Equalities 	
	<p>Functions determined by Statute</p> <p>To review and scrutinise crime and disorder matters, including acting as the Council's crime and disorder committee in accordance with Sections 19 of the Police and Justice Act 2006;</p>	

3.	Health Scrutiny Committee	
	<p>No of Elected Members appointed by Council:</p> <p>Eleven, none of whom may be a Cabinet Member or the Health and Wellbeing Board..</p>	<p>Chairman and Vice-Chairman</p> <p>Appointed by Council.</p>
	<p>Quorum:</p> <p>At least half the Members of the Committee.</p>	<p>Co-opted Members to be appointed by the Committee/Council</p> <p>No more than four non-voting members.</p>
	<p>Functions determined by the Council</p> <ol style="list-style-type: none"> 1. Public Health; 2. The Health and Wellbeing including the Health and Wellbeing Board; and 3. Scrutiny of the NHS and NHS providers. 	
	<p>Functions determined by Statute</p> <p>To review and scrutinise local authority services under Sections 9F to 9FI Local Government Act 2000, Local Government and Public Involvement in Health Act 2007, and any subsequent regulations</p> <p>To review and scrutinise matters relating to the Health Service and to make reports and recommendations to local NHS bodies in accordance with section 244 of the National Health Service Act 2006. This will include appointing members from within the membership of the Committee to any joint health overview and scrutiny committees with other local authorities. (Also see The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013)</p>	

4.	Growth, Environment and Resources Scrutiny Committee	
	No of Elected Members appointed by Council: Eleven, none of whom may be a Cabinet Member.	Chairman and Vice-Chairman Appointed by Council.
	Quorum: At least half the Members of the committee.	Co-opted Members to be appointed by the Committee/Council No more than four non-voting members.
	Functions determined by the Council 1. City Centre Management; 2. Tourism, Culture & Recreation; 3. Libraries, Arts and Museums; 4. Environmental Capital; 5. Economic Development and Regeneration including Strategic Housing and Strategic Planning; 6. Transport, Highways and Road Traffic; 7. Flood Risk Management; 8. Waste Strategy & Management; 9. Strategic Financial Planning; 10. Partnerships and Shared Services; and 11. Digital Services and Information Management.	
	Functions determined by Statute To review and scrutinise flood risk management in accordance with Section 21F of the Local Government Act 2000 (as amended by the Flood and Water Management Act 2010 and under the Flood Management Overview & Scrutiny (England) Regulations 2011 No. 697).	

3. SPECIFIC ROLE OF OVERVIEW AND SCRUTINY

- 3.1 To review and scrutinise the planning, decisions, policy development, service provision and performance within their terms of reference as follows:

POLICY DEVELOPMENT AND REVIEW

- 3.2 Within their terms of reference the scrutiny functions will:

- (a) Help the Council and the Executive to develop its budget and policy framework and service Budgets;
- (b) Carry out research into and consultation about policy issues and possible options;
- (c) Consider and promote ways of encouraging the public to take part in developing the Council's policies;
- (d) Question Members of the Cabinet, Committees and senior officers about their views on policy proposals;
- (e) Work with outside organisations in the area to make sure the interests of local people are taken into account;
- (f) Question, and gather evidence from, any person who gives their permission; and
- (g) Monitor and scrutinise the implementation of Council policy.

SCRUTINY

- 3.3 The Scrutiny Committees will:

- (a) Review and scrutinise the Executive, Committee and officer decisions and performance in connection with the discharge of any of the Council's functions;
- (b) Review and scrutinise the Council's performance in meeting the aims of its policies and performance targets and/or particular service areas;
- (c) Question Members of the Executive, Committees and senior officers about their decisions and performance of the Council, both generally and in relation to particular decisions or projects;
- (d) Make recommendations to the Executive and the Council as a result of the scrutiny process;
- (e) Question, and gather evidence from any person with their consent;
- (f) Hold the Executive to account for the discharge of functions in the following ways:
 - i. By exercising the right to call-in, for reconsideration, decisions made but not yet implemented by the Executive or key decisions which have been delegated to an officer;
 - ii. By scrutinising Key Decisions which the Executive is planning to take, as set out in the Forward Plan of executive decisions;

- iii. By scrutinising decisions the Executive are planning to make; and
 - iv. By scrutinising Executive decisions after they have been implemented, as part of a wider policy review.
- (g) To consider petitions submitted to it;
- (h) Establish ad-hoc Task and Finish Groups to investigate specific topics on a time-limited basis in accordance with the Scrutiny Committee Procedure Rules; and

CRIME AND DISORDER

- 3.4 The Scrutiny Committee responsible for crime and disorder shall, and any sub committees may:
- (a) Act as the crime and disorder committee within the meaning of Section 19 of the Police and Justice Act 2006;
 - (b) Review or scrutinise decisions made, or other actions taken by bodies or persons responsible for crime and disorder strategies in the Peterborough area;
 - (c) Make reports or recommendations to the local authority on any local crime and disorder matter in relation to a member of the authority; and
 - (d) Consider any crime and disorder matters referred by any Member of the Council.

HEALTH ISSUES

- 3.5 The Scrutiny Committee responsible for health and any sub committees shall undertake their responsibilities under section 244 of the National Health Service Act 2006 as follows:
- (a) May review and scrutinise any matter relating to the planning, provision and operation of the health service in the Peterborough area (including NHS Bodies and other NHS providers);
 - (b) Must invite interested parties to comment on the matter and provide reasonable notice;
 - (c) Take account of relevant information available to it and, in particular, from a Local Healthwatch organisation or representative;
 - (d) Acknowledge any referral within 20 working days and keep the referrer informed of any action taken;
 - (e) Request information about the planning, provision and operation of health services in the area to enable it to carry out its functions;
 - (f) Make reports or recommendations on a matter it has reviewed or scrutinised including;
 - i) An explanation of the matter reviewed or scrutinised;
 - ii) A summary of the evidence considered;
 - iii) A list of the participants involved in the reviews; and
 - iv) An explanation of any recommendations made.
 - (g) Where the Committee asks for a response, the person must respond in writing within 28 days of the request.

- 3.6 The Committee will consider any proposals received from a National Health Service body, Clinical Commissioning Groups or other provider about;
- (a) Any substantial development of the health service in Peterborough; or
 - (b) Any substantial variation to the provision of NHS Services as set out the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.
- 3.7 In considering the proposals, the Committee must take account of the effect or potential effect of the proposals on the sustainability of the health service in its areas and may refer proposals to the Secretary of State in certain circumstances.

FLOOD RISK MANAGEMENT

- 3.8 The Scrutiny Committee responsible for flood risk management, and any sub committees shall undertake their responsibilities under the Flood and Water Management Act 2010 as follows:
- (a) May review and scrutinise any matter relating to the planning, provision and operation of the flood risk management in the Peterborough area;
 - (b) May invite those authorities responsible for flood risk management to comment on the matter;
 - (c) Request information from them to enable it to carry out its responsibilities; and
 - (d) Make reports or recommendations and request a response from flood risk management authorities.

4. MEMBERSHIP

- 4.1 All Members, except Members of the Executive, may be a member of a Scrutiny Committee. However, no Member may be involved in scrutinising a decision with which he or she has been directly involved. Members of the Health and Wellbeing Board should not be a member of the Health Scrutiny Committee.

CO-OPTEEES

- 4.2 The Scrutiny Committees shall be entitled to co-opt, as non-voting members, up to four external representatives or otherwise invite participation from non-members where this is relevant to their work.
- 4.3 The Children and Education Scrutiny Committee shall include in its membership the following representatives, with full voting and call-in rights on education matters only:
- (a) 1 Church of England diocese representative;
 - (b) 1 Roman Catholic diocese representative; and
 - (c) 2 parent governor representatives.

- 4.4 Where the Scrutiny Committee deals with other matters, the representatives in paragraph 4.3 above shall not vote on those other matters, though they may stay in the meeting and speak.

5. QUORUM

- 5.1 The quorum for a scrutiny committee shall be that more than half the Members must be present. The calculation of the quorum shall include any voting co-opted members of the Committee.

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**ADULT AND COMMUNITIES SCRUTINY COMMITTEE / CRIME AND DISORDER SCRUTINY COMMITTEE
WORK PROGRAMME 2017**

Meeting Date	Item	Indicative Timings	COMMENTS
11 January 2017 <i>Draft Report 12 Dec</i> <i>Final Report 22 Dec</i>	Adult Social Care Transformation Overview Contact Officer: Adrian Chapman		
	Empty Homes Strategy To scrutinise the changes and introduction of different types of grant that would be offered to bring empty properties back into use Contact Officer: Belinda Child		Requested by officer
	Selective Licensing To scrutinise the introduction and early impacts of Selective Licensing in relation to tackling the issues it was created to resolve. Contact Officer: Jo Bezant		
	People & Communities Strategy To scrutinise the effectiveness and delivery of the Strategy, and the impact it is having on communities. Contact Officer: Adrian Chapman		
	Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their work programme which is relevant to the remit of this Committee. Contact Officer: Paulina Ford, Senior Democratic Services Officer		
	Work Programme 2017 To consider the Work Programme for 2017.		

Meeting Date	Item	Indicative Timings	COMMENTS
<p>(Joint Meeting of the Scrutiny Committees and Commissions) 8 February 2017</p>	<p>Budget 2017/18 and Medium Term Financial Strategy to 2026/27 Phase Two To scrutinise the Executive's proposals for the Budget 2017/18 and Medium Term Financial Plan 2026/27. Contact Officer: John Harrison/Steven Pilsworth</p>		
<p>7 March 2017 <i>Draft Report 10 Feb</i> <i>Final Report 23 Feb</i></p>	<p>City Centre Action Plan Contact Officer: Annette Joyce</p>		
	<p>Community Safety Plan To scrutinise the draft statutory Community Safety Plan for the forthcoming period. Contact Officer: Rob Hill / Wayne Swales</p>		
	<p>Cabinet Member for City Centre Management, Culture and Tourism – Looking Forward Contact Officer: Annette Joyce & Lisa Roberts</p>		<p>Report to include Vivacity Review, City Centre Action Plan and Spend to Save.</p>
	<p>Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their work programme which is relevant to the remit of this Committee. Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		

Possible Items for Future Meetings	Contact Officer
Portfolio Progress Report for Cabinet Member for Communities and Environment (Reporting on the Communities element)	
Supporting Vulnerable Adults in Rural Areas To scrutinise the support available from the NHS and Adult Social Care in Rural Areas.	Transferred from the Scrutiny Commission for Rural Communities work programme

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ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	Agenda Item No. 6
11 JANUARY 2017	Public Report

Report of the Service Director for Adults and Communities

Contact Officer: Adrian Chapman, Service Director

Contact details: adrian.chapman@peterborough.gov.uk Tel: 01733 863887

ADULT SOCIAL CARE TRANSFORMATION OVERVIEW

1. PURPOSE

1.1 This report provides an overview of the work of the Adult Social Care service which forms part of the Adults and Communities Department and the progress in delivering Adult Social Care and the transformation programme for Adult Social Care.

2. RECOMMENDATIONS

2.1 The Scrutiny Committee is asked to scrutinise and comment upon the progress made and note the priorities, challenges and opportunities facing the service over the coming period, offering any suggestions for how these might be overcome or any areas where they would like the opportunity for further scrutiny.

3. LINKS TO THE CORPORATE PRIORITIES AND RELEVANT CABINET PORTFOLIO

3.1 The Adult Social Care Transformation programme is part of the wider Customer Experience programme which is designed to help the council manage demand for services and to improve the experience of people when accessing key services.

The programme specifically links to the corporate priority to safeguard vulnerable children and adults; and contributes to the priorities (i) to keep our communities safe, cohesive and healthy, and (ii) to achieve the best health and wellbeing for the city.

3.2 Adult Social Care sits within the portfolio of the Cabinet Member for Integrated Adult Social Care and Health.

4. BACKGROUND

4.1 In March 2015 the council concluded a restructure of its senior management arrangements. This process created the role of Corporate Director for People and Communities, a role which includes the statutory functions of Director of Children’s Services and Director of Adult Social Services. In 2016 The Corporate Director (Wendi Ogle-Welbourn) was also appointed as the interim Director of Children’s Services and Director of Adult Social Services for Cambridgeshire. The Corporate Director is supported by two Service Directors in Peterborough – the Service Director for Adult Services and Communities (Adrian Chapman), and the Service Director for Children’s Services and Safeguarding (Lou Williams).

4.2 Alongside these internal changes, 2015/16 has seen the long term reform of Adult Social Care with the implementation of the Care Act 2014 (from 1st April 2015). The Care Act has delivered the most fundamental changes to health and social care for a generation or more.

4.3 In 2014 NHS England published a paper on the changes the NHS need to make and how it will provide care in the future. This included how it will address its financial challenge. Every clinical Commissioning Group was asked to produce a plan explaining how they were going to meet

these objectives. These plans are called the Sustainability Transformation Plans and have been developed with Peterborough and Cambridgeshire councils.

4.4 The council has also established closer working relationships with Cambridgeshire County Council and Cambridgeshire and Peterborough Foundation Trust to improve outcomes for people who are currently living independently but are vulnerable to becoming frail or needing higher levels of support or intervention in the future and for those people that have significant ongoing needs and receive support from a range of organisations.

4.5 All of this has been addressed within the context of increasing demand and financial challenge faced by the council.

5. KEY ISSUES

5.1 The arrangements described above provide a unique opportunity to think differently about the way services are delivered, alongside our commitment to becoming a commissioning council. With this in mind, we have used the opportunity to identify the key priorities that will deliver services effectively and sustainably, each building on the good work already being delivered across the service.

5.2 The key workstreams that have been identified so far are:

- To improve and enhance our relationship with providers and build capacity
- To continue to review safeguarding and quality assurance practice to ensure it is robust but proportionate
- To support the improvement of quality in the care system
- To identify opportunities to work more effectively together and deliver the Sustainability and Transformation Plans
- To make effective use of the Multi Agency Safeguarding Hub, ensuring that only appropriate cases are referred and that there is a full multi-agency response
- To ensure opportunities for integration across health and wider social care systems are identified and pursued
- To measure and monitor performance, both quantitative and qualitative, robustly to ensure that potential issues and risks are identified early and, where possible, prevented
- To continue to create a stronger focus on preventative work through creative and innovative projects, including making full use of digital technologies

5.3 Each of these is summarised in more detail below.

5.3.1 Provider Relationships

Our reliance on care providers across the whole market is fundamental to the effective delivery of safe adult social care. We need to ensure that our relationship is built on trust and transparency and is a mutually supportive one, whilst at the same time providing proportionate challenge where necessary. We have reviewed the ways in which providers are engaged and have started direct dialogue with some of our key providers to better understand how they might see relationships working more effectively. We are keen to engage directly with providers in arenas appropriate to them, and are happy to support a new provider-led forum which will give opportunities for providers across both adults and children's services to engage directly with the council and with each other.

We need to build capacity in the adult social care system and by engaging with providers they will have the information they need to build their businesses and create new ones where they see we have the need. The cost of placements for adults with the most complex needs has increased significantly and this is partially due to the lack of market competition.

5.3.2 Safeguarding and Quality Assurance

The Development of an Adults and Children's Quality Assurance Unit focussing on the effectiveness of the Local Authority to safeguard and promote the welfare of adults, children and young people provides leadership, a shared vision, added resilience and consistency to our

provider partners and service users. This unit has a robust audit programme with a focus on safeguarding to ensure practice is to a good standard. The unit is also responsible for delivering the councils Deprivation of Liberty and Court of Protection functions.

5.3.3 Quality Improvement

Until recently, the way we worked with providers to support improvement and development was inconsistent – we did not ensure a fully joined-up and contextualised approach to dealing with concerns which inherently built in additional layers of reporting and complexity which don't make it easy for providers to navigate through and this had a direct impact on our ability to build and maintain a good relationship with the market. We have therefore developed into a single commissioning function that includes strategy, quality improvement and contract compliance. This will enable us to better identify and respond to needs and concerns in a more joined-up way.

5.3.4 Navigating Through the Adult Social Care System

It can be difficult to find the right entry point to access information or services about adult social care or health services, especially if you are vulnerable or in crisis. The council is delivering a major transformation programme under Customer Experience that will make it clear and straightforward for residents and our partners to access information, advice or support they need quickly. In July 2016, a review of the potential alignment of the Adult Social Care 'front door' and the NHS/111/Out of Hours service was initiated, to determine whether closer alignment would drive out more effective demand management across the health and social care system. As a result of the review, a commitment was made across the system to deliver aligned working between Adult Social Care and the NHS/111/Out of Hours service. Discussions with the CCG to review the alignment options and progress the design of an urgent multi-disciplinary hub will commence in January 2017.

5.3.5 Digital Front Door

Approval has been granted to proceed with the development of the 'Digital Front Door' project and design is underway. The intention of the Digital Front Door is to support automation and self-service and will encourage greater independent resolution of needs by people. This will extend to increased capacity to provide help, information, advice and guidance on line for vulnerable people, their families and carers - work is in hand to deliver a system wide Directory of Services.

5.3.6 Health and Social Care Integration

It is widely recognised that an integrated health and social care service is more likely to deliver the best outcomes for people who need those services. The current health and social care landscape is complex and not always aligned, resulting in inefficiency and variable outcomes. Services for people with significant and ongoing needs will be better coordinated with health and social care focussing on outcomes as opposed to process. The support for people who have significant and ongoing needs will be supported by Multi-Disciplinary Teams (health and social care) to deliver integrated care and facilitate a one team approach. Neighbourhood Teams have been established by Cambridgeshire and Peterborough Foundation Trust for physical and mental health and the next stage will focus on integration/alignment with Primary Care, social care and the voluntary sector. A clear understanding of the whole system pathway and robust case finding and case management techniques will help to anticipate future need and also to wrap integrated services around the person, preventing them going into crisis and therefore hospital.

5.3.7 Performance Management

It is clearly vital that we can effectively monitor real-time data and information to ensure our services are safe and responding appropriately to the right issues. This process also needs to inform our commissioning work and the deployment of our resources especially where we are able to prevent crisis before it happens. Although there has been both national and regional work on this issue, we want to ensure we have clear visibility of our performance in Peterborough and that we also gather local data and information that can be converted to intelligence to inform our collective decision making. We have therefore produced a local performance framework built on the regional model that will achieve this for us and our

partners.

5.3.8 Reablement and Prevention

As a council we are committed to achieving a stronger focus on preventative work in ways that are innovative, challenging, sometimes non-traditional, and which make full use of new technologies. The Home Services Delivery Model has been developed to offer joined up capability, focusing on prevention and early intervention and reducing the number of people requiring long term support. The model enables people to remain in their own home by enabling them to regain/retain skills and confidence and reduces the number of people moving into care homes through home improvements and adaptations. The Home Services Delivery Model comprises a number of services under a single Head of Service to deliver these outcomes: reablement, therapy services, assistive technology, care and repair, the handyperson and the home improvement service. The service became operational on 1st October 2016 and is now working towards streamlining processes, removing duplication and aligning capacity to manage demand with the development of multi skilled teams to increase resilience and flexibility improving outcomes for people.

5.4 Implementing the Care Act 2015

5.4.1 Alongside these important areas of work, we continue to implement all relevant aspects of the Care Act.

5.4.2 Part 1 of the Care Act came into law on 1 April 2015. The approach we have taken so far to implementing the Act is via integration into the council's core priorities which can be demonstrated as follows:

- i. Improved educational attainment and skills for our children & young people**
The Care Act requires the council to explore all aspects of wellbeing for individuals including the outcome of accessing and engaging in work, training, education or volunteering. We are working with the local colleges to deliver these outcomes and also to promote career opportunities within care and support, working to develop a skilled social care workforce within the city.
- ii. Supporting our Culture and Leisure Trust to continue to deliver our culture, arts and sport in the city**
The Care Act reinforces the impact on wellbeing of making use of necessary facilities or services in the local community including public transport and recreational facilities or services.
- iii. Safeguarding children and vulnerable adults**
The Care Act brings clear duties to safeguard vulnerable adults. The council already works in partnership with other local organisations through the Multi Agency Safeguarding Hub.
- iv. Keeping our communities safe and cohesive and healthy**
The Care Act supports the council's existing programme of community capacity building, and we intend to continue to invest in building capacity within our communities to support vulnerable residents.
- v. Pursuing the Environment Capital agenda to position Peterborough as a leading city in environmental matters**
The Care Act supports our identified principles of support being provided closer to home, and access to public transport. Our information and advice service, also signposts to advice on energy efficiency for those who would find this beneficial.
- vi. Growth, regeneration and economic development of the city to bring new investment and jobs**
The Care Act supports the development of social enterprises, a key aspect of day

opportunities which transferred to the City College in 2015, development in this area includes a catering business and car washing service. The City College continues to expand on enterprises such as these.

5.4.3 The final priority – **to achieve the best health and wellbeing for the city** – underpins the principles of the Care Act and our overall operating model.

5.4.4 The Care Act places a number of general duties on the council, and these are summarised in the following section. Below each of the duties, a short summary of the council's response to date is included.

i. Promoting Individual Wellbeing

Local authorities have a duty to promote wellbeing when carrying out any of their care and support functions in respect of a person. This may sometimes be referred to as the 'wellbeing principle'. The wellbeing principle applies in all cases where a local authority is providing non-assessed 'universal' services available to the local population as a whole, as well as when carrying out a care and support function, or making a decision in relation to a person.

'Wellbeing' is a broad concept, which may include any or all of the following:

- personal dignity (including treatment of the individual with respect)
- physical and mental health and emotional wellbeing
- protection from abuse and neglect
- control by the individual over day-to-day life (including over care and support provided and the way it is provided)
- participation in work, education, training or recreation
- social and economic wellbeing
- domestic, family and personal
- suitability of living accommodation
- the individual's contribution to society

Council response to date: we have been working closely with partners across the health system to develop and establish a wellbeing service which recognises and invests in services across the public and not for profit sectors to provide appropriate support to individuals and families that need it. Additionally, the council's restructure has brought together a wide range of previously separate community services including housing alongside adult social care services which means we are able to take a whole-person view of an individual's situation and ensure the best solution possible is provided.

ii. Preventing Needs for Care and Support

It is critical to the vision in the Care Act that the care and support system works to actively promote wellbeing and independence, and actively seeks to prevent people reaching a crisis point. It is vital, therefore that the care and support system intervenes early to support individuals, helps people retain or regain their skills and confidence and prevents need or delays deteriorating wherever possible.

Council response to date: we continue to develop our preventative services, most significantly our Home Services Delivery Model.

We also operate a team of social work staff within the Hospital to support effective and timely discharge into safe and appropriate care arrangements or to return home.

iii. Promoting Integration of Care and Support with Health Services

Integration, cooperation and close partnership working seeks to improve patient and service user experience and outcomes by minimising barriers between organisations and services, and by delivering care that is tailored to meet the needs of those in need of care and support, their carers and families.

Council response to date: we continue to develop positive and productive relationships

with a wide range of relevant agencies and organisations across Peterborough and Cambridgeshire, including with the police, social landlords and care providers. Of most relevance though is our relationship with partners across the health services. We have a number of positive examples of collaboration with health partners – the co-located team of Adult Social Care staff based in the Hospital who work alongside clinical and other hospital staff and our active involvement in the rigorous systems resilience planning to ensure the health and social care system runs safely and effectively, and the approach to facilitate a ‘one team approach’ through multi-disciplinary working and Neighbourhood Teams and the alignment of the Adult Social Care ‘front door’ with NHS 111/Out of Hours.

