

**GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY
COMMITTEE**

**WEDNESDAY 10 MARCH 2021
7.00 PM**

Venue: [Peterborough City Council's YouTube Page](#)

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AGENDA

Page No

- 1. Apologies for Absence**
- 2. Declarations of Interest and Whipping Declarations**

At this point Members must declare whether they have a disclosable pecuniary interest, or other interest, in any of the items on the agenda, unless it is already entered in the register of members' interests or is a "pending notification " that has been disclosed to the Solicitor to the Council. Members must also declare if they are subject to their party group whip in relation to any items under consideration.
- 3. Minutes of Meetings Held on:**
 - 3.1 11 November 2020 - Joint Meeting of the Scrutiny Committees 3 - 20**
 - 3.2 13 January 2021 - Growth, Environment and Resources Scrutiny Committee 21 - 26**
- 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. Portfolio Progress Report - For the Cabinet Member for Digital Services and Transformation 27 - 32**
- 6. E-Scooter Review 33 - 36**

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| 7. | Portfolio Progress Report for the Cabinet Member for Finance, Serco Annual Report Update and NPS Annual Report Update | 37 - 60 |
| 8. | Monitoring Scrutiny Recommendations | 61 - 66 |
| 9. | Forward Plan of Executive Decisions | 67 - 106 |

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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: C. Harper (Chairman), K. Aitken, R. Brown, C. Burbage, G. Casey (Vice Chairman), A. Ellis, Judy Fox, J. Howard, H. Skibsted, C. Wiggin and I. Yasin

Co-opted Member: Parish Councillor Keith Lievesley

Substitutes: Councillors: A. Joseph, S. Qayyum and N. Sandford

Further information about this meeting can be obtained from David Beauchamp on telephone 01733 384628 or by email – david.beauchamp@peterborough.gov.uk

**MINUTES OF THE JOINT SCRUTINY COMMITTEE
HELD AT 6.00PM ON
11 NOVEMBER 2020
VIRTUAL MEETING: PETERBOROUGH CITY COUNCIL'S YOUTUBE PAGE**

Committee Members Present: Councillors C. Harper (Chairman), K. Aitken, S Barkham, R. Bisby, S. Bond, R. Brown, C. Burbage, G. Casey, A Coles, N. Day, A. Dowson, A. Ellis, John Fox, Judy Fox, T. Haynes, S Hemraj, J. Howard, J. Howell, Amjad Iqbal, M Jamil, D. Jones, S Lane, D Over, L. Robinson, B. Rush, N Sandford, N. Simons, H. Skibsted, S. Warren, C Wiggin and I. Yasin.

Also in Attendance: Shaz Nawaz as Leader of the Labour Party

Education Co-optee Peter Cantley

Independent Co-optee Members:
Alistair Kingsley, Rizwan Rahemtulla
Parish Councillor June Bull
Parish Councillor Keith Lievesley
Parish Councillor Neil Boyce
Parish Councillor James Hayes

Officers Present:	Gillian Beasley, Chief Executive of Peterborough City Council Wendi Ogle Welbourn, Executive Director People and Communities Dr Liz Robin, Director for Public Health Steve Cox, Executive Director Place & Economy Mohamed Hussein, Director: Housing Needs and Supply Graham Hughes, Service Director, Highways and Transport Sue Grace, Director, Customer and Digital Services Amanda Askham, Director of Business Improvement and Development Peter Carpenter, Acting Corporate Director Resources Fiona McMillan, Director of Law and Governance Rachel Edwards, Head of Constitutional Services Pippa Turvey, Democratic and Constitutional Services Manager Paulina Ford, Senior Democratic Services Officer Jane Webb, Senior Democratic Services Officer Dan Kalley, Senior Democratic Services Officer David Beauchamp, Democratic Services Officer Karen S Dunleavy, Democratic Services Officer
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Also Present:	Councillor Holdich, Leader of the Council and Member of the Cambridgeshire and Peterborough Combined Authority Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health and Public Health
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	<p>Councillor Ayres, Cabinet Member for Children’s Services and Education, Skills and University</p> <p>Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> <p>Councillor Seaton, Cabinet Member for Finance</p> <p>Councillor Walsh, Cabinet Member for Communities</p> <p>Councillor Allen, Cabinet Member for Housing, Culture and Recreation</p> <p>Councillor Farooq, Cabinet Member for Digital Services and Transformation</p> <p>Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment</p> <p>Councillor Bashir Cabinet Advisor for Children’s Services</p>
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The Senior Democratic Services Officer opened the meeting by welcoming those members of the public and press who were watching the livestream of the meeting through the Council’s YouTube page. Due to government guidance on social distancing, the meeting took place remotely in accordance with current legislation which made provision for remote attendance at, and remote access to Council meetings. The meeting was also following the Peterborough City Council’s Virtual Meeting Protocol

1. NOMINATION OF CHAIR

The Senior Democratic Services Officer advised the Committee that in accordance with *Part 4, Section 8 – Scrutiny Committee Procedure Rules, section 13, Joint Meetings of Scrutiny Committees* a Chair would be required to be appointed from among the Chairmen or Chairwomen of the Committees who were holding the meeting. Nominations were sought from those Chairs present who were Councillor Simons, Chair of the Adults and Communities Scrutiny Committee, Councillor Aitken, Chair of the Health Scrutiny Committee and Councillor Harper, Chair of the Growth, Environment and Resources Scrutiny Committee. Councillor Harper was nominated by Councillor Bisby and seconded by Councillor Rush. There being no further nominations, Councillor Harper was appointed Chair of this committee.

