

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE

TUESDAY 12 SEPTEMBER 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 Meeting Held on 21 July 2017**

3 - 8

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. **Annual Report Of The Peterborough Safeguarding Adult Board 2016 - 2017**

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6. **Update on the Management of Rough Sleepers: Monitoring of Recommendations**

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7. **Homelessness And Homelessness Prevention**

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8. **Update On Emergency Stopping Place Provision For Gypsies And Travellers Within Peterborough**

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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 Joanna Morley on 01733 452468 as soon as possible.

9. Monitoring Scrutiny Recommendations	59 - 62
10. Forward Plan of Executive Decisions	63 - 110
11. Work Programme 2017 - 2018	111 - 118
12. Date of Next Meeting	

Tuesday, 14 November 2017

Emergency Evacuation Procedure – Outside Normal Office Hours

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

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<http://democracy.peterborough.gov.uk/ecSDDisplay.aspx?NAME=Protocol%20on%20the%20use%20of%20Recording&ID=690&RPID=2625610&sch=doc&cat=13385&path=13385>

Committee Members:

Councillors: A. Ali, R Brown, J. Bull (Vice Chairman), J R Fox, H. Fuller (Chairman), M. Hussain, D. King, S Martin, L Serluca, A Shaheed and J. Whitby

Parish Councillor Co-opted Member: N. Boyce

Substitutes: Councillors: A. Bond, A Ellis, S Lane and G Nawaz

Further information about this meeting can be obtained from Joanna Morley on telephone 01733 452468 or by email – joanna.morley@peterborough.gov.uk

**MINUTES OF THE ADULTS AND COMMUNITIES SCRUTINY COMMITTEE
MEETING
HELD AT 7PM ON WEDNESDAY 21 JUNE 2017
BOURGES VIERSSEN ROOMS, TOWN HALL, PETERBOROUGH**

Committee Members Present Councillors H Fuller (Chairman), A Ali, R. Brown, M Hussain, D King
S. Martin, N Sandford, L Serluca, J Whitby, Cllr Neil Boyce, Parish
Council Co-opted Member

Officers in Attendance:	Adrian Chapman	Service Director, Adult Social Care and Communities
	Tina Hornsby	Head of Performance and Informatics
	Mark Gedney	Financial Systems Manager
	Helen Carr	Head of Commissioning: Social Care
	Ian Phillips	Senior Policy Manager
	Chief. Insp. Rob Hill	Prevention and Enforcement Head of Service
	Paulina Ford	Senior Democratic Services Officer
	Joanna Morley	Democratic Services Officer

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Shaheed, Councillor John Fox and Councillor Bull. Councillor Sandford attended as substitute for Councillor Shaheed.

2. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS

There were no declarations of Interest or whipping declarations.

3. MINUTES OF THE ADULTS AND COMMUNITIES SCRUTINY COMMITTEE MEETING HELD ON 7 MARCH 2017

The minutes of the meeting held on 7 March 2017 were agreed as a true and accurate record.

4. CALL IN OF ANY CABINET, CABINET MEMBER OR KEY OFFICER DECISIONS

There were no requests for call-in to consider.

5. UPDATE REPORT ON ADULT SOCIAL CARE

The Head of Performance and Informatics introduced the report which had originally been requested at the work programming session of the Adults and Communities Scrutiny Committee. The report was a comprehensive update on the challenges and opportunities facing Adult Social Care and identified the department's priorities going forward.

The Adults and Communities Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- Peterborough was developing a strategy to look at the commissioning and delivery of secondary prevention/early intervention services primarily for older adults in Peterborough. The strategy was being coproduced with a number of other agencies and it was expected that the document would be ready by the end of July.
- There were between 15 and 20 new safeguarding meetings a month and there was a potential that at each one adults at risk could be discussed.
- An update on the progress of the new 0 to 25 service redesign would be provided to the committee at a later date.
- The Deprivation of Liberty Safeguards was a piece of legislation, introduced as an amendment to the Mental Capacity Act, which ensured that people who were unable to consent to their care and accommodation were assessed to ensure that any decisions taken on their behalf were in their best interests, were proportionate and were the least restrictive response to their needs.
- Members noted that the lack of capacity within the system to deal with those with more complex needs was a major issue facing Adult Social Care services and therefore considered that it should be made a future priority.

The Committee considered the report and **RESOLVED** to note and comment upon the progress made and the priorities, challenges and opportunities facing Adult Social Care in the upcoming year.

AGREED ACTIONS

The Committee agreed that the performance dashboard information would be presented ahead of each Scrutiny Committee meeting to inform the agenda setting process.

6. ADULTS AND COMMUNITIES PERFORMANCE REPORT FRAMEWORK

The Senior Policy Manager introduced the report which provided the Committee with an example dashboard which would provide key performance data covering the range of services that the Committee were responsible for.

The Adults and Communities Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- The key performance indicators dashboard would be discussed at the each Group Representatives/Agenda Setting meeting in order to highlight any areas of concern that Members felt should be an agenda item for any subsequent meeting. All Committee members would receive the most up to date information ahead of each meeting.
- The dashboard would be a tool for Members which would give them up-to-date information on a regular basis in an easily accessible format.
- Performance indicators on the dashboard could easily be added to, amended or expanded if requested.
- Any critical additional information that presented itself between the timing of the Group Representatives/Agenda Setting meeting and the next committee meeting would be brought before the committee by officers.
- Members wanted to see summary indicators showing whether performance had gone up or down alongside the colour coding (RAG) system.

The Committee considered the report and **RESOLVED** to agree the performance framework and dashboard format for the presentation of key performance data covering the range of services that the Committee was responsible for scrutinising.

7. **PROPOSAL FOR A CROSS PARTY TASK AND FINISH GROUP TO REVIEW COMMUNITY INVOLVEMENT IN NEIGHBOURHOOD ISSUES**

Chief Inspector Rob Hill introduced the report which proposed that the Committee establish a Task and Finish group to review community involvement in neighbourhood issues.

The Adults and Communities Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- The Prevention and Enforcement Service (PES) wanted to empower communities to tackle issues such as verge-parking, littering and fly-tipping. If communities would engage with this initiative then officers would have more time to deal with more serious crimes.
- The PES had heard anecdotal evidence of effective community schemes elsewhere in the country and wanted a Task and Finish group to investigate such schemes.
- Neighbourhood Committees and area action groups had been set up in the past but they tended to be 'talking shops' which were then disbanded when they realised they did not have any effective powers.
- Members commented that there were already several good initiatives being undertaken in local communities which needed to be recognised.
- It was important that all the different communities in Peterborough were involved and engaged in this activity.
- The Council had recognised that prevention was better than cure and the Cabinet Member for Communities was fully involved in the initiative and would be sponsoring and promoting the findings of the Task and Finish Group at Cabinet level.

RECOMMENDATION

The Committee considered the report and **RESOLVED** to recommend that a Cross Party Task and Finish Group be established to review community involvement in neighbourhood issues and agreed to the Terms of Reference of the Task and Finish Group as attached at appendix 1 of the report

AGREED ACTIONS

The Committee agreed that the Democratic Services Officer would write to Group Secretaries to seek nominations to the Task and Finish Group.

CRIME AND DISORDER SCRUTINY COMMITTEE FOR ITEM 8 ONLY

8. **SAFER PETERBOROUGH PARTNERSHIP PLAN 2017 – 2020**

The Prevention and Enforcement Head of Service and the Senior Policy Manager introduced the report which asked the Committee to scrutinise the amended draft Safer Peterborough Partnership Plan 2017 – 2020 which set out the priorities for the Safer Peterborough Partnership (SPP) for the next three years.

The Adults and Communities Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- The draft Safer Peterborough Partnership Plan 2017 – 2020 had been previously presented to the Committee in March 2017 and the Committee requested that the plan be more explicit about how the priorities of Councillors and their constituents were being met.

- The specific priorities outlined in the report had been based on a strategic assessment of crimes in the city and hard evidence.
- Areas of concern that many Councillors had were mirrored in the Peterborough Enforcement Service (PES) priorities as shown in appendix B. Specific data on all of these areas could be shared with Councillors if requested.
- Members would have liked to have seen more information on “Building Resilient Communities” which was one of the four priorities identified by the Safer Peterborough Partnership (SPP).
- It was hoped that the proposal for a Task and Finish group to look at community involvement in neighbourhood issues (agenda item 7) would lead to further exploration of the issues raised by Members.
- Road safety was a force-wide issue and therefore not the main focus of the Safer Peterborough Plan.
- Although substance misuse was terminology that was used nationally officers agreed that it could be misleading as elsewhere the term substance abuse was used.
- Members commented that alcohol and tobacco killed more people than soft and hard drugs combined. The question was therefore raised as to whether resources were being correctly deployed and in the most efficient manner.

RECOMMENDATION

The Committee considered the report and **RESOLVED** to approve the Safer Peterborough Partnership Plan 2017-2020 for presentation to Cabinet on 10 July 2017 and then approval at Full Council, subject to the following:

- That the term “substance *misuse*” be replaced with the term “substance *abuse*”.
- That there is reference in the document to community involvement in neighbourhood issues and the role of the Task and Finish group.
- That the effects of the Safer Peterborough Partnership (SPP) on the reduction on crime rates be made clear as currently the report refers to the successes of the SPP but also suggests that this reduction would have happened regardless of specific SPP actions as it is in line with national trends.

9. REVIEW OF 2016/17 AND WORK PROGRAMME FOR 2017/18

The Senior Democratic Services Officer introduced the report which considered the 2016/17 year in review and looked at the work programme for the new municipal year 2017/18 to determine priorities and agree the proposed way forward for monitoring future recommendations.

The Adults and Communities Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- The Committee could ask for whatever it wished to come before them and could also ask for briefing notes to be provided.
- Outside of meetings ideas could be fed into the Chairman and then discussed at Group Representative meetings in advance of the main Committee meeting.
- Members felt that it would be beneficial to receive feedback on the recommendations they had made at previous meetings and that this information should be provided on a regular basis rather than waiting for an annual report on the outcomes from recommendations.

RECOMMENDATION

The Committee considered the report and **RESOLVED** to recommend that the monitoring of future recommendations as proposed in paragraph 5.2 of the report be agreed and that a report be provided at each meeting to note the outcome of any recommendations made at the previous meeting held thereby providing an opportunity for the Committee to request further monitoring of the recommendation should this be required.

AGREED ACTIONS

1. The Committee approved the draft work programme for 2017/18
2. The Committee noted the Terms of Reference for the Committee as set out in Part 3, Section 4, Overview and Scrutiny Functions and in particular paragraph 2.1 item 2 Adults and Communities Scrutiny Committee and paragraph 3.4 Crime and Disorder as attached at Appendix 3

10. 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.

AGREED ACTIONS

The Committee considered the report and **RESOLVED** to note the Forward Plan of Executive Decisions and requested further information on the following Executive Decisions

1. Section 256 Agreement – Care at Home KEY/12DEC16/01
2. Assessed Needs Contracts with Care Homes KEY/20FEB17/01

Further to a discussion on item 23 on the Forward Plan: Provision of Temporary Accommodation KEY/17APR17/04, it was agreed that Officers would bring to the Committee meeting in September, a proposal to form a task and finish group which would look at developing a homelessness strategy for Peterborough. This report had been initially requested by Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development and was distinct from the recent task and finish group that looked solely at rough sleeping in the City.

11. DATE OF NEXT MEETING

- Tuesday, 12 September 2017

CHAIRMAN
7.00pm - 8.25 pm

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ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 5
	PUBLIC REPORT

Report of:	Wendi Ogle-Welbourn, Corporate Director: People and Communities	
Cabinet Member(s) responsible:	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	
Contact Officer(s):	Joanne Procter Head of Cambridge and Peterborough Safeguarding Adult and Children's Safeguarding Boards	Tel. 01733 863765

ANNUAL REPORT OF THE PETERBOROUGH SAFEGUARDING ADULT BOARD 2016-17

R E C O M M E N D A T I O N S	
FROM: Dr Russell WATE QPM Chair of the Peterborough Safeguarding Adult Board	Deadline date: For information only
<p>It is recommended that Adults and Communities Scrutiny Committee:</p> <p>1. Note the content of the Peterborough Safeguarding Adult Board Annual Report.</p>	

1. ORIGIN OF REPORT

1.1 The report is submitted to the Adults and Communities Scrutiny Committee following sign off and publication of the Peterborough Safeguarding Adult Board Annual Report 16/17 in July 2017.

2. PURPOSE AND REASON FOR REPORT

2.1 There is a statutory requirement under Section 14 of the Care Act 2014 that Safeguarding Adult Boards publish an annual report detailing the work of the Board.

The purpose of the report being brought to the Adults and Communities Scrutiny Committee is to ensure members are fully aware of the work and progress of the Peterborough Safeguarding Adult Board.

The report covers the period from April 2016-March 2017 and was published in July 2017.

2.2 This report is for the Adults and Communities Scrutiny Committee to consider under its Terms of Reference. No.2.1, Functions determined by Council, 1. Adult Social Care.

2.4 *How does this report link to the Corporate Priorities?*
This report links directly with the safeguarding vulnerable adult's corporate priority.

3. TIMESCALES [If this is not a Major Policy item, answer **NO and delete the second line of boxes.]**

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	
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4. BACKGROUND AND KEY ISSUES

- 4.1 The annual report includes information on the work that has been undertaken by the Peterborough Safeguarding Adult Board in the period April 2016- March 2017. Members are requested to note the contents of the report.

5. CONSULTATION

- 5.1 Partner agencies, including Peterborough City Council, contributed to the information contained within the annual report.

The annual report was approved by the Safeguarding Adult Board in July 2017 and was subsequently published on the Boards website (www.safeguardigpeterbrough.org.uk) and shared on social media.

6. ANTICIPATED OUTCOMES OR IMPACT

- 6.1 The annual report highlights the significant events during the last year, summarises both the work of the Safeguarding Adults Board and the work of the sub committees. It highlights areas of good practice and presents statistical information about safeguarding performance.

The report has been brought to the Adults and Communities Scrutiny Committee for information purposes.

7. REASON FOR THE RECOMMENDATION

- 7.1 There are no recommendations for the Committee to consider – the report is for information only

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 There was no reason to consider alternative options. It is a statutory responsibility of the Safeguarding Adult Board to produce an annual report.

9. IMPLICATIONS

Financial Implications

- 9.1 There are no financial implications

Legal Implications

- 9.2 There are no legal implications

10. BACKGROUND DOCUMENTS

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

- 10.1 The statistics contained within the annual report are from the Safeguarding Adults Board dataset. Partners provided information from their agencies which was used to formulate the annual report.

11. APPENDICES

- 11.1 Appendix 1- Annual Report of Peterborough Safeguarding Children Board 2016-17



Peterborough Safeguarding Adults Board Annual Report 2016-17

***Safety, Enablement, Empowerment and
Prevention, at the centre of everything we do***

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FOREWORD



It is my pleasure to introduce the Peterborough Safeguarding Adults Board's Annual report. The report aims to capture the difference we made in 2016/17, set against the priorities we identified in our business plan.

In September 2016 The Local Government Agency (LGA) carried out a peer review of Safeguarding Adults in Peterborough. They found that the Board was working well with strong board activity promoting issues like Making Safeguarding Personal, and working on collaborative projects. It was really pleasing to all of us to receive this National positive endorsement of the work we are doing. The frontline staff and their managers from local agencies need particular mention for their commitment to safeguarding adults in Peterborough.

The biggest challenge the board has had to face is dealing with the requirements, from the 1st of April 2015, of the Care Act 2014. The guidance that the Government sent out has been tested during this time and as a result updated guidance was also issued in 2016, which has involved further changes to working practices in safeguarding.

We have maintained close links with both the Peterborough Safeguarding Children Board and the Cambridgeshire Safeguarding Adult Board, recognising and those organisations that deliver services to both children and adults across the local authority boundaries. Both Adult Boards now have a Joint Executive Board and this will set and monitor the business priorities going forward in 2017-18. A number of the sub-groups are now joint one's as well.

There are still many challenges and the boards are striving hard to work on improving how we do this, through writing policies and guidance, and improving frontline practice, with a full and challenging training programme. This year the board ran a "A Domestic Abuse and Adults Safeguarding" conference, with over 110 delegates, many providing good feedback.

This annual report provides a background to adult safeguarding work in Peterborough and a summary of the work undertaken by the Safeguarding Adults Board (SAB), the sub groups, the Adult Safeguarding Team and partners with insight into local issues. It showcases the developments and initiatives pertaining to safeguarding that have taken place during April 2016 to March 2017. In doing so, it aims to provide a level of assurance that the organisation is fulfilling its statutory duties and responsibilities for safeguarding adults in Peterborough.

I realise there is much more to be done, and we must strive to work with all of the organisations and providers of adult care in Peterborough to make this a safe city to be a resident of, in particular when you are vulnerable and in need of care and protection. The underpinning message however remains the same, that safeguarding is everyone's business, irrespective of role or position. It is everyone's responsibility to safeguard and protect the most vulnerable adults in our society. The adult at risk must remain at the centre of all our actions.

Dr Russell Wate QPM - Independent Chair



BACKGROUND

The implementation of the 2014 Care Act set out a statutory framework for safeguarding (using the 2011 Law Commission Adult Safeguarding report as its backdrop). Peterborough already had a Safeguarding Adult's Board in place before it became a statutory requirement.

The role of The Board is to work as a multi-agency group:

1. To ensure the safeguarding of adults at risk of abuse in Peterborough and to prevent abuse and neglect happening within the community and in service settings by providing effective strategic governance at senior management level across partner organisations.
2. To provide independent governance and audit of safeguarding practices and to promote the safeguarding interests of adults at risk to enable their wellbeing and safety.
3. To promote, inform and support the work to safeguard adults in Peterborough, across all the partnership agencies, and to inform and support cross boundary safeguarding arrangements.
4. To develop Peterborough's strategic safeguarding policies, and ensure the inclusion of these policies in all agencies strategy documents and plans.
5. To address poor practice and robustly act to ensure the principles are maintained.
6. To seek independent legal advice as appropriate.