5.5 **Better Care Fund**

- 5.5.1 The Better Care Fund (formerly the Integration Transformation Fund) was announced by the Government in the June 2013 spending round, to ensure a transformation in integrated health and social care.
- 5.5.2 The Better Care Fund (BCF) in Peterborough is an agreement between the Clinical Commissioning Group, the City Council and Cambridgeshire County Council which sets out a plan to build on integrated working to improve outcomes for adults with health, care and support needs.
- 5.5.3 The BCF contributes to Peterborough’s vision for integration by focusing on initiatives that will help to prepare the health and social care system to deliver the Sustainability and Transformation Plans by:
- Improved services
 - Access to care closer to home
 - Proactive care and support, coordinated within the community
- 5.5.4 The BCF plan contains five work streams for which a summary of progress is given below:
- i. **Data Sharing** – This work stream seeks to ensure better sharing of patient records at the point of delivery across health and social care.
 - ii. **Seven day working** – This work stream seeks to ensure availability of health and social care services across 7 days through the Home Services Delivery Model, social work support into the acute hospital, the development of Neighbourhood Teams and the Joint Emergency Team (JET) which links into the GP out of hours service to provide additional professional response outside of core hours.
 - iii. **Person Centred Systems** – As part of this workstream the council is working with health colleagues to develop multi-disciplinary Neighbourhood Teams aligned to GP practices. This would create a joint locality health and social care team able to work cohesively as a single unit.
 - iv. **Information, Communication and Advice** – As part of this work stream the council is leading on the development of an information and advice hub which can be accessed by the public and by health and social care professionals alike. This work also overlaps with work being carried out in the Customer Experience programme.
 - v. **Ageing Healthily and Prevention** – This workstream pulls in expertise from Public Health to address the modifiable lifestyle factors that can support residents to stay healthier for longer and maintain independence in the event of health conditions developing. Joint work around isolation, dementia and falls is progressing well.

5.6 **Mental Capacity and Deprivation of Liberty Safeguards**

- 5.6.1 The Deprivation of Liberty Safeguards (DoLS) established a process for oversight of decisions made to deprive people without mental capacity of their liberty within hospital or care home settings. In broad terms the DoLS process provides a professional assessment, conducted independently of the hospital or care home in question, of whether:
- The person suffers from an impairment of the mind as diagnosed by a section 12 medical practitioner
 - The person lacks capacity to decide whether to be accommodated in the hospital or care

home in question for the purpose of care and treatment, and

- It is in their best interests to be deprived of their liberty in the ways proposed by the hospital or care home setting

5.6.2 In 2014, the Supreme Court handed down a long awaited ruling in respect of conjoined cases of ***P v Cheshire West and P & Q v Surrey*** on the meaning of 'deprivation of liberty' for people who lack the mental capacity to make their own decision on their residence and their care package. The result was a widening of the definition of deprivation of liberty to clearly include the following groups:

- Those lacking capacity to consent who are accommodated within a care home who would not be free to leave alone, irrespective of the fact they might appear content with their presence in the setting
- Those lacking capacity to consent who are accommodated in other settings, for example supported living or extra care, where similar levels of restriction are applied. For this group the DoLS administrative process cannot be applied and instead an application must be made to the Court of Protection
- Young people aged 16-18 lacking capacity to consent who are accommodated in any setting where restrictions are placed upon them which are greater than those which might be generally placed upon young people of that age.

5.6.3 Following the judgement the council has continued to receive unprecedented volumes of applications for deprivation of liberty safeguards relating to care and support of people lacking mental capacity.

5.6.4 A number of individuals in non-residential settings have been identified as requiring an application to the Court of Protection as a result of the supreme court judgment. Training in the Court of Protection process has been provided to the social work teams and applications for these individuals have commenced.

5.6.5 The Law Commission has published a consultation in response to the pressures being faced by all Local Authorities. This proposes significant changes to the framework for supporting those who lack capacity, although any changes are unlikely to be made effective until 2017. Despite this we have increased capacity in the DoLS service to cope with demand and prevent waiting lists and backlogs.

5.7 **Other Transformation initiatives**

5.7.1 **Single Consolidated Savings Plan**

As with all areas of the council Adult Social Care has been required to deliver savings in line with funding pressures. The department originally identified 18 initiatives which amounted to a savings target of £8.9m.

Business cases and leads are established for all initiatives and delivery is being tracked weekly through a Delivery Board. The fy16/17 initiatives are largely made up from driving further efficiencies and savings from existing services. This approach has diminishing returns and so work has started on developing structural savings and revenue opportunities for fy17/18. Some of these initiatives are being developed with partners. We are on track to meet the £8.9m commitment.

The initiatives that form part of this programme of work are detailed below.

5.7.2 **Review of Placements**

Over the past year we have reviewed commissioned care packages. This has covered all client groups including Mental Health, Learning Disability, Sensory Impaired and Older People. The project was set up to achieve efficiencies and deliver better outcomes for the individuals and to promote independence.

Currently working with a team of three dedicated social workers on the project, the project team

have achieved efficiencies and better outcomes on over 100 packages of care and support.

5.7.3 **Assistive Technology**

Continuing to work with Cross Keys Homes regarding the delivery of a lifeline service, the project has matured to cover much more within its scope. The project's main aim has been to embed within service delivery the promotion and take up of Assistive Technology that aims to improve greater independence, self-determination and preserve dignity.

Working with the Occupational Therapy service within the council, the assistive technology project has also been reviewing all double-up (2:1 support) care packages. Through appropriate training and efficient moving and handling equipment, the Occupational Therapy service has reduced the need for 2 carers to 1 carer when lifting and handling.

5.7.4 **Provision of Care and Support in Extra Care Schemes in Peterborough**

The provision of Personal Care and Support within the five extra care housing schemes in Peterborough to deliver effective and efficient support within extra care housing to avoid the need for residential care home placements. The contract ensures compliance to the council's contracting rules alongside developing a more consistent approach across all schemes. The details of the successful provider for each scheme is as below:

Scheme	New Provider
Friary Court	Axiom Crossroads Care
The Pavilions	Axiom Crossroads Care
The Spinney	Axiom Crossroads Care
St Edmunds	Hales Group Ltd
Bishopsfield	Hales Group Ltd

5.7.5 **Homecare**

Retendering generic homecare contracts aims to secure the required quality and capacity of support services to deliver improved outcomes whilst achieving the best possible value through offering a larger volume of business to a reduced number of providers.

Extensive market engagement has been undertaken with local homecare providers and those not currently operating in Peterborough, and there has been engagement with social care staff and with people receiving homecare services to inform the specification.

The draft of the service specification and tender paperwork has been completed and it is planned that the tender will now go live in 2017.

5.8 **Performance Management**

5.8.1 **National Adult Social Care Outcomes Framework**

The Department of Health produces an annual Outcomes Framework which measures quality of care using performance data, providing relevant and timely information on the outcomes for people using social care services and their carers. The product enables the council to compare performance with other councils and identify areas of particular concern or success. The table below (figure 1) provides a summary for Peterborough for the latest full year data released.

Figure 1

ASCOF Measures							
No	Indicator Description	2013/14	2014/15	2015/16	Direction of Travel	England 2015/16	Eastern Region 2015/16
1A	Social care related quality of life score	18.9	19	19.1	↑	19.1	19
1B	Proportion of respondents who felt they had control over their daily life	76	78.4	76.5	↓	76.6	77.4
1C1	Proportion of service users accessing long-term community support at year-end 31 March who were receiving self-directed support	53.2	98.6	98.6	↔	84.9	87.9
1C2	Proportion of service users accessing long-term support at the year-end 31 March who were receiving direct payments	12.4	25.4	25.4	↔	28.1	29.3
1E	Proportion of working age (18-64) service users who received long-term support during the year with a primary support reason of learning disability support, who are in paid employment	8.4	8.5	10	↑	6.2	7.5
1F	Proportion of working age adults (18-69) who are receiving secondary mental health services and who are on the Care Programme Approach at the end of the month who are recorded as being employed	4.3	6.2	6.2	↔	5.5	4.7
1G	Proportion of working age (18-64) service users who received long-term support during the year with a primary support reason of learning disability support, who are living on their own or with their family	72.3	81.1	84.2	↑	75.4	74
1H	Proportion of working age adults (18-69) who are receiving secondary mental health services who are recorded as living independently (with or without support)	16.7	32.4	52.1	↑	58.6	44.1
1I1	Proportion of respondents to ASCS question 8a who have as much social contact as they would like	42.4	42	41.8	↓	45.4	44.8
2A1	Number of council-supported younger adults (aged 18-64) whose long-term support needs were met by admission to residential and nursing care homes, per 100,000 population	18.1	20.7	4.2	↓	13.3	15.8
2A2	Number of council-supported older adults (aged 65 and over) whose long-term support needs were met by admission to residential and nursing care homes, per 100,000 population	578	484.2	394.4	↓	628.2	570.3
2B1	Proportion of older people (aged 65 and over) discharged from acute or community hospitals who are at home or in extra care housing or an adult placement scheme setting 91 days after the date of their discharge from hospital	73.8	70.8	88.3	↑	82.7	82.6
2B2	Proportion of older people (aged 65 and over) discharged from acute or community hospitals with a clear intention that they will move on/back to their own home (including a place in extra care housing or an adult placement scheme setting)	1.7	1.7	2.1	↑	2.9	2.6
2C1	Average number of delayed transfers of care (for those aged 18 and over), per 100,000 population	13.6	14	10.1	↓	12.1	11.6
2C2	Average number of delayed transfers of care (for those aged 18 and over) that are attributable to adult social care, per 100,000 population	2.8	1	0.7	↓	4.7	3.5
2D	Proportion of new service users that received a short term service during the year where the sequel to service was either no ongoing support or support of a lower level	65	72.2	74.9	↑	75.8	81.5
3A	Proportion of respondents to ASCS question 1 who said they were satisfied with their care and support	65	59.2	64.4	↑	64.4	64.5
3D1	Proportion of respondents who answered ASCS question 12 who find it "very easy" or "fairly easy" to find information about services	74.9	74.2	72.8	↓	73.5	72.7
4A	Proportion of respondents to ASCS question 7a who feel as safe as they want to	63.9	64.5	65	↑	69.2	68.7
4B	Proportion of respondents to ASCS question 7b who say that the services they receive have made them feel safe and secure	83.6	89.1	88.3	↓	85.4	82.4

5.8.2 Key successes to note include:

- The overall quality of life score reported by service users has improved year on year and is now equal to the national average and better than the regional average. Given some of the demographic challenges which might impact on quality of life compared to elsewhere this is a significant achievement.
- Peterborough continues to have one of the lowest levels of delayed transfers of care relating to social care in the country which has continued into 2016/17, where we have so far seen no delays for social care reasons.
- Overall satisfaction with care and support services in Peterborough is back in line with national averages following a dip during 2014/15.

- We continue to have high rates of service users who feel their care and support services make them feel safe.

5.8.3 Challenges to note include

- Service users continue to report lower levels of choice and control and social contact than elsewhere in the Country. There was also a poorer than average response rate in respect of ease of access to information and advice. These elements are key drivers for supporting communities and voluntary groups to increase the range of local activities and support available as part of our new model for Health and Social Care in the City.
- We continue to have a lower percentage of our service user population feeling safe overall than the national average. Research carried out by other Local Authorities suggest that rather than a fear of crime this might reflect a fear of falling, or other health fears. For the 2016/17 survey we are therefore adding an additional question to ask what makes our service users feel unsafe

5.8.4 Peterborough's Performance Dashboards

To provide an even more relevant and focussed performance framework, we have developed our own performance dashboards which combine a number of the most helpful national measures with some bespoke local measures.

A monthly performance challenge meeting, comprising managers across all services and chaired by the Service Director, discusses areas of concern and develops responses, mitigations and action plans.

From the latest performance dashboards, the following are of most significance:

- Carers' assessments and support services: Since the launch of the new carers' self-assessment last year we are undertaking an increasing number of carers' assessments. By September 2016 we had completed 543 carers assessments in the year compared to 411 at the same point last year. Carers for whom we complete an assessment are more likely to receive a support service, 32% compared to the regional average of 26%. This is positive in preventing carer breakdown which is one of the most common causes nationally for older people being admitted into permanent care home placements.
- We also complete reviews for a higher percentage of our service users than elsewhere in the region with 77% of our users having received a review in the last 6 months as at September 2016, compared to 60% regionally. Undertaking planned reviews has been shown to reduce the number of unplanned reviews that need to be undertaken. This can be seen to be evidenced in the fact that only 23% of reviews carried out in Peterborough between April and June 2016 were unplanned reviews compared to levels of 50% for other Local Authorities in the region
- Adult Safeguarding referral (concerns) numbers continue to grow, in quarter 1 Peterborough had 262 per 100,000 compared to 214 per 100,000 regionally. Quarter 2 saw these numbers drop slightly to 257 per 100,000.
- However the numbers of concerns which following triage within the Multi Agency Safeguarding Hub (MASH) are determined to require an enquiry remains more comparable to elsewhere in the region. In quarter 1 2016/17 Peterborough undertook 67 enquiries per 100,000 compared to 78 per 100,000 regionally. In quarter 2 this number dipped again to 56 per 100,000.
- There remain some issues around the length time taken to complete an enquiry, particularly where multiple agencies are involved and this is an area we have sought support from the Safeguarding Adults Board, particularly in the context of their newly published multi-agency policy and procedures.
- Deprivation of Liberty Safeguards continue to be a pressure for the Council, however the work is being managed without the volume of back logs seen elsewhere in the country, which is a significant achievement. Between April – September 2016 we had received 394 applications, and only had 25 awaiting an approval as at 30 September 2016.

5.9 **Service Use Experience**

Annually the Council undertakes a nationally specified survey of those receiving Adult Social care services. Results from the survey for 2015/16 are summarised below.

5.9.1 What we did well.

- 79% of customers said that they were very happy with the way that staff helped them (all England average is 75%)
- 93% of customers reported that care and support services helped them have a better quality of life (all England average is 92%)
- 91% of customers reported that care and support services helped them in having control over their daily life (all England average is 89%)
- 88% of customers reported that care and support services helped them in feeling safe (all England average is 85%)
- 59% of customers said that they felt clean and were able to present themselves the way they liked (all England average is 57%)
- 69% of customers said that they could get all the food and drink they liked when they wanted it (all England average is 63%)
- 70% of customers said that their home is as clean and comfortable as they want (all England average is 66%)

5.9.2 What went less well

- 61% of customers are 'extremely' or 'very' satisfied with the care and support services they receive (all England average is 62%)
- 65% of customers said they felt as safe as they wanted (all England average is 69%)
- 34% of customers reported that they are able to spend their time as they want, doing things they enjoy (all England average is 36%)
- 61% of customers felt that the way they are helped and treated makes them think and feel better about themselves (all England average is 62%)
- Of the customers who said they have tried to find information and advice about support, services or benefits, 73% of found it 'very' or 'fairly' easy (all England average is 73.5%)

5.9.3 The 2016/17 user survey will be carried out in February 2017 and the Council are currently carrying out a bi-annual Carers experience survey.

5.10 **Future Priorities**

5.10.1 The Adult Social Care service has undergone significant change. However, this work is not yet complete and so much of the focus for the coming year will be to continue with this programme. Specifically:

- To embed quality assurance and quality improvement services
- The integration/alignment of health and social care where it is appropriate and adds value and benefit
- The delivery of the Customer Experience programme to make it easier for people to access adult social care information, advice or support in a timely manner including the development of the Digital Front Door
- The continued development of our relationships with the care provider market and the building of capacity
- The development of our workforce to ensure they are the best they can be

5.10.2 We also need to consider the impacts of growing demand on our services caused by both population growth and demographic change. This coupled with the impact of the Living Wage and lack of capacity in the system for those with more complex needs adds significant pressure to our services, and throughout the next year we will be working hard to plan for and mitigate these pressures whilst continuing to support those people most in need and to protect our care market from failure.

6. **IMPLICATIONS**

6.1 This report sets out details of the work being carried out across all of Adult Social Care which

will deliver improvements, efficiencies and better outcomes for Peterborough's residents and for our workforce and partners. Some of the programmes of work are ambitious (e.g. integration with health) and so we will ensure the Scrutiny Committee are kept informed and engaged throughout the process.

7. CONSULTATION

7.1 Not applicable.

8. NEXT STEPS

8.1 There are no immediate steps to be considered arising from this report.

9. BACKGROUND DOCUMENTS

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

9.1 None

10. APPENDICES

10.1 None

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	Agenda Item No. 7
11 JANUARY 2017	Public Report

Report of the Service Director Adult Services & Communities		
Contact Officer	Belinda Child - Head of Housing, Prevention & Wellbeing	863769

EMPTY HOMES STRATEGY 2017 - 2019

1. PURPOSE

- 1.1 The purpose of this report is to provide members with the opportunity to scrutinise the council's new draft Empty Homes Strategy.

2. RECOMMENDATIONS

- 2.1 The Committee are recommended to :

1. Scrutinise the draft strategy and the current incentives, initiatives and enforcement options that are available to assist or enforce owners of an empty property to bring their properties back into use.
2. Provide challenge where necessary and to suggest ideas and initiatives to support further activity.

3. LINKS TO THE CORPORATE PRIORITIES AND RELEVANT CABINET PORTFOLIO

- 3.1
- Drive growth, regeneration and economic development - by increasing the available housing stock in the city, creating better places to live and increasing economic prosperity by creating a well-managed private rented housing sector
 - Improving educational attainment and skills - by creating safe, warm and good quality housing to help reduce physical and mental illness in order to promote higher levels of achievement,, particularly in education and employment
 - Safeguard vulnerable children and adults - by increasing the available housing stock for vulnerable families
 - Implement the Environmental Capital agenda - by improving the energy efficiency of existing empty housing stock and reducing carbon emissions from domestic dwellings
 - Keep all our communities safe, cohesive and healthy - by building and empowering local communities, making Peterborough safer and building pride in Peterborough's neighbourhoods
 - Achieve the best health and wellbeing for the city - by providing good quality, secure and affordable housing to all of the residents of the city
- 3.2 The Empty Homes Strategy is within the remit of the Communities & Environmental Capital Portfolio

4. BACKGROUND

- 4.1 The population of Peterborough is expected to increase from 183,961 in 2011 to 227,890 in 2036. In January 2016 it was ranked as the third fastest growing city in the UK by population (1.5% annual growth) and as having the fourth highest housing stock growth (at 1.1% annually) with over 2,000

new homes built in the last 2 years. Housing demand is buoyant and it is likely this demand will continue.

- 1005 new dwellings are needed each year to meet current and projected population growth
- 4,637 new homes were built in Peterborough between 2011 and 2016 of which 28% were affordable housing dwellings.
- There are over 85,000 dwellings in Peterborough
- 60% of all homes in Peterborough are owner occupied

4.2 Recent planning, housing and welfare reforms are likely to reduce the supply of new affordable homes for rent.

- 1311 new affordable homes have been built in Peterborough since 2011
- 20% of all housing is in the social sector
- Average property prices are lower than in the regional and nationally
- Average earnings in Peterborough are below the national average
- A higher than average proportion of the population are in lower skilled occupations
- 40% of households are unable to afford to buy a home on the open market
- 620 additional affordable dwellings are needed each year to meet current and future housing need
- The number of households in temporary accommodation is increasing

4.3 As at October 2016 there are around 540 properties which have been empty for six months or more, this represents 0.64% of the City's housing stock. Empty homes represent a waste of a valuable resource whilst the need for decent, affordable housing in the city is increasing. Re-occupying empty homes cannot provide the whole solution to the issue but this potential waste of a source of accommodation cannot be ignored. The Empty Homes Officer is currently working on 35 high priority cases, including 3 cases where Empty Dwelling Orders are being implemented, there are an additional 39 cases where the properties are going through various stages of probate. So far this year (from April 2016) 93 empty properties have been bought back into use through the intervention of the Empty Homes Officer.

The number of long-term empty homes in Peterborough has shown a significant decline over the past 7 years, falling from over 800 in 2009 to 540 in 2016. Over 820 empty homes have been brought back into use with Council intervention in the last four years and the Empty Homes portion of the New Homes Bonus allocation has reached £3 million. Peterborough City Council's Empty Homes Officer was highly commended in 2013 by the Empty Homes Network, the Country's foremost empty homes practitioner group. He followed this the following year by being awarded 'National Empty Homes Practitioner of the Year 2014' by the Empty Homes Network.

Despite this success, continued focus on tackling long term empty property is a housing priority. If allowed to deteriorate, a single property can blight a street and neighbourhood causing nuisance to residents, reducing house prices and contributing to urban decline. As well as encouraging vandalism, fly-tipping and other criminal activity, there may also be an increase in the fear of crime which can have a detrimental effect on the lives of residents in the neighbourhood.

5. KEY ISSUES

5.1 Housing demand in the City far outstrips supply resulting in approximately 3,300 households on the Housing Register wanting suitable and affordable accommodation. The emerging Local Plan is seeking to deliver 27,625 homes by 2036 and it is hoped a good mix of housing, including homes for purchase and affordable homes are provided. In July 2016 the creation of a specifically housing focussed joint venture between the Council and Cross Keys Homes was agreed with the objective of delivering new housing of all types and tenures.

5.2 In addition to supporting new housing development in the City it is also important for the Council to

maximise the supply of existing housing. The aim of this strategy is to:

- Bring empty homes in the private sector back into use, utilising both voluntary means and, when appropriate, statutory enforcement powers which will contribute to an increase in the affordable housing supply, alleviate the numbers of people in housing need on the housing register, improve neighbourhoods and community confidence and contribute to tackling homelessness in Peterborough
- Introduce Empty Homes Assistance to offer as an incentive to owners of empty property that are of the type that is in high demand across the city. Assistance will contribute to improving the house condition and the property will be placed on a private leasing scheme and will be made available to families in housing need
- Work with colleagues leading on the housing joint venture partnership with Cross Keys Homes to ascertain the feasibility of purchasing empty property in suitable locations with property attributes in highest demand in the city.
- Look at the issue of empty property in the whole context of the demand for good quality and affordable housing in the City. Build on the preventative role by proactively developing relationships with owners to prevent properties becoming long term empty and provide a continuous supply of houses that can be utilised by the Housing Needs Service
- Improve and refine the evidence base by assembling relevant, accurate and current information to target specific groups depending on why their properties are empty. Tailor different solutions to bring those empty properties back into use or prevent them becoming empty
- Raise awareness of the Empty Homes issue and to promote the service and strategy to owners, neighbours and those affected by empty homes
- Maximise income from the New Homes Bonus that is received from returning empty property back into use

6. IMPLICATIONS

- 6.1 Empty homes have implications for all sections of society and all wards and parishes of the local authority area.

Local Authorities have a range of powers available to deal with bring empty homes back into use. Legal advice should be obtained as to the best procedure to use in particular circumstances.

The draft Empty Homes Strategy will comply with all equalities and human rights requirements and is aimed at all privately owned empty properties. It is to be used to reduce the negative effects that an empty property can cause to surrounding houses and communities.

7. CONSULTATION

- 7.1 The Empty Homes Strategy will be uploaded onto the Consultation & Engagement page of the Council's website for a period of 3 weeks.

8. NEXT STEPS

- 8.1 Following scrutiny of current actions and interventions to bring empty properties back into use, and after consideration of all comments made by the Committee, officers will further develop the Empty Homes Strategy in order to go out to public consultation. The Strategy will then be referred to the Cabinet Member for Communities & Environmental Capital for a decision.

9. BACKGROUND DOCUMENTS

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

- 9.1 None.

10. APPENDICES

Appendix 1 - Draft Empty Homes Strategy 2017 - 2019.



Peterborough City Council

Empty Homes Strategy

2017 - 2019

11th January 2017

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- 8. Monitoring and Performance**
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Appendix A – Statutory Enforcement Options

Appendix B – Empty Homes Procedure Flowchart

SECTION 1 FOREWORD



We are facing a local and national housing crisis. The current demand for housing across Peterborough far outstrips supply, and as a result, around 3300 families are on the housing register awaiting suitable accommodation. Along with this, many others live in cramped, overcrowded and otherwise unsuitable properties. At the same time, as at October 2016 there are around 540 properties that have been empty for six months or more.