The Chair welcomed everyone present and explained that the purpose of the meeting was to provide an opportunity for all members of each Scrutiny Committee to scrutinise the Medium Term Financial Strategy, 2021/22 to 2023/24 Phase One Proposals document as part of the formal consultation process, before being presented to Cabinet on 30 November 2020 for approval and recommendation to Full Council on 9 December 2020.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Goodwin, Councillor Qayyum and Councillor Ali. Councillor Jones was in attendance as substitute for Councillor Ali and Councillor Amjad Iqbal was in attendance as substitute Councillor Qayyum.

The following co-opted members also submitted their apologies:

- Education Co-opted Members: Clare Watchorn and Flavio Vettese
- Independent Co-opted Members: Parish Councillor Susie Lucas and Parish Councillor Dr Sridhar

3. DECLARATIONS OF INTEREST

No declarations of interest were received.

4. MEDIUM TERM FINANCIAL STRATEGY 2021/22 TO 2023/24-PHASE ONE

The Cabinet Member for Finance gave a short introduction to the Medium Term Financial Strategy 2021/22 – 2023/24 Phase One proposals document as per the Cabinet report dated 26 October 2020 in the agenda.

The Cabinet Member for Finance highlighted the following:

There had been a change in financial position for all Local Authorities. At the start of the year the Authority had a balanced budget and there was time to address a £2m gap in 21/22; following the initial identification of a £12m of savings options during the lean reviews. The Authority was confident it could maintain sustainability primarily due to the Fairer Funding Review, which would reflect the Authority's demographic and growth. In addition, the Authority had demonstrated the ability to deliver much larger efficiencies in the past, whilst maintaining services.

The circumstances for all authorities had changed and analysis published by the Local Government Association, demonstrated that the national picture identified pressures and lost income in excess of £11bn, in the current year. Examples of that were adult social care pressures of £2.3bn, £1.6bn of lost business rates and the same for Council tax. Fees and charges income had also dropped by £2bn. These pressures would have a long term impact, and would affect base budgets, which made Government support even more critical. In addition, there would be no comprehensive spending review, however the Local Governments settlement would be for a single year. The settlement would provide a crucial link to next year's plans as it would provide clarity on key areas such as grants, inflationary or growth uplift, fair funding review, council tax increase limits and social care precepts.

Provisional settlements would provide Local Authorities with a degree of clarity on support from the Government and any final deficit amount that needed to be closed. The national Local Authority finance position was surveyed by the BBC, and of the 173 local authorities (LA) that took part, only 158 could not fund their services for the current year. Peterborough was not one of these.

The Authority had received 86% of its COVID 19 funding to date and there were further grant announcements expected for the current financial year. Further Government funding would be required for future years as the original projected £2m gap had increased to £36m. This was due to the pandemic and the impact on income, expenditure and reduced work on efficiencies, with extra demands and project expertise reprioritised to support critical issues such as people who were shielding. The needs of vulnerable adults, children and providers of care had increased. There had also been a decrease in additional income planned and in receipts of payments owed to the Council. There was an increase in demand on Corporate Services during the pandemic and redeployment of employees and this would have an impact on longer term budgets too.

There were several factors that had set Peterborough apart from other LA neighbours such as a fast-growing population, which increased the need in public services and the complexity of support required.

The Authority had received low funding in comparison to the large growing population, however, services were being provided at a low unit price cost. The council tax base was low nationally and if Peterborough was to move to the average unitary rate, then it could generate an additional £8m per year.

The Cabinet Member of Finance also updated Members about the 'Peterborough Takes Action' lobbying activity for 2021-2022, where formal talks were being held with the Ministry of Housing, Communities and Local Government (MHCLG) in relation to the pandemic and the current financial position. Following the initial discussions, a formal approach was

made to MHCLG to state the Authority's case to deliver local services in order to meet statutory and legal obligations in the current year and for future years after the pandemic. The response was immediate and positive, and the LA had put several solutions forward to bridge the gap both to meet financial pressures resulting from the pandemic and to meet the financial shortfalls of the MTFS going forward.