The key elements of the 2014 Care Act are:

- Safeguarding Adults Boards (SABs) placed on a statutory basis
- Core membership must consist of the Local Authority, NHS and Police
- Partners have a duty to co-operate
- The SAB must have a Strategic Plan, written after consultation with the local Healthwatch and the local community, and it must be published

The SAB must publish an annual report, which must include:

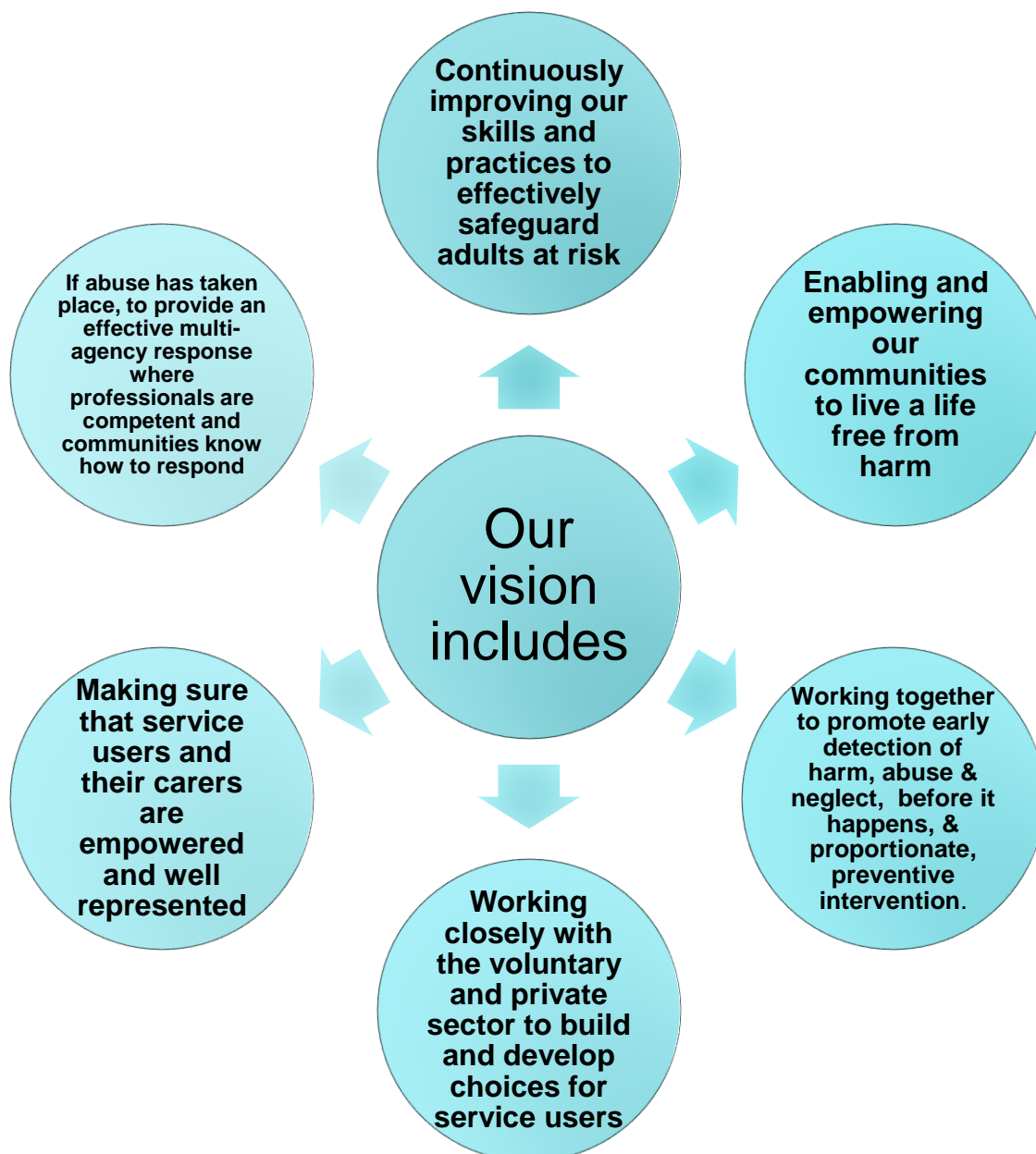
- what the SAB, and its members, have done to carry out and deliver its objectives
- information about any Safeguarding Adult Reviews (SAR's) that are ongoing or have been reported in the year. This must include what the SAB has done to act on the findings of any completed SARs, or where it has decided not to act on a finding, why not
- how the SAB is monitoring progress against its policies and intentions to deliver its strategic plan



OUR VISION

“Safety, Enablement, Empowerment and Prevention will be at the centre of everything we do”

We implement this vision using the firm foundation the Board has developed, where our shared values and beliefs are manifested through close partnership working, commitment and our mutual accountability.



Working within the **six principles** for adult safeguarding is key to delivering our vision – these principles are an aid to understanding the action that need to be taken to protect people and are agreed within the Care Act 2014:



MAKING SAFEGUARDING PERSONAL



The Care Act 2014 defines safeguarding adults as protecting an adult’s right to live in safety, free from abuse and neglect. Making Safeguarding Personal (MSP) aims to make safeguarding person-centred and outcomes focussed and moves away from process-driven approaches to safeguarding.

The SAB continues to have MSP as a central theme in its priorities, it is a regular discussion item at the Board and sub-groups and members are challenged on how they are delivering in this area.





Demand for adult social care continues to increase as older people, people with learning disabilities and younger people with physical disabilities are all generally living longer.

Peterborough has greater areas of deprivation than the England average.

Peterborough's estimated population is 193,980, of which 53% are over 25, 14.3% over 65

In 2016-17 Peterborough City Council supported 2112 older people (65+) and 1031 adults (18-64) with long term packages of care and support

Although life expectancy has been improving we are spending more years in poor health. A woman in Peterborough can expect to live to over 82 but will spend around 23 years in declining health. A man can expect to live to 79 having spent 18 years in poor health.

1 in 17 people over 65 are living with Dementia, which is 1,500 people in Peterborough.

Suicide rates in Peterborough are currently similar to the national average, but admissions to hospital for mental health causes are higher than average.

A growing number of vulnerable people are independently funding their own care but turning to social services to enable funding when their own funds expire.

Information taken from: ONS 2015 midyear figure, Peterborough's multiple deprivations core and the Joint Strategic Needs Assessment Core Dataset Refresh 2016

SAFEGUARDING FACTS AND FIGURES

How much abuse was reported?

The Adult Social Care Team dealt with 1825 new safeguarding concerns (cases that progressed as far as triage) and 294 new enquiries.

Most commonly reported abuse was:

Neglect – **36%**

Physical – **19%**

Financial – **18%**

Who reported the abuse?

Primary/secondary health care staff raised **21%** of concerns



Social worker/care manager - **18%**

Police – **12%**

Who was abused?

Of the individuals involved in new safeguarding concerns:

59% were aged 65+

31% were aged 85+

What about the risks?

Of the original risks identified 6% remained at the end of investigation – the majority of these occurred where the risk was from contact with someone known to the individual

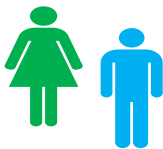
Of risks posed by service providers **56%** occurred within a care home setting, **28%** within the adult's own home



Of all risks posed to individuals **42%** were by people that were known to them a further **52%** were posed by a service provider

Of the individuals involved in new safeguarding concerns:

61% were women



39% were men

Of the individuals involved in new safeguarding concerns:

51% had a physical support need

29% a mental health need

What were the conclusions?

At the end of the investigation, the conclusions were that:

37% of alleged abuse was evidenced as having happened

55.5% of the alleged abuse was evidenced or partially evidenced

35% of the allegations were unfounded or not evidenced

Where were they abused? **40%** of abuse took place in the adults own home. **33%** in care homes

What about the outcome?

63% of those adults who stated a desired outcome for the safeguarding investigation thought that this had been fully achieved. (compared with 47% the previous year)



Information from the Safeguarding Adults Collection (SAC) 2016-17

HOW THE BOARD OPERATES



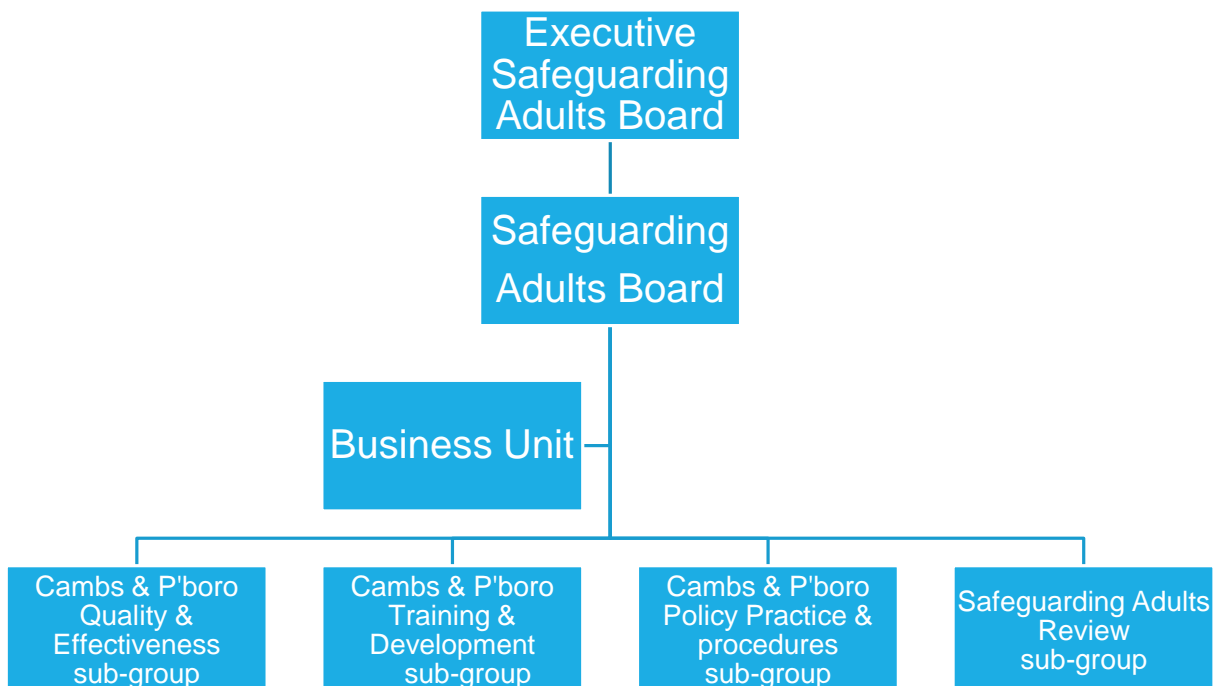
The Board meets 4 times a year and has an Independent Chair, Dr Russell Wate, who has been in post since June 2014. Russell also chairs the Peterborough Safeguarding Children Board (a statutory requirement for a number of years) and this has provided a level of shared understanding across the two boards.

In September 2016 he also became Chair of the Cambridgeshire Local Safeguarding Children Board, and in November, the Cambridgeshire Safeguarding Adults Board. This allows for better partnership working, better use of resources and a consistent approach to Safeguarding across the county. In light of this it was decided in 2016 that some of the work of the Boards should be combined or mirrored across the two Boards, to ensure consistency of practice and policies, and efficient service delivery.

To enable this joint work, the Business Unit which supports the work of all the Boards is being reconfigured to form a combined Adult and Children's, Peterborough and Cambridgeshire Safeguarding Board Business Unit, managed by Jo Procter as Head of Service. This process will complete in July 2017.

A further step towards better joint working was the establishment of the Executive Safeguarding Adults Board (ESAB) in January 2017. The ESAB will meet 3 times a year and is made up of the senior statutory members from Peterborough and Cambridgeshire and together they set the strategic agenda for both SABs.

The Board has to ensure it delivers on its statutory requirements and hold agencies in Peterborough to account for their adult safeguarding responsibilities. This includes the establishment of a multi-agency training programme, policies and procedures and the implementation of a quality assurance programme. To help with this, the work of the Board is progressed via its sub-groups who are tasked with specific responsibilities in line with the Board's priorities:



THE SUB-GROUPS



There are 4 sub-groups, all of which include members from Peterborough and Cambridgeshire:

Policy, Practice and Procedures sub-group

The overarching purpose of the group is to develop and maintain a harmonised policy and procedural framework for Cambridgeshire & Peterborough Safeguarding Adults Boards.

Quality & Effectiveness sub-group (QEG):

To assure adult safeguarding processes in Peterborough and Cambridgeshire are safe, effective and provide a positive customer experience. To commission specific quality and performance analysis work, to report the findings and make recommendations to the SAB's

Training and Development sub-group:

To oversee and commission training which further strengthens the awareness of safeguarding and to ensure that those who respond to and investigate safeguarding concerns have the necessary skills to do so effectively. To look at how training across the county can be better aligned and map what training is already been delivered and to develop a competency framework.

Safeguarding Adults Review (SAR) sub-group

The Care Act 2014 statutory guidance says that a SAB must arrange a SAR when the following criteria is met:

1) when an adult in its area **dies** as a result of abuse or neglect, whether known or suspected, **and** there is concern that partner agencies could have worked more effectively to protect the adult.

2) if an adult in its area **has not died**, but the SAB knows or suspects that the adult **has experienced serious abuse or neglect**.

The SAB delegates this function to the SAR sub-group.

The purpose of a SAR is not to reinvestigate or to apportion blame, it is:

- to establish whether there are lessons to be learnt from the circumstances of the case and the way in which local professionals and agencies work together to safeguard vulnerable adults;
- to review the effectiveness of procedures;
- to inform and improve local inter-agency practice and
- to improve practice by acting on learning (developing best practice)

The sub-group regularly reports to the SAB, and all SAR reports are shared with the SAB before final approval.



In 2016/17 the sub-group met 6 times and during this period no new referrals were received. The sub-group has continued to progress work on two cases that started in 2015:

- a. The case of an elderly lady who died and neglect of her health needs was suspected
- b. The case of a middle aged lady who committed suicide while her mental health needs were known but not met (words taken from the Coroners verdict)

The first of these two cases, **a**, is near completion, the recommendations are being discussed and it is hoped the report will be finalised in the summer of 2017. The recommendations will form an action plan, which will be monitored by the SAB.

The second case, **b**, was completed in March 2017. 7 recommendations were made as part of the review, and work has started on the implementation of these, and several areas have been identified for learning. A leaflet and PowerPoint presentation have been prepared and are available for agencies to use as learning resources. This particular case also involved Children's Services.

The key themes were:

- It is hard for professionals to have a complete picture of what is happening in a person's life when the subject does not want to share information - agencies need robust strategies in place to deal with this
- Supervision could have been better used to discuss risks
- There is a need to challenge the myth that patients will not get a bed, or appropriate treatment if they attend the hospital Emergency Department as a result of a mental health crisis.
- Family/Friends/Carers should not be over relied on to support those with a mental illness
- Children's Services need to have greater awareness of the impact of child safeguarding issues on parental mental health, and the action to take when there is an adverse effect



WHO IS REPRESENTED ON THE SAB

As well as the as the statutory members, other agencies, who represent the services delivering care and support to adults at risk in Peterborough are also members:

Agency	Name
Age UK Peterborough (Voluntary Sector Rep)	Chief Executive Officer
Axiom Housing (Housing Sector Rep)	Operations Director
Cambridgeshire Constabulary (Statutory Member)	Detective Superintendent, Public Protection
BeNCH (Bedfordshire, Northamptonshire, Cambridgeshire and Hertfordshire Community Rehabilitation Company)	CRC Deputy Director & Head of Cambs Local Delivery Unit
Cambridgeshire Fire & Rescue Service	Community Safety Advisor & Safeguarding Manager-
Cambs & Peterborough NHS Foundation Trust	Director of Nursing
Cambs Clinical Commissioning Group (Statutory Member)	Deputy Director Of Patient Quality and Safety
Cambs Clinical Commissioning Group (Statutory Member)	Designated Nurse – Adult Safeguarding
City College Peterborough	Vice Principle
Peterborough Healthwatch	Chief Executive Officer
HMP Peterborough	Deputy Director
National Probation	Assistant Director
Peterborough City Council (Statutory Member)	Director for People & Communities
Peterborough City Council	Service Director, Adult Services and Communities
Peterborough City Council	Assistant Director, Adult Operations and Housing
Peterborough City Council	Head of Social Care Commissioning
Peterborough City Council	Safeguarding and Quality Assurance Manager
Peterborough City Council	(Cllr) Cabinet Member
Peterborough & Stamford Hospitals NHS Foundation Trust	Deputy Chief Nurse
Peterborough Regional College	Executive Director (students)
Provider Forum Representative	2 members

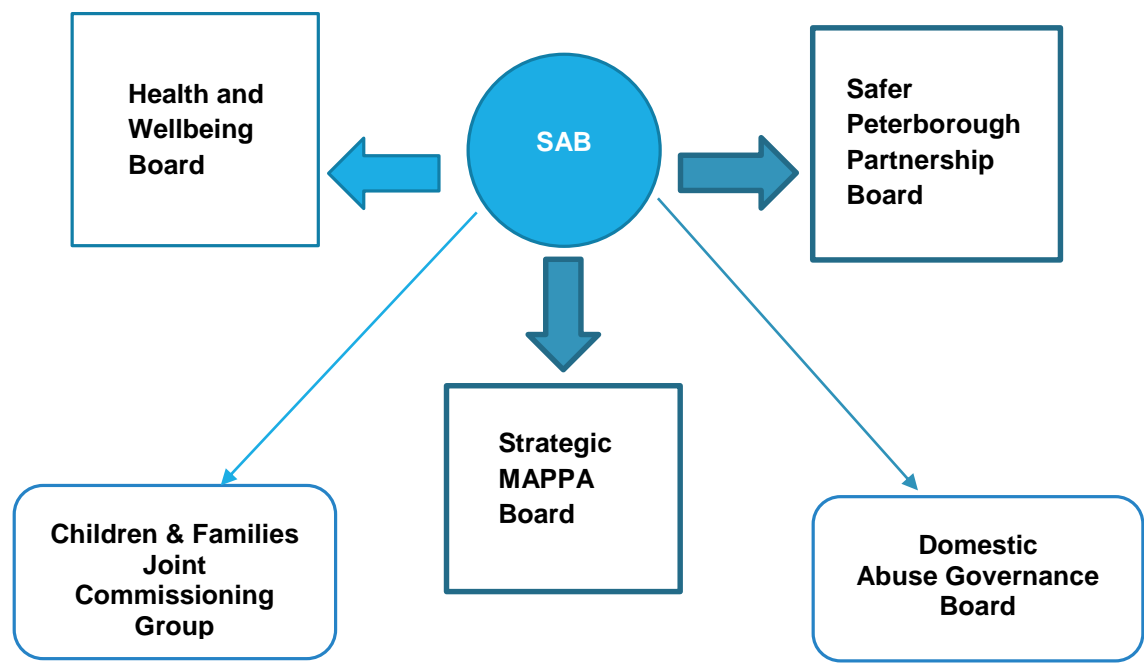
Representatives from partner agencies are of sufficient seniority to make decisions on behalf of their agency and are responsible for disseminating information between the SAB and their agency. The Cabinet Member for Adult Services attends as a participating observer, and can challenge the Board and its members as necessary.



LINKS WITH OTHER BOARDS

The SAB has strong links with other boards who impact on adult services and those involved in the planning and commissioning of services delivered to adults in Peterborough.

The Chair is a member of the Peterborough Health and Wellbeing Board, the Safer Peterborough Partnership and the Strategic MAPPA Board.



Key members of the SAB also sit on the Safer Peterborough Partnership and Domestic Abuse Governance Boards. In addition, the Head of Service is a member of the Domestic Abuse Governance Board and the Children and Families Joint Commissioning Board.

These links mean that adult safeguarding remains on the agenda of these groups and is a continuing consideration for all members, widening the influence of the SAB across all services and activities in Peterborough. This was further enhanced by the introduction of the Inter-board protocol in January 2017, ensuring these boards work better together.

BUSINESS PRIORITIES



In March 2016 the SAB met and agreed the following priorities for 2016-17:

Priority 1: To work in partnership with all agencies to safeguard adults at risk of abuse and neglect, while following the principles of Making Safeguarding Personal – person-led and outcome focused; allowing involvement, choice and control.