To be able to meet housing demand, the best possible use of existing stock must be made, along with efforts to free up brownfield sites to build more new homes. Returning long-term empty homes into use will not solve the whole issue, but will certainly have a considerable and credible impact.

In addition, empty homes can have a considerably detrimental effect on the lives of neighbours and local residents as they are often a magnet for crime, anti-social behaviour, and drive down property prices contributing to urban blight and decline. Combined with crime, these properties put added pressure on emergency services as well as the Council's provisions to deal with environmental health and anti-social behaviour teams.

The case for dealing with empty properties is therefore a compelling one, both from a community and a housing perspective. However, in times of unprecedented cuts to local government funding, there are also financial incentives for Local Authorities not only to return existing homes into use, but to ensure that the number of vacant homes does not then increase.

Having included empty properties as part of the Government's New Homes Bonus (NHB) initiative, reducing the number of vacant homes attracts additional income to the Council. Whilst this is a positive step, an increase in numbers attracts a penalty, effectively removing the incentive against the reward earned through new-build property. It is thought that empty homes work in the city has attracted over £3million in NHB rewards since its inception, not taking into account the additional income received through council tax and economic benefits.

Over the period of the previous strategy, Peterborough City Council's Empty Homes Officer has enjoyed unprecedented success in returning properties to occupation, as well as receiving national recognition, of which I am extremely proud.

However, there is more to be done and this hard work and tenacity must continue. This comprehensively updated strategy will ensure that Peterborough remains at the forefront of empty homes work and is able to maximise the economic, community and financial benefits that this brings to the city and its residents.

Councillor Irene Walsh - Cabinet Member Communities and Environment Capital

SECTION 2. NOTES TO THIS REVISION

Peterborough City Council published its first Empty Homes Strategy in 2003 which was subsequently revised and refined in 2009. This accounted for changes implemented in housing policy and law after the enactment of the Housing Act 2004 and the Decent Homes agenda.

The Empty Homes Strategy that followed in 2012 was a comprehensive and robust document that not only built on previous achievements but accounted for the shift in political interest and demand for more to be done on the empty homes issue. This also provided a solid foundation for which the Council would go on to achieve a high level of success in the empty homes field.

Throughout the strategy period 2012-2015 there has been significant changes in the empty homes field of work. The profile of the problems that empty homes bring has been thrust into the national spotlight through coverage on television programmes such as *'The Empty Homes Scandal'* and through campaigns by both the Empty Homes Agency and housing charity Shelter.

What remains however, is the overriding fact that empty homes represent a waste of a valuable resource whilst the need for decent, affordable housing in the city is increasing. This updated Strategy will ensure that Peterborough City Council will not only build on the previous successes and adapt to changes both at a local and national level, but will also ensure that the Council remains committed to being at the forefront of this work. The Council will build on the preventative role and will consider empty property in the wider context of the pressure on housing availability and affordability faced by the city, to develop innovative and proactive engagement with owners.



Fletton High Street - Empty 12 years and brought back to use through Empty Homes Partnership with Cross Keys Homes

SECTION 3. EXECUTIVE SUMMARY

In October 2016, Peterborough had approximately 540 properties that have been empty for six months or more.

Whilst the number of empty homes brought back into use has been significant the past four years, the waste of good housing, criminal activity and urban degradation associated with empty homes continues. Coupled with this, around 3,330 people remain on the Council's housing register, clearly demonstrating the need for affordable housing in the city.

Whilst this issue has been increasingly recognised across the country through national media and television programmes such as the 'Great Property Scandal' and 'Britain's Empty Homes', both public and political awareness has therefore raised the expectation that something should be done on this issue and it cannot be ignored.

As well as featuring heavily in the Coalition's Housing Strategy, the introduction of the New Homes Bonus (NHB) scheme that rewards Councils for their work in returning empty homes to use, has added a new dimension to dealing with empty homes and encouraged more local authorities to look closer at the issue.

When dealing with empty homes and their owners, a voluntary way forward and solution is always preferred. Advice, assistance and incentives reduce the demand on council resources as well as the need to pursue enforcement action at a later date. Whilst in the vast majority of cases this is sufficient, there are occasions where owners cannot be traced or are simply unwilling to enter into voluntary dialogue. It is here where enforcement action needs to be considered. Although considered a last resort, Peterborough City Council has nevertheless been successful in their application of enforcement action in recent years with Enforced Sales and in particular with Empty Dwelling Management Orders. Peterborough was the first local authority in the country to secure an Empty Dwelling Management Order through the Residential Property Tribunal, following the enactment of the Housing Act 2004

The Council has also seen success over the past five years in working with local Registered Providers and local investors, seeing a number of long-term empty properties returned to use through negotiation with Registered Providers and subsequently used as affordable housing to meet local need and demand.

Peterborough City Council has been acknowledged both locally and nationally for its proactive and innovative approach to empty homes work, culminating in the Council's Empty Homes Officer being named 'Empty Property Practitioner of the Year' in 2013, by the nationally recognised Empty Homes Network, following on from being Highly Commended in the previous year.

This Strategy provides the framework to ensure that Peterborough City Council continues its reputation as being at the forefront of tackling the issue of empty property, the key aims being:

- To bring empty homes in the private sector back into use, utilising both voluntary means and, when appropriate, statutory enforcement powers which will contribute to an increase in the

affordable housing supply, alleviate the numbers of people in housing need on the housing register, improve neighbourhoods and community confidence and contribute to tackling homelessness in Peterborough

- To introduce Empty Homes Assistance to offer as an incentive to owners of empty property that are of the type that is in high demand across the city. Assistance will contribute to improving the house condition and the property will be placed on a private leasing scheme and will be made available to families in housing need at affordable rent levels
- To work with colleagues leading on the housing joint venture partnership with Cross Keys Homes to thoroughly explore the option of purchasing empty property in suitable locations with property attributes in highest demand in the city. These properties will then be managed by Cross Keys Homes as part of the joint venture.
- To look at the issue of empty property in the whole context of the demand for good quality and affordable housing in the City. Build on the preventative role by proactively developing relationships with owners to prevent properties becoming long term empty and provide a continuous supply of houses that can be utilised by the Housing Needs Service
- to continually improve and refine the evidence base by assembling relevant, accurate and current information to target specific groups depending on why their properties are empty. Tailor different solutions to bring those empty properties back into use or prevent them becoming empty
- To raise awareness of the Empty Homes issue and to promote the service and strategy to owners, neighbours and those affected by empty homes
- To maximise income from the New Homes Bonus that is received from returning empty property back into use

SECTION 4. INTRODUCTION & BACKGROUND

By bringing empty and unused property back into use the following can be achieved:

- Maximising existing housing resource
- Increasing the provision of good quality, affordable housing
- Minimising adverse environmental, social and local impact
- The reduction in the requirement to build on greenfield sites
- Improving the existing built environment
- Improving housing accessibility across all tenures
- Encouraging growth and betterment within communities
- Encouraging inward investment, and promoting sustainable communities
- Supporting regeneration both small and large scale
- Supporting other corporate priorities, objectives and strategies

According to the charity 'Empty Homes', there were 610,123 empty properties in England at the end of 2014. This was the lowest number of recorded empty homes since data collection on the issue began in 2004, where the figure stood at 710,935. Whilst this progress has to be welcomed, it provides an alarming statistic which highlights the scale of the problem nationally.



Central government and local authorities cannot ignore the potential and waste that empty homes present, both as a source of accommodation and as a source of income throughout times of budgetary constraints. This is evident through incentives such as the New Homes Bonus, where authorities are rewarded for an increase in their overall housing stock, and penalised for any decrease.

Fletton Avenue - Empty 10 years and sold privately on behalf of the owner

For communities however, there are other concerns that empty homes present. If allowed to deteriorate, a single property can blight a street and neighbourhood causing nuisance to residents, reducing house prices and contributing to urban decline. As well as encouraging vandalism, fly-tipping and other criminal activity, there may also be an increase in the fear of crime which can have a detrimental effect on the lives of residents in the neighbourhood.

Empty homes impact negatively on our city and our communities and are a wasted valuable resource. They do however, also represent a considerable opportunity.

SECTION 5. THE NATIONAL CONTEXT

In 2015 there were an estimated 600,000 empty homes in England, down from 700,000, in 2012. Houses that have been empty for more than six months are classified as long term empty. There are currently approximately 200,000 long-term empty homes in England.

5.1 New Homes Bonus

Introduced in 2010, the New Homes Bonus rewards local authorities through grant allocations, where they have provided additional accommodation through newly built dwellings. The scheme also recognises empty homes work by including additions to the housing stock through the return to use of empty homes as well as commercial building conversions into residential dwellings.

New Home Bonus not only encourages local authorities to invest in empty homes work, it also serves to justify on-going investment in the area to ensure that the problem of empty property is monitored

and contained. With each addition to the overall housing stock of the city payments are worth in the region of £7,000. Therefore it is in the financial interest of the council to reduce the number of empty homes and to also ensure that this figure remains as low as possible.

The New Homes Bonus was initially a six year scheme and it is hoped that this incentive to local authorities continues so the financial benefits to the Council of bringing empty properties back into the available dwelling stock can also continue.

5.2 Empty Homes Programmes

As part of the government's comprehensive spending review in 2010, a £100 million fund administered by the Homes & Communities Agency was established to assist local authorities and registered providers in bringing empty homes back into use as affordable housing. This could be carried out through either a lease and repair or purchase and repair option. A second round of funding was announced in 2012.

The central government funded National Empty Homes Loan Fund was also launched in 2013 which aimed to offer owners of empty homes a loan of up to £15,000 to renovate their property to the Decent Homes Standard in order to rent them out. The scheme was operated by the charity Empty Homes working in partnership with Ecology Building Society and were granted a £3 million budget from the Department for Communities and Local Government on the basis that 324 empty properties would be brought back into use within agreed timescales. Unfortunately this scheme was withdrawn in July 2014 because of the low take up by home owners. Empty Homes commented that the secured loan offered by Ecology Building Society 'was not suitable given the financial circumstances of the property owners'.

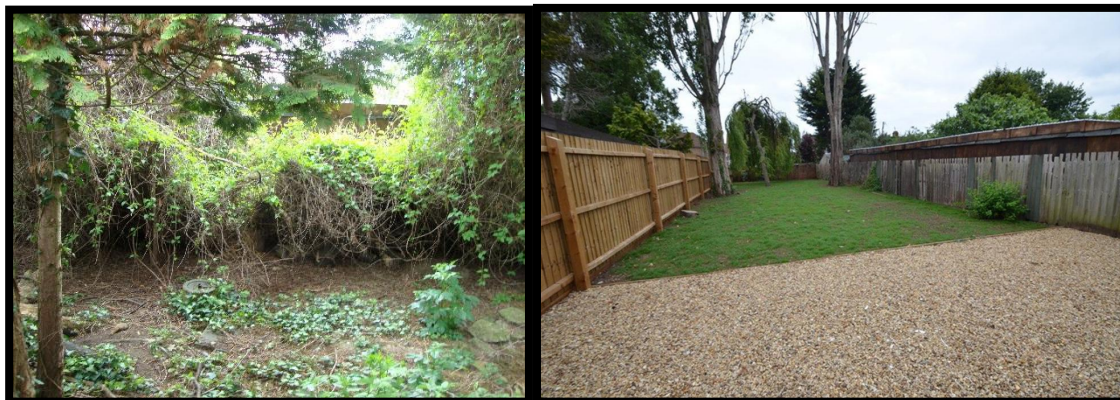
5.3 Council Tax

Since April 2013, powers that were previously held by central government to determine the level of council tax paid on empty properties were devolved to local authority level. The aim of this policy was to incentivise owners into reoccupying their property through either increasing the council tax payable on empty property or by removing the reductions of exemptions previously in place.

Local authorities are now able to determine whether to apply a discount for empty property for up to six months for those properties empty and in need of considerable renovations. There is also the option of imposing an 'empty homes premium', where council tax levels are able to be set at 150% for property that has been empty for two years or longer.

In April 2016 the one month's discount for a home being substantially unfurnished and unoccupied was removed.

The fall in long term empty homes from 299,999 in 2010 to 205,000 in 2014 clearly demonstrates the success of the government’s Empty Homes Programme. The challenge now falls to local councils to introduce and implement their own measures, to ensure the empty homes issue remains topical on the local agenda.



Vere Road - Empty 8 Years and brought back into use through an Empty Dwelling Management Order

SECTION 6. THE LOCAL CONTEXT

6.1 Peterborough is a city with huge ambitions. The vision for the city is:

“A bigger and better Peterborough that grows the right way, and through truly sustainable growth: Improves the quality of life of all its people and communities and ensures that all communities benefit from growth and the opportunities that it brings. Creates a truly sustainable Peterborough, the urban centre of a thriving sub-regional community of villages and market towns. A healthy, safe and exciting place to live, work and visit, famous as the environmental capital of the UK.”

6.2 The Peterborough Sustainable Communities Strategy 2008 - 2021 is the overarching strategy which guides the work of Peterborough City Council and its partners. The strategic priorities are:

- Drive growth, regeneration and economic development
- Improve educational attainment and skills
- Safeguard vulnerable children and adults
- Implement the Environment Capital agenda
- Support Peterborough’s culture and leisure trust – Vivacity
- Keep all our communities safe, cohesive and healthy
- Achieve the best health and wellbeing for the city

6.3 The Empty Homes Strategy links to the following corporate priorities:

- Drive growth, regeneration and economic development - by increasing the available housing stock in the city, creating better places to live and increasing economic prosperity by creating a well-managed private rented housing sector
- Improving educational attainment and skills - by creating safe, warm and good quality housing to help reduce physical and mental illness in order to promote higher levels of achievement, particularly in education and employment
- Safeguard vulnerable children and adults - by increasing the available housing stock for vulnerable families
- Implement the Environmental Capital agenda - by improving the energy efficiency of existing empty housing stock and reducing carbon emissions from domestic dwellings
- Keep all our communities safe, cohesive and healthy - by building and empowering local communities, making Peterborough safer and building pride in Peterborough's neighbourhoods
- Achieve the best health and wellbeing for the city - by providing good quality, secure and affordable housing to all of the residents of the city

6.4 The Empty Homes Strategy will inform and underpin the Peterborough Housing Strategy 2016 - 2021 which is the overarching document enabling the Council to address the housing needs of the City. In particular, the two key Housing Strategy priorities that this Strategy feeds into are:

- Increasing the supply of homes which people can afford and
- Improve housing conditions to support health and wellbeing

6.5 This Strategy links into Peterborough's Child Poverty Strategy 2016 - 2021 particularly Priority 2 - Improving Standards of Living by providing safe, affordable and, good quality housing

6.6 This Strategy links into Peterborough's Homelessness Strategy, particularly

- To increase the housing stock availability through the reuse of empty homes
- To encourage bids from registered charities and providers for funding from central government
- Promote and support the Empty Homes Strategy

6.7 There are many benefits associated with bringing empty property back into use, including:

- Reducing blight on neighbourhoods
- Increasing housing supply and occupancy
- Reduction in crime and fear of crime
- Income generation through New Homes Bonus and Council Tax revenue
- Debt recovery associated with empty homes
- Increased private sector investment in the city
- Less risk and pressure on emergency services
- Reduced pressure on council services

- Inward investment by external partners

At a time of increasing pressure on local government services, the requirement to make more use of available resources is stronger than it has been for years.

In Peterborough alone, there are around 540 properties that have been empty for six months and 130 of these have been empty for more than two years. It is these long term empty homes which cause most concern and are more likely to remain empty further without intervention. These properties are also more likely to be the source of complaints.

At the same time, there are just over 3,300 applicants on the housing register in Peterborough. Whilst returning empty homes to use may not always be the quickest option and solution to the housing problems both nationally and locally, it is often the most cost effective and can play an important part in maximising the use of existing housing stock for the benefit of the residents of Peterborough.

With current housing need in the city requiring all possible routes of finding and securing accommodation, all avenues have to be explored when looking at ways to increase the housing stock. In Peterborough, as it is across the country, demand is far outstripping supply.

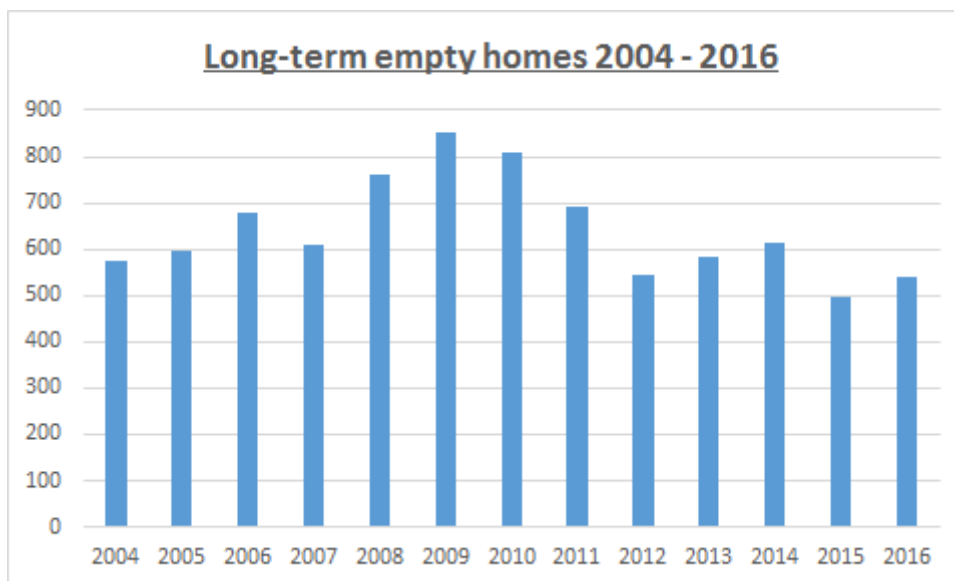


Barnstock, Bretton. - Empty 2 years and brought back into use through Empty Homes Partnership with Cross Keys Homes.

6.3 Statistics and comparison

As seen in the table below, the number of long-term empty homes in Peterborough has shown a significant decline over the past 7 years, falling from over 800 in 2009 to 540 in 2016.

Although only a steady decline, this illustrates the benefits of having a dedicated officer to tackle the issue of empty homes.



6.4 Achievements - 2012 - 2016

Peterborough City Council has enjoyed unprecedented successes within the empty homes field over the past four years. Some of these include:

- Over 820 empty homes brought back into use with Council intervention
- The Empty Homes portion of the New Homes Bonus allocation has reached £3 million
- Peterborough City Council's Empty Homes Officer Highly Commended in 2013 by the Empty Homes Network, the Country's foremost empty homes practitioner group
- Peterborough City Council's Empty Homes Officer named 'National Empty Homes Practitioner of the Year 2014' by the Empty Homes Network
- Successfully bid for £1.2 million HCA 'Empty Homes Funding Round 1' in partnership with Cross Keys Homes in March 2012. The Empty Homes Partnership was successful in returning 7 long term and problematic properties back to use, with a combined empty period of 36 years
- The Council and Cross Keys Homes were Highly Commended in 2013 for their delivery of the Empty Homes Partnership
- Worked in partnership with the charity 'Hope Into Action' to secure HCA funding to bring back into use 4 empty homes in the city, now used to support ex-offenders and drug users during rehabilitation. Two houses were purchased in 2012 and a further 2 houses in 2014
- The Council were successful in securing 6 Empty Dwelling Management Orders applications to the Residential Property Tribunal between July 2014 and August 2016, two of which were revoked as they prompted the owner to take voluntary action.
- Building a successful relationship with investors and buyers of empty homes, resulting in the private sales of a number of short and long term empty houses
- Peterborough City Council's Empty Homes Officer provided case and best practice advice to neighbouring authorities and set up the Eastern Region Forum for empty homes practitioners,

bringing together expertise and advice sharing opportunities for all empty homes work in the region

- Peterborough City Council's Empty Homes Officer accepted onto the Empty Homes Network Executive Committee resulting in Peterborough playing a part in driving and implementing new policy and practice nationally

To date, it is estimated that empty homes work in Peterborough has contributed to the Council receiving in excess of £3million of New Homes Bonus allocation. In the same way as a reduction of empty properties attracts a bonus, an increase in the number attracts a penalty, reducing any New Homes Bonus that may be payable on new build properties

As of April 2013, Peterborough City Council implemented a one month empty Council Tax exemption period, whereby the full council tax charge is payable after this expires. The exemption for property needing considerable refurbishment was removed. The Council also implemented the Empty Homes Premium set at 150% for property registered as empty for two years or more.

The increase in housing supply as well as the community related benefits including the enhancement of local neighbourhoods, the reduction of vandalism and anti-social behaviour and the improvement of housing standards are key to achieving the strategic priorities of the Council to improve the quality of life and the environment of its residents. Opportunities to maximise income and minimise losses must also be fully explored, whilst at the same time providing the very best service possible to the residents of the city. This strategy highlights how resources can be targeted effectively to address the issue of empty homes in the city and continue an approach that brings reward and positive outcomes both financially for the Council, but also for the residents in our communities.



Vere Road - Empty 8 Years and brought back into use through an Empty Dwelling Management Order

SECTION 7 EMPTY HOMES STRATEGY 2017 - 2019 THE KEY PRIORITIES

7.1 Measures For Bringing Empty Properties Back Into Use

To bring empty homes in the private sector back into use, utilising both voluntary means and, when appropriate, statutory enforcement powers which will contribute to an increase in the affordable housing supply, alleviate the numbers of people in housing need on the housing register, improve neighbourhoods and community confidence and contribute to tackling homelessness in Peterborough

A systematic three stage approach adopted by many local authorities has been implemented and used since 2011 in Peterborough. The starting point for this approach will always be to work with the property owner wherever possible as there are many reasons why a property becomes empty. Some of those reasons may be sensitive and it is important to be understanding of the full range of different situations that may occur. However, it is also important not to lose sight of the fact that an empty home is a wasted resource and often a blight on any neighbourhood. Owners are made aware that the Council's preference is to negotiate a satisfactory solution but the owners are also made aware of their responsibilities.

The three stage approach is:

Identification

- Identify properties for action based on length of time they have been empty, the level of nuisance being caused, and the condition of the building.
- Establish ownership and make contact to ascertain the reasons for the property being empty and the owner's plans
- Decide on proportionate action

One way of gathering information about empty property is through Council Tax records. Permission to use this information was given in the Local Government Act 2003 which allows Local Authorities to use Council Tax information for "identifying vacant dwellings and taking steps to bring vacant dwellings back into use".

The Empty Homes Officer is also contacted by members of the public, who report empty properties that they are aware of. The Empty Homes pages on the Council website have been developed and have included a facility for members of the public to report an empty home electronically and anonymously. There is also a dedicated email address emptyhomes@peterborough.gov.uk, which goes straight through to the Empty Homes Officer.

In addition to this, the Empty Homes Officer liaises with visiting officers in the Prevention & Enforcement Service, Planning Services and Building Control Services, has conversations with neighbours, accesses Land Registry Online and checks with Probate Offices.

Encouragement

- Work with the owner offering advice and assistance
- The aim is to bring the property back into use through the voluntary action of the owner

In the first instance our aim is to provide advice and assistance to the owner with a view to outlining the options that are available to them. The options are to rent out the property, to sell the property or to live in it themselves. How quickly they are able to do any of these will depend on the condition of the property and the owner's personal and financial circumstances.

A three stage template letter process has been developed which escalate in seriousness. Once this has been instigated, the property is assessed to determine its condition and its effect on the local area and a priority rating for action is determined.