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

Section of MTFS Phase One Proposals	Questions / Comment from Members	Response from Relevant Cabinet Member / Corporate Director
<p>Presentation and Introduction of the Medium-Term Financial Strategy Phase One Proposals Document</p> <p>Cabinet report dated 26 October 2020 (pages 1 to 30) of the MTFS 2021/22 to 2023/24 Phase One Proposals Document</p>	<p>It was good to see that the reserves had increased from £7.1m to £12.8m. Was the Authority expecting further good news following the Chancellors spending review?</p>	<p>The Cabinet Member for Finance confirmed that the increase in reserves was due to a Government funding announcement of £1.5bn for Local Government. Peterborough had received £5.7m which was more than expected.</p>
	<p>Will capitalisation direction awarded in March 2020 continue into 2023, given the projected three-year deficits for the Authority?</p>	<p>The LA had been given specific capital funding in order to move the finance position to a more sustainable budget. The capitalisation funding was spread over two years.</p>
	<p>Which budget cuts would need to be made if the LA cannot balance its budget with the additional funding expected?</p>	<p>The Cabinet Member for Finance advised that the only way to balance the budget was with additional funding from the Government. It was the LA's job to find out how much additional funding was needed and to bring it forward to March 2021. The pandemic had also created financial issues and it was difficult to predict how much funding would be required at this stage to balance the budget.</p>
	<p>Had the second lock down had any further impact on the LA's finances since the pandemic had been declared?</p>	<p>The Cabinet Member for Finance advised that it was too early to know what financial impact the second lockdown would have. However, the council tax and business rates income were at a slightly better position than expected.</p> <p>The Acting Executive Director Finance advised that there were a range of benefits</p>

		available for businesses and residents. The LA strived to distribute the funding quickly and there were many regulations in place on how it was granted. There had been £6.7m for local business to last until April 2021.
	How confident was the LA on delivering a balanced budget?	The Cabinet Member for Finance explained that there would be a balanced budget for this year, however, 2021/2022 would be more challenging to deliver without Government assistance.
	Why had the lean costs of £11m reduced to £2.6m	The Cabinet Member for Finance advised that there had been a degree of resource directed to staff working at the hub during the pandemic, which had been met from efficiency savings.
	What stages were the conversations at with MHCLG?	<p>The Cabinet Member for Finance advised that there had been a formal request made with MHCLG for funding support on 1 October 2020, and the application was in progress.</p> <p>The Acting Corporate Director Resources advised that the data was being validated with MHCLG in order to ensure the information met their criteria for financial returns.</p>
	How confident was the LA that the budget deficit gap was the final figure outlined in section 6.3, on page 22 and 23 of the report?	The Cabinet Member for Finance advised that there was no way of knowing what impact the pandemic would have on the LA financially. It was expected that January /February 2021 may provide a clearer picture however, the LA had been quite cautious over the predictions. It was felt that the assumptions were looking robust and that the position would not get any worse.
	Members asked whether the Government was going to bail out the LA deficit and whether	The Cabinet Member for Finance explained that at the start of the year the LA was confident that the £2m deficit

	<p>there was a contingency plan in place.</p>	<p>left out of the £14m deficit could be met for this year.</p> <p>The Government had provided 86% funding to meet the extra pressures of COVID-19 and the Cabinet Member was confident that the LA would receive further funding.</p>
	<p>Members were concerned that although some of the financial deficit was due to the pandemic, there had been a proposal to provide Aragon services with additional funding which had no figure attached to it.</p>	<p>The Cabinet Member for Finance advised that there was an item within the consultation which covered extra funding for Aragon, which could be answered by the relevant Cabinet Member.</p> <p>Members were invited to contribute to budget contingency planning discussions and put forward their ideas.</p>
	<p>Members asked whether feedback on the consultation had been received and what was the feedback?</p>	<p>The Cabinet Member for Finance advised that budget consultation was ongoing and the collated responses would be received at Cabinet and Full Council in due course.</p>
	<p>Members commented that page seven of the MTFs had stated that the LA had managed a balanced budget, however had exhausted all financial measures. Members asked if the financial measures were exhausted as a result of the pandemic and if the Government had not provided adequate funding needed, what the next steps would be?</p>	<p>The Cabinet Member for Finance advised that the LA had exhausted the one off financial options, however further accounting changes could be found to balance the books. With the £14m gap at start of the year and £2m to find the LA was in a very good position. It had been difficult to find those savings year on year. In addition, authorities could be in a s114 notice situation due to the pandemic and for some LA's it would have happened despite the situation.</p> <p>It was further advised that the Government would have to come up with a solution to work with all authorities.</p>
	<p>Members asked what would the catastrophic cuts entail if the LA was unable to find the savings required and how</p>	<p>The Cabinet Member for Finance advised that the BBC had undertaken a survey of 173 Local Authorities and</p>