Priority 2: To deliver policy and procedures based on collaborative best practice and consultation.

Priority 3: To ensure the workforce has the right skills/knowledge and capacity to recognise and safeguard adults at risk of abuse and neglect.

Priority 4: To seek assurance that adults at risk of abuse and neglect are effectively identified and safeguarded.

As well as these priorities it was recognised that there needs to be focus on:

- Embedding the new Multi-Agency Safeguarding Adults Policy and Procedures
- Community/Service User engagement
- Domestic Abuse, Human Trafficking and Modern Slavery – including upskilling workers in these areas
- Multi-Agency Audits
- Evaluation and mapping of training across the partnership

What have we done to meet these priorities?

Priority 1: To work in partnership with all agencies to safeguard adults at risk of abuse and neglect, while following the principles of Making Safeguarding Personal – person-led and outcome focused; allowing involvement, choice and control.

The SAB has continued to build and maintain strong relationships with partners across Peterborough and Cambridgeshire through the following:

- Executive Safeguarding Adults Board – with cross county membership
- Joint sub-subs are established
- plans are in place for a joint business unit
- first joint conference in March 2016
- shared Safeguarding Adults Review procedures
- joint procedures are being developed
- Inter-board protocol developed to enable better working across other boards

All of this has been done within the principles of Making Safeguarding Personal and members have been challenged over their practice in this area.

Priority 2: To deliver policy and procedures based on collaborative best practice and consultation.

The Peterborough Multi-Agency Safeguarding Adult Procedures were formally adopted in September 2016. Following this, work began almost immediately to develop joint procedures with Cambridgeshire and it is hoped these will be launched in July 2017. Joint guidance for self-neglect and hoarding have also been developed.

Priority 3: To ensure the workforce has the right skills/knowledge and capacity to recognise and safeguard adults at risk of abuse and neglect.

New training and awareness events were introduced to raise understanding in areas identified by staff as where they lacked knowledge, these included:

- advanced awareness training to broaden understanding of the Mental Capacity Act and Deprivation of Liberty Safeguards – aimed at Lead Practitioners and registered managers.
- workshops to introduce the Self-Neglect resource pack, followed by training sessions using newly developed materials.
- Domestic Abuse and Adult Safeguarding conference

The Training sub-group has also started work to develop a competency framework which should be introduced later in 2017.

Priority 4: To seek assurance that adults at risk of abuse and neglect are effectively identified and safeguarded.

Throughout the year the SAB has invited partner agencies to share their work and learning, to provide assurance and be challenged by members. Presentations have included:

- Coercion and Control
- The Victim Hub
- Peterborough Night Shelter
- Winter Pressures
- Quality Improvement Team
- Integrated Mental Health Services

The Chair has also written to local providers of private healthcare, seeking assurance of their practice and procedures.

What about the areas identified as needing focus?

- **Embedding the new Multi-Agency Policy and Procedures** – Procedures are now embedded and used across all agencies
- **Community/Service User engagement** – The First Peterborough Safeguarding Awareness Month took place in March, with over 100 new contacts made, 11 agencies visited and 8 events attended.
- **Domestic Abuse, Human Trafficking and Modern Slavery – including upskilling workers in these areas** – A Domestic Abuse conference took place in March 2017
- **Multi-Agency Audits** – The Quality and Effectiveness sub-group is progressing this work
- **Evaluation and mapping of training across the partnership** – The Training sub-group is progressing this work
- **Sexual Exploitation** – Working in partnership working with the Safer Peterborough Partnership Board (SPPB) has continued, with Street Sex Workers Case Management Meetings, held six-weekly. The SAB supported with the development of an information sharing protocol for members of this group and has challenged as appropriate. The most significant piece of work delivered in this year has been the community awareness raising on sexual exploitation focussed on hotels in the city.

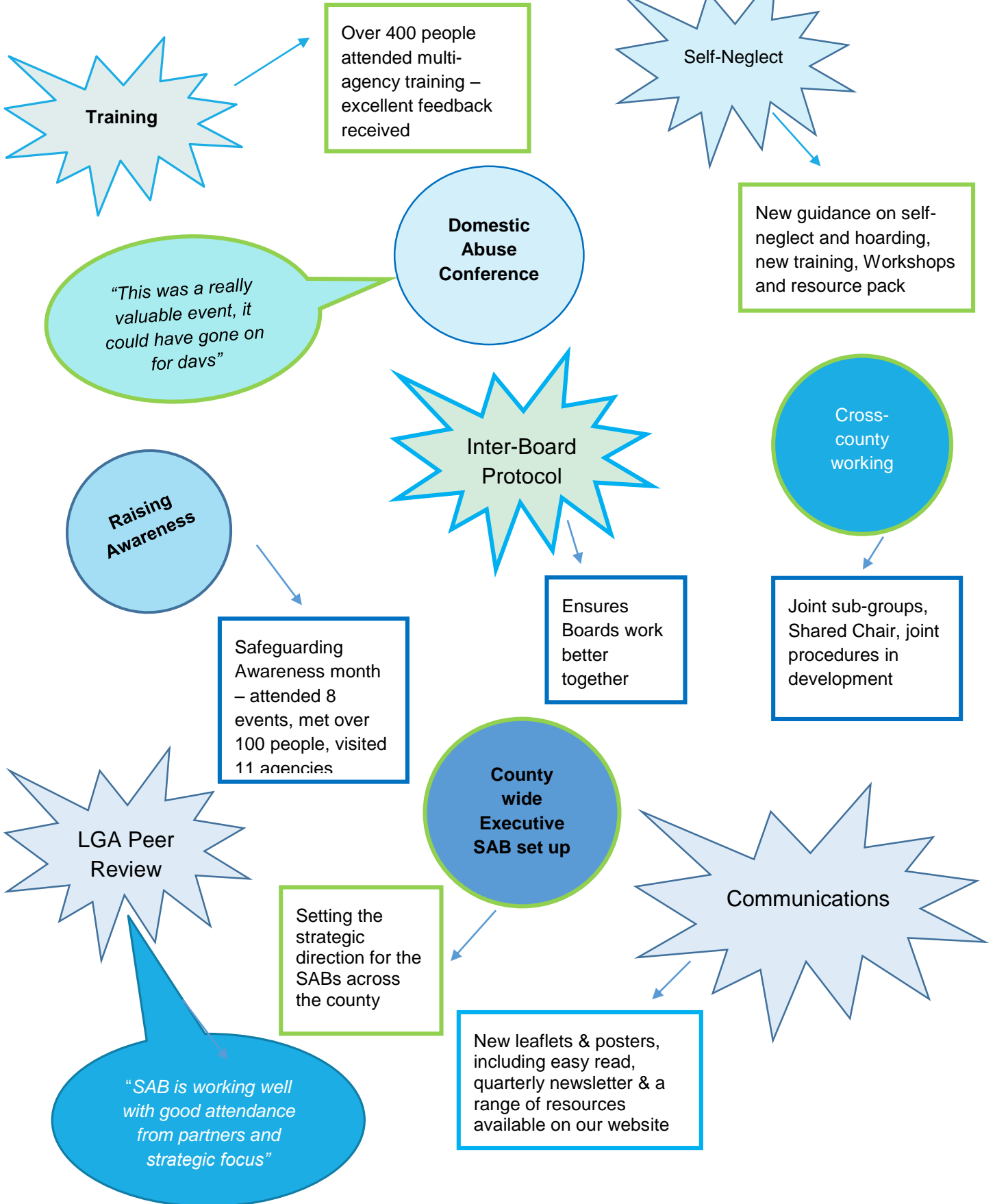
Extensive contact was made with hotels across the city and six sessions of bespoke training were delivered to five different hotels in partnership with the Operation Pheasant Team from the SPPB. These sessions focussed on spotting the signs that an adult or child might be being sexually exploited, and trigger plans for establishments to implement when they have concerns. This area of awareness raising and partnership building across the night-time economy continues to be considered as a priority, and activity will continue in 2017-18. Links continue with HMP Peterborough.



“I had a good understanding of DA before the course but today I have learned lots of new information about perpetrators and elder abuse. The research and case studies were really interesting”

OUR ACHIEVEMENTS

Here are some of the highlights:





COMMUNICATION AND SOCIAL ENGAGEMENT



The SAB has its own website which links with the LSCB website, making it more accessible for those working in both adult and children's services and for the general public. The website can be found at: www.safeguardingpeterborough.org.uk.

The SAB newsletter, "**SAB News**" is produced quarterly and is sent out via email to a wide range of partners and interested parties, and is also available on the SAB website. It is aimed at anyone who has an interest in safeguarding adults at risk. The newsletter aims to be an important means to keep practitioners and professionals up to date, and to share good practice and important information, it includes updates on local and national policies and developments in Safeguarding, learning from Safeguarding Adult Reviews and upcoming multi-agency training events. Contributions to the newsletter are received from various partner agencies and some information is sourced from national publications and organisations (ADASS, LGA etc.).

A new easy read leaflet "**Keeping Adults Safe from Abuse and Neglect**" was introduced and in November 2016 a new Self-Neglect resource pack was introduced which included a leaflet for professions and one for members of the public and a poster.



These leaflets and the poster are available on the website.



In March members of the SAB Business Unit took part in a number of community events, as part of the first Peterborough **Safeguarding Awareness month**, aimed at raising awareness about the work of the Board and safeguarding in general. These events included:

- 4 days at the Disability and Community awareness event at Serpentine Green
- Age UK Peterborough annual general meeting
- Empowering Women – an event organised by the Police and Crime Commissioner
- Visits to a number of volunteer groups
- The Business Unit also took part in an awareness session to learn more about Dementia and are now proud to be Dementia Friends.



"I never knew people were working together to help the old and vulnerable"



SAFEGUARDING TRAINING

Section 14.110 of the Care and Support Statutory guidance issued under the Care Act 2014 states that each Safeguarding Adults Board should promote multi agency training and consider any specialist training that may be required. On behalf of the Board, the Peterborough City Council Workforce Development Team (Adults) delivered the Safeguarding Adults multi-agency training. The Workforce Development Team is endorsed by Skills for Care as a Recognised provider of training.

Section 14.47 of the Care and Support Statutory guidance states: Mental Capacity is frequently raised in relation to adult safeguarding. The requirement to apply the Mental Capacity Act in adult safeguarding enquiries challenges many professionals and requires utmost care, particularly when it appears an adult has capacity for making specific decisions that nevertheless places them at risk of being abused or neglected. Therefore training on the Mental Capacity Act and Deprivation of Liberty Safeguards are also included in the training offer.

Training provided:

Course	Number Attended
Safeguarding Adults Awareness	65
Safeguarding Adults Refresher	34
Mental Capacity Act and Deprivation of Liberty Advanced Awareness	25
Self-Neglect Workshop	38
Self-Neglect training for professionals who work with people who self-neglect	14
Deprivation of Liberty Awareness	23
Deprivation of Liberty Level 2	20
Mental Capacity Act Awareness	38
Mental Capacity Act and Deprivation of Liberty Refresher	23
Mental Capacity Act Level 2	27
Leading Safeguarding Enquiries (2-Day Course)	33
Mental Capacity Act and Deprivation of Liberty Awareness	60
Total	400

There are also a range of other courses available to, and attended by, the multi-agency workforce, delivered and commissioned by the Peterborough Safeguarding Childrens Board (PSCB), which are relevant to those involved in Adult Safeguarding – the attendance figures for these are reported in the PSCB annual report, they include, but are not limited to:

Honour Based Violence, Female Genital Mutilation, Drug and Alcohol Awareness, Introduction to the Effects of Domestic Abuse, Understanding the Freedom Programme and What is Prevent.



WHAT HAVE THE STATUTORY MEMBERS DONE

The statutory members were asked to consider the following questions when outlining what they have done:

1. What has your agency done to meet the embrace and embed the Safeguarding Principles?
2. What has your agency done to improve the safeguarding and welfare of adults in Peterborough?
3. How does your agency evaluate its Safeguarding effectiveness and what evidence do you have?
4. How has your agency challenged itself and others to improve safeguarding arrangements? What were the risks and impact of your challenge?

CAMBRIDGESHIRE CONSTABULARY

Cambridgeshire Constabulary have continued to work hard with partners to develop systems, processes, expertise and experience to better safeguard adults at risk. Referrals are made into the Multi Agency Safeguarding Hub where assessments are made, information is shared and onward referral for joint investigations, single agency responses or other early intervention options offered. The MASH Governance Board has been re-invigorated and there is agreement that the adults' side of the MASH will be developed with vigour across Cambridgeshire and Peterborough over the next twelve months.

The Constabulary continue to operate Domestic Abuse Investigation and Safeguarding Units (DAISU) which investigate cases of domestic abuse, supporting victims and those close to them through positive action and bringing offenders to justice. The DAISU have achieved successful outcomes on Coercive Control cases involving adults at risk of harm. The Partnership have introduced daily MARACs which are chaired by managers from the Constabulary and consider cases where a high risk of harm exists.

The Adult Abuse Investigation and Safeguarding Unit (AAISU) continue to undertake investigations into cases of adult abuse, including those in a health or care setting. These investigations include physical, sexual and financial abuse as well as neglect.

The Constabulary are working with the Board to examine the training offers on this topic from both the Board and the Constabulary. The intention is to develop a training offer which compliments that already delivered by the Constabulary to its own workforce and ensure what is delivered is quality assured against Safeguarding Board standards and that the offer by the board is accessible to this hard to reach workforce.

The Constabulary are delivering Safe Lives Domestic Abuse training to 500 staff which will enhance the knowledge of the workforce in particular regarding coercive control.

In 2016-2017 we have

- Continued the development of the MASH, firmly establishing Domestic Abuse and Adult Abuse as priority themes.

- Continued to work in partnership with Peterborough and Cambridgeshire Safeguarding Adult Leads.
- Continued to carry out investigations into cases of Domestic Abuse, safeguarding victims, in particular those that are at risk and bringing offenders to justice.
- Continued to train and prosecute the new Coercive / Control Legislation.
- Continued to investigate those who offend against the elderly, disabled and vulnerable and bring offenders to justice.

Detective Superintendent Lorraine Parker - Head of Public Protection

CAMBRIDGESHIRE AND PETERBOROUGH CLINICAL COMMISSIONING GROUP (CAPCCG)

What has the CCG done to embrace and embed the safeguarding principles?

Cambridgeshire and Peterborough Clinical Commissioning Group (CCG) are committed to working with partner agencies to identify all forms of abuse and mistreatment, ensuring that safeguarding is everyone's business.

The safeguarding of adults is firmly embedded within the wider statutory duties of the CCG in order to promote well-being, prevent harm and respond effectively if concerns are raised. The safeguarding principles (as expressed in the Care Act¹ and Care and Support Statutory guidance²) are clearly articulated in the CCG Safeguarding Adults Policy³ and staff training.

Services commissioned by the CCG are expected to comply with the Care Act 2014⁴, Care and Support Statutory Guidance⁵ and Care Quality Commission (CQC) regulations⁶, as well as meeting the requirements of the NHS Contract⁷.

- **Empowerment** – *People being supported to and encouraged to make their own decisions and informed consent.* The broad principles of 'Making Safeguarding Personal'⁸ are mirrored in the NHS Constitution⁹ and it is therefore an expectation that all NHS organisations' work to these principles. Similarly, NHS staff are required to address the requirements within the Mental Capacity Act 2005¹⁰ which aims to empower people to make decisions for themselves as much as possible and to protect people who may not be able to take some decisions.

¹<http://www.legislation.gov.uk/ukpga/2014/23/contents/enacted>

²<https://www.gov.uk/guidance/care-and-support-statutory-guidance>

³ <http://www.cambridgeshireandpeterboroughccg.nhs.uk/search> for safeguarding adults policy

⁴ See 1.

⁵ See 2.

⁶ <http://www.cqc.org.uk/guidance-providers/regulations-enforcement/regulation-13-safeguarding-service-users-abuse-improper>

⁷ <https://www.england.nhs.uk/wp-content/uploads/2016/11/2-service-conditions-fl.pdf>

⁸ <http://www.scie.org.uk/care-act-2014/safeguarding-adults/safeguarding-adults-boards-checklist-and-resources/making-safeguarding-personal.asp>

⁹ <https://www.gov.uk/government/publications/the-nhs-constitution-for-england>

¹⁰ <http://www.legislation.gov.uk/ukpga/2005/9/contents>

- **Prevention** – *It is better to take action before harm occurs.* The CCG fully supports a proactive approach to the avoidance of harm. Learning from past incidents via SAB processes (e.g. Safeguarding Adult Reviews) is key for both the CCG and commissioned Providers. Lessons learned as a result of Serious Incidents (Sis) which have safeguarding implications are shared across the local Health economy. The CCG also takes a system leadership role about Fatal Fire Reviews¹¹ and Domestic Homicide Reviews¹² to contribute towards the prevention of future harm. Responses to ‘Whistle blowing’ and complaints that have a safeguarding context equally provide an opportunity for learning.
- **Proportionality** – *The least intrusive response appropriate to the risk presented.* There is an expectation that CCG staff and commissioned Providers will apply the principles of the Mental Capacity Act¹³ to acknowledge the notion of ‘unwise’ decision making, whilst remaining alert to the need to intervene under certain circumstances.
- **Protection** – *support and representation for those in greatest need.* The CCG and commissioned Providers have adopted ‘Safer’ recruitment practices in line with standard NHS requirements to reduce the likelihood of unsuitable staff being recruited. Mindful of the need for support and representation Advocacy is flagged in CCG staff training and we would expect commissioned Providers to do likewise.
- **Partnership** – *Local solutions through services working with their communities.* The CCG takes its responsibilities to partnership working in the safeguarding adults’ arena seriously; the CCG actively participates in the work of the Safeguarding Adult Board, including membership of the Executive Board, Leadership of the Health Executive Quality Network, and engagement with all sub-groups.
- **Accountability** – *Accountability and transparency in delivering safeguarding.* There are Safeguarding Adult requirements specified by NHS England which apply to all NHS organisations¹⁴. Commissioned Providers are required to demonstrate measures around accountability and transparency in the Quality Schedule of the NHS Contract and compliance with these by NHS funded Health Providers is monitored via the Clinical and Contract Quality Review (CCQR) process. As markers of good professional practice around safeguarding adults it is both an expectation and requirement that these principles are adhered to.

What has the CCG done to improve the safeguarding and welfare of adults in Peterborough?

The CCG is robust in holding commissioned health care Providers to account for their performance around Safeguarding Adults. This in turn contributes to raising awareness and

¹¹ A fatal fire review considers all community safety information gathered regarding the person who died in the fire and the circumstances of the fire, in order to identify organisational learning points that can be implemented.

¹² <https://www.gov.uk/government/collections/domestic-homicide-review>

¹³ See 10.

¹⁴

promoting excellent practice by staff, contributing to improving the safeguarding and welfare of adults at risk locally.

How does the CCG evaluate its Safeguarding effectiveness and what evidence do you have?

The CCG completed the Safeguarding Commissioning Toolkit recently, and participates in multi-agency audit as required. In 17-18 the CCG will be part of a regional pilot led by NHS England of a Safeguarding Assurance Tool.

How has the CCG challenged itself and others to improve safeguarding arrangements?

See above.