Enforcement

Where the encouragement option has failed and owners are not willing to engage proactively with the Empty Homes Officer, or where it is considered that the property is unlikely to be brought back into use voluntarily, there is little option but to proceed with enforcement action. By closely following the approaches outlined above and recording all actions taken, an extensive evidence base will have been built up which demonstrates that the Council has taken all reasonable steps to bring the property back into use voluntarily. This evidence base will accelerate the enforcement process and increase the chance of success if the owner were to appeal the enforcement action.

Enforcement action could include the use of:

Empty Dwelling Management Orders (EDMOs)

EDMO's were first introduced in 2006 and allow local authorities to take management control of an empty property for up to 7 years, carrying out any necessary repairs and arranging for the property to be rented out during this period.

The owner retains ownership and the right to sell the property and receives any surplus income made during this time once management costs and refurbishment costs have been reclaimed from the rental income.

In 2012 the criteria for using an EDMO changed. The minimum time a property has to be empty increased from six months to two years. An EDMO is also now only applicable for properties attracting anti-social behaviour and/or having a significantly adverse effect on the community. This will inevitably restrict its use to a smaller number of properties, but it remains a valuable tool for long-term empty properties having a significant impact on a neighbourhood.

Since 2012, Peterborough City Council has been successful in its targeted use of EDMO's, successfully applying for 6, 2 of which were revoked due to owner co-operation following notification of the Council's intention.

Voluntary Use of Empty Dwelling Management Orders

The same process as the enforced EDMO is followed, but the action is done on a voluntary basis negotiated with the owner.

Enforced Sale

The Law and Property Act 1925 allows local authorities to recover charges through the sale of the property. This option can only be utilised where there is a debt to the local authority registered as a charge on the property and this can be in the form of Council Tax debt or works in default following notices being served to remove accumulations or carry out improvement works etc.

This option is more attractive than compulsory purchase as it does not require the local authority to take ownership of the property and sell it on and therefore requires no capital outlay.

Compulsory Purchase Order (CPO)

CPO's can be made under Section 17 of the Housing Act 1985 or under Sect 226 (as amended by the Planning & Compulsory Purchase Act 2004) of the Town & Country Planning Act 1990, for the provision of housing accommodation or to make a quantitative or qualitative improvement to existing housing.

The initiation of a CPO is often enough to encourage owners to bring their properties back into use voluntarily. This process is costly with regard to time and resources and is only considered when all other options are unsuccessful as it removes ownership from the current owner.

Other Statutory Powers

All empty properties undergo an assessment by the Empty Homes Officer and an inspection carried out under the Housing Act 2004 Housing Health & Safety Rating System (HHSRS). The Housing Act places a duty on local authorities to take action when the most serious Category 1 hazards are identified. The authority has the option to serve Improvement Notices requiring the owner to carry out the necessary works to remedy defects, which will reduce the hazards to an acceptable level.

If the owner fails to comply with a notice, the authority can arrange for the works to be carried out in default and recover the costs from the owner. Any costs are registered as a local land charge against the property and may count in any subsequent enforced sale action.

A list of all statutory enforcement powers can be found in Appendix A.

7.2 Incentives, Empty Homes Assistance & Private Sector Leasing

To introduce Empty Homes Assistance to offer as an incentive to owners of empty property that are of the type that is in high demand across the city. Assistance will contribute to improving the house condition and the property will be placed on a private leasing scheme and will be made available to families in housing need at affordable rent levels

Empty Homes Assistance & Private Sector Leasing

Given the shortage of available housing and current housing demand, the Council is introducing discretionary Empty Homes Assistance to act as an incentive to owners to put their empty properties forward to be used as accommodation for families in need of housing on the Council's Housing Register. This initiative will contribute to increasing housing supply in the City making more privately owned homes available to the Housing Needs Service which in turn will reduce the use of temporary hostel and expensive bed & breakfast accommodation.

To be considered for Empty Homes Assistance, the property must have been empty for a minimum of 6 months prior to application and be of the size and type of accommodation in need by clients on the Housing Register. The Empty Homes Officer will assess the property and the potential refurbishment costs in order to determine the lease period which will be a minimum of 5 years. The Council will initially offer Empty Homes Assistance in order to carry out the necessary repairs and refurbishment. The Home Improvement Agency will schedule the required works, tender the work using their approved contractors and oversee the work onsite.

The arrangement for the 'private leasing scheme' involves the Council entering into 2 agreements with the property owner:

- 1) a lease agreement
- 2) a loan agreement

The lease agreement provides for the owner to let the property to the Council for a minimum period of 5 years in exchange of the Council agreeing to process the rental payments. The lease agreement also provides for the Council to undertake and pay for the repair works to the property on the owner's behalf.

The Council will recover the costs of the repair works through a fixed sum interest free loan offered to the owner (the Empty Homes Assistance) in exchange for the owner leasing the property to the Council. The maximum amount of Empty Homes Assistance is £20,000 per property. The loan amount will be for a sum equal to the costs of the repair works plus reasonable charges. The loan amount will be repaid by monthly repayments spread over the term of the lease. The loan will be secured by way of a legal charge over the property.

Under both the lease and loan agreements, the Council will have a right to set off its obligation to pay its rent. This means that the Council may recover the costs of the repair works by reducing its monthly rent in equal amount of the monthly loan repayment. If the Council is unable to recover the monthly loan repayments, for example where the lease agreement ends earlier, then the whole unpaid loan balance becomes immediately payable on demand together with any accrued interest from the certified completion date of works until the date of repayment at such reasonable rates as the Council

may determine.

The property owner must enter into a separate management agreement with the preferred management agent who will manage the property throughout the duration of the agreed lease period. The property owner must make the property available for lease to the Council for nomination to applicants in housing need for the duration of the agreed lease period and immediately after any remedial works have been carried out.

The Council will then offer a guaranteed monthly rent (based on the Local Housing Allowance rate) and will nominate a household in housing need into the property. The Council will recoup the repairs and refurbishment costs from the monthly rent, minus any fees for the management of the property during the lease period. Any remaining monies at the end of the lease period will be paid back directly to the owner. At the end of the lease agreement the property is handed back to the owner in good repair in order to sell or continue renting it out.

Empty Homes Assistance & Owners in Residential Care

Empty Homes Assistance and the Private Sector Leasing Scheme will also be available to people living in long term residential care who own a vacant property enabling them to lease their house to the Council to house a family in housing need in return for a guaranteed rent, which could contribute towards their care costs, for a fixed period of time.

Empty Homes Assistance & Private Rented Properties

Empty Homes Assistance and the Private Sector Leasing Scheme may also be offered to properties owned by Private Landlords that are currently empty as the Landlord cannot meet the licensing or housing standard requirements. In order to receive Empty Homes Assistance the owner must not have been the subject of any Housing Act enforcement action or convictions including not meeting the Fit & Proper Person Test

Empty Home Assistance is discretionary and is provided subject to funding availability. Full details of Empty Homes Assistance are contained within the Housing Renewals Policy 2017 - 2019

Other Incentives

Where a property has remained empty for over two years, the owner of the property becomes eligible to receive a reduced rate of VAT on the costs of any refurbishment works. This is achieved by requesting a letter from the Empty Homes Officer who will confirm the last occupancy date of the property. A contractor is then able to apply the reduced VAT rate. Currently the reduced rate of VAT reduces the 20% VAT rule to 5%.

7.3 Proactive & Preventative Work

To work with colleagues leading on the housing joint venture partnership with Cross Keys Homes to thoroughly explore the option of purchasing empty property in suitable locations with property attributes in highest demand in the city. These properties will then be managed by Cross Keys Homes as part of the joint venture.

To look at the issue of empty property in the whole context of the demand for good quality and affordable housing in the City. Build on the preventative role by proactively developing relationships with owners to prevent properties becoming long term empty and provide a continuous supply of houses that can be utilised by the Housing Needs Service

The Empty Homes Officer provides a comprehensive advice and assistance service to the owners of empty property, those who are looking to purchase or develop empty property and those who are experiencing problems arising from living near to empty properties. Information and guidance is given on refurbishment, sales, lettings, energy efficiency or hazards within the property due to defects.

Where owners prove difficult to trace through Council Tax or Land Registry records the Council has long-standing and positive relationships with tracing agents who offer their services free of charge to the Council. If a property is going through the process of probate, it becomes exempt from Council Tax for six months, which is notified to the Empty Homes Officer who works proactively with the beneficiary and their legal representatives in order to prevent a home becoming a long term empty property.

The Council is looking at the issue of empty property in the whole context of the demand for and shortage of good quality and affordable housing in the City and will proactively develop new and enhance existing relationships with owners and property investors to prevent properties becoming long term empty. In addition to the offer of Empty homes Assistance and the private leasing scheme, partnership working with colleagues leading on the Housing Joint Venture with Cross Keys Homes will fully explore the option of purchasing empty property depending on the property location, property attributes and the financial viability of the acquisition.

7.4 Improve & Maintain Accurate Evidence Base & Targeting Specific Groups

To continually improve and refine the evidence base by assembling relevant, accurate and current information to target specific groups depending on why their properties are empty. Tailor different solutions to bring those empty properties back into use or prevent them becoming empty

Empty Homes Database

The Council has a database of empty homes that have been identified through Council Tax or referred to the Empty Homes Officer since 2011. This database is updated monthly from Council Tax with all properties that have remained empty for six months. When a complaint is made about an empty property or an owner notifies the Council that a property is empty or there is an intention it may

become empty details are automatically added to the database irrespective of time left empty which allows proactive engagement to take place.

Council Tax and Partnership Working

The Empty Homes Officer works in partnership with colleagues in Council Tax to ensure the accuracy of the empty homes data is continually being reviewed and evaluated, in order to ensure that the overall picture of empty homes in the city is as current as possible. This ensures that statistics can be provided at short notice and also ensures that the overall available housing stock is correct for the purposes of the New Homes Bonus allocation.

The Empty Homes Officer and Visiting Officers from Council Tax exchange accurate and timely information on the current status of properties to ensure records are kept as accurate as possible both for revenue purposes and empty homes activity. The Empty Homes Officer is continually exploring ways in which relationships with Council Tax can be improved.

Website and Referral Options

The Empty Homes pages on Peterborough City Council's website provide a brief summary of the activities carried out by the Empty Homes Officer as well as what people can do to make a complaint about an empty property or what to do if they own an empty property.

There is also a referral form which residents can anonymously submit reports of empty properties.

Targeting Specific Groups

Analysis is continually carried out on the Empty Homes database to ascertain the length of time the property is empty, ownership details, property attributes, condition, potential refurbishment costs and reasons for the property becoming empty. The aim is to target specific groups of empty property with tailored solutions that meet the owner's' needs and maximise the supply of affordable housing in the city

7.5 Raising Awareness of the Empty Homes Issue

To raise awareness of the Empty Homes issue and to promote the service and strategy to owners, neighbours and those affected by empty homes

In order to ensure the profile of the importance of empty homes activity is maintained the Empty Homes Officer liaises with other departments within the Council, including:

- The Media Team

- The Housing & Strategic Planning Team
- Housing Needs Service
- Shared Transactional Services (Council Tax)
- Financial Services Team
- Prevention & Enforcement Service Officers
- Planning & Building Control Services
- Members Services

The Empty Homes Officer has collaborated in favourable press coverage about empty properties across the City on BBC Radio Cambridgeshire, BBC Look East, Heart FM and the Peterborough Telegraph. It is the Council's aim to keep the issue of empty properties and the work of the Empty Homes Officer regularly in the spotlight by regular press releases.



Fletton Avenue - Empty for 2 years and brought back into use through enforced sale and refurbished by the new owner

7.6 Maximising Income and Funding Opportunities

To maximise income from the New Homes Bonus that is received from returning empty property back into use

There are three main streams of income associated with empty homes work - New Homes Bonus, debt recovery and bids into external funding sources.

New Homes Bonus

In order to maximise New Homes Bonus allocation the Empty Homes Officer, working with colleagues in Council Tax ensures the data used to calculate the New Home Bonus award is as accurate as possible. The data is extracted as a snapshot of Council Tax records, usually at the end of October.

Debt recovery

There are several types of debt associated with empty homes, the most common being council tax and works in default costs.

Peterborough City Council seeks to ensure that all debt recovery opportunities are maximised. It is therefore imperative that the close working relationship already in place with Council Tax colleagues is continued and strengthened through the sharing of information and data which could aid the debt recovery process.

External funding

Peterborough City Council are continually looking at ways in which both the Council themselves or external partners can secure funding options to return empty homes to use and would always seek to support applications and partnership working should these be successful.

The Nationwide Foundation is a registered charity whose aim is to create decent, affordable housing for those in need. They help bring empty properties back into use by providing grants and social investments to community-led organisations. The Nationwide Foundation has also funded a project that seeks to promote the creation of affordable housing from long term empty commercial property. A new bidding round will be launched in early 2017 and the Empty Homes Officer will look at the feasibility of submitting a bid.

The Homes & Communities Agency Empty Homes Programme has now ended and funding for tackling empty property moved to the Affordable Homes Programme, although there was not any specific ringfenced funding for empty homes activity. This situation is being monitored should opportunities to bid for funding become available.

There are also a variety of ways in which the re-occupation of empty homes maximises income. Private sector investment in empty homes serves not only to bring investment into the city, but also employs local tradesmen and supports local people. The reduction in blight and decline associated with empty homes also helps towards environmental improvements and maintaining property values. The general improvement in appearance that the renovation of empty property brings contributes not only to regeneration aspirations, but also the appearance and attractiveness of the city.

8. MONITORING & PERFORMANCE

Although there is no national target for bringing empty homes back into use, the Council considers that this area is an important function which aims to increase the supply of decent and safe housing in the city, so retains a local indicator to measure performance. Performance is monitored using the following guides:

- The total number of long-term empty properties as at 1st April
- The total number of long-term empty properties that are returned to use or demolished through Local Authority intervention
- The fiscal proportion of New Homes Bonus allocations earned through the return to use of empty homes
- The number of EDMOs in place, or successfully applied for
- The number of Enforced sales successfully executed
- The number of Housing Act 2004 Improvement notices served

SECTION 9 ACTION PLAN

The strategic objectives of the Empty Homes Strategy have been described in detail throughout this document, but to summarise, there are five key objectives

Objective	Action Number	Target and Outcome	Description	Lead Officer
Bring private sector homes back into use	1	Continue to reduce the number of long term empty homes in the city, and highlight the benefits of returning such property to use	To utilise all information and available tools to return 120 empty property to use, and to champion the benefits of doing so.	Empty Homes Officer
Bring private sector homes back into use	2	Pursue enforcement action against prominent problematic and nuisance properties, where the owner is not responding or uncooperative	Progress specifically identified property through the EDMO/Enforced Sale process	Empty Homes Officer
Bring private sector homes back into use	3	Ensure compliance within the service, and accurate recording of actions in accordance with procedure	Maintain and update records on the relevant systems, and ensure a structured progression through the empty homes process	Empty Homes Officer
Introduce Empty Homes Assistance Loan	4	To build, negotiate and deliver property specific loan packages	Through negotiating with owners, deliver a scheme which provides social housing, as well as an income for the homeowner	Empty Homes Officer
Introduce Empty Homes Assistance Loan	5	To build a successful channel from private sector empty, to public sector occupied	Manage the process from initial contact to the property becoming occupied	Empty Homes Officer
Build on preventing property becoming empty	6	Raise awareness of the service to local people	By providing a first point of call to the homeowner for support and assistance, and to dispel the possible perception of an enforcement approach	Empty Homes Officer
Proactive engagement with owners and investors	7	Prevention of properties becoming long term empty	Proactive intervention to ensure a continuous supply of houses that can be utilised by the Housing Needs Service.	Empty Homes Officer

Explore opportunities through Housing Joint Venture	8	Maximise availability of affordable housing	The partnership with colleagues leading on the Housing Joint Venture with Cross Keys Homes will also be fully explored in order to ascertain how this mechanism can be used to return empty properties to use.	Empty Homes officer
Build on preventing property becoming empty	9	Target specific scenarios or circumstance, and promote how the service helps	Look at the generic reasons for property becoming empty such as probate or accidental landlords, and tailor support to assist those specific groups	Empty Homes Officer
Improve, and refine methods for gaining intelligence	10	Explore the practices of other local authorities, and draw on their experiences to adapt our methods	Ensure that the service is up to date with best practice across the country, and exploring methods used by other authorities that can be adopted locally	Empty Homes Officer
Improve, and refine methods for gaining intelligence	11	Ensure that the database is kept up to date and accurate, both for reporting and for contacting owners	Continue to review and adapt both the information made available by Council Tax, but also the reporting methods used by the public, to ensure all property left empty is investigated	Empty Homes Officer
Raise awareness of the empty homes issue	12	To improve exposure to the public as a service, as well as a service to empty home owners	Reaching the right people with the right service through targeted press releases, bespoke letters and mailshots	Empty Homes Officer
Raise awareness of the empty homes issue	13	To highlight the service as a single point of contact for all empty home enquiries	To regularly review and improve all outlets of communication, such as the Council's website, Social Media and both internal and external press releases	Empty Homes Officer
Maximise income through the New Homes Bonus	14	Ensure all held information is accurate and up to date	Regularly perform updates and checks on the database, to ensure that data is as accurate as possible by the CTB1 completion date	Empty Homes Officer
Maximise income through the New Homes Bonus	15	To enhance communication channels with Revenue and Benefits	By continually reviewing communication channels, processes and information sharing, this will in turn improve accuracy and ultimately performance.	Empty Homes Officer
All	16	Conduct an annual review of strategy targets, progress, action plan and resources.	Review action plan and targets to ensure they remain SMART and challenging. Where possible, access new and additional funding	Housing Programmes Manager

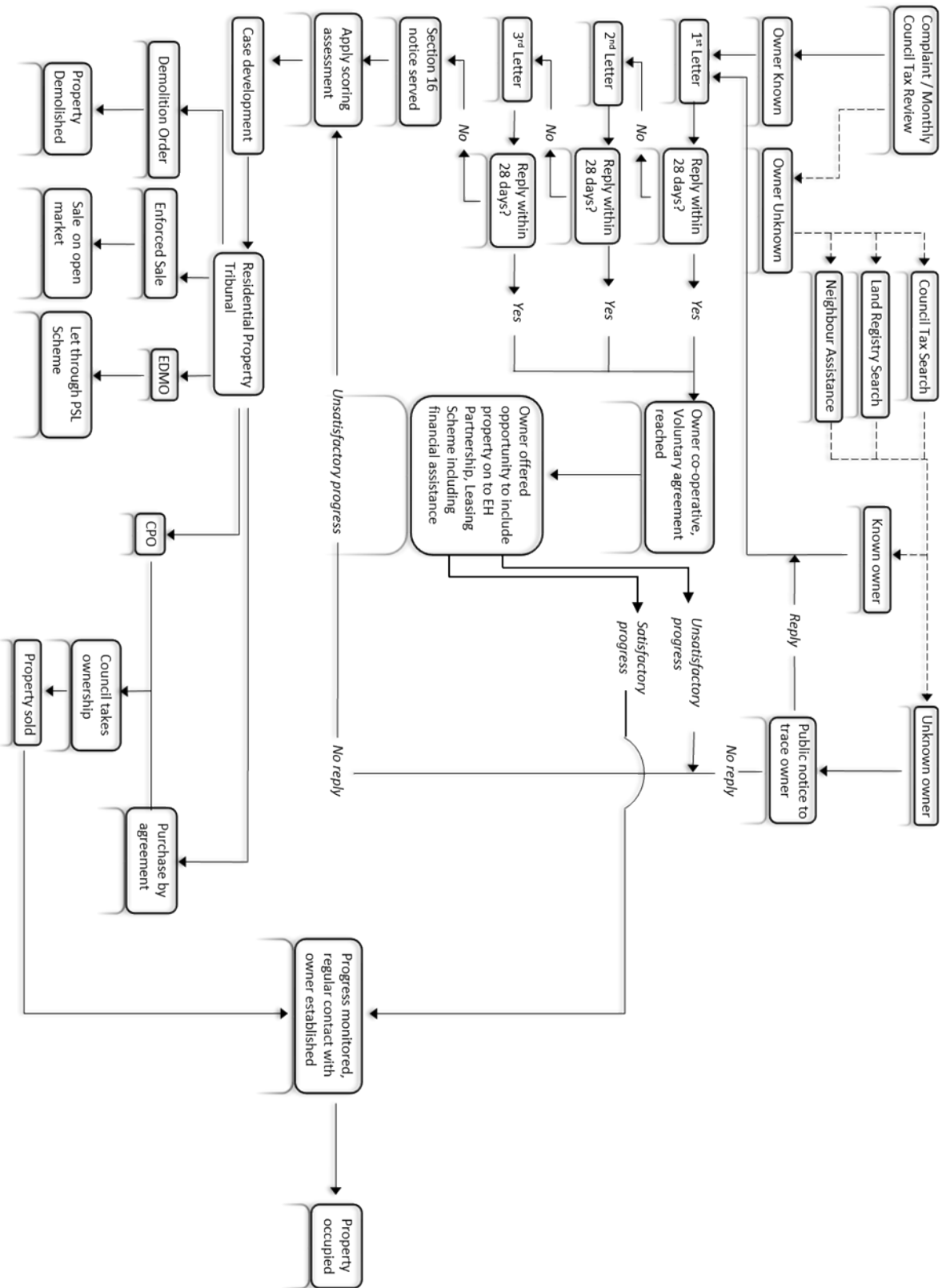
			opportunities to implement new measures.	
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Appendix A - Statutory Enforcement Options

Dangerous or dilapidated buildings or structures	Building Act 1984, Sections 77 and 78	To need the owner to make the property safe (Section 77) or to enable the Local Authority to take emergency action to make the property safe
	Housing Act 1985, Sections 189 and 190	To need the owner to make the property safe. Section 189 applies if the property is unfit for human habitation. Section 190 applies in other cases of serious disrepair.
Unsecured properties (if it poses the risk that it may be entered or suffer vandalism, arson or similar)	Building Act 1984, Section 78	To allow the Local Authority to fence off the property
	Local Government (Miscellaneous Provisions) Act 1982, Section 29	To need the owner to take steps to secure the property or to allow the Local Authority to board it up in an emergency
	Environmental Protection Act 1990, Section 80	
Vermin (If it is either present or there is a risk of attracting vermin that may detrimentally affect people's health)	Public Health Act 1961, Section 34	To need the owner to remove waste so that vermin is not attracted to the site
	Prevention of Damage by Pests Act, Section 4	
	Public Health Act 1936, Section 83	
	Environmental Protection Act 1990, Section 80	
	Building Act 1984, Section 76	
Unightly land and property affecting the amenity of the area	Public Health Act 1961, Section 34	To need the owner to remove waste from the property
	Town and County Planning Act 1990, Section 215	To need the owner to address unsightly land or the external appearance of the property
	Building Act 1984,	To need the owner to take steps to

	Section 79	address a property adversely affecting the amenity of an area through its disrepair.
Long-term vacant property that is detrimental to the area	Housing Act 1985 Section 17	To grant the Local Authority the powers of Compulsory purchase
Long-term vacant property that does not meet the current housing standards	Housing Act 2004, Sections 11 & 12	To require the owner to carry out the necessary repairs to bring the property up to the current housing standards.
Properties that have been vacant in excess of 6 months where negotiation has been unsuccessful in returning the property to use.	Housing Act 2004, Part 4, Section 134	To grant the Local Authority the powers to take over the management of a property initially under an interim Empty Dwelling Management order then under a Final Empty Dwelling Management Order.
Properties on which the Local Authority have incurred costs, eg. for securing dwellings, or carrying out essential repairs.	Property Act 1925 Sections 101 & 103	Enables the Local Authority to require the sale of the property in order to recover any outstanding debts owed to the Authority including Council Tax Arrears

Appendix B – Empty Homes Procedure Flowchart



ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	Agenda Item No. 8
11 JANUARY 2017	Public Report

Report of the Service Director: Adult Services and Communities		
Contact Officer	Jo Bezant	Tel. 863785
	Prevention and Enforcement Manager	

SELECTIVE LICENSING

1. PURPOSE

- 1.1 To provide a report on the introduction and progress of the Selective Licensing Scheme.