	likely would the LA be to issue a s114 notice?	Peterborough was not one of those LA's likely to issue a s114 notice. He also advised that he was confident that there would be extra funding, however, if that was not possible the scenario would be to find catastrophic cuts.
	Members asked if the Government funding was not approved would the LA be classified as a going concern.	The Acting Corporate Director Resources, advised that the national Audit Office had requested all external auditors nationally to assess whether all LAs were a going concern. Peterborough's external auditors had identified that the LA was a material concern as it was dependant on the Government settlement to set next year's budget. There were different going concern classification levels and the top being a public interest report. There were three LAs with that classification. The next level was statutory recommendation; however, Peterborough was not at this level. In addition it was advised that the position would be realised in December 2020 and this would show what savings gap the LA would need to find.
	Members asked if there was a contingency plan for income generation given that Peterborough was a Gigabit city, as there was a spend reduction proposed for digital services in 22/23 and 23/24. What digital services and capital spend would be compromised?	The Cabinet Member for Finance advised that the reason the spend on digital had reduced was that Peterborough was merging its services with Cambridgeshire County Council. There would be cost savings to be gained from the merger.
The Committee RESOLVED to note this section of the budget.		
Appendix A Page 31 to 32 2021/2022 – 2023/24 MTFS	There were no questions raised	

Detailed Budget Position Phase One		
The Committee RESOLVED to note this section of the budget.		
Appendix B Page 33 to 36 Capital Programme Schemes 2021/22- 2023/24	There were no questions raised	
The Committee RESOLVED to note this section of the budget.		
Appendix C Page 37 to 68 Medium Term Financial Strategy 2021/22 Phase One Budget Consultation Document	Members commented that the report showed that Education Health and Care Plans (EHCP) had increased by 40% despite the population growth. Could the LA do more early intervention to reduce the increase?	The Executive Director People and Communities advised that there were a mixture of issues and this was a national concern. The LA needed to explore across all areas to support education, health and mental health issues. There had also been a growth in complexity at all levels especially in mental health. The LA had received positive news that schools were due to receive additional funding to support the emotional resilience of children, however, the LA also needed to explore further early intervention to prevent EHCPs.
	Members asked where the un-ring-fenced funding would be accommodated from as outlined on page 40 of the budget book to set a balanced budget. In addition, could a further explanation be provided on dept financing, one-year holiday revenue provision payments and one-year holiday pension payments, and how much would be left to find to plug the budget deficit gap?	The Acting Corporate Director Resources advised that the un- ring-fenced funding was additional funding from the Government settlement which the LA awaited. Dept. finance was in relation to capital direction funding, which permitted the LA to use revenue funding over several years and class it as capital spend. The Government were not keen on LAs using this method and there had been no idea of what could be allocated. The minimum revenue provision had been where the LA paid £30m a year in dept charges, which £15m was a minimum revenue provision

		<p>and classed as capital funding, the rest had been interest charges. The LA had submitted a request to MHCLG to defer this payment for a year.</p> <p>Members were also advised that the pay pension fund related to staff pensions where the LA contributed a proportion. The deficit on this funding pot had decreased however, the LA would be requesting a one-year holiday break on its contribution. The request would need to be approved by MHCLG in addition to the Cambridgeshire Local Authority pension fund.</p> <p>The Cabinet Member for Finance added that the £36m deficit could be met through the Government grant funding or one-off payment holiday breaks mentioned. If approved, the LA could be in a better financial position for budget year 2023.</p>
	<p>Members asked whether the LA would raise council tax rates to balance the budget if the deficit could not be resolved and if so what figure that might be.</p>	<p>The Cabinet Member for Finance advised that the Government would explore tailored solutions for each LA. Some LAs that had large reserves were less likely to be eligible to receive Government funding. Peterborough could use its debt financing as one solution. The Covid funding was also a solution and could work across the whole of Local Government.</p>
	<p>The LA had been successful in their application of £22.9m from the New Towns Fund as outlined on page 41, however the upper limit had been removed since. Could the Authority bid for more to fill the funding gap?</p>	<p>The Executive Director Place & Economy advised that the LA had been successful and had secured £1m accelerated funding in September which made the total of £23.9m. There was no scope to bid for extra funding, however, the LA was in discussions with the Combined Authority to explore match funding options.</p>
	<p>When would the Hilton loan repayments be initiated in</p>	<p>The Cabinet Member for Finance advised that it was a</p>

	<p>order for the income regeneration to allow the building works to go ahead?</p>	<p>staged payment loan, and the money would be provided to Hilton once they started work.</p> <p>The Acting Corporate Director Resources advised that the Hilton loan was short term and that the LA received interest payments as the money was provided. In addition, the interest rate was compliant with state aid rules.</p>
	<p>Members asked whether Peterborough Football Club (PFC) would financially gain from the site sale and relocation.</p>	<p>The Cabinet Member for Finance confirmed that the LA had sold less land back to the club than originally purchased. In addition, it would be hard to speculate what PFC would do with the site and where it would be moved to in the future.</p>
	<p>Members asked about land identification for the station quarter master plan?</p>	<p>The Executive Director Place & Economy advised that the master plan was being prepared for the station quarter to understand the viability of the scheme and how it would work before the land could be identified.</p> <p>The LA was working with Network Rail and LNER and both were ambitious about the development. The important part was to ascertain the connectivity between the station quarter and the city at the master plan stage.</p>
	<p>Members asked about how the reduction in subscriptions for the brown bin collection had impacted the LA's financial situation?</p>	<p>The Cabinet Member for Waste Street Scene and the Environment advised Members that the LA had over 1000 new subscriptions recently, which was seen as positive.</p>
	<p>Members asked why bulky waste collections had been stopped and whether this was a concern for the LA?</p>	<p>The Cabinet Member for Waste Street Scene and the Environment advised that Aragon were under pressure and services had slowed due to two members that had become unwell with the Covid virus, however, all existing bookings would be honoured. Currently</p>