Carol Davies - Designated Nurse for Safeguarding Adults and Serious Incidents

PETERBOROUGH CITY COUNCIL (PCC)

What has PCC done to embrace and embed the Safeguarding Principles: We have reviewed and updated our operational procedures and supporting documents for safeguarding concerns and enquiries to support front line social workers to embed Making Safeguarding Personal and the Safeguarding principles? The key points below have been noted through ongoing audit and the Peer Review.

- **Empowerment** – *People being supported to and encouraged to make their own decisions and informed consent.* The adult at risk is central to the safeguarding enquiry and their wishes are taken into account at all times. At the start of an enquiry and throughout the enquiry there are clear sections on the forms for capturing the person's (or their appropriate representative) consent, views and outcomes.
- **Prevention** – *It is better to take action before harm occurs.* The Social Work teams work closely with the Quality Improvement Team to monitor any concerns in respect of providers to ensure appropriate support is given to providers to prevent more serious safeguarding concerns. Heads of Service attend the CQC and Adult Social Care Information Sharing meeting with other key partners (CCG/Police/Healthwatch/) to discuss and share information/concerns and agree where support and closer monitoring is required.
- **Proportionality** – *The least intrusive response appropriate to the risk presented* The MASH has dedicated Lead Practitioners who have developed their skills and knowledge resulting in a high number of safeguarding concerns not progressing to section 42 enquiries. This is achieved by robust triage/risk assessment and face to face visits where required and taking into account the wishes of the AAR - early resolution. 18 out of 20 safeguarding enquiries selected for audit were deemed to be proportionate.
- **Protection** – *support and representation for those in greatest need.* Robust risk assessment and use of safeguarding plans to record protective factors and ongoing monitoring through review for those in greatest need.

- **Partnership** – *Local solutions through services working with their communities.* Engagement with key multi agency partners is evidenced through audit and formal/informal feedback. Engagement with local providers has improved significantly through an open and transparent approach to safeguarding, ensuring providers are notified at the earliest opportunity where concerns have been raised and the relevant information is shared to enable them to contribute to the enquiry.
- **Accountability** – *Accountability and transparency in delivering safeguarding.* Good management support and oversight evidenced during enquiries and upon conclusion. Appropriate feedback via Social Workers/Lead Practitioners to the AAR, family, representative, and referrer and where relevant providers, evidenced through audit by the Quality Assurance Team, Heads of Service and Directors.

What has PCC done to improve the safeguarding and welfare of adults in Peterborough?

- skilled and knowledgeable Lead Practitioners ensure a consistent approach to safeguarding referrals and ensures relevant agencies are involved at the earliest opportunity.
- development of multi agency self neglect and hoarding policies to support front line social workers/managers.
- ensuring staff/managers are aware in relation to any learning from audits - briefing sheets are shared with all staff. Senior Manager Audits have commenced with the allocated worker to support reflective practice.
- mandatory training including refresher training relevant to role/responsibility/accountability.

1. 3. How does PCC evaluate its Safeguarding effectiveness and what evidence do you have?

- audit/ Best Practice Forum (case discussion/reflective practice) led by Head of Service,
- learning shared in relation to SAR's,
- feedback from key partners (informal),
- performance data/dashboard.

How has PCC challenged itself and others to improve safeguarding arrangements?

- Action plans developed to address areas identified as requiring improvement following the Peer Review (details below) and Audits.
- Working with key partners to develop agreed multi agency procedures (neglect/hoarding) and the SAB Multi Agency Policy and Procedures.
- Development of the LSE procedure to support frontline staff/managers and key partners/partners to understand process/roles/accountability.

We requested a Peer Review via the Local Government Association in September 2016 to review our adults safeguarding and commissioning processes. The review focused on three key areas:

(i) Delivery of outcomes from frontline staff

(ii) The quality of strategic leadership and governance

(iii) The robustness and effectiveness of commissioning and quality assurance/improvement mechanisms

The team were on-site for four days and included activities designed to enable members of the team to meet and talk to a range of internal and external stakeholders. Alongside council officers and councillors, the review team engaged with key partners from health, the voluntary and community sector, independent care providers, Peterborough Safeguarding Adult Board members, Police and Healthwatch.

Following completion of the review, a number of strengths and areas for development were identified. These are included within the main report attached. The areas for development have been captured in a delivery plan and this is monitored by the Corporate Director's management team on a quarterly basis and the SAB on a 6 monthly basis.

Debbie McQuade, Assistant Director – Adult Operations



LOOKING FORWARD



In May 2017 the ESAB met and agreed the following priorities for 2017-18:

- **Domestic Abuse** - To ensure that adults at risk of abuse and neglect are protected from all types of Domestic Abuse; and when victims are identified they are provided with appropriate support to recover and are safeguarded in line with the principles of Making Safeguarding Personal. In this priority there will be a particular focus on **elder abuse** (over 65)
- **Neglect (including self-neglect and hoarding)** -To ensure that adults, at risk of abuse and neglect, in all settings, are protected from neglect; and when victims are identified they are provided with appropriate support to recover and are safeguarded in line with the principles of Making Safeguarding Personal.
- **Adults living with mental health issues** - To ensure that adults at risk of abuse and neglect are protected, and that practitioners are skilled and trained appropriately to recognise changes in symptoms and behaviours that may indicate a deterioration in their mental health and that a change in care management/planning is required; and when victims are identified they are provided with appropriate support to recover and are safeguarded in line with the principles of Making Safeguarding Personal.

WHO WILL RECEIVE A COPY OF THIS REPORT?

In accordance with the requirements of the Care Act 2014, copies of this report will be sent to:

- the chief executive and leader of the local authority which established the SAB
- the police and crime commissioner and the chief Constable
- the local Healthwatch organisation
- the chair of the local health and wellbeing board

The report will also be available on our website.

FOR FURTHER INFORMATION



1st Floor
Bayard Place
Broadway
Peterborough
PE1 1FD



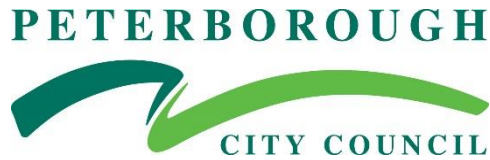
peterboroughsafeguardingboardsadmin@peterborough.gov.uk
www.safeguardingpeterborough.org.uk



01733 863744



adass	Association of Directors of Adult Social Services
Adults Board (SAB PSAB CSAB ESAB)	The Local Safeguarding Adults Board (SAB) brings together local statutory and independent sector agencies working with adults at risk of abuse. The SAB is responsible for ensuring the Multi-Agency Safeguarding Adults Procedures are effective and preventing adults from experiencing significant harm. Peterborough Safeguarding Adults Board/Cambridgeshire Safeguarding Adults Board. The Executive Safeguarding Adults Board is made up of the Statutory members, and drives the strategic agenda across the county. -
Care Act 2014	The Care Act 2014 introduces major reforms to the legal framework for adult social care, to the funding system and to the duties of local authorities and rights of those in need of social care
Childrens Board PSCB	Peterborough Safeguarding Childrens Board
Enquiry	Previously a safeguarding investigation, A S42 enquiry is the action taken or instigated by the local authority in response to concern that abuse or neglect may be taking place
LGA	Local Government Association
Making Safeguarding Personal (MSP)	A guiding principle for safeguarding which is about engaging with people about the outcomes they want at the beginning and middle of working with them, and then ascertaining the extent to which those outcomes were realised at the end.
MAPPA	Multi Agency Public Protection Arrangements
MASH	Multi-Agency Safeguarding Hub
SAR	Safeguarding Adults Review - previously known as a Serious Case Review.
Statutory Members	The Care Act states that the SAB must have representation from the Local Authority, the Police and the local Clinical Commissioning Group.



Creating a safer
Cambridgeshire



ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 6
12 SEPTEMBER 2017	PUBLIC REPORT

Report of:	Adrian Chapman, Service Director Communities & Safety		
Cabinet Member(s) responsible:	Councillor Irene Walsh, Cabinet Member for Communities		
Contact Officer(s):	Sean Evans		Tel. 01733 864083

UPDATE ON THE MANAGEMENT OF ROUGH SLEEPERS: MONITORING OF RECOMMENDATIONS

R E C O M M E N D A T I O N S
<p>It is recommended that the Adults and Communities Scrutiny Committee:</p> <p>1. Consider and comment on the updates provided on the recommendations agreed by Cabinet on 20th March 2017.</p>

1. ORIGIN OF REPORT

1.1 This report is submitted to Adult and Communities Scrutiny Committee following recommendations agreed by Cabinet on 20th March 2017.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to provide the committee with an update of progress on the recommendations of the Task & Finish group, which were agreed by Cabinet on the 20th March 2017.

2.2 This report is for the Adult and Communities Scrutiny Committee to consider under its Terms of Reference. Part 3, Section 4 - Overview and Scrutiny Functions, paragraph No. 2.1 Functions determined by Council : 4. Neighbourhood and Community Support.

2.3 This report links to the following corporate priorities:

- Keeping our communities safe, cohesive and healthy
- Safeguarding children and vulnerable adults

2.4 How does this report link to the Children in Care Pledge?

N/A

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	N/A
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4. BACKGROUND AND KEY ISSUES

- 4.1 At its meeting on 20th July 2016 the Strong and Supportive Communities Scrutiny Committee (now the Adults and Communities Scrutiny Committee) recommended that a cross-party Task and Finish group be established to review the work being undertaken in Peterborough to support the apparent rise in Rough Sleeping in the City.

The Committee received a report of the group's findings and recommendations at its meeting on 7th March 2017 which was then submitted to Cabinet on 20th March 2017.

At the meeting on 20th March 2017 Cabinet considered the report and recommendations of the Task and Finish group and agreed and amended the recommendations as follows:

Recommendation 1

That a strategic group be set up which meets regularly in order to identify duplication and gaps in current provision for rough sleepers and which includes representation from partner agencies including from the faith and voluntary sector. This group will develop a Rough Sleeper Strategy to be developed and approved by Council to support the work of officers and the wider partnership arrangements, and will monitor and respond to fluctuations in the delivery of the council's homelessness policy.

Recommendation 2

The creation of a multi-agency task and targeting group to work on a long-term plan to ensure that individual rough sleepers are supported to move away from a street-based lifestyle.

Recommendation 3

That the staff resource dedicated to supporting rough sleepers is increased beyond the current single officer to provide greater resilience and capacity, including provision for weekend outreach work in addition to the existing Monday to Friday service, subject to the availability of funding.

Recommendation 4

With a growing rough sleeping population, it is important for the availability of suitable all year round night shelter accommodation to be maintained, or perhaps increased, to ensure that those most vulnerable are able to get some shelter especially during severe weather conditions.

Recommendation 5

That night shelter accommodation is identified for rough sleepers with dogs where the rough sleeper would not be willing to allow the Council to place the dog into kennels as is current practice, subject to the availability of funding.

Additionally, work with organisations in the voluntary sector to develop pet-sitting or other similar projects to enable a rough sleeper with a dog to access services.

Recommendation 6

That consideration be given to establishing formal daytime drop-in advice and advocacy services for rough sleepers, in partnership with the voluntary and faith sectors, focussed on offering advice and guidance as well as case management for service users, with the caveat that this is not a daytime shelter.

Recommendation 7

That consideration be given to a flexible approach to activating severe weather emergency provision (SWEP), taking into account the good practice guidelines provided by Homeless Link.

Recommendation 8

That an urgent solution is found to the deficit of on-street drugs and alcohol support, either through renegotiating the existing contract the council holds with the provider.

Recommendation 9

That a focussed and ongoing communications campaign is undertaken to encourage the public to report rough sleeping to the council so that the most appropriate support can be provided.

Recommendation 10

To design and print business card sized information cards for rough sleepers with contact details for rough sleeper touch points and durable conveniently sized hand-outs, which can be personalised with key advice and action plans for rough sleepers to support them to leave the streets.

Recommendation 11

That, following a recent announcement from Government about potential support to roll out the Housing First model, further work is carried out to understand the detail behind this announcement with a view to extending local provision by at least two further beds.

Recommendation 12

That the current Chronically Excluded Adults (CEA) project which provides personalised support to rough sleepers and others with the most complex needs be mainstreamed into normal council business from 1 August 2017, the point at which existing grant funding ceases, subject to the availability of funding.

Recommendation 13

That the relationship between affordable housing and rough sleeping be further explored. If it is found that there is a direct correlation between volumes of rough sleeping and availability of affordable housing, that a full report is prepared for Cabinet that explains this connection to enable Cabinet to consider the consequences in the Local Plan.

Appendix 1 attached to the report is a copy of the updated Rough Sleeping Deliver Plan detailing current progress against the agreed recommendations.

5. CONSULTATION

5.1 N/A

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 It is hoped that funding will be secured through the bid to DCLG under the controlling Migration Fund. This will provide the required resource to progress many of the recommendations, which have a resource requirement..

7. REASON FOR THE RECOMMENDATION

7.1 To enable the committee to consider progress made on the recommendations approved by Cabinet relating to the management of Rough Sleepers.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 *N/A*

9. IMPLICATIONS

Financial Implications

9.1 Any recommendations, which will require additional resources are dependant on securing external funding.

Legal Implications

9.2 *N/A*

Equalities Implications

9.3 *N/A*

Rural Implications

9.4 *N/A*

10. BACKGROUND DOCUMENTS

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

10.1 Cabinet Paper - Management of Rough Sleepers review.

11. APPENDICES

11.1 1. Rough Sleeping Delivery Plan August 2017

Rough Sleeping Delivery Plan

Theme	Ref No	Recommendation	RAG Rating	Action	Timescale	Officer	Benefits	Comments
1. Recommendations from Cabinet	RS/01	That a strategic group be set up which meets regularly in order to identify duplication and gaps in current provision for rough sleepers and which includes representation from partner agencies including from the faith and voluntary sector. This group will develop a Rough Sleeper Strategy to be developed and approved by Council to support the work of officers and the wider partnership arrangements, and will monitor and respond to fluctuations in the delivery of the council's homelessness policy.		Proposed date of meeting 19/6/2017 invitees to include:- Light Project Peterborough Salvation Army Sandbox Group Churches Together Children of Adam Peterborough Soup Kitchen Care Zone CAB Axiom HA Cross Keys PES YMCA Stormm Aspire Peterborough and Fenland Mind DV Representative East of England Immigration Compliance and Enforcement HMP Peterborough Hope Into Action Housing Needs	ongoing	Sarah H/Sean		Meeting took place on 19/6/17, background to the rough sleeper task and finish group was shared and discussed, terms of reference were discussed and co-chair from a partner organisation discussed. Bi-monthly meetings have now been arranged however Augusts meeting was cancelled due to annual leave commitments. The group will meet again on the 23rd October 2017.
	RS/02	The creation of a multi-agency task and targeting group to work on a long-term plan to ensure that individual rough sleepers are supported to move away from a street-based lifestyle.		Date of meeting 9th June 2017 invitees to include:- PES East of England Immigration Compliance and Enforcement Aspire Fairview/New Haven CEA Co-Ordinator ACE Outside Links Rough Sleeper Outreach Officer Adult Social Care, Stormm, Mind	ongoing	Sarah Scase		First meeting took place on Friday 9th June. Partner agencies agreed to ensure actions will be on E-Cins for each rough sleeper. Each individual rough sleeper was discussed and actions agreed. Unfortunately there was no attendance from Aspire or the Immigration Service, this is being addressed with these organisations. Six weekly meetings have been set up to work with the Police rotas to ensure the appropriate PCSOs can attend. Most recent meeting was the 16th August 2017.
	RS/03	That the staff resource dedicated to supporting rough sleepers is increased beyond the current single officer to provide greater resilience and capacity, including provision for weekend outreach work in addition to the existing Monday to Friday service, subject to the availability of funding.		Bid has been drafted for 3 workers over 2 years, this being one of them, to DCLG migration fund - submitted by 30/6/17	30/06/17	Belinda Child / Sarah Hebblethwaite		Submission has now been sent to DCLG for 3 workers on 30/6/17 - awaiting outcome
	RS/04	That, with a growing rough sleeping population, the availability of suitable all year round night shelter accommodation is maintained, or increased if demand increases, to ensure that those most vulnerable are able to get some shelter especially during severe weather conditions.		SH met with Light Project Peterborough on 25/04/2017 to discuss extending the winter night shelter provision. Light Project Steering Group 25/04/2017 further information post meeting, working on a proposal	31/10/2017	Sean Evans		Visit to Night shelter in Rushden with the light project to review best practice examples from other areas. A further visit to another scheme to take place. SE & SS attended light project steering group meeting in June to progress discussions. Light project a cautious about expanding their project further as they will not be able to rely on volunteers to cover extended provision. Further analysis required as may require funding to cover extended provision.
	RS/05	That night shelter accommodation is identified for rough sleepers with dogs where the rough sleeper would not be willing to allow the Council to place the dog into kennels as is current practice, subject to the availability of funding.		SH and SE met with Axiom Housing to discuss providing hostel style accommodation for rough sleepers with dogs. A pilot was discussed.	ongoing	Sean Evans		SE & SS met with Axiom to progress this in conjunction with the expansion of the housing first beds. Axiom are working up a pilot scheme for the provision including dogs
	RS/06	That consideration be given to establishing formal daytime drop-in advice and advocacy services for rough sleepers, in partnership with the voluntary and faith sectors, focussed on offering advice and guidance as well as case management for service users, with the caveat that this is not a daytime shelter.		Discussed at Light Project Steering Group meeting. Proposed visit to scheme in Northampton. Meet with outside links to discuss current scope and potential for development.	ongoing	Sean Evans		Visit to Night shelter in Rushden with the light project to review best practice examples from other areas. A further visit to another scheme to take place next month. SE & SS to attend light project steering group meeting in June to progress discussions, the areas discussed were Supporting homeless households in temporary accommodation Pop up shop to raise awareness of homelessness/light project and serve tea and cakes Social enterprise cafe Establishing donations page to give to as alternative to giving to beggars
	RS/07	That consideration be given to a flexible approach to activating severe weather emergency provision (SWEP), taking into account the good practice guidelines provided by Homeless Link.		Develop a procedure building on the current SWEP procedure to include weather such as high winds and heavy rainfall	30/09/17	Sean Evans		Guidance being developed - changing triggers including heavy rain high wind - 3 nights at 1 degree or below - rewriting internal procedures
	RS/08	That an urgent solution is found to the deficit of on-street drugs and alcohol support, either through renegotiating the existing contract the council holds with the provider.		BC has contacted Jo melvin in commissioning	ongoing	Belinda Child / Sarah Hebblethwaite		The recommendation has been discussed with the commissioners. A joint commissioning unit is being transitioned to a joint commissioning unit with Cambridgeshire. Evidence is currently being collated for the commissioning unit to negotiate with the providers Aspire.