2. RECOMMENDATIONS

- 2.1 The Committee is asked to note and endorse the contents of the report, the progress to date of the implementation and development of the scheme and the planned future enforcement activity.

3. LINKS TO THE CORPORATE PRIORITIES AND RELEVANT CABINET PORTFOLIO

- 3.1 Providing affordable, warm, safe and secure housing is a cornerstone of a strong society.
- 3.2 Whilst this work supports all of the council's corporate priorities, it is most closely aligned to the priorities of keeping our communities safe, cohesive and healthy.
- 3.3 Responsibility for the Selective Licensing scheme sits within the portfolio of the Cabinet Member for Communities and Environment Capital.

4. BACKGROUND

- 4.1 The Strong and Supportive Communities Scrutiny Committee previously considered a report at its meeting on 20 January 2016 on the implementation of the scheme following an extensive consultation. The scheme was then submitted to the Secretary of State for approval and was subsequently approved in July 2016 for implementation on 1 September 2016.

5. KEY ISSUES

- 5.1 Throughout the year considerable work has been undertaken in order to prepare for the introduction of the scheme. Selective Licensing was chosen to be a pilot for the Council's front door project which required all estimated 6500 applications to be made online through the digital services hub. This included the design and implementation of an online application form, an online payment system, improvements to scanning services in libraries to allow applicants to upload evidence documents as part of their applications, and the development of a new database to allow the applications to be recorded and processed within Salesforce.
- 5.2 The online application and payment process are a totally new concept both to the public and council officers. Officers were trained to assist members of the public with their applications and answer general licensing queries. Applications were initially slow to come in during September and early October and officers were able to spend time helping those who needed technical assistance with the online process (mainly those who struggled with IT and the elderly).

- 5.3 During November it became apparent that there were still a significant number of applications to be submitted. The team therefore arranged drop in sessions at the central library for people to come and receive face to face help. This was greatly appreciated by the public and over the two, two-hour sessions over 70 people were helped. The team also handled in the region of 4,500 telephone and email enquiries from landlords and agents during the same period.
- 5.4 The licence process required the applicant to enter their address online to verify whether it needed a licence or not. This action resulted in a number of properties being identified that were not on the council records, and as such had been converted unlawfully or without the appropriate planning permissions. They were passed to planning enforcement colleagues for investigation and/or the addresses added to the gazetteer, to be included in council records so the relevant application could be made and any missing council tax revenue collected.
- 5.5 By the end of the introductory period (1/9/16 to 30/11/16) 5947 applications had been made. Of these 59% were made by accredited landlords and agents. These applications show that many landlords and agents have made the choice to join one of the landlord associations and take the accreditation courses, thus improving their knowledge of their legal obligations that come with renting out property and avail themselves of appropriate legal advice and documentation through their memberships.
- 5.6 One of the requirements of making a licence application is that a valid gas safety certificate must be provided. During the month of November 5226 applications were received. Of these 938 submitted gas safe certificates that were issued during November, suggesting that these properties did not have a valid gas safety certificate in place as is the legal requirement, but the landlords had one issued in order to submit their licence applications.
- 5.7 At time of writing:
- 360 properties have been inspected
 - 188 properties have inspections booked
 - 241 properties are ready to have the licences issued
 - 135 applications have been rejected as not duly made or where an incorrect fee has been paid
- 5.8 Enforcement action was authorised to commence from 1 December 2016. A straw poll of the housing condition complaints received in the first 8 days of December within the central and east area of the city show that 27% of these were properties that did not have a licence application made. It became a legal requirement for all landlords/lettings agents with rented properties in the Selective Licensing designated areas to have made a valid licence application by 1 December 2016.
- 5.9 Anecdotal evidence from visiting officers, tenants and tradespersons suggest that the scheme is already having a positive impact as landlords are carrying out improvement works in preparation for the housing teams inspections.

6. IMPLICATIONS

- 6.1 The scheme covers specific areas across the city that are located within the following wards:
- Central
 - North
 - East
 - Park
 - Fletton
 - Bretton North
 - Stanground Central
 - Walton
 - Orton Longueville

All landlords who have property within the designated areas that they are renting but have not

6.2 submitted a licence application will now have to pay £900. They may also be liable to prosecution and face an unlimited fine for renting the property without a valid licence application as staff will now be actively seeking out unlicensed properties.

7. CONSULTATION

7.1 A full and extensive consultation exercise took place before implementation of the scheme.

8. NEXT STEPS

8.1 The team will continue to process the applications that have been received. Priority will be given to those properties whose initial inspection identifies conditions that are prejudicial to the health of the occupants and enforcement action will be taken against landlords to ensure the properties are improved.

8.2 The team will proactively seek out all landlords that are renting out properties without a valid licence and robust enforcement action will be taken with a low tolerance approach being adopted which will result in landlords who fail to licence being swiftly brought before the magistrates.

8.3 A public register will be kept of all properties. This will be available for members of the public so that they can see what properties are licensed within their communities and identify those which should be but are not.

8.4 Regular updates by way of an email newsletter will be sent to landlords outlining successes, prosecutions, legislative changes, etc to keep them up to date with the progress of the scheme.

9. BACKGROUND DOCUMENTS

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

- Part 3 Housing Act 2004
- The Selective Licensing of Houses Additional Conditions)(England) Order 2015
- Department for Communities and Local Government 'Dealing with Rogue Landlords: A Guide for Local Authorities' - August 2012

10. APPENDICES

10.1 None

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ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	Agenda Item No. 9
11 JANUARY 2017	Public Report

Report of the Corporate Director of People and Communities		
Contact Officer	Ian Phillips – Senior Policy Manager	Tel. 863849
	Hayley Thornhill – Senior Policy Manager	Tel. 863887

PEOPLE AND COMMUNITIES STRATEGY PROGRESS REPORT

1. PURPOSE

- 1.1 To provide the Committee with an update on the progress of the People and Communities Strategy, which was published in April 2016.

2. RECOMMENDATIONS

- 2.1 The Committee are asked to review and scrutinise the progress of the individual building blocks contained within the People and Communities Strategy.

3. LINKS TO THE CORPORATE PRIORITIES AND RELEVANT CABINET PORTFOLIO

- 3.1 The People and Communities strategy links across all services within the People and Communities Directorate – particularly Keeping our Communities Safe, Cohesive and Healthy.
- 3.2 Which Cabinet portfolio does it fall within: Cllr Irene Walsh Cabinet Member for Communities and Environment Capital

4. BACKGROUND

- 4.1 The People and Communities' Strategy (attached at appendix 1) sets out the framework of how the council will transform the way in which services are delivered and the role that community and other partner organisations will have in meeting the needs of residents. The Strategy is the overarching framework for all other relevant policies within the People and Communities Directorate.
- 4.2 The strategy is underpinned by ten individual building blocks covering broad thematic areas which set out the ways in which the council will build greater community capacity and resilience, ensure that Peterborough has strong and cohesive communities, develop young people, support families most in need and improve the health and social care of older residents.
- 4.3 Each building block has a theme lead to develop and deliver the strategic direction set out within the strategy. An update on progress made over the last six months is included at Appendix 2.

5. KEY ISSUES

- 5.1 There are no key issues to report, however there has been significant progress in developing the work within the building blocks. Much of the work contained within the strategy focuses on developing new methods of engaging and supporting our communities so that they have the skills, knowledge and confidence to tackle issues within the own local community.

- 5.2 The council has commissioned City College Peterborough to lead and develop our Community Serve programme, focussing initially in Westwood and Ravensthorpe, the Ortons with a particular emphasis on Orton Malborne and the Operation Can-Do area (Central ward, Millfield and New England). The priorities that the programme is concentrating on are:
- Isolation
 - Carers
 - Life Limitations
 - Communities
- 5.3 The initiatives planned to support the introduction of Community Serve will be based on need and co-designed by local residents. However, the initial framework that will be common across all three pilot areas will be:
- A physical hub
 - Local volunteering
 - A local time credits scheme
 - A Super-Kitchen, offering community social dining
 - Delivery of skills and employment programmes
 - Classes to support health and well-Being
 - Preventative and support work
 - Redevelopment of open spaces
 - Information, advice and guidance
 - Setting up Community Serve points
- 5.4 Following three successfully piloted community dining events at Brook Street that attracted an average of 50 people at each event, Gladstone Community Centre, within the Can Do area, was due to host its first community dining event, Community Meet and Eat, on December 14th. Public health supported this event and offered health MOTs for those residents that attended.
- 5.5 A Community Meat and Eat was also planned in the Ortons on December 15th; this was a collaborative event with the Big Local and Cross Keys Homes. Wraparound services supporting this event included topics covering health and skills.
- 5.7 The College has now recruited two area co-ordinators to support the introduction of the programme and both will be permanently based within the Community Hubs. This initiative is an exciting opportunity that is being supported by many key partners and local community groups across the city.
- 5.8 Progress has also been strong in other delivery areas. For example, the Community Cohesion team have successfully led the settlement of our first group of Syrian Refugees, and held a number of events to engage community and faith leaders. This helps to develop extensive community networks across the city, establish rapport and breakdown any emerging tensions or issues that may be developing.
- 5.9 Brexit is a concern for many of our European migrant residents in the city, as there is significant uncertainty on the implications for them. Whilst there was a small initial increase in hate crimes and incidents immediately following the referendum result, these quickly reduced and returned to previous levels. Nevertheless, there is potential for tensions to develop further as the UK negotiates a new relationship with the EU which may cause strong opinions amongst communities locally and nationally. The Community Cohesion team will continue to work with the police and local communities to monitor any impact and take necessary steps to reduce tensions and provide reassurance.
- 5.10 The Connecting Families programme continues to deliver strong results and forms a key part of the early intervention and prevention support that the council provides to families with often complex needs. At the end of November, the programme had engaged over 850 families and is

on track to meet the target for 2016/17.

- 5.11 Ensuring that the programme has the right pathways and assessments in place provides families with the support that they need. Many of the families on the programme now receive lighter touch support through the Helping Hands volunteer programme. This ensures that families do not fall backwards and that the intensive support previously delivered is sustained.

6. IMPLICATIONS

- 6.1 Reducing demand on council and other public sector services underpins the People and Communities strategy. The approach taken across the building blocks shows how the council is delivering new and adapted services so that the council continues to deliver support to the people who need it most.

7. CONSULTATION

- 7.1 Not applicable

8. NEXT STEPS

- 8.1 To continue developing and delivering the programmes of work identified throughout the Building Blocks.

9. BACKGROUND DOCUMENTS

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

- 9.1 None

10. APPENDICES

- 10.1 Appendix 1: People and Communities Strategy
Appendix 2: Update on Building Blocks

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People & Communities' Strategy

Placing communities at the heart of what we do





1. Introduction - Why do we need a People and Communities Strategy?

Peterborough is one of the fastest growing cities in the country bringing new housing, jobs and opportunities for the people who live here and attracting new residents from across the UK and beyond. As our city flourishes and the needs and demands of our communities change and grow, we will adapt and respond to these by providing high quality and cost effective services.

The way we have previously delivered services, coupled with financial pressures, means that we can no longer meet the increasing demand placed upon the city council. Historically, councils (and other public sector services) have delivered a universal service to all of our residents. Whilst this approach is effective to meet some of our residents' needs, it can be expensive, inefficient and lack the flexibility to respond to the different requirements that diverse communities face. If we are to meet the present and future needs of our city, then we must explore ways of doing things differently.

The council has always worked with communities to understand their needs and jointly develop solutions. In many cases, individuals and communities play a vital role in helping to deliver local services.

What is a community?

We know that communities come in many different shapes and sizes and can be defined in multiple ways; by geography, ethnicity, gender, age, faith and so on. We use the word 'community' to mean a social group of any size that shares common values. As a result, Peterborough has multiple, complex and cross cutting communities, each with their own needs and issues that require different models of support. A key function of the council in the future will be to facilitate and enable organisations to deliver the right services and support to a diverse range of communities.

There is a great deal of expertise and knowledge within our communities and a willingness to help people through sharing learning and support in the city. We will build on this to ensure individuals and community organisations have the skills, information and support to deliver more services and help people in their local communities.

One of the key ways in which community organisations can help is in providing early help to individuals in need. By getting the right support early, it can help to prevent or delay problems from escalating. This could include preventing people from becoming homeless, stopping people getting into debt by providing basic money management, or delaying the onset of more serious health conditions.

This document sets out the framework of how the council will transform the way in which we deliver our services and the role that community and other partner organisations will have in meeting the needs of our residents. More detailed strategies will be developed that will demonstrate how the building blocks (see section 6) of the framework will be delivered.

This transformation will increasingly need to focus on enabling communities and individuals to better support themselves. This means moving away from models of service delivery that treat the public as passive recipients of services to a model based on reciprocal arrangements thereby supporting the best possible long term outcomes for individuals through:

- preventing or delaying access to high cost specialist services
- building a strong community infrastructure
- building more confident communities.



CASE STUDY

How communities are already delivering services in Peterborough
Hampton Parish Council's Lengthsman Service

Hampton is an area of Peterborough that has undergone massive growth over the last 10 years; more than 4000 homes have been now built, with more planned.

Residents of Hampton reported an increasing amount of litter in the area, the issue was raised at the Hampton Parish Council meeting. It was decided that the Parish Council would use funds raised through the precept to employ a Lengthsman to clear rubbish from the area. The Parish Council negotiated with the company that provide litter clearing services for the local authority and subsequently employed an additional worker to cover the Hampton area.

The service has been well received by local residents with people living in the area benefiting from a cleaner and tidier neighbourhood.

This is an example of how a programme of participatory budgeting is underway to understand how existing and established community groups can take on or enhance a service to improve their community.

Early help and prevention

Our partners can help us to focus more on prevention and early intervention which can help to reduce the impact of problems escalating and reduces the cost to the council and public sector. We know that many people won't ask for help until a problem has become unmanageable. We need to make it easier for people to find the support they need earlier and encourage people to support themselves, so that more serious issues can be avoided.

As set out in the council's health and wellbeing strategy, access to the right information at the right time can help people to better manage health conditions and prevent longer term health issues from developing. Better information, advice and support can help to reduce health inequalities and therefore manage demand on our health services. The strategy will support and complement the ambitions of the Better Care Fund to achieve an integrated health and social care system that everyone can benefit from.

CASE STUDY Early help and prevention Connecting Families

In Peterborough we believe in working with families and communities to provide children and young people with firm foundations in life so they can be happy and healthy, build resilience, achieve their aspirations and simply 'be their best'.

We always aim to provide help for children and families early in life in the development of a problem.

The Connecting Families programme is directed at families with multiple and complex needs across at least two categories, which include, for example, involvement in crime or anti-social behaviour, domestic abuse and children who are not attending school regularly.

We are identifying families with these types of problems at an early stage, before the issues become entrenched. The programme helps participants to find work, manage relationships and improve their parenting skills and money management. The programme aims to tackle the root causes of the problem, not just the symptoms, so families can be happy and healthy and thereby reducing the demand placed upon the council.



2. Our Vision

Our vision is to ensure that people in Peterborough can live in a strong and vibrant community that works in partnership with the council to:

- protect the most vulnerable people and communities
- maximise the health and wellbeing opportunities for individuals
- provide the right level of information and support to individuals so they can make informed choices on the services they need
- redesign services with community organisations to be more responsive and better meet the needs of individuals.

We will deliver this vision through the following priorities:

- **Equipping people and communities with the information, tools and capacity to manage demand on public services** - Our aim is to enable communities to identify who might need support and where they can go locally to find help, for example through local networks and community organisations who

can provide information and services. Through working with community organisations we can identify vulnerable people and ensure that they receive the right services at the right time.

- **Developing an effective and robust voluntary, community and faith sector that can support people and communities to manage their needs** - we already work with a whole range of organisations such as housing providers, charities and faith groups to deliver services and provide essential support. We want to do more to support the sector by ensuring that local organisations have the skills, capacity and access to funding.
- **System leadership is central to our overall vision** - the council, the voluntary, community and faith sectors and other partners will take collective responsibility for leading, coordinating and delivering sustainable improvement.

If we are to be successful at delivering this strategy, then the council needs to work with other organisations, including the police, health organisations, businesses and the civil sector. This will allow us to improve delivery of services and better support individuals and communities to help themselves.



3. Why things need to change

Rising demand for services

Peterborough is one of the fastest growing cities in the country with an estimated population of 188,000. By 2021, it is estimated that the population will have grown to 220,700 with higher numbers across all age ranges but particularly in both school age residents and those over 55 years old leading to increasing demand for services.

We know that many people who need to use the council services, also need support from a range of different organisations often at the same time, for example between care settings, hospital and their own homes. We need to work more effectively between these different organisations to share information and design joint outcomes that ensure collectively we deliver the right services, at the right time, in the right place.

Less money in the public sector

Since 2010, the size of the public sector has been shrinking both locally and nationally as funding provided by government is reduced. Much of the budget and control once held by government has been devolved to local organisations such as schools and doctors. Local communities have formed social enterprises that are starting to deliver services that were once delivered by the local or national government. Across the country, communities are now running former public buildings that deliver services.

We remain within an extremely challenging financial climate which has seen funding to the council cut by £44m in the five years leading up to 2015/16. To continue to meet our high standards we need to deliver our services in new ways such as promoting the use of technology, encouraging self-service and collaborative working with our partners and the community, to both save money and develop joint solutions to multi-agency problems.

New legal duties for local authorities

Legislation changes such as the Care Act and the Special Education Needs and Disability (SEND) reforms have placed significant new duties on all local authorities.

The Care Act sets out a range of additional statutory duties relating to the prevention agenda. It is critical that the care and support system works proactively to promote wellbeing and independence, rather than simply waiting until people reach crisis point. The Care Act places a duty to provide or arrange services that can prevent or delay the need for care and/or support for adults and carers. Our approach will be focused in the following areas:

Prevent: Through providing services, facilities or resources that helps an individual avoid developing needs for care and support.

Reduce: Through more targeted interventions aimed at individuals who have an increased risk of developing needs. This might also include undertaking screening for triggers, for instance to identify individuals at risk of developing specific health conditions or experiencing certain events (such as strokes, or falls).

Delay: Through interventions aimed at minimising the effect of established or complex health conditions (including progressive conditions, such as dementia) and supporting people to regain skills. We will aim to maximise independence for those already with such needs, for example, interventions such as rehabilitation/re-ablement services, e.g. community equipment services.

Delivering targeted services not universal support through a commissioning council

Our overriding objective remains that the most vulnerable people in our community are supported. In the past, we have achieved this by directly delivering services to a large number of people with varying needs, ensuring that everyone had an equal access to support and



CASE
STUDY

How communities are already delivering services in Peterborough
Paston Farm Community Centre

The Paston Farm Centre was historically used for youth provision in the city, but fell out of use following a reduction in funding in 2013. The local authority worked with a group of local organisations and residents, called the Paston Community Foundation, which included The Voyager Academy, Age UK, Families First, Cross Keys Homes and Sustrans to secure the future of this community asset.

The community asset transfer took place in 2015 and Paston Farm Community Centre is now operating as a successful social enterprise and run entirely by the community. There are a number of services now on offer including a thriving community café, adventure playground, a boxing club, as well as offering a traditional community centre place to hire for social events.

Community asset transfer encourages the involvement of local people in shaping and regenerating their communities and, as evidenced here, can promote economic regeneration through the development of community enterprise.

help. We will continue to ensure that we reach the people that need us most, whilst helping people with less serious needs to find the support they need via alternative means. This could be through our website, local charities or community organisations.

We are a commissioning led council, which means that we will deliver better outcomes for our customers through identifying the most efficient, effective and economic models of service delivery. This may mean the council continues to deliver services on its own or in partnership with other local councils. It may also mean that services in future are delivered directly through other agencies and organisations, or as a partnership between the council and other organisations. There is no one size fits all approach and the

right commissioning solution will be developed for each individual service. This will provide us with a range of different abilities, skills and knowledge to enable targeted services to be delivered in the right place at the right time to the right people.

This approach offers significant benefits to local residents and businesses alike. Services will be delivered in more efficient ways, stimulating local enterprise by creating new markets in the provision of local services, and an increased emphasis on the scrutiny of those services. Our strategy places people, families and communities at the heart of what we do, through developing resilience, taking personal responsibility and accessing help and support that is appropriate.



4. Rethinking our services

These challenges mean we need to think differently about how we deliver our services. In future, the council will have fewer direct services available and these will be targeted at the people most in need. This means that we need to find different ways of reaching people with less urgent needs so that they can still receive support.

Our approach to service delivery will see the council undertake a comprehensive review of all of its functions and services. We will explore options for alternative models of delivery and commission the most cost effective and efficient provider for each service. This may mean that the council continues to deliver a service, or that it is delivered by a private organisation, charity/not for profit organisation, or by a community group.

Whilst the council will be doing less in terms of direct delivery, we will be doing more to ensure that communities are better equipped to help themselves. We will work with community organisations (including Parish Councils) to build their capacity, skills and knowledge so that they can help support people earlier and prevent problems from getting worse.

Shared outcomes across the public sector

The public sector both locally and nationally is undergoing rapid and radical change. Whilst public sector organisations have always sought to work in partnership, there have remained barriers between organisations that have inhibited the effectiveness of joint delivery. This might include sharing of data and intelligence, cultural, structural or resources implications. The result of this has meant that in many cases, public sector organisations are spending money on the same individuals or families to tackle problems. For example the council spends 60 per cent of its funding on just 5-10 per cent of the population with other organisations similarly spending a disproportionate amount.

The reduction of funding across all parts of the public sector has meant that organisations need to work more openly across boundaries having shared delivery, outcomes and funding.

Over the last 18 months, the council has taken a proactive approach to this and has developed a stronger relationship with Cambridgeshire Constabulary, which has seen police and council staff share office space at Bayard Place.

This has led to much closer working between the organisations with shared resources, intelligence and a joined up approach to tackling operational issues. Following the success of this approach, we are expanding this model to work across other partners in the city and county.

Managing demand through digital transformation

We are embarking on an ambitious transformation programme that will ensure that customers have greater choice and control of how they engage with council services. We are redesigning the way we deliver our services to the people we serve to always put them first in everything we do.

Our vision is to deliver needs led, easy to access customer services however people choose to contact us. We will put them at the heart of what we do, to ensure that we continue to deliver the right services, by the right people, at the right time, in the right place and at the right cost.

This transformation programme will help us to deliver our core values to all of our customers whether they are residents, businesses or visitors to our city.

This involves undertaking a comprehensive redesign of the way in which we communicate. The emphasis will be on improving the way in which customers can access information about their needs and the way they can access support. Investment in this approach will manage demand and reduce cost, whilst also providing an improved service. This will lead to easier to access services for our customers ensuring that they can find the information that they require, without the need to always speak to a council officer.