		the LA was not able to offer any further collections in the current pandemic situation.
	Members asked if any cost benefit analysis had been undertaken on stopping the brown bin charge, taking into account the cost of recycling and back office costs.	The Cabinet Member for Waste Street Scene and the Environment advised that analysis had been undertaken previously and it was found not to be financially viable.
	Members asked if turning off the streetlights had safety impacts for residents, especially for shift workers and whether the LA would consider removing this saving from the budget?	The Cabinet Member for Strategic Planning and Commercial Strategy and Investments advised that there were no safety issues and that there were many examples where there were no lights. In addition, he advised that it was not a good idea to remove the savings from the budget.
	Members asked if there had been any consultation on the safety aspect of switching off streetlights.	The Cabinet Member for Strategic Planning and Commercial Strategy and Investments advised that there had been extensive consultation and trials on dimming or switching off the lights in the city.
	Members asked where all the garden waste was going from the 80% of Peterborough residents that had not signed up to the brown bin waste scheme?	The Leader of the Council advised that the brown bin service would cost £1m even if there was no charge, so the income helped to facilitate the service. There were also residents in apartments or flats that could not have a brown bin, so charges would not be appropriate for them should the LA introduce a blanket fee. The Authority operated a waste to energy plan, where general waste was being incinerated. This also generated income for the Authority.
	Members asked why Aragon was being given £1.5m when recycling performance rates for Peterborough had decreased from 60% to 40%.	The Cabinet Member for Waste Street Scene and the Environment advised that Aragon required funding to operate the city services, in addition, the LA was working with partners, such as Virador

		and the Recap Board to raise the recycling rates and Peterborough was in one of the top 10 percent of the highest performers nationally.
	Members asked about children in care placements and the extra £2m required for the next three years and what the breakdown between extra placements and complexed needs was? In addition, Members asked whether the provision for in-house care could be explored rather than using outside sources.	The Executive Director People and Communities advised Members that there had been a rise in available placements needed, which had been why the costs had risen. In addition, there were some cases where specialist placements were required and that involved using independent providers. Members were also informed that there may be an increase in the number of children coming into care as an impact of the pandemic.
	Members asked about the energy from waste plant and why the energy costs had fluctuated and whether the Authority had thought about solar and wind power on properties instead?	<p>The Cabinet Member for Waste Street Scene and the Environment advised that the costs had fluctuated due to the infrequent price of energy. In addition, there had been a high through put of waste at the incinerator during the pandemic but this should settle going forward.</p> <p>The Authority was exploring other sources of renewable energy such as wind and solar power and Peterborough was one of the best in the country for the installation of solar panels on roofs. In addition, the Authority was exploring initiatives such as the installation of a heating pipe around the city to deliver cheaper energy costs for residents.</p>
	Members asked what the Authority was doing to join renewable energy schemes such as the one being led by the South Cambridgeshire Council, in relation to contractors providing a wide range of solar energy options to residents.	The Cabinet Member for Waste, Street Scene and the Environment advised that the Authority took part in such schemes when permissible.

	<p>Members asked why the refuse vehicle replacement spend was being made from revenue budget and not capital expenditure.</p>	<p>The Cabinet Member for Waste, Street Scene and the Environment confirmed that the Authority was exploring electric/hybrid refuse vehicle replacement options and it was anticipated that this should be undertaken as a staged basis rather than a whole fleet, in order to understand what the best replacement vehicle option would be.</p> <p>The Acting Corporate Director Resources advised that the refuse vehicle purchase would be made on a staged basis and would be through capital budgets, however the Authority would repay this with revenue budgets over several years.</p>
	<p>Members asked when the Authority would know when the income generation scheme of piping hot water around the city would be introduced.</p>	<p>Cabinet Member for Waste, Street Scene and the Environment advised Members that the hot water pipe scheme would not be operational before 2023.</p>
	<p>Members asked about the collection of council tax and NNDR collection fund deficits spread over three years and how that would affect the precept set by the Police and Fire services and whether the spread would be compounded?</p>	<p>The Acting Corporate Director for Resources advised that it would be a significant issue for those that received funding through precepts. There had been a reduction in Council tax of 1.9% and business rates had reduced by 20.6%. Although the deficit situation had improved, the Government had to write the deficit over three years.</p> <p>In addition, there was no way of knowing what non collections were going to amount to year on year. MHCLG was looking into the issue as many authorities had raised it.</p>
<p>The Joint Scrutiny Committee RESOLVED to note this section of the budget, and the following recommendations and action points were agreed:</p> <p>RECOMMENDATIONS:</p>		