Rough Sleeping Delivery Plan

RS/09	That a focussed and ongoing communications campaign is undertaken to encourage the public to report rough sleeping to the council so that the most appropriate support can be provided.		Meet with Steve Titman.	31/11/2017	Sarah Hebblethwaite		Work is ongoing with the communications team on this recommendation by developing a Comms Strategy to put out good news stories and successes
RS/10	To design and print business card sized information cards with contact details for rough sleeper touch points and durable conveniently sized hand-outs, which can be personalised with key advice and action plans for rough sleepers to support them to leave the streets.		Draw up template and liaise with Design & Print	30/10/17	Sean Evans		Draft is being drawn up to take to next strategic working group in august for agreement
RS/11	That, following a recent announcement from Government about potential support to roll out the Housing First model, further work is carried out to understand the detail behind this announcement with a view to extending local provision by at least two further beds.		SH and SE met with Axiom Housing to discuss extending the provision. Axiom are considering extending the Housing First bed within one of their projects	ongoing	Sean Evans Sarah H Sarah Scase		Meeting with Axiom to discuss extending the housing first beds increase by 2 more, Axiom looking to remodel existing provision using an IT suite and look at accommodating dogs, currently working up a proposed model.
RS/12	That the current Chronically Excluded Adults (CEA) project which provides personalised support to rough sleepers and others with the most complex needs be mainstreamed into normal council business from 1 August 2017, the point at which existing grant funding ceases, subject to the availability of funding.		Bid has been drafted for 3 workers over 2 years, this being one of them, to DCLG migration fund - submitted by 30/6/17	30/6/17	Sarah H		Submission has now been sent to DCLG for funding for 3 posts on 30/6/17 - awaiting outcome
RS/13	That the relationship between affordable housing and rough sleeping be further explored. If it is proven that there is a direct correlation between volumes of rough sleeping and availability of affordable housing, that the target for affordable homes to be built in Peterborough that are identified in the emerging Local Plan be increased from 30% to 35%, and that of the 35% at least 70% are affordable rented.		20/04/17 Belinda met with Gemma Wildman from Planning to discuss this recommendation and the reasons for it.	ongoing	Belinda C		Gemma Wildman in Planning is rewording with appropriate wording to see if it can be included and agreed. BC sent Gemma the recommendations. SE has shared stats with Gemma re homelessness presentations and T/A increases Planning colleagues are working on a draft 'meeting housing needs policy', officers have been asked to send comments
RS/14	That, following the conclusion of the task and finish group, the Adults and Communities Scrutiny Committee continue to provide oversight of the recommendations and support to officers by way of a report to the committee in September 2017.		Report will be drafted ready for September meeting, action plan shared with members to keep them updated	01/09/17	Sean Evans		

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 7
12 SEPTEMBER 2017	PUBLIC REPORT

Report of:	Service Director for Communities and Safety	
Cabinet Member(s) responsible:	Councillor Irene Walsh, Cabinet Member for Communities	
Contact Officer(s):	Sean Evans, Housing Needs Manager	Tel. 01733 864083

HOMELESSNESS AND HOMELESSNESS PREVENTION

R E C O M M E N D A T I O N S	
FROM: <i>Service Director for Communities and Safety</i>	Deadline date: <i>N/A</i>
<p>It is recommended that Adult and Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Consider, scrutinise and comment on the contents of the report 2. Agree the proposed amendments to the Housing Allocations Policy 3. Agree to the request from Cllr Peter Hiller for the committee to form a Task and Finish Group to support the development of a new homelessness reduction strategy as mentioned in paragraph 4.47 4. Agree to the Terms of Reference for the Task and Finish Group as stated in paragraph 4.49 	

1. ORIGIN OF REPORT

1.1 The report is submitted to the Adult & Communities Scrutiny Committee to provide an update on the levels of homelessness and homelessness prevention taken by the Housing Needs team in 2016/17.

2. PURPOSE AND REASON FOR REPORT

2.1 To provide an update to the committee on the work undertaken and challenges the Housing Needs Team have encountered over the previous year.

2.2 This report is for Adult & Communities Scrutiny Committee to consider under its Terms of Reference Part 3, Section 4 - Overview and Scrutiny Functions, paragraph No. 2.1 Functions determined by Council: 4. Neighbourhood and Community Support.

2.3 This report links to the following corporate priorities:

- Keeping our communities safe, cohesive and healthy
- Safeguarding children and vulnerable adults

2.4 How does this report link to the Children in care Pledge?

N/A

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	
---------------------------------------------	-----------	----------------------------------	--

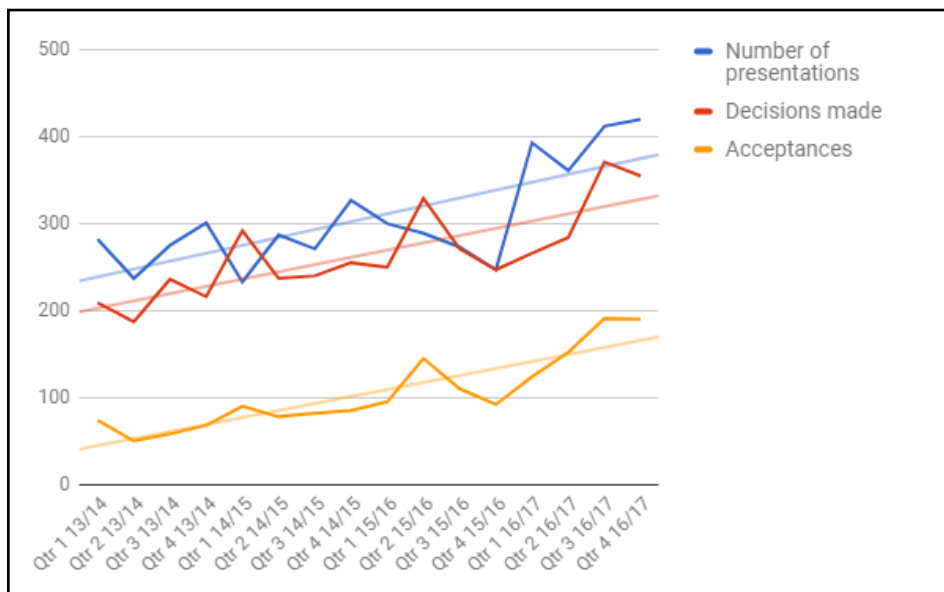
4. BACKGROUND AND KEY ISSUES

4.1 Demand for Services

4.2 The last year has been particularly challenging for the Housing Needs Team. In the period April 2016 - March 2017 the Council saw increasing levels of households presenting to the Council for assistance as they were homeless or threatened with homelessness. 1586 households presented to the Council as it was confirmed that they may be homeless or threatened with homelessness within the next 28 days. This represented an increase of 43% when compared to the previous year when 1109 presentations were made.

4.3 Where a homelessness presentation is made to the Council and we are satisfied that the household may be homeless and eligible to make an application for assistance this triggers a duty upon the Council to investigate whether the household is owed a full housing duty and is "Accepted as Homeless". This further investigation confirms the household is homeless or threatened with homelessness, takes into account any vulnerabilities of members of the household, the reasons for them becoming homeless and determines whether they have a connection with the City.

4.4 The graph below shows the number of homelessness presentations, decisions made and numbers of households accepted as homeless each quarter for the last 4 years:



4.5 The Full Housing Duty

4.6 While investigating whether a full Housing Duty is owed, if the client has no accommodation available for their occupation, the Council is under a duty to provide emergency temporary accommodation to the household. If on conclusion of the investigations it is determined that a full housing duty is owed, temporary accommodation must continue to be made available until we are able to find and secure suitable permanent accommodation.

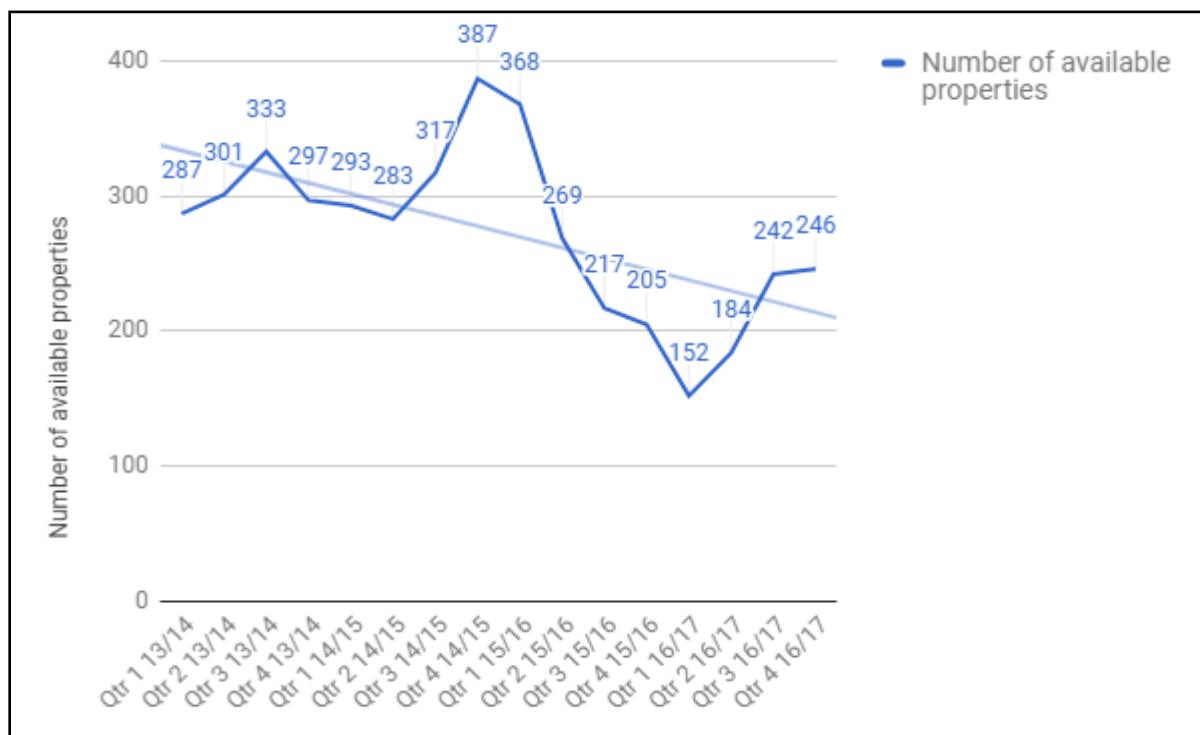
4.7 **Temporary Accommodation**

- 4.8 Traditionally the Council used hostel accommodation to house homeless households while investigations were ongoing and until suitable permanent accommodation was secured. Where hostel accommodation used was fully occupied B&B type accommodation was used as a short term emergency placement until a hostel vacancy could be secured.
- 4.9 B&B type accommodation is only meant as a short term option, but as the numbers of households presenting to the council has been increasing use of this type of accommodation has increased as no alternative accommodation options were available.
- 4.10 In recognition of the increases in demand the Council has taken steps to reduce the use of B&B type accommodation by securing use of alternative self-contained temporary accommodation options at St Michael's Gate (leased accommodation from a private accommodation provider) and bringing Elizabeth Court back into use in partnership with Cross Keys Homes. Along with the Hostel accommodation owned and managed by Cross Keys Homes, when fully available, this increases the contracted provision to 216 units of available temporary accommodation.
- 4.11 While this has and will continue to go some way to supporting the increased level of need, this does not remove the need for use of B&B type accommodation. Forecasts based on levels of demand and supply seen last year indicate that continued increased numbers of presentations will mean that we are likely to need to utilise B&B type accommodation for some time to come.
- 4.12 As well as being unsuitable accommodation for households over a prolonged period B&B accommodation is a costly option for the Council. The minimum costs for B&B accommodation is around £390 per week per room. The maximum that the Council can recover from Housing Benefit subsidy for B&B use is £92 per week leaving a shortfall of £298.
- 4.13 Forecasts based on last years demand, which for the first 3 months of 2017/18 seem to be on par with last year, indicate that by the end of this financial year, even with St Michael's Gate and Elizabeth Court being fully utilised, there will still be a need for around 110 households to be accommodated in B&B type accommodation.
- 4.14 If there are no changes in current demand levels and levels of supply of permanent accommodation it is forecast that this number will increase by between 90 and 100 households per year.
- 4.15 Significant amounts of work are ongoing with colleagues in Growth & Regeneration to identify and secure alternative temporary accommodation solutions, which can be brought into use in order to support the forecast demand. These options may include the Council investing in vacant units of accommodation, which with a change of use could be converted for use as residential accommodation.

4.16 **Supply of Accommodation**

- 4.17 Generally, those households to whom the Council accepts a full housing duty will be allocated accommodation with a social landlord. The Council has arrangements with 10 housing associations in the city to allocate its vacant properties through the Peterborough Homes Choice based lettings scheme. The common allocations policy was developed to ensure that households who are accepted as homeless and therefore owed a full housing duty are given high priority in order to assist them with a prompt move into suitable permanent accommodation.
- 4.18 In addition to the Housing Register the Localism Act 2011 gave local authorities the power to discharge the full housing duty by securing suitable accommodation in the private sector. Previously the combination of these 2 options has been more than sufficient in meeting both the demand from households who have presented to the Council as homeless and those living in unsuitable housing allocated through the Housing Register.

4.19 Unfortunately while the demand from households requiring assistance has been increasing the availability of permanent accommodation options has been decreasing. The graph below shows the number of properties, which have been made available for allocation from our partner housing associations through the choice based lettings scheme:



4.20 The Council has previously been successful in utilising the private sector in preventing homelessness and discharging its homelessness duties; however recent increases in rental costs of private sector accommodation while local housing allowance rates have been frozen, has meant that the majority of properties available in the private sector are no longer affordable for those households that are reliant on benefits to cover or assist with rents.

4.21 In addition there appears to be an increasing reluctance from some landlords to accept households who will be in receipt of any support with Housing Benefits and Universal Credit. This is mainly as these benefits are paid in arrears and if any issues arise meaning benefits are suspended or reduced, landlords are already out of pocket making it more difficult to manage.

4.22 Changes to taxation rules, which mean that landlords are now unable to deduct mortgage interest costs from their profits before paying tax, has meant that some landlords with smaller portfolios no longer see this as profitable and are selling their properties. The opportunity for us to discharge homelessness duties or to utilise the private sector to prevent households' homelessness is now few and far between.

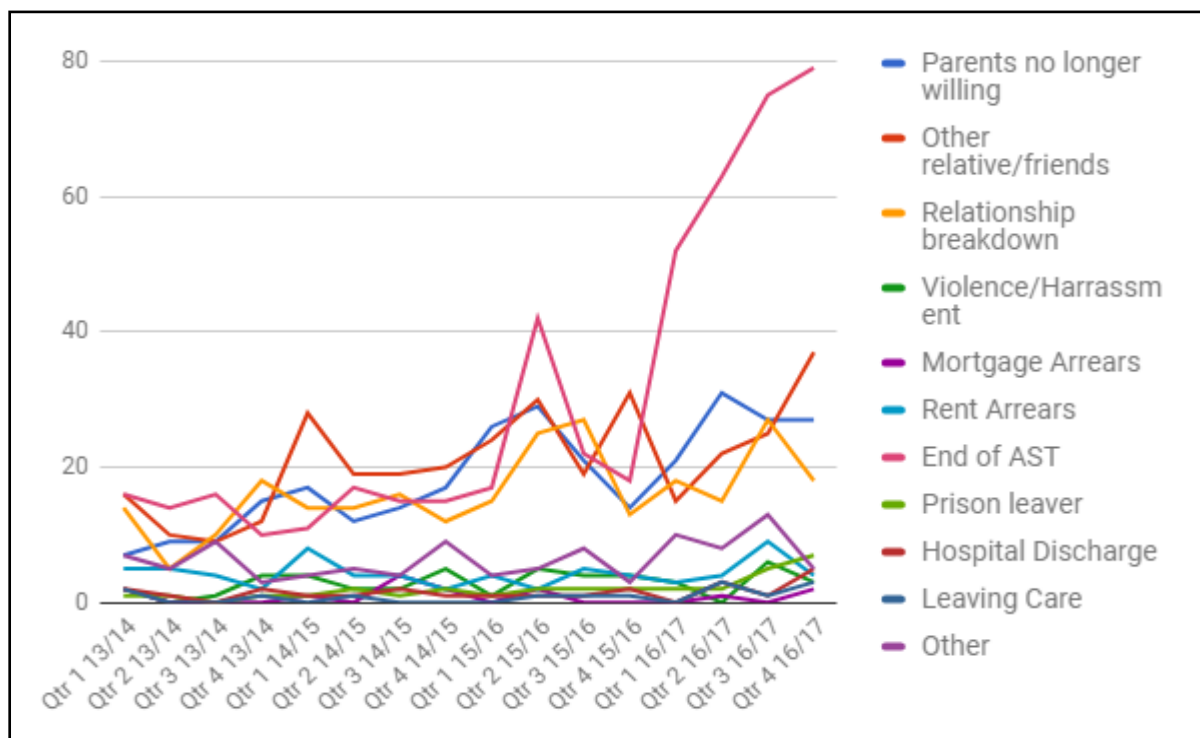
4.23 The increase in use of temporary accommodation, while partly down to the increase in the number of households approaching us for assistance, is being exacerbated by the supply of accommodation reducing at the same time effectively producing a bottleneck in temporary accommodation.

4.24 **Reasons for Homelessness**

4.25 Traditionally the main reason for households becoming homeless has been due to relationship breakdown and parents or friends and family no longer willing to accommodate households while they secure a suitable permanent accommodation solution through the housing register/choice based lettings or the private sector.

4.26 More recently however, as described earlier in the report, there has been a reduction in the availability and accessibility of the private sector. This has resulted in there being a significant

shift in the main reason for homelessness. The number 1 reason for homelessness in Peterborough mirrors the national picture in that households' private sector assured shorthold tenancy being ended is now the main reason for households becoming homeless. The graph below shows the main reasons for homelessness over the last 4 years:



4.27 Homelessness Prevention & Homelessness Trailblazer

4.28 The Housing Needs team continues to be proactive in the prevention of homelessness where the opportunity arises and officers in the team adopt a problem solving approach when presented with households at risk of homelessness in the near future. The primary aim of all preventative work is to support households to remain in their current accommodation or to find alternative accommodation prior to them having to leave the address they had been residing at.

4.29 While some success is still being made in this area prevention is becoming increasingly more difficult as alternative accommodation options are more difficult to access or prevention is not a viable option as the threat of homelessness is related to landlords seeking possession of properties for business reasons and not tenant related issues.

4.30 Recently the Council in partnership with the other Cambridgeshire authorities was successful in a bid for trailblazer funding to the Department of Communities and Local Government (DCLG). The DCLG were providing £20 million of grant funding nationally across 2016/17, 2017/18 and 2018/19. Local authorities were invited to bid either singularly or in collaboration in order to give local authorities the resources to ramp up prevention activities and take new approaches to reduce homelessness, including:

- collaborating with other services to identify at-risk households, and target interventions well before they are threatened with eviction
- helping people earlier than the statutory 28 days when they are threatened with the loss of their home
- offering that help to a wider group of people than just those owed the main homelessness duty
- testing new, innovative approaches to preventing homelessness to help us build our evidence base on what works and test the effects of these approaches in different areas

4.31 Peterborough were successful with a joint bid in partnership with the other Cambridgeshire authorities under the trailblazer funding category to support tackling three of the largest issues we are facing currently:

- Early intervention - The creation of a homelessness prevention hub, which will allow landlords and other agencies to highlight households at potential risk of homelessness. Referrals will be handled by a multidisciplinary team who will work collaboratively including with the client to formulate client-specific action plans in order to prevent their homelessness arising
- Supply - investigating and and developing initiatives to work with private sector landlords in taking over the management of their properties. These properties would then be utilised by the host authority to support households who were owed a homelessness duty.
- Main Cause of Homelessness - creation of a private landlord liaison service. This would support landlords who were experiencing issues with current tenants and were contemplating taking eviction action. By acting as a mediator the aim of the service would be to resolve the issue in order to prevent the landlord from having to take eviction action.