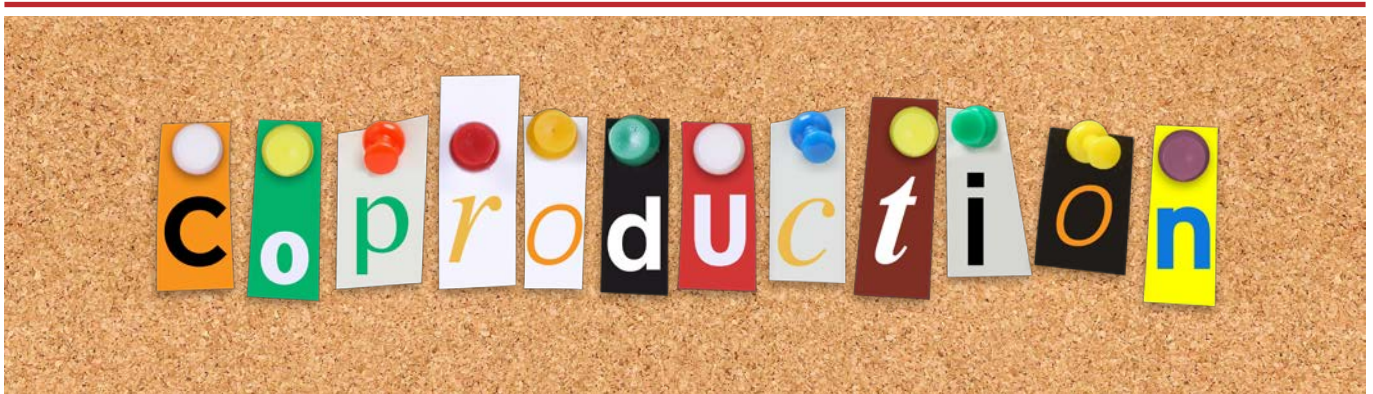
5. The role of councillors

Our councillors have a proactive role to play as community leaders within their communities creating better engagement between public sector, voluntary sector and community leaders. Councillors are intrinsically linked within their communities and are often the first point of contact for individuals, groups and local organisations.

Councillors facilitate the flow of information and intelligence

between local communities and the council, both in identifying issues and opportunities, and in providing the intelligence local communities need in order to have the right support and help to meet their needs.

Councillors have a critical role in identifying key people within communities that can identify creative solutions, build local partnerships and enhance community based provision.



6. Co-production of services

We believe that the voice and experience of service users, residents and business are essential in designing how our services should look in future. This isn't simply about consulting people affected by change, but involving people from the start of any review to jointly work towards service redesign. This is known as co-production. Whilst there are different models of co-production across the country, the principles we will follow are:

- Equal partners – all partners (including the council) are equal with no group or person being more important than any other
- Inclusive partners – we work with individuals and organisations to ensure that a diverse range of backgrounds and needs are represented for example, disability, ethnicity or older people
- Trusting partners – we will be open and honest in all of our dealings and deliver on our promises



CASE
STUDY

Co-production of services
Local Offer

From September 2014, in accordance with the Children and Families Act, all local authorities must publish and review information about services available for children and young people with special educational needs and disabilities (SEND), who are aged from 0 to 25 years.

The aim is to improve the Special Educational Needs system, enhance the quality of life for families living in the local area and ensure the best outcome for children and young people.

It is essential for parents, children and young people to be involved in developing this local offer, so the council has been working in close partnership with Family Voice (Peterborough's Parent Carer Forum) and with a wide range of parents and carers.

Families and young people have been involved in the development work. There are parent representatives on the Local Offer task and finish group and wider consultation with parents/carers has also taken place. Parents' involvement has ensured that the information we publish is as clear and as jargon free as possible, concise but with sufficient detail to be able to see what services are on offer and available in both web based and paper form.



7. Empowering our communities to help us to deliver services – our building blocks

We recognise that our People and Communities Strategy sets out a different way of working, one that some of our communities will not be used to.

Whilst there is undoubtedly an abundance of skill and competence that exists within the communities of Peterborough, we recognise that the council may need to offer support to communities in delivering the intentions of the strategy. This will require a changing role for the council as it moves from

traditional service delivery to an enabling role in support of communities, groups and other organisations.

The building blocks outlined below, detail what needs to be in place to ensure our communities can support and deliver our vision. We have set out both the role for the council and the role for communities in achieving some of these aims, these form the basis of the building blocks from which more detailed delivery plans will be developed.

Building Block 1: Communities understanding their needs and where to find help or information

We acknowledge that there is a great deal of expertise and knowledge within our communities. Our experience of working with established groups such as Parish Councils, community and resident associations evidences this and we will build on these relations to deliver the vision of the People and Communities Strategy. To complement these relations, we hope also to build on the links and intelligence via our Community Connectors to reach communities that are not so well engaged.

Role of communities	Role of the council	Possible actions
<p>Communities understand and are receptive to the new ways of working and understand the significance of their role.</p> <p>Community networks to undertake community needs assessments in line with their work focus.</p> <p>Community networks to adopt the appreciative enquiry approach to understanding positive pathways for individuals and navigate to appropriate places of support.</p>	<p>We will develop a single view database of citywide and localised resources.</p> <p>We will develop navigation processes for information and guidance to enable self-help.</p>	<p>Undertake assessment of social networks across all areas of the city.</p> <p>Have a single point of information to ensure community networks are aware of information and how to access.</p> <p>Establish static and mobile community hubs where self-serving information can be easily accessed, navigation support provided and support to self-serve.</p>

How will we deliver this building block and by when?

Much of the work required to fulfil the delivery of this (and other) building blocks will be developed via the Customer Experience Programme's Investing In Communities (IIC) project team. The team has been established and will work throughout 2016 to support and engage community organisations to pilot and subsequently roll out the actions above.

The IIC project team will commission the mapping of all existing groups in Peterborough and canvass each to clarify their role, scope and ability for expansion. All of this information will be collated in a publicly accessible database. This will be the first practical exercise for the group which should commence in February 2016.

Underpinning all of the work within the Customer Experience Programme will be on-going clear communications to the wider community of Peterborough. These communications will reflect the key messages contained within this strategy and provide suggestions for how the community can respond and how they can find more help, information and advice.

Building Block 2: Empowering our communities to meet their own needs

We are currently in the process of developing an operational plan that offers the opportunity of training to enable current service users, family members, parish councils, voluntary sector and the wider community to self-help and serve others.

We are already engaging with many existing and newly formed groups with the transfer of community assets to community management as well as working with local interest groups to form new community councils in the urban areas of the city.

Increasingly, and predominantly amongst community groups, we are collaboratively exploring how services could be delivered more effectively at a local level, including youth work, running of local amenities such as community centres and maintenance of local landscaping. The learning from our work with Parish Councils will be shared with other parishes and interested groups to demonstrate ways in which this work can be taken forwards.

These initiatives must be driven by communities and supported by the council to enable and support delivery.

Role of communities	Role of the council	Possible actions
<p>Create focused community led groups to work with the council and its partners.</p> <p>Develop business plans that demonstrate how community led groups can take on the running of a service if budgets are devolved to a local level.</p>	<p>To encourage and support communities to work collaboratively with the Council and partners.</p> <p>We aim to have a better understanding of what services can be delivered by the community and voluntary groups.</p> <p>We wish to determine the best vehicle for delivering these services or a combination of services.</p> <p>We aim to have a full understanding of the need, develop and enable any volunteering services required.</p> <p>We are committed to enabling access to digital technology to support and enable self-help</p> <p>We aim to deliver training (including ICT) to the community to develop their capabilities .</p> <ul style="list-style-type: none"> We will determine clear pathways and models for devolving budgets, responsibilities and decision making to the community where a community wishes to take this on. We will establish a transparent and equitable governance framework for the commissioning of initiatives with the voluntary and community sector 	<p>Support local interest groups to develop community councils / community interest companies.</p> <p>Create action plans with identified groups that will work in partnership with services to enable the community to take ownership of their own environment, to support themselves to create resilient communities</p> <ul style="list-style-type: none"> Self-serve Devolved services Community asset transfers Time banking.

How will we deliver this building block and by when?

We will support existing and emerging community groups or individuals who wish to explore the delivery of services through three clear pathways:

- Enterprise pathways – Clear Journey of support for voluntary sector organisations, community groups or parishes to develop their governance, business plans, operational procedures, procurement procedures and quality oversight
- Service enablement theme pathways – Upskilling support for appropriate groups to deliver specific pieces of work around a theme or in an area that may need more quality oversight
- Volunteer pathways – Clear co-ordinated pathway of support for volunteers to help them gain the skills and abilities they need as well as signpost them to appropriate supported volunteer opportunities within the themes

By working in this way together with communities we are also building new safe, strong cohesive communities. This also includes the supporting and empowering of young people to participate and even establish groups to contribute to the places they live as outlined in Building Block 8 of the People and Community Strategy.

Building Block 3:

Voluntary, community and faith sectors have access to funding, skills and capacity to support communities

It is acknowledged that the existing funding arrangements with voluntary, community and faith sectors across the city are in part based on historic rolling arrangements, which may not continue to meet the needs of the communities within the city. Therefore it is proposed that a new approach to commissioning with these sectors will be undertaken with the intention of creating a single point of funding. Funds based on evidenced need and contributes to the visions of the voluntary, community and faith sectors as well as the local authority.

This approach, referred to as an innovation partnership, will be the first of its kind, yet to be undertaken by any other local authority. The premise of the approach is to create an equal footing on which funding decisions are made and to have an entirely transparent approach to the distribution of funding, based on evidenced need which contributes to the overarching vision of the partners.

Additionally, there will be work undertaken to establish some enterprise pathways for groups who want to become established organisations in the city. This will enable groups to access funding outside of the council to support their ongoing work and to identify new projects.

Role of communities	Role of the council	Possible actions
<p>To act as sector representatives on the innovation partnership to help identify trends and problems within their areas and seek to offer innovative solutions to resolving the identified problems.</p> <p>There will also be a role for decision making, and that is to collectively decide the most appropriate areas for funding based on the options which are presented to the innovation partnership.</p> <p>Identify funding opportunities from alternative streams to support ongoing and new projects.</p>	<p>To establish and host an innovation partnership to support the appropriate commissioning/funding of services with the voluntary, community and faith sectors.</p> <p>To map existing services against demand to ensure provision meets needs and identify any gaps for development.</p> <p>To commission an enterprise pathway for new organisations to become established in the city.</p>	<p>To co-produce a service specification and scoping document for the innovation partnership and enterprise pathway.</p> <p>Appoint an independent chair of the innovation partnership.</p> <p>To invite representatives to sit on the board of the innovation partnership.</p>

How will we deliver this building block and by when?

The innovation partnership is expected to be established by December 2016. The partnership will start to commission contracts and services from April 2017.

Building Block 4: Developing a sense of 'place'

A sense of place is a unique collection of qualities and characteristics – visual, cultural, social, and environmental – that provide meaning to a location. Sense of place is what makes one city or neighbourhood different from another, but sense of place is also what makes our physical and social surroundings worth caring about. Peterborough has a proud and long history and whilst the city has undergone rapid change in the last few decades, it is important to acknowledge the heritage that has played a vital role in shaping Peterborough today.

Not all areas of the city benefit from having recognised community led groups or social networks that could develop or co-ordinate activities or initiatives to benefit an area and so we are committed to supporting the development of such groups. Some areas across the city are currently developing neighbourhood plans and the parish liaison forum have recently co-produced a rural vision for Peterborough.

Role of communities	Role of the council	Possible actions
<p>Establish focus groups to plan, organise and run local celebration events.</p> <p>Mapping of the attributes that they feel reflect a model community.</p> <p>Identify problem solving activities that bring people together in a common cause leading to achievement of well-being.</p> <p>Identify community capacity in an area e.g. a retired carpenter who may be willing to train younger members of the community, some unused land that could be used for a communal facility, unemployed youth who can provide energy and enthusiasm, trustworthy community members willing to put in time and efforts to design a community project.</p>	<p>The council will support local groups to enable their ideas and signpost to where community groups can find further information and advice.</p> <p>Support Parish Councils and other groups (where requested) to develop neighbourhood plans.</p>	<p>Assess the customs, spiritual/religious beliefs, way of life, and social organisation of a particular neighbourhood or group.</p> <p>Understand how people interact with their environment.</p> <p>Establish networks are will enable regular:</p> <ul style="list-style-type: none"> • Community newsletters • Community projects (outside clean-up) • Annual celebrations • Special fun days

How will we deliver this building block and by when?

Please refer to Building block 1 for how these objectives will be met.

Building Block 5: Developing and supporting volunteers

Volunteering can be an incredibly rewarding experience for many people. It can help people with their personal or social development, learn new skills either as a route to employment or just for their own fulfilment. Volunteering can make people feel a part of the community and helps to develop civic pride and can be way of helping to deal with isolation and loneliness. Many other people undertake informal volunteering every day, such as helping a neighbour, friend or their community.

For organisations, volunteering can increase the skill levels amongst the work force and introduce new ideas, experiences and perspectives. Volunteers should be able to access flexible volunteering opportunities that consider individuals' diverse needs and overcome barriers to getting involved.

For people who are seeking work, volunteering can be highly beneficial in developing a routine helping to deal with barriers to work such as anxiety or depression. Job seekers can gain new skills, confidence and experience through volunteering which can help lead to employment.

Peterborough has a rich history of volunteering in the city and has hundreds of organisations who rely on the skill, dedication and experience that volunteers bring. Volunteers play an essential role in helping to shape and improve the communities in which we all live. Many services in the city could not be delivered if not for the time, passion and dedication that volunteers bring.

The council provides funding support to the voluntary sector through a range of commissioned services and grants.

Role of communities	Role of the council	Possible actions
<p>Volunteers come from a range of diverse communities and backgrounds and provide support, advice and assistance to individuals, families or community organisations.</p> <p>Communities understand and value the role that volunteers play. New volunteers find it easy to volunteer and feel supported in their roles.</p> <p>Vulnerable people are encouraged to volunteer to help foster their personal and social development.</p> <p>Voluntary, public and private organisations across the City are encouraged to develop their corporate social responsibility.</p>	<p>We want to promote more opportunities for people to volunteer, both within the council and across our partner organisations.</p> <p>We will recognise and celebrate the role that volunteers play in working with vulnerable people, looking after our parks and green spaces, supporting young people and schools or organising community events.</p> <p>We want volunteers to have a greater say and ownership to tackle the issues that matter most in their communities.</p>	<p>A citywide volunteering strategy is developed by the council and our partners, to provide a joined-up approach to volunteering.</p> <p>Facilitate volunteering opportunities across partner organisations.</p> <p>Explore developing a timebanking initiative that brings people together to help each other and 'deposit' their time.</p> <p>Explore ways of providing volunteer opportunities within the council to help people gain new skills and get back into employment.</p> <p>Recognise the contribution that volunteers make.</p> <p>Explore ways of engaging new volunteers from diverse communities.</p> <p>Explore the use of 'crowd sourcing' where an online volunteer community is created to share expertise and learn new skills.</p> <p>Volunteering opportunities can be matched to potential volunteers.</p>

How will we deliver this building block and by when?

By the end of 2016, the council will aim to commission an organisation from the voluntary and community sector to lead volunteer co-ordination throughout the city. The council will co-produce a volunteering strategy with this organisation setting out how potential volunteers will be recruited, supported and provided with a broad range of opportunities that can match the skills, experience and needs of potential volunteers and organisations across the city.

Community engagement and consultation are key elements of understanding communities which can lead to greater public involvement and solutions to local challenges faced by society. Often community based solutions are not only cost effective to delivery, but can lead to a greater understanding of the root causes of issues and identify longer term prevention strategies.

In order to have effective community engagement, key contacts within communities need to be identified. The council has established multiple community links within each community that can reflect the different and unique segments based on different protected characteristics and other groups. A strong rapport with each community must be established so that mutual relationships based on trust and frank dialogue can be established. We will ensure that we communicate with communities and that all messages are targeted in an appropriate medium to suit the audience.

It is absolutely essential to involve the community contact with wider developments taking place across the council and public sector. Providing the opportunity for all communities to have their say and engage with formal and informal consultations ensures that community voices are heard and local people have the chance to be involved in decision making.

In order to maintain effective relationships, it is crucial that any hurdles encountered are discussed with a view to find solutions together.

The overall ethos of community engagement and consultation is there is no hard to reach group but it is our approach which needs to be critically re- examined to ensure that one size does not fit all.

Role of communities	Role of the council	Possible actions
To form community groups or support existing community networking with a view to reflect their needs.	To establish effective links with key community contacts.	Developing contacts and relationships with community via community connectors and all available service providers.
To work together with service providers and other partners to find solutions for the challenges faced by society.	To provide networking advice with the voluntary and community sector organisations as well as other established community groups.	Identify funding sources, frameworks and support under which the right service can be provided by the right group at the right time.
To take up an active role of a critical friend to advise the Council and other service providers in order to provide cost effective services to the community.	To provide support and signposting to investment into infrastructure so community networks can be empowered to serve community needs effectively.	Enhance existing frameworks such as Cohesion and Diversity Forum, Disability Forum and other similar structures where multiple service providers and community groups can come together to discuss the best solutions for community needs and build community confidence that these networks are able to influence and shape policies.
	To provide a framework and levelled platform to community groups to voice their opinions including both positive and negative feedback.	

How will we deliver this building block and by when?

This building block is being led by the community cohesion team and its outcomes are a key part of their role. The team works closely with the community connectors to develop strong relationships with community organisations and activists. Developing and maintaining effective community relationships is an ongoing function of the team.

This work is done through sharing essential information about council and partner activities as well as understanding community needs. The community cohesion team and connectors provide a focal point for the role and its progress is monitored through Safer Peterborough Partnership and the Cohesion and Diversity Forum.

Building Block 7: Empowering communities to bid and run services

The local authority alone cannot make an area a great place to live – the local people do. Until now, however, many people have found that their views and ideas have been overlooked. They have had limited opportunity to get involved and tackle problems in the way they want and yet volunteers and community groups can often carry out some of the most innovative and effective work in communities.

The Localism Act passes significant new rights direct to communities and individuals, making it easier for them to get things done and achieve their ambitions for the place where they live.

For example, localism allows community groups (including parish councils) to have the right to express an interest in taking over the running of a local authority service. The local authority must consider and respond to this challenge; and where it accepts it, run a procurement exercise for the service in which the challenging organisation can bid. This makes it easier for local groups with good ideas to get directly involved.

Role of communities	Role of the council	Possible actions
<p>Community groups to register all assets of community value</p> <p>Community groups to explore the possibilities of taking on the management of community assets.</p> <p>Community groups to explore the possibilities of taking on the delivery of services in their area.</p> <p>Community groups to consider working together to maximise social enterprising opportunities.</p>	<p>We have a register of assets of community value available on our website together with instructions for how to nominate assets.</p> <p>We will provide technical support and advice to support community groups to develop their Neighbourhood Plans. Seven areas across Peterborough have been designated as neighbourhood areas.</p> <p>We adopted a Community Asset Transfer Strategy (CAT) in 2013 to ensure local groups have the opportunity to bid to manage local facilities and for how services can be devolved to community groups or parish councils.</p> <p>We adopted a new Parish Charter in November 2015 in recognition of the role parish councils play in their area and how relations can be strengthened.</p>	<p>Enhanced register reflecting all assets of value across the city.</p> <p>Neighbourhood plans are adopted.</p> <p>Principles of the CAT strategy utilised throughout the review of community facilities and more buildings transferred to community led management</p> <p>Establishment of social enterprises across the city.</p> <p>Pathways in place to respond to local requests to enable quick and effective delivery of services at a local level.</p>

How will we deliver this building block and by when?

The pathways outlined above (and as described in Building Block 2) will be developed throughout 2016. We will continue to work with Community organisations to support their development of their neighbourhood plans and expect to see these adopted from late 2016 onwards.

Building Block 8: Developing young people

Supporting Young People to feel part of the place that they live, co-design their environment/services and understand their rights and responsibilities is crucial to the development of Peterborough's People and Communities Strategy. When young people feel disenfranchised, isolated and uninvolved there are clear examples of the consequences that can occur. In 2011 riots broke out in London and across the country which led the Prime Minister to blame a 'moral collapse' and 'broken society'. This was in part, due to the opportunistic nature of the actions of predominantly younger adults and the clear demonstration that they did not feel connected to their environment.

Although this is an extreme example, it is clear that a robust building block around young people and citizenship through the People and Communities Strategy will help to create more cohesive, productive, healthier and happier lives for all concerned. It should be noted that the onus will also be on adults to think differently and challenge their own perceptions of young people and the way that their communities are shaped. Young people's citizenship cuts across many actions within the other building blocks.

Role of communities	Role of the council	Possible actions
<p>Young people will be thought of positively as an asset to be invested in, not a problem to be solved. Young people will be empowered to participate in focus groups, consultation and mapping.</p> <p>Young people will be empowered to be involved in problem solving as active citizens and will be involved in higher level decision making.</p> <p>Volunteering opportunities will be created specifically for young people to enable social action to be undertaken for the good of communities.</p> <p>Young people will be encouraged to develop skills that will help them to develop and meet their full potential.</p> <p>Young people will be enabled to meet others from different backgrounds, faiths, ages and abilities to build tolerance, respect and understanding.</p>	<p>To support and empower communities to understand the contribution that young people can make to the places that they live.</p> <p>To support and empower communities to develop the skills and abilities to engage and interact with young people in a meaningful and proactive way.</p> <p>To support and enable communities to develop suitable volunteering opportunities and social action projects.</p> <p>To advertise and communicate volunteering opportunities for young people across the city.</p> <p>To ensure that Peterborough can offer national and local programmes that support the development of young people's citizenship.</p> <p>The local authority will set the standards and tone for involvement and engagement of young people, leading the development and co-ordination of the sector to ensure that opportunities are provided across the city.</p> <p>We will empower young people to develop their place in society,</p> <p>We will work with young people (particularly from deprived backgrounds) to raise their aspirations around developing a healthy lifestyle.</p>	<p>Develop youth work training and information on the website for community groups.</p> <p>Develop an enablement pathway for youth work and citizenship which includes support, advice and guidance for community groups to deliver their own youth engagement.</p> <p>Create better links with Peterborough Council for Voluntary Services and investigate national volunteering schemes for young people that can be published on a volunteering hub for young people.</p> <p>Continue to expand the Duke of Edinburgh, National Citizens Service, Prince's Trust and other youth work opportunities for young people.</p> <p>Continue to develop the quality assurance, training outcomes framework for the sector across the city and support community deliverers to be linked up through digital forums and social media.</p>

How will we deliver this building block and by when?

Much of the work required to fulfil the delivery of this building block will be developed via the Customer Experience Programme's community investment stream with all of the actions in this building block delivered by January 2017. A number of actions, such as the creation of a youth enablement role, will be delivered by April 2016.

Building Block 9: Prevention and early intervention

Prevention and early intervention is completely dependent upon having a clear understanding of need including the challenges and problems that individual families face, and once we understand that, ensuring that right support is provided. Our focus is:

- One assessment that gathers all the information about the family in one place
- One lead professional who is the first point of contact for the family
- One action plan that the family and partners co-produce to plot and measure progress and impact

Peterborough has for the last five years been developing a model of empowerment for early help which is based upon partner organisations across the city taking on the role of lead professional. These Lead Professionals are trained and supported by a small core team of council staff and this model provides us with a workforce of between 300 to 350 staff.

Role of communities	Role of the council	Possible actions
<p>Families are supported to engage and use self-help options for accessing support and information.</p> <p>Partners, which includes charities and faith organisations actively engage in the early help process and actively promote it to continue to embed the empowerment model.</p> <p>Community based support groups such as Parents United, Second Generation (grandparents as parents) and Family Voice engage in providing support to families and maintain an open dialogue with the authority in terms of demand management.</p> <p>Charitable organisations such as Adfam and Relate continue to work closely with all partner organisations to maintain and increase, where relevant, use of and promotion of their services to families.</p> <p>Families supported through early help are encouraged and supported to engage with volunteering opportunities to help other families in similar situations.</p> <p>Communities continue to develop additional self-help groups as demand dictates.</p> <p>Community groups make reasonable adjustments to accommodate the needs of children and adults with disabilities.</p>	<p>Develop the concept of one front door from the perspective of the family / service user preventing recurring requests for support.</p> <p>Support Lead Professionals to support families through a solution-focussed approach.</p> <p>Gather information from the family and Lead Professional once and share this effectively.</p> <p>Work pro-actively with local charities and faith organisations to enhance provision and fill gaps.</p> <p>Ensure a differential support package is available to those families with greatest need through the continued use of multi-agency panel processes.</p> <p>To support professional and community groups and volunteers to have an awareness of disabilities and make reasonable adjustments to services.</p>	<p>Contribute to the development of an enhanced self-help information service for families.</p> <p>Contribute to the development of a specialist advice and information service as part of the new front door to provide specialist support to partners.</p> <p>Commission services where evidence demonstrates there is a need for it and it has a positive impact.</p> <p>Invest the Payment by Results revenue in preventative work as far as possible.</p> <p>Continue to train partners in the use of assessment tools to help empower families to make positive changes to their lives e.g. Outcome Star.</p> <p>Pilot a volunteering programme of family support as a planned exit strategy to help remove the dependency.</p>

How will we deliver this building block and by when?