A proposal was received from Councillor Ellis, which was seconded by Councillor Sandford, and following a vote 14 in favour, 16 against and 1 abstention, the proposal was **DEFEATED** as follows:

It was recommended the Authority take out from the Peterborough Highways Services proposals within the budget on all options for turning off or adjustments to lighting levels between midnight and five in the morning and offset the saving elsewhere in the budget.

A proposal was received from Councillor Wiggin, which was seconded by Councillor Sandford, and following a vote 17 in favour, 13 against and 1 abstention, the proposal was **AGREED** as follows:

The Joint Meeting of the Scrutiny Committees **RESOLVED** to recommend that the proposals for the increase in fees for the brown bin waste collection be reviewed and a cost benefit analysis be completed with a view to removing the fees altogether, the outcome of which to be provided to the Committee.

AGREED ACTIONS:

The Cabinet Member for Waste, Street Scene and the Environment to provide Members with an itemised breakdown in relation to the £1.5m funding being allocated to Aragon Services.

The Cabinet Member for Finance to provide Members with an update on the discussions held with MHCLG as they happen in relation to the budget deficit.

The Cabinet Member for Strategic Planning and Commercial Strategy and Investments agreed to provide the Committee with a detailed list of the streetlight dimming saving proposals highlighted in the MTFs before the next Council meeting on 9 December.

<p>Appendix D Page 69 to 70 Financial Strategy pre C-19</p>	<p>There were no questions raised.</p>	
<p>The Committee RESOLVED to note this section of the budget.</p>		
<p>Appendix E Page 71 to 80 Financial Risk Register</p>	<p>There were no questions raised.</p>	
<p>The Committee RESOLVED to note this section of the budget.</p>		
<p>Appendix F Page 81 to 96 Equality Impact Assessment</p>	<p>Members asked whether there had been an error on page 81 in relation to the comment about disability infrastructure male and female, prison outlined in the report.</p>	<p>The Executive Director of People and Communities advised that the report would be amended.</p>
	<p>Members commented about the equality impact assessments in relation to increase in brown bin take up</p>	<p>The Head of Environmental Partnerships advised that the brown bin waste service was made as accessible as</p>

	on page 91 of the report and asked if any further work carried out to increase the take up.	possible. There were also options including splitting costs over three months and a pull-out service for those who were unable to take their bins to the curb themselves.
	Members asked whether there was any feedback about why residents had not continued with the brown bin service.	The Head of Environmental Partnerships advised that there had been surges in the take up of brown bin subscriptions, especially in the Autumn months and it was anticipated that there would be an increase throughout the year compared to previous years.
The Committee RESOLVED to note this section of the budget.		
Appendix G Page 97 to 102 Carbon Impact Assessments	Members asked when the modelling would take place for highway services energy reduction and the utilisation of different source materials to realise savings.	The Cabinet Member for Strategic Planning and Commercial Strategy and Investments would let Members of the Committee know when the modelling was going to take place.
8:42pm - At this point Cllr Haynes left the meeting	Members asked how the carbon impact could be reported as neutral for the brown bin charge increase outlined on page 99 of the report when most residents use the black bin for garden waste.	The Cabinet Member for Waste, Street Scene and the Environment advised that there was no doubt that garden and food waste continued to appear in black bins, however this would not be due to the increase in the charges for brown bins as this had only recently been implemented. The Head of Environmental Partnerships advised that the incinerator crane operators had confirmed that there had been no increase in organic waste due to the brown bin charge increase.
	Members asked if the neutral position outlined on page 99 of the report in relation to the Aragon budget and the fleet refurbishment meant that the low emissions in the future had been taken into account?	The Head of Environmental Partnerships advised that it was neutral since there was no definitive electric or hybrid vehicle in place as the various options were being considered.
	Members sought clarification over the replacement fleet carbon impact assessment as	The Cabinet Member for Waste, Street Scene and Environment advised that there