4.32 Fenland District Council are the host authority for the bid; recruitment to 7 posts has recently been completed and the newly recruited post holders are actively working to promote the projects across the combined area and have started to receive referrals.

4.33 In addition to the initiative detailed above we have recently secured additional short term investment in the Housing Needs Service to increase staff levels in the team to work specifically on supporting households at the earliest point of presentation to the service in an attempt to prevent them from losing their accommodation. Recruitment to these posts is currently in progress and it's hoped that the posts will be filled by the end of October 2017.

4.34 **Housing Allocations Policy**

The Peterborough Homes allocations policy was last updated in 2014 and was amended significantly to reflect changes in demand, legislation and new powers following the Localism Act.

4.35 Since the changes were implemented, Peterborough along with many local authorities has seen an increase in demand from households who are homeless or threatened with homelessness. At the same time changes to the bedroom standards policy driven by the removal of spare room subsidy has pushed additional demand on smaller 1 & 2 bedroom dwellings.

4.36 The impact of both of these pressures has meant that households who have presented to the Council as homeless have been provided with temporary accommodation and have been staying in the accommodation for longer.

4.37 With this in mind discussions between the Council and the partner Housing Associations have taken place and have made a number of recommendations, which if agreed and implemented should go some way to alleviate some of the pressures we are facing.

The recommendations are as follows:

1. **Under occupation** - To allow households with a 2 bedroom need, with 2 children, who are working and will not be affected by the removal of the spare room subsidy to express interest in and be housed in 3 bedroom accommodation.
2. **Additional Preference** - As demand for accommodation has grown it has become apparent that households to which the Council owes a full housing duty but who do not have additional preference through a strong local connection, face the prospect of not being successful for

an allocation of accommodation as they are always considered after a household who do. It is proposed that a category for accepted homeless households who have been accepted for at least 3 months is added as an additional preference category.

3. Refusals and non-attendance at viewings - The demand for accommodation is now so great that we now no longer have the luxury that we are able to give applicants extensive choice when it comes to allocations. Applicants are currently permitted to refuse up to 3 offers of accommodation before they are penalised. It is proposed that this be reduced to 2 offers for general applicants. No change is proposed for applicants who are accepted as homeless, they must still accept the 1st offer of suitable permanent accommodation.

4. Number of bids - Currently applicants are able to bid on up to 3 properties per week. They could also shortlist for up to 3 properties per week. This has often resulted in delays in lettings and some applicants bidding for properties without any knowledge of the area the property is located in as they face no penalty. It is proposed that the number of bids applicants can place be reduced from 3 to 1. This should encourage applicants to review all properties in more detail and to place their bids on properties they are really interested in securing.

4.38 **Upcoming Challenges**

The 1st quarter of 2017/18 has been similar to 2016/17 in terms of the number of households presenting to us for assistance and the number of properties available through the Choice Based Letting Scheme. The following challenges will come about in the coming months and are likely to have a further impact on levels of homelessness and the number of households who will be approaching the Council for assistance.

4.39 **The Full Rollout of Universal Credit (UC)**

In November 2017 Universal Credit will be rolled out to include all new benefit claimants and those currently in receipt of benefits who have a change in circumstances. The main changes for households include:

- Integration of six core benefits and tax credits into a single payment. The claims processes for different benefits will be integrated and households will receive just one payment.
- A shift away from a mix of weekly, fortnightly, four-weekly and monthly payments to a standard monthly payment.
- A new 'fixed' monthly assessment system that will replace the annual 'flexible' assessment period for tax credits, with payment monthly in arrears.
- Payment of Housing Benefit to social tenants rather than direct to the social landlord.
- Introduction of a single recipient model where the award is paid into one bank account.

4.40 **The Homelessness Reduction Act**

4.41 After recently receiving Royal Assent we have now received formal notification that the Homelessness Reduction Act will be implemented from April 2018.

4.42 The main thrust of the Act is to refocus English local authorities on efforts to prevent homelessness. While many authorities already do this, it would become a duty to prevent as opposed to the current duty to assist when homeless. The Act amends Part 7 of the *Housing Act 1996*. Its measures include:

- An extension of the period during which an authority should treat someone as threatened with homelessness from 28 to 56 days.

- Clarification of the action an authority should take when someone applies for assistance having been served with a section 8 or section 21 notice of intention to seek possession from an assured shorthold tenancy.
- A new duty to prevent homelessness for all eligible applicants threatened with homelessness.
- A new duty to relieve homelessness for all eligible homeless applicants.
- A new duty on public services to notify a local authority if they come into contact with someone they think may be homeless or at risk of becoming homeless.

- 4.43 The Act will have an impact on the delivery of services and will have a resource impact. While we currently offer advice and assistance to all households who are homeless or threatened with homelessness, for those who are not in priority need our duty currently ends after we have given advice on how the applicant can secure accommodation themselves.
- 4.44 The changes require us to formulate and work through an action plan with each applicant. This action plan would be owned by the advisor and the applicant and if followed effectively should result in the applicant not becoming homeless or being assisted in securing alternative accommodation before they have to leave their current home.
- 4.45 Where successful this would prevent the need for costly emergency accommodation and would have significant benefits in reducing upheaval for families who are faced with homelessness. However, as detailed earlier in this report the significant shortage of available accommodation both in the social and private sector will mean for certain households the chances of us securing alternative accommodation prior to a household becoming homeless is reduced.
- 4.46 In addition to the additional resource implications required to meet these additional burdens, there is likelihood that in order to be successful in preventing homelessness, we would need to have the ability to offer financial assistance to households in order to reduce arrears. While we offer this currently this would be extended to non-priority groups. The government have confirmed the availability of additional funds to support councils to meet these new duties, and we anticipate confirmation of this and the amount available during the autumn.
- 4.47 With the future challenges detailed in mind the lead Cabinet Member for this area, Cllr Peter Hiller, has asked that a new Homelessness Reduction Strategy and Action Plan be produced for this council. He has further indicated that it would add significant value if this strategy and plan could be worked up in collaboration with a cross party working group to ensure all perspectives are considered.
- 4.48 It is therefore recommended that the committee agree to create a Task and Finish group to work alongside officers to develop a new Homelessness Reduction Strategy.
- 4.49 It is also recommended that the following terms of reference for the Task and Finish group are agreed:

Purpose

The group's primary focus would be to develop a new draft Homelessness Reduction Strategy for presentation back to Scrutiny Committee. The strategy will build on the Council's existing Homelessness Prevention Strategy and position us well to manage the full impacts of homelessness and prepare for the broader responsibilities we will assume when the Homelessness Reduction Act becomes live in April 2018.

Scope of the Review

1. To consider the existing and previous Homelessness Prevention strategies to determine what impacts actions have had, and what learning exists to influence the new strategy.
2. To consider similar strategies developed by other similar councils to identify good practice that may be transferrable to Peterborough.
3. To consider similar strategies developed by the district councils across Cambridgeshire to identify if there are any benefits in collaborating on all or some actions.
4. To take into account national research and models of good practice promoted by relevant agencies, e.g. Shelter.
5. To take into consideration the Homelessness Reduction Act to determine the impacts it will have on delivery of homelessness prevention and reduction activity in Peterborough.
6. To identify and meet with expert witnesses to help inform discussions and recommendations.

Reporting

The Task and Finish group will report to the Adults and Communities Scrutiny Committee. The draft strategy will form part of the Council's major policy framework and will therefore need to be debated and approved at Full Council. The new Act becomes live in April 2018 and so it is envisaged that approval for the new strategy will be obtained prior to this date.

5. CONSULTATION

5.1 Not applicable.

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 It is hoped that the committee agreeing to the recommendations contained in this report will enable officers to work towards reducing demand on homelessness services and in turn reduce demand on temporary accommodation need and increasing costs associated with it.

7. REASON FOR THE RECOMMENDATIONS

7.1 To improve service provision for clients as well as alleviating demand on services.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 Not Applicable

9. IMPLICATIONS

Financial Implications

9.1 Increases in resource to support the Housing Needs Team have been agreed. There may be future capital investment required in temporary accommodation and permanent accommodation provision.

Legal Implications

9.2 N/A

Equalities Implications

9.3 N/A

Rural Implications

9.4 *N/A*

10. BACKGROUND DOCUMENTS

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

10.1 *N/A*

11. APPENDICES

11.1 *N/A*

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 8
12 SEPTEMBER 2017	PUBLIC REPORT

Report of:	Adrian Chapman, Service Director Communities & Safety	
Cabinet Member(s) responsible:	Councillor Irene Walsh, Cabinet Member for Communities	
Contact Officer(s):	Clair George, Prevention and Enforcement Service Manager	Tel. 01733 453576

UPDATE ON EMERGENCY STOPPING PLACE PROVISION FOR GYPSIES AND TRAVELLERS WITHIN PETERBOROUGH

R E C O M M E N D A T I O N S

It is recommended that Adult and Communities Scrutiny Committee:

1. Consider and comment on the updates provided on the recommendations made by Cabinet on 20th March 2017.

1. ORIGIN OF REPORT

- 1.1 This report is submitted to Adult and Communities Scrutiny Committee following recommendations made at Cabinet on 20th March 2017.

2. PURPOSE AND REASON FOR REPORT

- 2.1 This purpose of this report is to provide the committee with an update on the review of emergency stopping provision for gypsies and travellers within Peterborough and the progress made against recommendations agreed by Cabinet on 20th March 2017.
- 2.2 This report is for Adult and Communities Scrutiny Committee to consider under its Terms of Reference: Part 3, Section 4 - Overview and Scrutiny Functions, paragraph No. 2.1 Functions determined by Council: 4. Neighbourhood and Community Support.
- 2.4 This report links to the following corporate priorities:
 - Keeping our communities safe, cohesive and healthy
 - Safeguarding children and vulnerable adults
- 2.5 How does this report link to the Children in care Pledge?

N/A

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	N/A
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4. BACKGROUND AND KEY ISSUES

- 4.1 At its meeting on 20th July 2016 the Strong and Supportive Communities Scrutiny Committee

(now the Adults and Communities Scrutiny Committee) recommended that a cross-party Task and Finish group be established to review emergency stopping place provision for Gypsies and Travellers in Peterborough. The Committee received a report of the group's findings and recommendations at its meeting on 7th March 2017 which was then submitted to Cabinet on 20th March 2017.

- 4.2 At the meeting on 20th March 2017 Cabinet considered the report and resolved as follows:
- 1) That the council converts the existing emergency stopping place in Dogsthorpe to a temporary stopping place by seeking full planning consent to enable the site to be used more than the current 28 days per year. The site will require some capital investment to bring it up to a reasonable standard.
 - 2) That the site, with its extended usage, be trialled for a least 12 months before any other locations are identified in order to determine its effectiveness and to make particular reference to the use of the site by 2 or more families.
 - 3) To distribute a flow chart to all councillors which details the process of dealing with unauthorised encampments from assessment to removal, and that the flow chart describes the new approach of Gypsy and Traveller management being finalised with the Prevention and Enforcement Service between the council and the police.
- 4.3 A planning application to change the use of the land currently used as an emergency stopping place has been submitted, further supporting documents have also been submitted. The application also detailed plans to improve the location including fencing, entrance gates and height barriers. If planning permission is granted the site will be closely monitored to see how it is used and the impact it has on reducing the impact unauthorised encampments can sometimes have on residents. The estimated timescale for planning permission is 8 weeks, this includes approximately 4 weeks consultation period. It is hoped that planning will be granted by the start of November but that may be affected by the nature of any objections which may be made to the application.
- 4.4 The Temporary Stopping Place will be protected until it was required for an encampment. Officers from the Prevention and Enforcement Service would direct gypsies and travellers to the site, where they would be given a contract of use and be required to pay a nightly rent. Whilst on the site waste collection, toilets and water would be provided and regular visits undertaken by officers. The Local Authority would continue to use current powers to move groups on from the stopping place to ensure the site did not get misused.
- 4.5 From 1st April 2017 to 1st August 2017 there have been 17 unauthorised encampments in the Peterborough area of which 10 were on Peterborough City Council owned land. Section 77 notices were issued on 9 occasions; on 6 occasions they were not complied with and a Section 78 notice was issued by the courts. The use of the emergency stopping place was offered at the initial visit to each encampment however it has not been used this year to date.
- April - 2 unauthorised encampments in the city, both of which were on private land at Lynchwood. Companies affected engaged bailiffs direct. Support was given during the process, officers also worked with businesses on the installation of defence measures.
 - May- 3 unauthorised encampments all on city council land; two were in Werrington/Walton Park and the Embankment, and on both occasions a Section 78 court order was issued on the groups. The other encampment was in Ashton which complied with Section 77 notice. Defences at the park have been repaired and a shroud installed on the height barrier to the embankment.
 - June - 6 unauthorised encampments, two on private land (one at Serpentine Green which moved on after police visited, and the other at the Ice Rink which moved after police issued a Section 61 notice). The other 4 were on PCC land: A16 near Green Road where

the group complied with a Section 77 notice; A16 near the Nature Reserve where a Section 78 notice was issued; Hurn Road where a Section 78 notice was issued; and Gunthorpe Park where the group left after the initial visit. After the groups left additional defence measures were reviewed and a new bund installed on the A16 near the bridleway.

- July - 6 unauthorised encampments with 3 on private land (Nature's Way, Network Rail Car Park and the Boating Lake and in each case the owners of the land undertook private evictions). 3 encampments were on PCC land: a group parked on the verge next to the crematorium entrance where a summons was issued and they left before the court date; and on two occasions groups set up on land behind the Silver Jubilee in Bretton - a Section 78 notice was issued on both occasions. Defence measures have been installed at the Silver Jubilee on both private and public land. Officers are currently working with Amey on appropriate defence measures for land outside the crematorium.

4.6 Since the introduction of the new process each encampment is assessed by police and Prevention and Enforcement Officers to determine the use of appropriate powers to move the group in a timely manner. A flowchart detailing the process has been circulated to all Councillors and Parish Councils. Police use the National Decision Model to see if sites meet set criteria for use of a Section 61 notice, and undertake reviews whilst the encampment is on site. The police National Decision Model assessment process reviews sites based on information and intelligence, community impact, threat assessment, working strategy, powers and policy, tactical options and preferred action. The model is an ongoing assessment and as new information and intelligence is added it allows police to re-assess the situation.

5. CONSULTATION

5.1 Consultation will be required as part of the planning process for change of use of the current emergency stopping place to a temporary stopping place.

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 It is hoped that the new joined up response to moving on unauthorised encampments and the investment in the current emergency stopping provision will limit the impact unauthorised encampments can have on local communities in Peterborough.

7. REASON FOR THE RECOMMENDATION

7.1 To enable the committee to consider progress made on the recommendations approved by Cabinet relating to emergency stopping provision for Gypsies and Travellers.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 Not applicable.

9. IMPLICATIONS

Financial Implications

9.1 Capital investment will be sought if planning permission is granted to upgrade the emergency stopping place.

Legal Implications

9.2 N/A

Equalities Implications

9.3 Gypsies and Travellers' right to roam, which is protected by various legislation including Human Rights, Housing and Planning, is considered as part of this work.

Rural Implications

9.4 N/A

10. BACKGROUND DOCUMENTS

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

10.1 Cabinet Report - Review of Emergency Stopping Provision for Gypsies and Travellers within Peterborough - 20th March 2017

11. APPENDICES

11.1 None

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 9
12 SEPTEMBER 2017	PUBLIC REPORT

Report of:	Stephen Gerard, Interim Director of Law and Governance	
Contact Officer(s):	Paulina Ford, Senior Democratic Services Officer Joanna Morley, Democratic Services Officer	Tel. 01733 452508 Tel: 01733 452468

MONITORING SCRUTINY RECOMMENDATIONS

R E C O M M E N D A T I O N S	
FROM: Director of Governance	Deadline date: N/A
<p>It is recommended that the Adults and Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Considers the responses from Cabinet Members and Officers to recommendations made at previous meetings as attached in Appendix 1 to the report and provides feedback including whether further monitoring of each recommendation is required. 	

1. ORIGIN OF REPORT

1.1 The Adults and Communities Scrutiny Committee agreed at a meeting held on 21 June that a report be provided at each meeting to note the outcome of any recommendations made at the previous meeting held thereby providing an opportunity for the Committee to request further monitoring of the recommendation should this be required.

2. PURPOSE AND REASON FOR REPORT

2.1 The report enables the Scrutiny Committee to monitor and track progress on recommendations made to the Executive or Officers at previous meetings.

2.2 This report is for the Adults and Communities Scrutiny Committee to consider under its Terms of Reference No. *Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 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*

3. **TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	N/A
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4. **BACKGROUND**

4.1 Appendix 1 of the report sets out the recommendations made to Cabinet Members or Officers at previous meetings of the Scrutiny Committee. It also contains summaries of any action taken by Cabinet Members or Officers in response to the recommendations.

4.2 The progress status for each recommendation is indicated and if the Scrutiny Committee confirms acceptance of the items marked as completed they will be removed from the list. In cases where action on the recommendation is outstanding or the Committee does not accept the matter has been adequately completed it will be kept on the list and reported back to the next meeting of the Committee. It will remain on the list until such time as the Committee accepts the recommendation as completed.

5. **ANTICIPATED OUTCOMES OR IMPACT**

5.1 Timelier monitoring of recommendations made will assist the Scrutiny Committee in assessing the impact and consequence of the recommendations.

6. **REASON FOR THE RECOMMENDATION**

6.1 To assist the Committee in assessing the impact and consequence of recommendations made at previous meetings.

7. **BACKGROUND DOCUMENTS**

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

7.1 Minutes of meeting held on 21 June 2017

8. **APPENDICES**

8.1 Appendix 1 – Monitoring Recommendations

APPENDIX 1 - RECOMMENDATION MONITORING REPORT

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
21 June 2017	Cabinet Member for Communities/ Adults and Communities	Proposal for a Cross Party Task and Finish Group To Review Community Involvement In Neighbourhood Issues	The Committee recommended that a Cross Party Task and Finish Group be established to review community involvement in neighbourhood issues and agreed to the Terms of Reference of the Task and Finish Group as attached at appendix 1 of the report	The first meeting of the newly established Task and Finish group was convened on 30 th Aug 2017	A further meeting is to be held in October
21 June 2017	Cabinet Member for Communities/ Adults and Communities	Safer Peterborough Partnership Plan 2017 – 2020	That the Committee approved the Safer Peterborough Partnership Plan 2017-2020 for presentation to Cabinet on 10 July 2017 and then approval at Full Council, subject to the following: <ul style="list-style-type: none"> - That the term “substance <i>misuse</i>” be replaced with the term “substance <i>abuse</i>”. - That there is reference in the document to community involvement in neighbourhood issues and the role of the Task and Finish group. 	The Safer Peterborough Partnership Plan was amended as recommended by the Scrutiny Committee and presented to Cabinet on 10 th July 2017. The Plan was considered and approved by Cabinet but will need to be approved by Full Council before it is implemented by the Safer Peterborough Partnership.	In light of the countrywide policing review that is taking place, The Safer Peterborough Partnership Plan will not be presented to full Council until the review’s findings are known. If, as a result of these findings changes to the Plan need to be made it will be re-presented to the Scrutiny committee.