A number of the actions highlighted in this Building Block are already underway and are linked to the Customer Experience Programme, for example families' ability to access information and support from a self-help information service, the majority of these will be delivered in 2016. In addition:

- Work is underway to establish Information Sharing Agreements (ISAs) with partner agencies and organisations to ensure appropriate information can be shared and families only need to tell their story once. Timeframe for having ISAs in place is April 2016.
- Piloting of a volunteer programme to support families who have been supported by a period of high level family support to then be supported by a volunteer, until they are confident and strong enough to manage without support. Six Month pilot commencing January 2016.

Building Block 10: Health and social care services

Peterborough has increasing numbers of people with one or more complex health condition often due to improvements in health care and increasing life expectancy. We want everyone to play an active part in their community, with those who require care and support able to receive this as close to home as possible.

Health and social care partners have agreed the following objectives to be achieved by 2019.

- Access to services will be less complex, with the provision of web based information and guidance allowing self-access;
- People will only tell their story once as assessment functions are joined up and Information is shared across health and social care;
- Citizens will have greater choice and control over their lives and greater support in self-care;
- People will have greater self-awareness of how to improve their own health and wellbeing through prevention of illness and healthy lifestyles;
- Local communities and individuals will be healthier, live longer and more independently;
- Hospitals and long term care will be last resorts and used only when there is an absolute need that cannot be met outside of these environments; and
- Organisations will be joined up and will work together to share resources and learning.
- Improved engagement with the voluntary sector and the community to support prevention at every level.

The focus is to make an individual's journey through the health and social care systems as simple as possible and based on creating and/or maintaining independence.

The individual's perspective will become the key organising principle of our service delivery – they will receive the care that they need, at the right time and driven by their needs.

One of the key features of our community approach is the creation of multi-disciplinary neighbourhood teams aligned to GP practices and their local populations. The integrated neighbourhood team approach would include an expectation of multidisciplinary working between individual staff or practitioners from a range of organisations, working on the model of the 'team around the person' which can be formally escalated to a multidisciplinary team linked to a GP practice if needed.

High risk would result in frequent, regular proactive integrated neighbourhood team approach whereas low risk would require a lower level intervention that would be taking place in the community and involve a range of partners in the voluntary and statutory sector.

Role of communities	Role of the council	Possible actions
Support for campaigns promoting health and wellbeing including falls prevention, promoting physical activity and mental health awareness and physical and emotional wellbeing.	Establishment of integrated health and social care neighbourhood teams.	Creation of reliable and accessible information and self-service resources to include an e-marketplace, underpinned by quality criteria.
Co-ordination of community activities to reduce the risk of social isolation for vulnerable people.	Establishing a network of approved personal assistants to provide a local care and support offer over which individuals have choice and control.	To build upon the personal assistant register to expand capacity and availability to all communities.
The provision of accessible services within communities will support people to retain or regain the skills and confidence to remain living in their communities for as long as possible and maintain their independence.	Commissioning of appropriate and adequate care and support services to meet the needs of local populations.	Establishing of neighbourhood teams (MDT) of health and social care professionals
Ensuring clear and effective links are established with economic growth and development programmes to ensure that factors that have a positive impact on healthy ageing and prevention of acute need are integrated into long-term plans for new communities.	Developing the local market to deliver innovative and responsive solutions to care and support needs.	Expansion of the availability of assistive technology, telecare and telehealth services to support independence within communities.
		Expansion of re-ablement services to support people to return to their communities following ill health.
		Expansion of community based support services for carers.
		Expansion of employment opportunities, including volunteering for adults with care and support needs.

How will we deliver this building block and by when?

The ability to access information and support from a self-help information service will be dependent on the development of the information hub as part of the Customer Experience Programme.

To deliver the key prevention priorities that have been identified and agreed by health ageing and prevention better care fund work stream. The priority areas are falls prevention, managing continence, reduce social isolation and improving nutrition in the older frail population. The development of the well-being service commissioned by the local authority, will support delivery of the initiatives in 2016.



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PETERBOROUGH

CITY COUNCIL

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Appendix 2 - Update on Building Blocks

Building Block 1: Communities understand their needs and where to find help or information (Cate Harding)

Building Block 2: Empowering our communities to meet their own needs (Cate Harding)

Building Block 4: Developing a sense of 'place' (Cate Harding)

Building Block 5: Developing and supporting volunteers (Cate Harding)

Building Block 7: Empowering communities to challenge and bid to run services (Cate Harding)

Update: Building Block 1,2,4, 5 and 7 Community Serve

City College Peterborough through discussions with PCC have introduced Community Serve into the following areas within the City: Westwood and Ravensthorpe, the Orton's with a particular emphasis on Orton Malborne and the Can Do area comprising Gladstone, Millfield and New England districts. The priorities that the College are concentrating on are:

- Isolation
- Carers
- Life Limitations
- Communities

The initiatives planned to support the introduction of Community Serve will be based on need and co-designed by local residents. However, the initial framework that will be common across all three pilot areas will be:

- A physical hub
- Local volunteering
- A local time bank
- A Super-Kitchen - Community Social Dining
- Delivery of Skills and Employment programmes
- Classes to support Health and Well Being
- Preventative and support work
- Redevelopment of open space
- Information, Advice and Guidance
- Setting up Community Serve points

A substantial amount of work has already taken place with Hubs identified in each of the areas.

Meetings have been held with the majority of Councillors within the defined areas and on the whole this initiative has been strongly supported.

The College have met with a number of key groups within the areas which include:

CAN DO Local Action Group

Community First

Gladstone Connect

Members of the Big Local (WestRaven) Trust

Herlington Community Association

Through additional research the College has identified similar projects around the country that we could potentially learn from and collaborate. A meeting is planned to visit the initiatives adopted by Bromley by Bow in London to determine best practice. This meeting

will consist of members from each of the local action groups from the designated areas.

In addition to the appointment of a dedicated co-ordinator in the priority areas, a dedicated full time position has also been secured within the community capacity team to focus on support for Parish Councils. 23 of the 27 parish councils in Peterborough are located in the rural areas of the city. Regular engagement exists with all via a quarterly parish liaison forum as well as a monthly working group with voluntary representatives. The team also supports the working group to host an annual conference which this year was held in November at the Future Business Centre. Attendance was good with the majority of parishes in attendance and feedback was very positive.

The community capacity work with parish councils is significant in that local parish councils are being encouraged to explore taking on services devolved from the local authority. The status and powers associated with parish councils make them ideal for adopting the principles of Community Serve and supporting individuals and groups, as well as delivering or supporting services and social enterprises in the local neighbourhood.

The College are working with members from PCC and CCC related to a Time Credit scheme for Volunteers. Initial meetings have taken place with Spice, the national organisation, and a workshop was attended by members of the team. It is envisaged that this will be run as a pilot within the Community Serve areas prior to be rolled out across the City in the Summer of 2017.

Building Block 3: Voluntary, Community and Faith sectors have access to funding, skills and capacity to support communities (Oliver Hayward)

A number of options have been explored to provide funding to various voluntary organisations in the city who currently provide information, advice and guidance services. A tender is expected to be launched early in the New Year to procure these services, including the Peterborough Community Assistance Scheme.

It is the intention to have a lead organisation to deliver crisis support and wider information, advice and guidance services. This will provide a more effective and efficient delivery model and lead to improved outcomes for clients and the council.

The council will also look to launch a grants programme for any voluntary provider to bid for. This will be a flexible pot of funding which will allow the council to respond to unmet demand within communities via voluntary sector providers.

Building Block 6: Communities are involved in decision making through consultation and engagement (Jawaid Khan)

Post Brexit Referendum community engagement developments

There has been an increase in hate crime incidents reported within the UK since the EU referendum in June. Peterborough saw an initial increase in the first week after the referendum and the situation since then has stabilised.

At the Cohesion and Diversity Forum meeting held on 19 July, Fiayaz Mughul, Founder and Director of Faith Matters was invited as the key speaker about the outcomes of the Tell MAMA national project.

Following the Cohesion and Diversity Forum meeting, recommendations given by

attendees during discussions at the meeting were considered by the Safer Peterborough Partnership (SPP). SPP has established a Hate Crime Task and Finish Group in order to develop a Hate Crime Action Plan.

One of the areas identified in the Cohesion and Diversity Forum was the need to have more third party reporting centres. Currently there are only two such centres (Citizen Advice Bureau and Cross Keys Homes). Action has been taken to identify an additional third party reporting centre at PARCA, Northfield Road in New England. Other venues under consideration include Gladca in Gladstone and Bayard Place. This work is being led by the Hate Crime Task and Finish Group.

Assistance to Cambridgeshire constabulary and community engagement

The Cohesion team assisted Cambridgeshire Constabulary in their recruitment event held on 7th September 2016. At this event over 16 community and faith group leaders attended along with over 50 attendees from diverse community groups. The team also assisted the Constabulary in hosting the diversity event held on 14th September 2016 at Police HQ in Huntingdon. The event was hosted by the Chief Constable and his senior management team. Over 120 people attended alongside faith and community leaders. A number of faith and community leaders presented on their faith and provided an overview of how they are working within their communities to maintain peaceful co-existence and support their police force. This was an effective engagement event and the Chief Constable indicated his resolute intention to combat hate crime and his desire to continue to host such events in the future.

Non-mosque madrasahs

The team has been working closely with the Muslim Council of Peterborough (MCP) and eighteen teachers / tutors from non-Mosque Madrasahs who were provided with level one Safeguarding training on 24 September 2016 at Jack Hunt school. Further level two training is being programmed in the near future including a refresher training course to those who have already completed level two.

Academic Awards 2016

In addition, the team has been working with the MCP and Peterborough Inter Faith Council to present awards to high achieving students from different schools and mosques. The ceremony was held on 29 September 2016 at Jack Hunt School, when sixty one students nominated from eight secondary schools and colleges plus five Mosque madrasahs were presented with their awards. The awards were well attended and included the Mayor of Peterborough, Chief Executive of Peterborough City Council, Director of Education and Regional Ofsted Director as the chief guest and keynote speaker. In total around 150 people attended and the event has attracted national positive press coverage.

Engaging with Slovakian Community

On 13 October 2016 the Republic of Slovakian Embassy staff were in the town hall to provide consular services to their citizens who wish to renew or apply for new passports. On the day over 110 citizens attended the session and a number of service organisations were able to promote their services including raising awareness of how to report hate crime, public health services, housing services and Healthwatch. The session was well received and the Slovakian Embassy intend to return in February/March 2017 to do a similar counsellor service session.

Engaging with Muslim Community Joint Mosques Group (JMG)

The Cohesion Team facilitated a joint meeting with JMG and senior council and police officers on 17 October 2016. These meetings are held every six months to exchange views and information for the mutual benefit of the local community. A number of strategic matters

are discussed and this provides both sides an opportunity to develop better dialogue and address any issues or concerns that impact on the community cohesion agenda.

Building Block 8: Developing Young People (Matt Oliver)

Supporting Young People to be Active Citizens

The National Citizen Service programme continues to grow with over 200 young people completing the programme since April 2016, this year we have delivered 115% of contracted target. We continue to ensure that high quality social action is completed by young people ensuring that they have a connection to and understanding of their community, so far over 5000hrs of volunteering have been undertaken by NCS graduates this year with beneficiaries such as Little Miracles, Croft's Corner, Peterborough City Hospital, New Ark Farm and The Green Backyard. Through this programme over 40 young people signed up to continue their volunteering journey with us. We continue to ensure that the most disengaged young people have the opportunity to undertake the NCS programme, 23% of our young people were either in care, working with the Youth Offending Service or were NEET (not in employment, education or training) and 30% were from families eligible for free school meals.

Next Steps:-

- Continue to increase recruitment to the NCS programme in order to meet the summer and autumn 2017 target
- Create greater engagement with school principals and heads to embed an opt out model for all year 11 and 12 young people.

The Peterborough Duke of Edinburgh Partnership continues to grow with 2 new delivery centres signing up in the last six months; there are now 19 centres in the City. We are continuing to make progress toward our target of 400 completions, 282 young people have completed their award this year which equates to around 3384 volunteering hours.

Next Steps:-

- Continue to work with DofE delivery centres to increase their capacity to deliver the programme
- Continue to promote the DofE partnership, recruit and enable new delivery centres to increase the delivery of DofE across the City.

The Youth in Localities team continue to deliver targeted projects across the City that support young people to build their Citizenship. These programmes help disengaged young people to find a place in their community as well as make friends and become less isolated. An example of this was our summer holidays programme for Connecting Families where 30 young people took part in social action, helping to maintain the grass areas of the cathedral grounds, raising money for charity through bag packing and helping out at New Ark Farm.

Next Steps:-

- Continue to ensure that disengaged and vulnerable young people have access to personal development opportunities, including citizenship, through the new Targeted Youth Support Service.

Building the Capacity of the Community

We are continuing to engage with residents associations and parish councils to support them to create their own opportunities alongside young people. Presently we are actively working with organisations in 7 ward areas of Peterborough that have expressed an interest in developing their youth offer.

The Government announcement of the Youth Investment Fund has been a catalyst for two established Cambridgeshire youth sector organisations to express an interest in delivering community based delivery in Peterborough. We have supported these organisations to link in with local communities and bid for funding that would have otherwise been lost.

Our continued work around the draft Youth Voice strategy has prompted collaboration with the YMCA, Prince's Trust and Opportunity Peterborough to initiate the Peterborough Opportunity Forum. Once fully established it is hoped that this group will help collaboration, support and coordination across the sector to ensure the increase of quality of opportunities for young people. Terms of Reference are being drafted with a view to a wider collaborative launch in January 2017.

Positive progress has been made in the procurement of the Run a Club cloud based tool for youth groups. It is anticipated that this system will be in place in January ready for staff training, with a public launch in February. This new system gives potential new clubs free access to template policies, processes and resources to help them to deliver their own youth engagement activities and further expanding the city's youth services offer.

The Youth team is now in a position to be able to offer youth work training to community groups that wish to build their own youth offer. Our first course is starting on 12th January which is the level 1 Award in youth work, we have filled 50% of the places (as at the end of November). This is a big step forward in our ability to build capacity in the youth work sector in Peterborough as we now have 2 internal trainer/assessors and a system for internal quality assurance.

Next Steps:-

- Hold an event for the community and voluntary youth sector that sets out the youth enablement offer including the run a club web tool, infrastructure support and training.
- Continue to develop the Youth Opportunity Forum with support from the YMCA, Prince's Trust and other key community and voluntary sector leaders in the City.
- Continue to develop the youth voice strategy and encourage all key youth agencies and organisations in the City to sign up.

Building Block 9: Prevention and Early Intervention (Karen Moody)

At the end of November 2016, 851 families are engaged on the Connecting Families Programme, with one identified Lead Professional, one holistic assessment and one family action plan that is being shared (as appropriate) with those who are contributing to help the family improve outcomes. This is an increase of 163 families since the previous update - this is 96.38 % of the March 2017 target.

We have improved the governance arrangements within the programme including information sharing agreements and grant agreements in place with partners who are receiving direct funding through the programme. The new consent statement and needs list has also now gone live. This is a much more comprehensive document that gains consent to share information on individual family members with a range of partner organisations who may be asked to provide support to the family, together with consent for these partner organisations to provide information back to the council on levels of engagement, progress made and impact on outcomes. This ensures that the council can fully comply with Data Protection requirements.

The 'Access to Employment' programme delivered by one of our third sector organisations as part of our Connecting Families Programme is having a positive impact on supporting individuals to move towards being 'work-ready' with individuals engaging in a wide range of volunteering opportunities.

The early help pathway to support the emotional health and wellbeing of children and young people is having a positive impact in terms of families receiving the appropriate help as early as possible; good quality assessments being submitted to specialist services where a specialist assessment is required and a reduction in the number of inappropriate referrals. This new pathway includes engagement in the Early Help Assessment and engagement with Evidenced-Based Parenting Programmes as well as a range of other support put in around the family to help improve outcomes. Provision of support both pre and post-diagnosis of ASD/ADHD has been mapped to ensure provision meets demand. Additional support in the form of expert parenting programmes and briefing sessions are being co-ordinated and delivered through the parent partnership organisation in Peterborough. In addition, one of our third sector partners has been successful in securing NHS England funding to support families on this pathway through a volunteer programme called 'Health Champions'. Volunteers are trained by the third sector organisation and the support of a volunteer health champion offered pre, during and post any possible ASD/ADHD assessment process.

The 'Helping Hands' volunteer programme being delivered by one of our third sector partner organisations is now well established. There is a part-time co-ordinator who manages and supports a small bank of volunteers. The purpose of this programme is to help families who have received quite intensive high level family support, but who are not yet in a position to be able to sustain progress without a helping hand. We have been able to step-down a number of families to this level of support to help ensure they build resilience to self-manage and access self-help interventions at times of crisis, stress and challenge, therefore reducing the demand on specialist engagement.

Work has now commenced with our partners in Cambridgeshire on producing a comprehensive set of information, advice and guidance pages on 'Early Help' that will be hosted on both the Peterborough City Council web site and Cambridgeshire County Council website as self-help information and advice pages associated with identified needs. Peterborough and Cambridgeshire have agreed a consistent format and QA process for all hosted web pages.

Building Block 10: Health and Social Care Services (Debbie McQuade)

This building block continues to be developed with partners across Health, Social Care, Housing, Voluntary and Community Sector and independent sector organisations providing services for people. There are a number of identified work streams that support older people, people with long term conditions including disabilities, carers and families to deliver integrated services and underpins the Urgent and Emergency Care Vanguard work and the whole system Sustainability and Transformation Plan (STP).

The projects are focused on realignment of appropriate Adult Social Care Services to deliver integrated care and facilitate a 'one team approach'. The development and implementation of this work is based on an agreed set of principles that will continue to shape and design local delivery embracing best practice.

Ageing Healthy and Prevention; The Healthy Ageing and Prevention Programme continues to establish and implement a preventative approach that supports people who do not have, or have not yet developed, significant ongoing health and/or social care

needs. The key priority areas are falls, physical activity and nutrition, dementia, social isolation and loneliness and continence. The project sponsor is Public Health and has clear dependencies with building blocks 1, 2, 4, 5, and 7.

Integrated Front Door; The development of an integrated front door for health and social care is ongoing. There are two key elements to the work stream, the integration of the Adult Social Care front door with the NHS 111 and Out of Hours service and the development of the MIDOS product as a single portal to the directory of health, social care and voluntary sector services - expanding the existing product to incorporate health and social care offers.

Home Services Delivery Model; The Home Services Delivery Model (HSDM) offers joined up capability, focusing on prevention and early intervention and reducing the number of people requiring long term support in their own home by enabling them to regain/retain skills and confidence and will reduce the number of people moving into care homes through home improvements and adaptations. The HSDM has joined up a number of services under a single Head of Service to deliver the above outcomes: Reablement, Therapy services (Occupational Therapy and Sensory Rehabilitation), Assistive Technology, Care and Repair including the Handyperson service and the Home Improvement service. Supporting people to live independently requires that they have access to homes that are appropriate to their needs, helping people to have a choice about where they live when their health and social care needs are high or escalating. The service became operational on 1st October 2016 and is now working towards streamlining processes, removing duplication, and aligning capacity to manage demand with the development of multi skilled teams to increase resilience and flexibility improving outcomes for people.

The next phase of this work will consider how the HSDM can align with the Intermediate Care Tier managed by Cambridgeshire and Peterborough Foundation Trust (CPFT) to further join up capability.

Long Term Care; The support for people that have significant ongoing needs and receive support from a range of organisations. The Case Finding and Case Management work stream aims to support the integration of health and social care in line with NHS England requirements for full integration by 2020 which will enable services to be delivered in a multi-disciplinary, holistic manner. The key objective is to deliver early multi-disciplinary team (MDT) interventions to prevent or delay the deterioration of people's health and social care needs. The MDT approach supports Neighbourhood Teams to ensure integrated working. It was proposed that the next stage would focus on integration with primary care, social care and the third sector.

The next stage of this work stream will be to consider the option of a Multi-speciality Community Provider (MCP) for Peterborough. MCP is one of the new models of care suggested by NHS England to promote health and social care integration. It aligns primary care and community based health and social care services but stops short of full integration.

Working with Care Homes; Although the focus of the work is on supporting people to live independently it is recognised that residential care with or without nursing is the most appropriate choice for people that need it and therefore we continue to support care homes to ensure people receive high quality support that is focused on preventing their needs from escalating. The support is provided from the Council's Quality and Improvement Team and the CCG's Care Home Improvement Team.

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ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	Agenda Item No. 10
11 JANUARY 2017	Public Report

Report of the Director of Governance

Report Author – Paulina Ford, Senior Democratic Services Officer

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 Adults and 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 23 January 2017.
- 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: 23 DECEMBER 2016

FORWARD PLAN

PART 1 – KEY DECISIONS

In the period commencing 28 clear 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 Holdich (Leader); Cllr Fitzgerald (Deputy Leader); Cllr Elsey; Cllr Goodwin; Cllr Hiller, Cllr Lamb; Cllr Smith; Cllr Seaton and Cllr Walsh.

This Plan should be seen as an outline of the proposed decisions for the forthcoming month and it will be updated on a fortnightly basis 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 philippa.turvey@peterborough.gov.uk, Senior Democratic Services Officer, Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388039). Alternatively, you can submit your views via e-mail to or by telephone on 01733 452460. For each decision a public report will be available from the Democratic Services Team one week before the decision is taken.

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 Philippa Turvey, Senior Democratic Services Officer, Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388038), e-mail to philippa.turvey@peterborough.gov.uk or by telephone on 01733 452460.