	it was expected that electric or hybrid options would have an impact on carbon emissions in the future.	was no way of knowing what the carbon impact would be as the replacement vehicles had not been commissioned yet, hence the statement in the report of neutral, therefore it would be difficult to make a prediction.
<p>The Joint Scrutiny Committee RESOLVED to note this section of the budget.</p> <p>AGREED ACTION:</p> <p>The Cabinet Member for Strategic Planning and Commercial Strategy and Investments to let Members of the Joint Scrutiny Committee know when the modelling was going to take place. on changes to energy reduction and utilisation of different source materials to realise savings outlined in the MTFS with regard to Street Lighting.</p>		
<p>General Comments, any overall recommendations and Conclusion of item 4.</p>	<p>Members asked whether Councillors should consider a 1% reduction in their allowances to help with the LAs financial position.</p> <p>Members commented that there was an Independent Remuneration Panel due to be held to review elected Members allowances and any suggested changes to the scheme, should be presented to them.</p>	<p>The Cabinet Member for Finance advised that there were 60 councillors that would need to consider the option and make their own decision.</p>
	<p>Members asked had the change from Google to Microsoft saved the LA money especially as there was remote working due to the pandemic.</p>	<p>The Director, Customer and Digital Services advised that even though the LA had operated Google, other applications required Microsoft licenses for other applications. Changing to Microsoft had contributed to some of the savings and using Teams and Zoom had been a very helpful tool during the pandemic.</p>
	<p>Members asked if the Hilton Hotel was a British registered company or an offshore company.</p>	<p>The Cabinet Member for Finance advised that the Hilton Hotel was a British registered company with company's house.</p>
	<p>Members commented that benchmarking data showed that unit costs were some of the lowest in the sector for Peterborough and asked whether there was a summary</p>	<p>The Deputy Leader of the Council and Cabinet Member for Public Health confirmed that there were a variety of data benchmarking sources available. In addition, Grant Thornton had recently ranked</p>

	to show how effective the LA services were performing?	Peterborough as high performing with very low costs.
	Members sought assurances that the LA was exploring all avenues of income such as recycling for wood products.	The Cabinet Member for Finance advised that all routes of possible income would be explored and welcomed ideas from Members, which would also be explored.
	Members sought clarification over the recent accuracy of the Grant Thornton audit and whether the service received by Peterborough was value for money.	<p>The Cabinet Member for Finance advised that Grant Thornton were acknowledged as experts in local government and Peterborough found £33m and a further £12m savings through the lean review. Therefore, the fee paid to Grant Thornton was felt to be value for money.</p> <p>The Deputy Leader of the Council and Cabinet Member for Public Health also advised that Peterborough had circa £80m of external income and the revenue generation was considered good.</p> <p>In addition, he advised that all services such as Aragon had several business plans and set targets to increase revenue, which was available within the public domain.</p>
The Committee RESOLVED to note this section of the budget.		

AGREED ACTIONS

The Joint Scrutiny Committee requested that the Acting Corporate Director Resources provide performance benchmarking data for all service areas.

Finish 8:09pm

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**MINUTES OF THE GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY
COMMITTEE MEETING
HELD AT 7PM ON
WEDNESDAY, 13 JANUARY 2021
VIRTUAL MEETING VIA ZOOM**

Committee Members Present: Cllrs C. Harper (Chair), K. Aitken, R. Brown, C. Burbage, G. Casey (Vice-Chair), A. Ellis, Judy Fox, J. Howard, H. Skibsted, C. Wiggin, I. Yasin
Co-opted Member: Parish Councillor Keith Lievesley

Officers Present: Steve Cox – Executive Director Place and Economy
Adrian Chapman – Service Director, Communities and Partnerships
Charlotte Palmer – Group Manager, Transport and Environment
Nick Harding – Head of Planning
David Beauchamp – Democratic Services Officer

Also Present: Keith McWilliams – Contract Manager, Skanska
Howard Bright – Principal Development Manager, Peterborough Investment Partnership
Councillor Peter Hiller – Cabinet Member for Strategic Planning and Commercial Strategy and Investments
Councillor Steve Allen – Cabinet Member for Housing, Culture and Recreation
Councillor John Fox – Representing the Group Leader of the Werrington First Group.

26. APOLOGIES FOR ABSENCE

No apologies for absence were received.

27. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS

No declarations of interest or whipping declarations were received.

28. MINUTES OF THE GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE MEETING HELD ON 10 NOVEMBER 2020

The minutes of the Growth, Environment and Resources Scrutiny Committee meeting held on 10 November 2020 were agreed as a true and accurate record.

29. CALL IN OF ANY CABINET, CABINET MEMBER OR KEY OFFICER DECISION

There were no requests for call-in to consider

30. PORTFOLIO PROGRESS REPORT FROM THE CABINET MEMBER FOR STRATEGIC PLANNING AND COMMERCIAL STRATEGY AND INVESTMENTS

The report was introduced by the Cabinet Member for Strategic Planning and Commercial Strategy and Investments, accompanied by the Group Manager - Transport and

Environment, the Head of Planning, the Principal Development Manager – Peterborough Investment Partnership and the Contract Manager – Skanska. The report updated the Committee on the progress of items under the responsibility of the Cabinet Member for Strategic Planning and Commercial Strategy and Investments.