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
			<ul style="list-style-type: none"> - That the effects of the Safer Peterborough Partnership (SPP) on the reduction on crime rates be made clear as currently the report refers to the successes of the SPP but also suggests that this reduction would have happened regardless of specific SPP actions as it is in line with national trends. 		
21 June 2017	Governance Directorate	Review of 2016/17 and Work Programme for 2017/18	The Committee recommended that the monitoring of future recommendations as proposed in paragraph 5.2 of the report be agreed and that a report be provided at each meeting to note the outcome of any recommendations made at the previous meeting held thereby providing an opportunity for the Committee to request further monitoring of the recommendation should this be required.	A report will be presented to each meeting following any recommendations made at the previous meeting. This report is the first report in accordance with the agreed recommendation.	Complete

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 10
7 SEPTEMBER 2017	PUBLIC REPORT

Report of:	Interim Director of Law and Governance		
Cabinet Member(s) responsible:	Cabinet Member for Resources		
Contact Officer(s):	Joanna Morley, Democratic Services Officer	Tel. 01733 452468	

FORWARD PLAN OF EXECUTIVE DECISIONS

R E C O M M E N D A T I O N S	
FROM: Democratic Services Officer	Deadline date: N/A
<p>It is recommended that the Adults and Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Considers the current Forward Plan of Executive Decisions and identifies any relevant items for inclusion within their work programme or request further information. 	

1. ORIGIN OF REPORT

1.1 The report is presented to the Committee in accordance with the Terms of Reference as set out in section 2.2 of the report.

2. PURPOSE AND REASON FOR REPORT

2.1 This is a regular report to the Adults and Communities Scrutiny Committee outlining the content of the Forward Plan of Executive Decisions.

2.2 This report is for the Adults and Communities Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 3.3:

The Scrutiny Committees will:

(f) Hold the Executive to account for the discharge of functions in the following ways:

ii) By scrutinising Key Decisions which the Executive is planning to take, as set out in the Forward Plan of Executive Decisions;

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	N/A
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4. BACKGROUND AND KEY ISSUES

4.1 The latest version of the Forward Plan of Executive Decisions is attached at Appendix 1. The

Forward Plan contains those Executive Decisions which the Leader of the Council believes that the Cabinet or individual Cabinet Member(s) can take and any new key decisions to be taken after 18 September 2017.

4.2 The information in the Forward Plan of Executive Decisions provides the Committee with the opportunity of considering whether it wishes to seek to influence any of these executive decisions, or to request further information.

4.3 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.

4.4 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.

5. CONSULTATION

5.1 Details of any consultation on individual decisions are contained within the Forward Plan of Executive Decisions.

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 After consideration of the Forward Plan of Executive Decisions the Committee may request further information on any Executive Decision that falls within the remit of the Committee.

7. REASON FOR THE RECOMMENDATION

7.1 The report presented allows the Committee to fulfil the requirement to scrutinise Key Decisions which the Executive is planning to take, as set out in the Forward Plan of Executive Decisions in accordance with their terms of reference as set out in Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 3.3.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 N/A

9. IMPLICATIONS

Financial Implications

9.1 N/A

Legal Implications

9.2 N/A

10. BACKGROUND DOCUMENTS

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

10.1 None

11. APPENDICES

11.1 Appendix 1 – Forward Plan of Executive Decisions

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

PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS

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PUBLISHED: 01 SEPTEMBER 2017

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 Ayres, Cllr Elsey; 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, Democratic and Constitutional Services Manager, 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, Democratic and Constitutional Services Manager, 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 Democratic and Constitutional Services Manager 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 02 OCTOBER 2017

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>Award of Contract For Remodelling South Side Town Hall – KEY/02OCT17/01 Parts of the Town Hall are being vacated by the council and let for occupation by external organisations. This is part of the Councils move to the new office at Fletton Quays. In readiness for the letting of the south side of Town Hall refurbishment works are required. The award of contract is to Coulson and Sons Limited to enable the delivery of these works.</p>	<p>Councillor Seaton, Cabinet Member for Resources</p>	<p>16/10/17</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>No external consultation (Ward Councillors notified via email)</p>	<p>Stuart Macdonald Tel:07715 802489 Email: stuart.macdonald@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>Department for Transport Challenge Fund Award – KEY/02OCT17/02 The council has been successful in securing £1.19m from Department for Transport for drought damaged roads. Approval is now sought for the payment of £500,000 match funding the Council committed to as part of its application.</p>	<p>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</p>	<p>September 2017</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>East Ward and Eye, Thorney & Newborough Ward</p>	<p>This forms part of the Local Transport Plan.</p>	<p>Lewis Banks, Principal Sustainable Transport Planning Officer, 01733 317465, lewis.banks@peterborough.gov.uk</p>	<p>Local Transport Plan 4, The Highway Asset Management Policy and Strategy, no exempt information</p>

PREVIOUSLY ADVERTISED DECISIONS

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
1.	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	November 2017 Adult and Communities Scrutiny Committee	All wards	Relevant internal and external stakeholders.	Gary Jones Lead commissioner for Older people Tel: 452450 Email: gary.jones@pet-erborough.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>

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. 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.</p>	<p>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>January 2018</p>	<p>Adult and Communities Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Rajnish Ahuja Procurement Project Manager (Interim) Tel: 01733 317471 Email: rajnish.ahuja@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>3. 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>July 2017</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Marion Kelly Interim Service Director, Financial Services Tel: 01733 384564 Email: marion.kelly@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>4. Peterborough Serco Strategic Partnership Contract Amendments – KEY/28NOV16/02 To agree amendments to the Serco Partnership Contract</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>July 2017</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant stakeholders and Serco.</p>	<p>Marion Kelly Interim Service Director, Financial Services Tel: 01733 384564 marion.kelly@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION	
5.	Serco ICT Contract Amendments – KEY/28NOV16/03 To agree amendments to the Serco ICT Contract.	Councillor David Seaton Cabinet Member for Resources	July 2017	Growth, Environment & Resources Scrutiny Committee	All wards	Relevant stakeholders and Serco.	Marion Kelly Interim Service Director, Financial Services Tel: 01733 384564 marion.kelly@pet-erborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
6.	Oakdale Primary School Expansion – KEY/6FEB17/01 Award of Contract for the expansion of Oakdale Primary School from 1FE to 2FE, including the approval of property, legal and financial arrangements for various enabling agreements with third parties	Councillor Lynne Ayres Cabinet Member for Education, Skills and University	July 2017	Children and Education Scrutiny Committee	Stanground South, Councillors Ray Bisby, Chris Harper and Brian Rush	Relevant internal and external stakeholders.	Brian Howard Head of Schools Infrastructure Tel: 01733 863976 Email: Brian.howard@pet-erborough.gov.uk Sharon Bishop Tel: 01733 863997 Email: sharon.bishop@pet-erborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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	
7.	Discretionary rate relief - KEY/20FEB17/02 From business rates for charities, similar organisations not established or conducted for profit and rural businesses	Councillor David Seaton Cabinet Member for Resources	July 2017	Growth, Environment & Resources Scrutiny Committee	All wards	Relevant internal and external stakeholders.	Vicki Palazon Head of Finance (Business Operations & Development) Email: vicki.palazon@pe-terborough.gov.uk Tel:01733 864104	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>

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	
8.	Affordable Warmth Strategy 2017 – 2019 KEY/17APR17/03 Recommendation to approve the Affordable Warmth Strategy 2017 - 2019	Councillor Walsh, Cabinet Member for Communities	July 2017	Adults and Communities Scrutiny Committee	All wards	Relevant internal and external stakeholders. The draft strategy will be placed on PCC Consultation pages for 3 week consultation period	Sharon Malia - Housing Programmes Manager, Tel: 01733 863764 sharon.malia@petborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. BRE Integrated Dwelling Level Housing Stock Modelling Report July 2016 Housing Renewals Policy 2017 - 2019

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9.	Town Hall South – remodelling - KEY/01MAY17/04 To award the contract for the remodelling of the area in the Town Hall to be let.	Councillor Seaton, Cabinet Member for Resources	July 2017 Growth, Environment and Resources Scrutiny Committee	Central ward	Relevant internal and external stakeholders Consultation with Ward Councillors and usual internal and external stakeholders	Jane McDaid, Head of Property, 01733 384540, jane.mcdaid@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>10. Authorise the award of the Nene Bridge Bearings Scheme - KEY/01MAY17/07 Authorise the award of the Nene Bridge Bearings bridge works to Skanksa Construction UK Ltd through the Council's Peterborough Highway Services Contract 2013-2013</p>	<p>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</p>	<p>July 2017</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Peter Tebb, Network and Traffic Manager, Tel:01733 453519, Email: 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>

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75 11.	Real Time Passenger Information - KEY/15MAY17/02 Award of the Contract along with the agreement to sign the partnership and data sharing agreements with neighbouring local authorities and bus operators associated with this contract	Cabinet Member for Growth, Planning, Housing and Economic Development	September 2017 Growth, Environment and Resources Scrutiny Committee	All	Relevant internal and external stakeholders. Consultation has taken place with bus operators in the city and will continue to do so for the duration of the tender process	Peter Tebb Network and Traffic Manager Tel: 01733 453519 Email: Peter.tebb@peterborough.gov.uk Amy Pickstone Senior ITS Officer 5 317481 Email: amy.pickstone@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>12. Approval to early infrastructure works to facilitate the design and build of two new schools on the Paston Reserve site – KEY/15MAY17/03 There is a requirement for infrastructure works to be undertaken on land identified under a S106 Agreement to accommodate a new 2 form entry primary school and an 8 form entry secondary school at the Paston Reserve site. These works include a new access road into the site from Newborough Road, relocation of overhead power cables and fencing to secure the site upon transfer to the Council. These works must be completed ahead of the programme to deliver the new school.</p>	<p>Councillor Lynne Ayres Cabinet Member for Education, Skills and University</p>	<p>July 2017</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Gunthorpe</p>	<p>Relevant internal and external stakeholders.</p>	<p>Emma Everitt Capital Projects and Assets Officer Tel: 01733 863660 Email: 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>

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<p>77</p> <p>13. Paston Reserve Primary School - New school build project - KEY/15MAY17/04 School Organisation Plan 2012-17, EFA Contractors Framework Guidance, Guidance for LAs seeking to deliver free school projects</p>	<p>Councillor Lynne Ayres Cabinet Member for Education, Skills and University</p>	<p>September 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Gunthorpe</p>	<p>Relevant internal and external stakeholders.</p> <p>There will be public consultation on the plans for the new school. Ward Cllr consultation</p>	<p>Emma Everitt Capital Projects and Assets Officer Tel: 01733 863660 Email: 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>14. Paston Reserve Secondary School - New build project - KEY/15MAY17/05 Authorise the Director People and Communities to approve the construction of a new secondary school at the Paston Reserve site up to the value of £xm. Authorise the Director to award the design and build contract. Authorise the Director to enter into the 125 year lease of the school site with the Academy Trust.</p>	<p>Councillor Lynne Ayres Cabinet Member for Education, Skills and University</p>	<p>July 2018</p>	<p>Children and Education Scrutiny Committee</p>	<p>Gunthorpe</p>	<p>Relevant internal and external stakeholders.</p> <p>There will be a public consultation on the plans for the new school. Ward Cllr consultation.</p>	<p>Emma Everitt Capital Projects and Assets Officer Tel: 01733 863660 Email: 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>School Organisation Plan 2012-17. EFA Contractors Framework Guidance. Guidance for LAs seeking to deliver free school projects</p>

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15. Enterprise Managed Services Contract - KEY/15MAY17/06 Termination of the current 23 year contract with Enterprise Managed Services (Amey) and future service delivery	Cabinet	20 November 2017	Growth, Environment and Resources Scrutiny Committee	All Wards	Relevant internal and external stakeholders.	James Collingridge, Amey Partnership Manager, Tel: 01733 864736 Email: james.collingridge@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
16. Payment Strategy – KEY/29MAY17/03 How customers will pay for services and make payments due to the council in the next three to five years, this includes the proposal to close the cash office and move parking permits and taxi licensing to a wholly online solution	Cabinet	25 Sept 2017	Growth, Environment and Resources Scrutiny Committee	All wards	Relevant internal and external stakeholders.	Vicki Palazon, Head of Finance, Tel: 01733 864104, Email: vicki.palazon@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>17. Approval to award places on the Pseudo DPS for Residential Care Providers - KEY/29MAY17/04 Provide permission for the Council to enter into contractual arrangements with Residential Care Providers following the publication of a PIN notice inviting providers to submit prices and sign up to the Council's Residential Care Terms and Conditions. This ensures compliance with the Public Procurement Regulations 2015 and the Care Act 2014</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>November 2017</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Helene Carr, Head of Commissioning Social Care Tel: 01733 863901, Email: Helene.carr@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>18. Woodston Expansion – KEY/26JUNE17/01 Award of Contract for the expansion of Woodston Primary School to accommodate an additional 210 children</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>October 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Fletton & Woodston</p>	<p>Relevant internal and external stakeholders. Public consultation to be held July 2017</p>	<p>Sharon Bishop, Capital Projects & Assets Officer, Tel: 01733 863997, Email: sharon.bishop@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. School Organisational Plan 2015 - 2020</p>

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<p>19. St George's (Heltwate) remodelling – KEY/26JUNE17/02 Award of Contract for the remodelling and refurbishment of part of the St George's School site to accommodate up to 40 KS4 children from Heltwate School</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>August 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Park Ward</p>	<p>Relevant internal and external stakeholders.</p>	<p>Sharon Bishop. Capital Projects & Assets Office, Tel: 01733 863997, Email: sharon.bishop@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>School Organisational Plan 2015 – 2020</p>
<p>20. Approval of Sharing Officers between Peterborough City Council & Cambridgeshire County Council -KEY/10JUL17/01 Under s113 of the 1972 Local Government Act a Council can place officers at the disposal of another Council. The Council is currently in the process of establishing a shared management team for People & Communities with Cambridgeshire County Council which may result in one or more officers of the City Council being shared across both Councils.</p>	<p>Councillor Seaton, Cabinet Member for Resources</p>	<p>July 2017</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>ALL</p>	<p>Relevant internal and external stakeholders.</p> <p>Officers affected, Trades Unions, Employment Committee, Members of both Councils</p>	<p>Paul Smith HR Advisor Tel: 01733863629 Email: paul.smith2@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>Consultation document and reports to Employment Committee setting out rationale and proposals</p>

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21.	<p>Award of Contract - Social Care Platform - KEY/24JULY17/01</p> <p>To approve the award of a contract to develop and implement a technology platform that would sit across the current adult and children's social care IT systems</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>24 July 2017</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>N/A</p>	<p>Vicki Palazon Head of Finance (Business Operations & Development) Email: vicki.palazon@peterborough.gov.uk Tel:01733 864104</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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22.	Award of Contract - Social Care e-marketplace – KEY/24JULY17/02 To approve the awarding of a contract to provide a social care e-marketplace IT system	Councillor David Seaton Cabinet Member for Resources	24 July 2017 Growth, Environment & Resources Scrutiny Committee	All Wards	N/A	Vicki Palazon Head of Finance (Business Operations & Development) Email: vicki.palazon@peterborough.gov.uk Tel:01733 864104	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>23. Enabling Works To Celta Road and Re-modelling of Car Park at Belsize Community Centre – KEY/24JULY17/04 To approve enabling works to Celta Road enabling the carriageway to be widened allowing a two way flow of traffic. Inclusion of laybys for parking. Expansion of the car park at Belsize Community Centre and white-lining to give defined spaces. This will aid with any future expansion of Woodston Primary School</p>	<p>Councillor Lynne Ayres Cabinet Member for Education, Skills and University</p>	<p>October 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Woodston and Fletton</p>	<p>Meeting to be held on 10th July at Belsize Community Centre</p>	<p>Sharon Bishop, Capital Projects & Assets Officer, 01733 863997 Sharon.bishop@peteborough.gov.uk</p>	<p>SOP 2012-2017 (and addendum) Medium Term Financial Plan</p>

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24.	Award of Contract - Social Care Operating Model – KEY/24JULY17/05 To approve the awarding of a contract to develop a social care operating model	Councillor David Seaton Cabinet Member for Resources	24 July 2017 Growth, Environment & Resources Scrutiny Committee	All Wards	N/A	Vicki Palazon Head of Finance (Business Operations & Development) Email: vicki.palazon@peterborough.gov.uk Tel:01733 864104	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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25.	Acquisition of Regeneration Site – KEY/24JULY17/06 To approve the acquisition of a local regeneration site.	Councillor David Seaton Cabinet Member for Resources	July 2017 Growth, Environment & Resources Scrutiny Committee	Central	Relevant Internal and External Stakeholders.	Jane McDaid Head of Peterborough Property services Tel: 01733 384540 Email: Jane.mcdaid@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>
26.	Construction of new school building - Heltwate School – KEY/24JULY17/08 Construction of a new school building to accommodate the expansion of Heltwate School	Councillor Lynne Ayres, Cabinet Member for Education, Skills and University	November 2017 Children and Education Scrutiny Committee	East	Public Consultation Autumn 2017	Sharon Bishop, Capital Project & Assets Officer sharon.bishop@peterborough.gov.uk	School Organisational Plan 2017

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<p>27. . Locally designed and administered business rates relief scheme - KEY/07AUG17/01 The government announced in its spring budget a number of reliefs for businesses including a £300m discretionary sum to be allocated by individual Local authorities based on their own scheme. The government subsequently consulted on this and in April confirmed the scheme would continue and announced individual authority allocations, although there remain some outstanding issues. The decision required will be to approve the scheme of allocation of funds for those ratepayers who have faced high increases in rate bills for 2017/18.</p>	<p>Councillor Seaton, Cabinet Member for Resources</p>	<p>October 2017</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders. Major preceptors and Combined authority.</p>	<p>Bruce Bainbridge, Finance Manager, Tel:01733 384583, Email: bruce.bainbridge@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. DCLG documents regarding determination and conditions</p>