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

PART 1 – FORWARD PLAN OF KEY DECISIONS

KEY DECISIONS FROM 23 JANUARY 2017

<i>KEY DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>WARD</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
<p>1. Junction 20 Capacity Improvements (A47/A15 interchange) – KEY/23JAN17/01</p> <p>114 Recommendation to approve the virement of £1.3 million from the Bourges Boulevard Phase 2 Improvements project to the Jct 20 Capacity Improvements project. This is in order to undertake additional works whilst on site to avoid future disruption to the network and as such maximise the use of available funding. Both projects are fully funded by the Local Enterprise Partnership (LEP)</p>	Cabinet Member for Growth, Planning, Housing and Economic Development	January 2017	Growth, Environment & Resources Scrutiny Committee	Gunthorpe, Dogsthorpe and Paston & Walton Councillors: Ash, Saltmarsh, Sharp, Bond, Davidson, Fower, Barkham, Sandford, Shaheed	Relevant internal and external stakeholders.	Martin Brooker (Senior Engineer) E-mail: Martin.Brooker@peterborough.gov.uk Tel: (01733) 45269	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>2. DNA Programme – KEY/23JAN17/01</p> <p>Approve continuation of the ‘Peterborough DNA’ programme up to September 2017 following receipt of a grant to the value of £3m from Innovate UK (formally the Technology Strategy Board) in March 2013; and Delegated authority to the Governance Board to authorise the award of an additional grant to Opportunity Peterborough Limited to the value of £286k for accumulated and prospective projects under the Peterborough DNA programme.</p>	<p>Cabinet Member for Growth, Planning, Housing and Economic Development</p>	<p>January 2017</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.</p>	<p>Charlotte Palmer, Environment, Transport and Future City Manager Tel: 01733 453538 Email:charlotte.palmer@peterborough.gov.uk Tel: 01733 453538</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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<p>3.</p> <p>116</p>	<p>Local Transport Plan Programme of Capital Works for 2017/18 - KEY/23JAN17/03.</p> <p>To approve the 2017/18 programme which includes the integrated transport programme, highway maintenance programme and the bridge maintenance programme.</p>	<p>Councillor Peter Hiller Cabinet Member for Growth, Planning, Housing and Economic Development</p>	<p>March 2017</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.</p>	<p>Lewis Banks Principal Transport Planning Officer Tel: 01733 317465 lewis.banks@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><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information)</i></p>

PREVIOUSLY ADVERTISED DECISIONS

<i>KEY DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>WARD</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
<p>4. Sale of the Lindens, Lincoln Road – KEY/24JUL15/04 To authorise the Chief Executive, in consultation with the Solicitor to the Council, Corporate Director Resources, the Corporate Property Officer and the Cabinet Member Resources, to negotiate and conclude the sale.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>January 2017</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>Central Councillors: Hussain, Amjad Iqbal, Jamil.</p>	<p>Relevant internal and external stakeholders.</p>	<p>Brian Davies Sales and Acquisitions Tel: 01733 384547 Brian.davies@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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<p>5. Sale of Bretton Court, Bretton North – KEY/24JUL15/05 To authorise the Chief Executive, in consultation with the Solicitor to the Council, Corporate Director Resources, the Corporate Property Officer and the Cabinet Member Resources, to negotiate and conclude the sale.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>January 2017</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>Bretton Councillors: Ellis, Martin, Sylvester</p>	<p>Relevant internal and external stakeholders.</p>	<p>Brian Davies Sales and Acquisitions Tel: 01733 384547 Brian.davies@pet-erborough.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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<p>6. Intelligent Transport Systems Infrastructure – KEY/11DEC15/01 To introduce the use of Variable Message Signs (VMS) on the road network to provide real-time driver information.</p> <p>119</p>	<p>Councillor Peter Hiller Cabinet Member for Growth, Planning, Housing and Economic Development</p>	<p>January 2017</p>	<p>Adult and Communities Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.</p>	<p>Peter Tebb Network and Traffic Manager Tel: 01733 453519 Peter.tebb@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><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p>

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7. 120	Direct Payment Support Service – KEY/11DEC15/02 To approve the direct payment support service.	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	April 2017	Adult and Communities Scrutiny Committee	All	Relevant internal and external stakeholders.	Gary Jones Lead commissioner for Older people Tel: 452450 gary.jones@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. <i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i>

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8.	Review of Emergency Stopping Places – KEY/25JAN16/02 For Cabinet to review existing and proposed emergency stopping places.	Cabinet	27 March 2017	Adult and Communities Scrutiny Committee	All	Relevant internal and external stakeholders.	Belinda Child Head of Housing and Health Improvement Tel: 01733 863769 Belinda.child@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
121								
9.	Personal Care and Support (Homecare) in Peterborough – KEY/02MAY16/01 To approve the awarding of a contract to an external provider following a competitive tender exercise.	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	May 2017	Adult and Communities Scrutiny Committee	All	Relevant internal and external stakeholders	Karen Hodsdon Senior Category Manager Karen.hodsdon@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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10.	Business Advice Charging Policy – KEY/25JUL16/01 To approve the charging policy.	Councillor Irene Walsh Cabinet Member for Communities and Environment Capital	January 2017	Adult and Communities Scrutiny Committee	All	Relevant internal and external stakeholders.	Peter Gell Head of Regulatory Services Tel: 01733 453419 Peter.gell@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
11.	Market Position Statement – KEY/08AUG16/01 To approve the market position statement.	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Social Care and Health	January 2017	Adult and Communities Scrutiny Committee	All	Relevant internal and external stakeholders.	Oliver Hayward Assistant Director of People Commissioning and Commercial Operations Oliver.hayward@peterborough.gov.uk Tel: 01733 863708	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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<p>12. Award of Contract for Construction and Operation of Fengate Household Recycling Centre – KEY/05SEPT16/02 To approve the award of contract for construction and operation of Fengate Household Recycling Centre.</p>	<p>Councillor Gavin Elsey Cabinet Member for Waste and Street Scene</p>	<p>February 2017</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.</p>	<p>Richard Pearn Waste Partnership Manager Tel: 01733 864739 Richard.pearn@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><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p>

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13. 124	<p>Community Supported Living Services – KEY/19SEPT16/02 To approve the award of the contract for Community Supported Living Services for adults with complex learning disabilities.</p>	<p>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>January 2017</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All</p>	<p>Engagement with service users, family members, carers and current provider.</p>	<p>Peter Brennan Interim Head of Mental Health and Learning Disabilities Tel: 452474 peter.brennan@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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<p>14. Academy Conversion of Maintained School - KEY/31OCT16/01 To approve the closure of the maintained school – Gladstone Primary School. To authorise the grant of a 125 year lease of land and buildings. To authorise entering into Deeds of Assignment with the Academy Trust</p>	<p>Cllr John Holdich, Leader & Cabinet Member for Education, Skills, University and Communications</p>	<p>January 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Central Councillors: Hussain, Amjad Iqbal, Jamil.</p>	<p>Relevant Internal and External Stakeholders</p>	<p>Emma Everitt – Capital Projects and Assets 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>15. Uncollectable debts in excess of £10,000 – KEY/28NOV16/01 Council Tax, Housing Benefits, Sundry and Business Rates</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>January 2017</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.</p>	<p>Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.pilsworth@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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126	16. Peterborough Serco Strategic Partnership Contract Amendments – KEY/28NOV16/02 To agree amendments to the Serco Partnership Contract	Councillor David Seaton Cabinet Member for Resources	December 2016	Growth, Environment & Resources Scrutiny Committee	All	Relevant stakeholders and Serco.	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.
	17. Serco ICT Contract Amendments – KEY/28NOV16/03 To agree amendments to the Serco ICT Contract.	Councillor David Seaton Cabinet Member for Resources	January 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant stakeholders and Serco.	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.

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<p>19. Amendment of Existing Loan Arrangements to Empower – KEY/28NOV16/05 To agree the further amendment to existing arrangements to Empower.</p>	<p>Cabinet</p>	<p>6 February 2017</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders</p>	<p>John Harrison Corporate Director Resources John.harrison@peterborough.gov.uk Tel: 01733 452520</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>20. Section 256 Agreement Care at Home KEY/12DEC16/01 To seek permission to enter into a S256 Agreement with the NHS to allow Peterborough City Council to commission Care at Home Services on their behalf realising economies of scale and higher degree of market management.</p>	<p>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>April 2017</p>	<p>Health Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.</p>	<p>Karen Hodsdon - Senior Category Manager karen.hodsdon@peterborough.gov.uk 01733 384647</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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21.	<p>Section 256 Agreement CCG - KEY/26DEC16/01 Approval to enter into a Section 256 with the CCG, to deliver health support to children and young people.</p>	<p>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>January 2017</p>	<p>Health Scrutiny Committee</p>	<p>All</p>	<p>Consultation held with the CCG and Cambridgeshire County Council, relevant internal departments & external stakeholders as appropriate.</p>	<p>Pam Setterfield, Commissioner for Child Health and Wellbeing Tel: 01733 863897 pam.setterfield@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>
22.	<p>Enter into a Section 75 agreement with Cambridgeshire and Peterborough Foundation Trust KEY/26DEC16/02 Approval to continue to deliver the health visiting service and the Family Nurse Partnership.</p>	<p>Councillor Diane Lamb Cabinet Member for Public Health</p>	<p>January 2017</p>	<p>Health Scrutiny Committee</p>	<p>All</p>	<p>Consultation with CPFT, as current provider, relevant internal departments & external stakeholders as appropriate.</p>	<p>Pam Setterfield, Commissioner for Child Health and Wellbeing Tel: 01733 863897 pam.setterfield@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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23.	Shared Trading Standards Service - KEY26DEC16/03 To approve a sharing agreement with Cambridgeshire County Council.	Councillor Irene Walsh Cabinet Member for Communities and Environment Capital	January 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Peter Gell: Head of Regulatory Services Tel: 01733 453419 peter.gell@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
24.	Day Opportunities Framework Agreement - KEY26DEC16/04 To approve the award of a place on the framework to successful external providers following a competitive tender exercise	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	January 2017	Adult and Communities Scrutiny Committee	All	Engagement with service users, family members and carers and current provider. Relevant internal and external stakeholders.	Peter Brennan: Head of Commissioning (Mental Health and Integrated Learning Disabilities) Tel: 01733 452474 Peter.brennan@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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130	25. Passenger Transport Services - KEY/26DEC/05 Implement Passenger Transport framework to provide transport services to mainstream and SEN pupils Expenditure over £500k	Councillor John Holdich Leader of the Council and Cabinet Member for Education, Skills and University	Feb 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant Internal & external stakeholders	Bryony Wolstenholme Bryony.wolstenholme.peterborough.gov.uk 01733 317452	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
	26. Implementation of Public Space Protection Orders – KEY/9JAN17/01 For the Cabinet Member to approve the implementation of Public Space Protection Orders following public consultation.	Councillor Walsh, Cabinet Member for Communities and Environment Capital	January 2017	Adult and Communities Scrutiny Committee	All	A full public consultation on the proposed public space protection orders	Laura Kelsey, Anti-Social Behaviour Co-ordinator Tel: 01733 453563 laura.kelsey@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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<p>27. Renewals Policy – KEY/9JAN17/02 To approve the Housing Renewals Policy 2017 - 2019. The purpose of the Policy is to detail the types of assistance the Council may make available, the circumstances in which persons will be eligible for assistance and how the amount of any assistance will be calculated. The Policy also details the conditions that will apply to the provision of assistance and how and in what circumstances any assistance made may be repaid.</p>	<p>Councillor Walsh, Cabinet Member for Communities and Environment Capital</p>	<p>January 2017</p>	<p>Adult and Communities Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.</p>	<p>Belinda Child Head of Housing and Health Improvement Tel: 01733 863769 Belinda.child@pe terborough.gov.u k</p> <p>Sharon Malia Housing Programmes Manager Tel: 01733 863764 sharon.malia@pe terborough.gov.u k</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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28. 132	Empty Homes Strategy – KEY/9JAN17/03 To approve the Empty Homes Strategy.	Councillor Walsh, Cabinet Member for Communities and Environment Capital	February 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders. Belinda Child Head of Housing and Health Improvement Tel: 01733 863769 Belinda.child@pe terborough.gov.uk Sharon Malia Housing Programmes Manager Tel: 01733 863764 sharon.malia@pe terborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
29.	Schools Budgets – KEY/9JAN17/04 Approval of schools budget plans for 2017/18	Cabinet	16 January 2017	Growth, Environment & Resources Scrutiny Committee	Relevant internal and external stakeholders	Steve Whitley, Head of Schools & Settings Finance, Tel: 01733 864101 Steve.whitley@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>WARD</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i>
<p>1. Potential Energy Joint Venture – KEY/07MAR16/04 For Cabinet to consider and approve a potential energy joint venture.</p>	Cabinet	6 February 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Richard Pearn Waste Partnership Manager Tel: 01733 864739 Richard.pearn@pe terborough.gov.uk	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p>

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

PREVIOUSLY ADVERTISED DECISIONS								
DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION	
1. 134	Food Safety Service Plan – To approve the service plan.	Councillor Irene Walsh Cabinet Member for Communities and Environment Capital	January 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Peter Gell Head of Regulatory Services Tel: 01733 453419 Peter.gell@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
2.	Vivacity Funding – To fund Vivacity £1278 until March 2017 (via DWP grant funding) to provide digital support for UC claimants to make benefit claims online at Central Library.	Councillor David Seaton Cabinet Member for Resources	January 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Ian Phillips Social Inclusion Manager Tel: 01733 863849 ian.phillips@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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3. 135	Vivacity Premier Fitness Invest to Save Scheme - To authorise investment in developing Vivacity Premier Fitness on an invest to save basis	Councillor David Seaton Cabinet Member for Resources	January 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	John Harrison Corporate Director Resources Tel: 01733 452520 John.harrison@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. <i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i>

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<p>4. Delivery of the Council's Capital Receipt Programme through the sale of Welland House, Dogsthorpe – KEY/24JUL15/01 To authorise the sale of Welland House, Dogsthorpe</p> <p>136</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>January 2017</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>Dogsthorpe Councillors: Ash, Saltmarsh, Sharp</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>5. Council Tax Support Scheme 2017/2018 – To recommend the scheme to Council.</p>	<p>Cabinet</p>	<p>16 January 2017</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.</p>	<p>Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.pilsworth@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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6. 137	Budget Proposals Second Tranche Consideration – To approve the consultation on the second tranche of Budget Proposals.	Cabinet	6 February 2017	Growth, Environment & Resources Scrutiny Committee	All	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.
7.	Budget Proposals Second Tranche Recommendation – To recommend the second tranche of budget proposals to Council.	Cabinet	27 February 2017	Growth, Environment & Resources Scrutiny Committee	All	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.

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8. 138	Procurement Strategy – To update Cabinet on the procurement strategy.	Cabinet	27 March 2017	Growth, Environment & Resources Scrutiny Committee	All	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.
9.	Proposal for Loan of Senior Management Staff Under Joint Arrangements – To approve a sharing agreement for senior management staff.	Councillor Seaton Cabinet Member for Resources	December 2016	Growth, Environment & Resources Scrutiny Committee	All	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.

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10.	School Organisation Plan Addendum Update to the School organisation plan (2015-2020) - school place planning and demography and proposals for expansion of primary and secondary schools	Cabinet	16 January 2017	Children and Education Scrutiny Committee	All	Relevant internal departments & external stakeholders as appropriate.	Brian Howard Head of Schools Infrastructure Tel: 01733 863976 Brian.howard@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
11.	Safer Peterborough Partnership Plan 2017 - 2020 To recommend the Safer Peterborough Partnership 2017 – 2020 for approval by full Council.	Cabinet	27 March 2017	Adult and Communities Scrutiny Committee	All	Relevant internal and external stakeholders	Hayley Thornhill Senior Policy Manager Tel: 01733 864112 hayley.thornhill@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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12. Funding of Information, Advice and Guidance services within the voluntary sector - To authorise award of grants.	Councillor David Seaton Cabinet Member for Resources	January 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders	Ian Phillips Senior Policy Manager Tel: 01733 863849 ian.phillips@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 Corporate Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG

City Services and Communications (Markets and Street Trading, City Centre Management including Events, Regulatory Services, Parking Services, Vivacity Contract, CCTV and Out of Hours Calls, Marketing and Communications, Tourism and Bus Station, Resilience)

Strategic Finance

Internal Audit

Schools Infrastructure (Assets and School Place Planning)

Waste and Energy

Strategic Client Services (Enterprise Peterborough / Vivacity / SERCO including Customer Services, ICT and Business Support)

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

Adult Services and Communities (Adult Social Care Operations, Adult Social Care and Quality Assurance, Adult Social Care Commissioning, Early Help – Adults, Children and Families, Housing and Health Improvement, Community and Safety Services, Offender Services)

Children's Services and Safeguarding (Children's Social Care Operations, Children's Social Care Quality Assurance, Safeguarding Boards – Adults and Children's, Child Health, Clare Lodge (Operations), Access to Resources)

Education, People Resources and Corporate Property (Special Educational Needs and Inclusion, School Improvement, City College Peterborough, Pupil Referral Units, Schools Infrastructure)

Business Management and Commercial Operations (Commissioning, Recruitment and Retention, Clare Lodge (Commercial), Early Years and Quality Improvement)

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

Legal and Democratic Services

Human Resources (Business Relations, HR Policy and Rewards, Training and Development, Occupational Health and Workforce Development)

Performance and Information (Performance Management, Information Governance, Systems Support Team, Coroner's Office, Freedom of Information)

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

Development and Construction (Development Management, Planning Compliance, Building Control)

Sustainable Growth Strategy (Strategic Planning, Housing Strategy and Affordable Housing, Climate Change and Environment Capital, Natural and Built Environment) Opportunity Peterborough

Peterborough Highway Services (Network Management, Highways Maintenance, Street Naming and Numbering, Street Lighting, Design and Adoption of Roads, Drainage and Flood Risk Management, Transport Policy and Sustainable Transport, Public Transport)

Corporate Property

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

Health Protection, Health Improvements, Healthcare Public Health.

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ITEM TO BE CONSIDERED IF THE CHAIRMAN DECIDES IT IS URGENT

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	Agenda Item No. 11
11 JANUARY 2017	Public Report

Report of the Service Director: Adult Services and Communities		
Contact Officer	Adrian Chapman	Tel. 863891

ESTABLISHMENT OF A CROSS-PARTY TASK AND FINISH GROUP TO REVIEW THE MANAGEMENT OF ROUGH SLEEPING

1. PURPOSE

- 1.1 This report sets out proposals for a cross-party scrutiny task and finish group to be formed to review current approaches to managing rough sleeping, and to make recommendations based on that review to improve or enhance those approaches.
- 1.2 This report is urgent due to the issue of rough sleeping being particularly highlighted during the Christmas and New Year period, which has led to the request to create a task and finish group being received after the publication of the agenda for the January meeting of the Adults and Communities Scrutiny Committee.

2. RECOMMENDATIONS

- 2.1 (i) The Committee is asked to agree to the formation of a time-limited cross-party task and finish group, and to the outcomes of the work of that group to be presented to the Scrutiny Committee at its March 2017 meeting.

(ii) If agreed, the Committee is asked to make any initial nominations from the scrutiny committee members to join the task and finish group.

3. LINKS TO THE CORPORATE PRIORITIES AND RELEVANT CABINET PORTFOLIO

- 3.1 Whilst this work supports all of the council's corporate priorities, it is most closely aligned to the priorities of keeping our communities safe, cohesive and healthy.
- 3.2 Responsibility for the management of rough sleeping sits within the portfolio of the Cabinet Member for Communities and Environment Capital.

4. BACKGROUND

- 4.1 The Committee will be aware of the perceived increase in rough sleeping over the Christmas and New Year period in and around St Peter's Arcade in the city centre, which led to significant public and media interest.
- 4.2 The Leader of the Council has requested that a cross-party task and finish group of the Adults and Communities Scrutiny Committee be established to review the existing arrangements for the management of and support provided to rough sleepers, to consider this in the context of homelessness generally, and to make recommendations back to the Adults and Communities Scrutiny Committee about how these arrangements can be improved or enhanced.

5. KEY ISSUES

- 5.1 Many towns and cities across the UK have experienced an increase in the number of people rough sleeping. Official government figures for the 2015 rough sleeping count showed that 3,569 people were rough sleeping in England on a single night, up 102% from 2010. It is expected that figures for 2016 will be greater still.
- 5.2 In Peterborough local intelligence, which comes from a number of different sources including support agencies, the police and from conducting a physical rough sleeper count, estimates that there are 21 people sleeping rough. This is up from 15 last year, a 33% increase.
- 5.3 There are a wide range of services and support arrangements in place to help rough sleepers move into accommodation, overseen by the council's housing service. These include night shelter arrangements, support with housing applications, close working with government agencies to resettle foreign nationals back to their country of origin, and close working with a number of support agencies to help with substance misuse and mental health issues.
- 5.4 However, despite this Peterborough still has a number of rough sleepers. It is because of this that the Leader of the Council has asked the Adults and Communities Scrutiny Committee to approve the establishment of a cross-party task and finish group, to review these arrangements.
- 5.5 The Committee is being asked to consider the recommendation to create a task and finish group under the urgency procedure set out in the council's constitution¹. The issue of rough sleeping was particularly highlighted during the Christmas and New Year period, which has led to the request to create a task and finish group being received after the publication of the agenda for the January meeting of the Adults and Communities Scrutiny Committee. By not using the urgency procedure, the creation of a task and finish group would need to wait until the March 2017 meeting of the scrutiny committee meaning that two months would pass before any recommendations could be made. As we are already into the winter season, it is imperative that the work of the task and finish group can commence as quickly as possible, in order that any early improvements or enhancements to services can be implemented.
- 5.6 A proposed terms of reference for the task and finish group are included at appendix 1.
- 5.7 In order to ensure that opportunities are taken quickly for improving or enhancing our support to and management of rough sleepers, it is proposed that the task and finish group reports back its findings to the March 2017 meeting of the Adults and Communities Scrutiny Committee. If the creation of a task and finish group is agreed, Group Secretaries will be contacted immediately following that decision seeking nominations to join the group.
- 5.8 The task and finish group will then need to meet during January to review the current position regarding rough sleeping, the services and support available, and the context nationally.
- 5.9 An all-councillor briefing will then be held on the evening of February 2nd, followed by a walkabout visit for task and finish group members to known rough sleeper hotspot locations. This will enable the task and finish group to experience at first-hand the circumstances rough sleepers are facing, and potentially to engage direct with those who are found to be rough sleeping.
- 5.10 The task and finish group will then need to meet at least once more between February 3rd and February 23rd to hear from any expert witnesses it wishes to meet, request and consider further information and research, and consider its recommendations.

¹ Part 4, Section 1 of Council Standing Orders, section 3, Ordinary Meetings of Council and Committees, paragraph 3.2, Urgency.

The request was received after the publication of the agenda and therefore Part 4, Section 6 – Access to Information Rules of Procedure, Section 5. Access to Agenda and Reports before the meeting, Paragraph 5.2 refers.

5.11 The task and finish group will be fully supported by relevant officers, including the Service Director for Adults and Communities.

6. IMPLICATIONS

6.1 The cross-party task and finish group will make recommendations to the March 2017 meeting of the Adults and Communities Scrutiny Committee, with the aim of reducing the levels of rough sleeping in Peterborough and ensuring that those who do find themselves sleeping rough have access to the most appropriate services and support.

6.2 During the course of its deliberations, the task and finish group may identify operational issues and opportunities, and if a decision on these matters falls within the delegations of the relevant officers these will be actioned immediately although still included in the full report to the Committee in March.

7. CONSULTATION

7.1 A full briefing note on the current position regarding rough sleeping, the services available and the arrangements for a cross-party task and finish group will be circulated to all councillors following this evening's meeting if the committee agree to the creation of that task and finish group.

8. NEXT STEPS

8.1 As previously described, Group Secretaries will be contacted to confirm nominations for the task and finish group, meetings will be diarised and arrangements made to provide relevant information about context, services and support.

8.2 The task and finish group will report back to the Adults and Communities Scrutiny Committee in March 2017, with recommendations being made to Cabinet where appropriate.

9. BACKGROUND DOCUMENTS

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

- Council Constitution

10. APPENDICES

10.1 Appendix 1 – proposed terms of reference for the task and finish group.

Appendix 1

DRAFT Terms of Reference

Cross-Party Task and Finish Group to Review the Management of Rough Sleeping

Membership

To be confirmed.

Advisers

Adrian Chapman, Service Director – Adults and Communities

Belinda Child, Head of Housing, Prevention and Wellbeing

Sean Evans, Housing Needs Manager

Sarah Scase, Rough Sleeper Outreach Officer

Purpose

To make recommendations to the Adults and Communities Scrutiny Committee to improve, enhance or create services and support in order to reduce the numbers of people sleeping rough.

Scope

1. To review all available data and information relating to rough sleeping and wider issues of homelessness in Peterborough, in similar councils and nationally.
2. To review all existing services and support arrangements for rough sleepers in Peterborough, and to commission research into the services available in other council areas.
3. To identify and meet with expert witnesses to help inform discussions and recommendations.

Reporting

The working group will report to the Adults and Communities Scrutiny Committee.