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<p>28. Academy Conversion (Jack Hunt Group) of Jack Hunt School – KEY/07AUG17/02 To approve the closure of a maintained school and authorise the execution and completion of a Commercial Transfer Agreement with the Academy Trust and the grant of a 125 year lease of the land</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>14 August 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Gunthorpe</p>	<p>Consultation with staff, parents, Ward Cllrs and relevant council departments</p>	<p>Sharon Bishop Capital Projects and Assets Officer, Tel No.01733 863997 sharon.bishop@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>29. Academy Conversion (Jack Hunt Group) of Middleton Primary School – KEY/07AUG17/03 Conversion of a maintained primary school to an Academy. To authorise the execution and completion of a Commercial Transfer Agreement (CTA) between the Council and the Academy trust and to authorise the grant of a 125 year lease to the Academy Trust</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>14 August 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Werrington</p>	<p>Consultation with staff, parents, Ward Cllrs and relevant council departments</p>	<p>Sharon Bishop Capital Projects and Assets Officer, Tel No.01733 863997 sharon.bishop@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>30. Academy Conversion (Jack Hunt Group) of Longthorpe Primary School – KEY/07AUG17/04 Academy conversion of maintained primary school. To authorise the execution and completion of a Commercial Transfer agreement (CTA) between the Council and the Academy Trust and to authorise a 125 year lease to the Academy Trust.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>14 August 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Glington & Castor</p>	<p>Consultation with staff, parents, Ward Cllrs and relevant council departments</p>	<p>Sharon Bishop Capital Projects and Assets Officer, Tel. No: 01733 863997 sharon.bishop@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>31. Academy Conversion (Jack Hunt Group) of Thorpe Primary School – KEY/07AUG17/05 Academy conversion of maintained primary school. To authorise the execution and completion of a Commercial Transfer agreement (CTA) between the Council and the Academy Trust and to authorise a 125 year lease to the Academy Trust.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>14 August 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Wittering</p>	<p>Consultation with staff, parents, Ward Cllrs and relevant council departments</p>	<p>Sharon Bishop Capital Projects and Assets Officer, Tel No: 01733 863997 sharon.bishop@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>32. Academy Conversion (Jack Hunt Group) of Ravensthorpe Primary School – KEY/07AUG17/06 Academy conversion of maintained primary school. The execution and completion of a Commercial Transfer agreement (CTA) between the Council and the Academy Trust. The authorisation of a 125 year lease to the Academy Trust.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>14 August 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Ravensthorpe</p>	<p>Consultation with staff, parents, Ward Cllrs and relevant council departments</p>	<p>Emma Everitt Email: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>33. Academy Conversion (Soke Educational Trust) Werrington Primary School – KEY/07AUG17/07 Academy conversion of maintained primary school. The execution and completion of a Commercial Transfer agreement (CTA) between the Council and the Academy Trust. The authorisation of a 125 year lease to the Academy Trust.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>14 August 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Ravensthorpe</p>	<p>Consultation with staff, parents, Ward Cllrs and relevant council departments</p>	<p>Emma Everitt Email: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>

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34. Academy Conversion (Soke Educational Trust) of Gunthorpe Primary School – KEY/07AUG17/08 Academy conversion of maintained primary school. The execution and completion of a Commercial Transfer agreement (CTA) between the Council and the Academy Trust. The authorisation of a 125 year lease to the Academy Trust.	Councillor Lynne Ayres, Cabinet Member for Education, Skills and University	14 August 2017	Children and Education Scrutiny Committee	West	Consultation with staff, parents, Ward Cllrs and relevant council departments	Emma Everitt Email:emma.everitt@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
35. Academy Conversion (Soke Educational Trust) of John Clare Primary School – KEY/07AUG17/09 Academy conversion of maintained primary school. The execution and completion of a Commercial Transfer agreement (CTA) between the Council and the Academy Trust. The authorisation of a 125 year lease to the Academy Trust.	Councillor Lynne Ayres, Cabinet Member for Education, Skills and University	14 August 2017	Children and Education Scrutiny Committee	Bretton	Consultation with staff, parents, Ward Cllrs and relevant council departments	Emma Everitt Email:emma.everitt@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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<p>36. Academy Conversion (Soke Educational Trust) of Wittering Primary School – KEY/07AUG17/10 Academy conversion of maintained primary school. The execution and completion of a Commercial Transfer agreement (CTA) between the Council and the Academy Trust. The authorisation of a 125 year lease to the Academy Trust.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>14 August 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Ravensthorpe</p>	<p>Consultation with staff, parents, Ward Cllrs and relevant council departments</p>	<p>Emma Everitt Email: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>37. Replacement Social Care System For Adult Social Care – KEY/21AUG17/01 Approval for purchase and implementation of replacement social care system for adult social care.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>October 2017</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.</p>	<p>Caroline Townsend, Programme Manager, Tel. No: 07920 160512, Email:caroline.townsend@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>38. Approval of Entering Into Contracts With Residential and Nursing Home Providers In Accordance With Service User Choice of Home Via The Pseudo Dynamic Purchasing System as recommended by the PCC Legal Department – KEY/21AUG17/02 The Pseudo DPS will be opened for 4 years. PCC needs to be able to call off the selected list as/when required for the entire 4 year period that PSEUDO DPS is opened.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>November 2017</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders. ADASS Eastern Region</p>	<p>Helene Carr, Head of Commissioning Social Care Tel:01733 863901, Email: helene.carr@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published</p>
<p>39. Engagement Strategy – KEY/21AUG17/03 Approval of the Digital Front Door project - engagement with customers, staff and other stakeholders</p>	<p>Cabinet</p>	<p>25 September 2017</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Vicki Palazon, Head of Finance (Business Operations and Development) Tel:01733 864104, Email: vicki.palazon@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published</p>

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION	
40.	Acquisition of a property in the City Centre – KEY/21AUG17/04 Agreement for the property to be purchased to facilitate joint working as part of the acquisition strategy and the asset management plan.	Councillor Seaton	September 2017	Growth, Environment & Resources Scrutiny Committee	Cllrs Jamil; Amjad Iqbal, Hussain	Relevant internal and external stakeholders	Jane McDaid Head of Peterborough Property services Tel: 01733 384540 Email: Jane.mcdaid@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>

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
41. Award of Insurance Contract – KEY/18SEP17/01 Evaluation of insurance tenders received to be reviewed and award of contract to be made.	Councillor David Seaton Cabinet Member for Resources	23 February 2018	Growth, Environment & Resources Scrutiny Committee	All	None.	Steve Crabtree, Chief Internal Auditor, 01733 384557,steve.crabtree@Peterborough.gov.uk	Evaluation of insurance tender submissions prepared by the Council's brokers, JLT.
42. Continuation of Housing Renewal Policy grants through the Care & Repair Agency – KEY/18SEP17/02 Permission is sought to continue to use the current tendering processes for non framework works funded through Repairs Assistance Grants and Disabled Facility Grants. A full procurement process is being undertaken to introduce frameworks for all of this work which is aimed to be in place by the 1st May 2018. This interim arrangement will allow the capital programme to be continued	Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development	31 August 2017	Adults and Communities Scrutiny Committee	All	CMDN published on website	Sharon Malia Housing Programmes Manager sharon.malia@peterborough.gov.uk	None

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>43. Award of contract for the expansion and partial remodelling of Ken Stimpson Community School – KEY/18SEP17/03 The intention is to expand the school by 2 forms of entry (300 additional pupils plus 150 sixth form) to meet the growing need for secondary school places. A new building block is planned on the site with an extension to the dining hall and minor remodelling to an adjacent building. As part of the remodelling the on site library will be demolished - following its relocation to a suitable site close by.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>February 2018</p>	<p>Children and Education Scrutiny Committee</p>	<p>Werrington</p>	<p>Consultation will include: Senior School Management team, Sport England, local residents and the Department For Education</p>	<p>Stuart Macdonald. Schools Infrastructure . 07715 802 489. stuart.macdonald@peterborough.gov.uk</p>	<p>School Organisation Plan 2015 -2022</p>
<p>44. Financing approval for Fletton Quays Hotel – KEY/18SEP17/04 Approval of a financing arrangement for a hotel development on Fletton Quays</p>	<p>Councillor Seaton, Cabinet Member for Resources</p>	<p>25 Sept 2017</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>East Ward</p>	<p>To be confirmed</p>	<p>Andy Cox, Senior Contracts & Partnerships Manager, 01733 452465, andy.cox@peterborough.gov.uk</p>	<p>To be confirmed</p>

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
45. Extension to Care and Repair Framework Agreement Lots 1, 2 and 3 – KEY/18SEP17/05 Authorisation of an extension to the Care and Repair Framework Agreement contractors for Lots 1, 2 and 3 whilst the procurement is completed for the new Care and Repair Framework Agreement, which will commence on 1 August 2018.	Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development	01 October 2017	Adults and Communities Scrutiny Committee	All Wards	Consultation has taken place with Serco Procurement, Service Users and the current contractors.	Sharon Malia - Housing Programmes Manager Tel No: 01733 863764 sharon.malia@peterborough.gov.uk	None

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>
NONE							

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

NON-KEY DECISIONS

<i>DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>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>
None							

NON-KEY DECISIONS

PREVIOUSLY ADVERTISED DECISIONS

<i>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>
1. 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	July 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Ian Phillips Social Inclusion Manager Tel: 01733 863849 lan.phillips@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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
2.	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	July 2017 Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	John Harrison Corporate Director Resources Tel: 01733 452520 Email: John.harrison@peterborouh.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>

<i>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>
101 3. Delivery of the Council's Capital Receipt Programme through the sale of Welland House, Dogsthorpe - To authorise the sale of Welland House, Dogsthorpe	Councillor David Seaton Cabinet Member for Resources	July 2017	Growth, Environment & Resources Scrutiny Committee	Dogsthorpe Councillors: Ash, Saltmarsh, Sharp	Relevant internal and external stakeholders.	David Gray Capital Projects Officer Tel: 01733 384531 Email: david.gray@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
4. Proposal for Loan of Senior Management Staff Under Joint Arrangements – To approve a sharing agreement for senior management staff.	Councillor David Seaton Cabinet Member for Resources	July 2017	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.
5. Funding of Information, Advice and Guidance services within the voluntary sector - To authorise award of grants.	Councillor David Seaton Cabinet Member for Resources	July 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders	Ian Phillips Senior Policy Manager Tel: 01733 863849 Email: 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.

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	
6.	<p>Daily cleanse around Gladstone Street and nearby streets Daily mechanical cleanse in the area focused around Gladstone Street and other nearby streets. This will encompass a mechanical sweeper and operative.</p>	<p>Councillor Elsey, Cabinet Member for Waste and Street Scene</p>	<p>July 2017</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>Central Ward Cllrs Hussain, Amjad Iqbal, Jamil</p>	<p>Relevant internal and external stakeholders.</p> <p>Cross party task and finish group report which went to the Growth, Environment and Resources Scrutiny Committee it was also part of the full council decision to implement as part of the budget for 2017-18.</p>	<p>James Collingridge, Amey Partnership Manager, Tel: 01733 864736 Email: james.collingridge@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>

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
7.	A Lengthmans to be deployed on Lincoln Road Millfield There will be a daily presence along Lincoln Road, the operative will litter pick, empty bins as well as report fly-tips and other environmental issues.	Councillor Elsey, Cabinet Member for Waste and Street Scene	July 2017 Adults and Communities Scrutiny Committee	Central Ward Cllrs Hussain, Amjad Iqbal, Jamil	Relevant internal and external stakeholders. Cross party task and finish group report which went to the Growth, Environment and Resources Scrutiny Committee and it was also approved at Full Council as part of the 2017-18 Budget.	James Collingridge, Amey Partnership Manager, Tel: 01733 864736 Email: james.collingridge@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
8.	2017/18 VCS grant funding Award of grant to VCS organisations to provide Information, Advice and Guidance services	Councillor Seaton, Cabinet Member for Resources	July 2017 Adults and Communities Scrutiny Committee	All wards	Relevant internal and external stakeholders.	Ian Phillips Senior Policy Manager Tel: 863849 Email: 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.

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
9.	Council Tax Support Scheme consultation Consultation on the council tax support scheme for 2018/19	Cabinet	25 September 2017	Growth, Environment and Resources Scrutiny Committee	All wards	Relevant internal and external stakeholders	Vicki Palazon, Head of Finance (Business Operations and Development) Tel:01733 864104, Email: vicki.palazon@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
10.	Approval of Draft Modern Slavery Transparency Statement 2016/17 - Cabinet will be recommended to approve the draft Modern Slavery Act Transparency Statement 2016/17	Cabinet	25th September 2017	Adults and Communities	All	N/A	Amy Brown, Acting Senior Lawyer, 01733 452 617, Amy.brown@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

PART 4 – NOTIFICATION OF KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES

KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES

<i>DECISION TAKEN</i>	<i>REASON FOR URGENCY</i>	<i>DECISION MAKER</i>	<i>DATE DECISION TAKEN</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>
None.								

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

Electoral 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.

PETERBOROUGH CITY COUNCIL'S CABINET MEMBERS WOULD LIKE TO HEAR FROM YOU

The Leader of Peterborough City Council is offering everyone a chance to comment, or raise queries on the decisions highlighted on the Council's Forward Plan.

Your comments and queries can be submitted to the Council's Governance Team using the form overleaf, or alternatively by telephone or email. The Governance team will then liaise with the appropriate Cabinet Member and ensure that you receive a response. Members of the Cabinet, together with their areas of responsibility, are listed below:

Councillor Holdich	Leader of the Council and Member of the Cambridgeshire and Peterborough Combined Authority
Councillor Fitzgerald	Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health
Councillor Ayres	Cabinet Member for Education, Skills and University
Councillor Elsey	Cabinet Member for Waste and Street Scene

Councillor Hiller Cabinet Member for Growth, Planning, Housing and Economic Development

Councillor Lamb Cabinet Member for Public Health

Councillor Smith Cabinet Member for Children's Services

Councillor Seaton Cabinet Member for Resources

Councillor Walsh Cabinet Member for Communities

SUBMIT YOUR COMMENTS OR QUERIES TO PETERBOROUGH CITY COUNCIL'S CABINET

Your comment or query:

How can we contact you with a response?
(please include a telephone number, postal and/or e-mail address)

Name

Address

.....

Tel:

Email:

Who would you like to respond? (if left blank your comments will be referred to the relevant Cabinet Member)

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**ADULTS AND COMMUNITIES SCRUTINY COMMITTEE / CRIME AND DISORDER SCRUTINY COMMITTEE
WORK PROGRAMME 2017/18**

Meeting Date	Item	Indicative Timings	COMMENTS
20 June 2017 <i>Draft Report 20 May</i> <i>Final Report 7 June</i>	Update Report on Adult Social Care Adult Social Care to be the main theme for the 2017/2018 work programme. The Scrutiny Committee to receive an overview of Adult Social Care at its first meeting of the year to assist the Committee in deciding which areas require further scrutiny throughout the year. Contact officer: Debbie McQuade/Oliver Hayward		
	Adults and Communities Performance Report Framework Contact Officer: Adrian Chapman		
	Proposal for A Cross Party Working Task and Finish Group To Review Community Involvement in Neighbourhood Issues Contact officer: Rob Hill		
	CRIME AND DISORDER SCRUTINY COMMITTEE		
	Safer Peterborough Partnership Plan 2017-2020 Contact Officer: Hayley Thornhill		
	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: Joanna Morley, Democratic Services Officer		
	Review of 2016/17 and Work Programme 2017/18 To review the work undertaken during 2016/17 and to consider the work programme of the Committee for 2017/2018 Contact Officer: Paulina Ford, Senior Democratic Services Officer		

Meeting Date	Item	Indicative Timings	COMMENTS
<p>12 September 2017 <i>Draft Report 18 Aug</i> <i>Final Report 31 Aug</i></p>	<p>Annual Report of The Peterborough Safeguarding Adult Board 2016-17 To comment on the Annual Report of the Safeguarding Adults Board. Contact Officer: Joanne Procter / Dr. Russell Wate: Independent Chair, Peterborough Safeguarding Adults Board</p>		
	<p>Update on the Management of Rough Sleepers: Monitoring of Recommendations To monitor the progress being made on the recommendations from the Rough Sleepers Review. Contact Officer: Sean Evans</p>		
	<p>Homelessness And Homelessness Prevention A report on homelessness and it's prevention and a request from Cllr Peter Hiller for the committee to form a Task & Finish group to support the development of a new homelessness reduction strategy. Contact Officer: Sean Evans`</p>		
	<p>Update On Emergency Stopping Place Provision For Gypsies And Travellers Within Peterborough To monitor the progress being made on the recommendations from the Emergency Stopping Places Review. Contact Officer: Clair George</p>		

Meeting Date	Item	Indicative Timings	COMMENTS
	<p>Monitoring Scrutiny Recommendations</p> <p>To monitor progress made on recommendations made at the previous meeting.</p> <p>Contact Officer: Joanna Morley</p>		
	<p>Forward Plan of Executive Decisions</p> <p>That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p>Contact Officer: Joanna Morley, Democratic Services Officer</p>		
	<p>Work Programme 2017/2018</p> <p>To consider the Work Programme for 2017/2018</p>		
<p>14 November 2017 <i>Draft Report 23 Oct</i> <i>Final Report 2 Nov</i></p>	<p>Portfolio Report: Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p> <p>Contact Officer: Debbie McQuade</p>		
	<p>Report On The Integration and Alignment of Health and Social Care (Digital Front Door)</p> <p>This report to look at the value and benefit to the STP and the BCF</p> <p>Contact Officer: Will Patten</p>		

Meeting Date	Item	Indicative Timings	COMMENTS
	<p>Financial Report on Adult Social Care: Savings Made Against Targets</p> <p>Contact Officer: Will Patten</p>		
	<p>Recommendations Monitoring Report</p> <p>To monitor progress made on recommendations made at the previous meeting.</p> <p>Contact Officer: Joanna Morley</p>		If required.
	<p>Forward Plan of Executive Decisions</p> <p>That the Committee identifies any relevant items for inclusion within their work programme which is relevant to the remit of this Committee.</p> <p>Contact Officer: Joanna Morley, Democratic Services Officer</p>		
	<p>Work Programme 2017/2018</p> <p>To consider the Work Programme for 2017/2018</p>		
<p>29 November 2017 (Joint Meeting of the Scrutiny Committees and Commissions)</p>	<p>Budget 2018/19 and Medium Term Financial Strategy to 2027/28 Phase One</p> <p>To scrutinise the Executive's proposals for the Budget 2018/19 and Medium Term Financial Plan 2027/28.</p> <p>Contact Officer: Marion Kelly/Peter Carpenter</p>		

Meeting Date	Item	Indicative Timings	COMMENTS
<p>16 January 2018 <i>Draft Report 15 Dec</i> <i>Final Report 4 Jan</i></p>	<p>Adult Social Care item</p>		
	<p>Recommendations Monitoring Report To monitor progress made on recommendations made at the previous meeting. Contact Officer: Joanna Morley</p>		<p>If required.</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: Joanna Morley, Democratic Services Officer</p>		
	<p>Work Programme 2017/2018 To consider the Work Programme for 2017/2018</p>		
<p>8 February 2018 (Joint Meeting of the Scrutiny Committees and</p>	<p>Budget 2018/19 and Medium Term Financial Strategy to 2027/28 Phase Two To scrutinise the Executive’s proposals for the Budget 2018/98 and Medium Term Financial Plan 2027/28.</p>		

Meeting Date	Item	Indicative Timings	COMMENTS
Commissions)	Contact Officer: Marion Kelly/Peter Carpenter		
13 March 2018 <i>Draft Report 19 Feb</i> <i>Final Report 1 March</i>	Adult Social Care item		
	Recommendations Monitoring Report To monitor progress made on recommendations made at the previous meeting. Contact Officer: Joanna Morley		If required.
	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		

Possible Items for Future Meetings	Contact Officer
Collaboration of Road Safety between PCC and Cambs	
Road Safety around Schools	
Portfolio Report: Councillor Wayne Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	
Portfolio Report: Councillor Irene Walsh, cabinet Member for Communities and Environment Capital	

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