The Growth, Environment and Resources Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- Members requested more information on the challenges posed by the Planning White Paper and the Environment Bill. The Cabinet Member responded that there had been initial concerns that an algorithm would require higher levels of provision although these plans had since been backtracked. The Council wanted to build houses but not according to forced targets and the associated issues with predatory applications. Officers added the new planning proposals would radically alter the planning process. The Local Plan would pre allocate areas for development and any compliant applications in these areas would automatically have permission for development. A new system of ‘growth’, ‘renewal and ‘protected’ zones might be introduced.
- Members raised concerns regarding how new sites for housing would be determined under the new system and how the consultation process would work.
- The Government was keen to make the planning process more accessible, with an emphasis on electronic formats.
- The Cabinet Member welcomed the prospect of greater engagement in planning consultations.
- Member raised doubts about how a three-tiered zoning system would function in rural areas.
- The Committee requested that the Group Manager – Transport and Environment provides the Committee with a briefing note on the number of roads adopted by the Council during 2019/20.
- It was noted that the COVID-19 pandemic had not significantly impacted highway works and adoption with site visits continuing. The Cabinet Member stated that the Council would only adopt roads that had been finished to an acceptable quality as the Council took on liability for these roads after adoption.
- The Highways team had had undergone significant change. Members requested that the Group Manager – Transport and Environment provides the Committee with details of key officers within the Highways Team.
- Members asked what measures had been put in place to improve performance on fixing category 2 defects. Officers responded that a comprehensive review had been undertaken and performance then improved during the summer. Issues had been experienced again recently due to staff sickness. However, the situation was still improved overall.
- The most recent data from sensors indicated that traffic in the city was at 64% of pre-pandemic levels.
- Members queried whether the Council’s plans to replace the Regional Pool were sensible in light of current financial challenges and if the decision could be postponed. The Cabinet Member responded that it was indeed financially prudent to do so and it provided an opportunity to regenerate Pleasure Fair Meadows. Officers also stated that the current facility fell short of modern expectations, was at the end of its life and would require significant investment to continue operating. A new pool, including a café, sauna, steam room, sports hall and larger gym would have a much broader appeal to the public. Long term planning could continue despite the COVID-19 pandemic and the current closure of facilities. The capital

borrowing costs for the new pool were less than the costs of maintaining the existing pool.

- It was common for pools to be positioned above ground level.
- Members sought reassurance that the new pool would be of sufficient length and have adequate viewing areas to host galas. Officers responded that this was indeed the case and the pool would be able to host all relevant regional competitions.
- Members referred to the Car Parking Strategy on page 16 of the reports pack and sought reassurance that the figure of 57% car park occupancy was accurate and that there would be sufficient parking provision for a growing city. Officers responded that the figures from Royal Haskoning took into account pre-pandemic seasonal variations in parking demand. There might be pressures on the Werrina Car Park which could potentially be addressed by decking surface car parks.
- There were no plans to revert to the previous layout following the relocation of the disabled parking bays on St. Peter's road although this would be kept under review.
- Members requested that the Executive Director – Place and Economy informs the Committee of the proportion of parking spaces in the City assigned to disabled people.
- Members raised concerns that the new Government Hub in close proximity to the football stadium might put pressure on parking in the area.
- Members request that the Executive Director – Place and Economy provides details of the planned consultation with churches and the future of the Brewery Tap in light of the North Westgate redevelopment. This to include general information on the North Westgate consultation process, focussing on the station quarter in particular.
- Members requested an update on plans for the Market, noting that traders were in a difficult situation. Officers responded that a decision had yet to be taken and a working group had been established to explore different options.
- A new multi-storey car park would be built between Peterborough Station and Crescent Bridge to improve access between the City Centre and Station, including for pedestrians and cyclists. Members requested that the Executive Director – Place and Economy provides more detail on highway improvements near the station planned as part of the North Westgate redevelopment.
- Improving disabled access between the City Centre and Station was a key priority for the Council.
- Financial implications for schemes contained within this report would be provided individually when they were progressed.

ACTIONS AGREED:

The Growth, Environment and Resources Scrutiny Committee **RESOLVED** to

1. Note the contents of the report.
2. Request that the Group Manager – Transport and Environment provides the Committee with a briefing note on the number of roads adopted by the Council during 2019/20.
3. Request that the Group Manager – Transport and Environment provides the Committee with details of key officers within the Highways Team.
4. Request that the Executive Director – Place and Economy informs the Committee of the proportion of parking spaces in the City assigned to disabled people.
5. Request that the Executive Director – Place and Economy provides details of the planned consultation with churches and the future of the Brewery Tap in light of the North Westgate redevelopment. To include general information on the North Westgate consultation process, focussing on the station quarter in particular.

6. Request that the Executive Director – Place and Economy provides more detail on highway improvements near the station planned as part of the North Westgate redevelopment.

31. CULTURE AND LEISURE SERVICES IN PETERBOROUGH

The report was introduced by the Cabinet Member for Housing, Culture and Recreation accompanied by the Service Director, Communities and Partnerships. The report updated the Committee on the delivery arrangements for culture and leisure services following the ending of the council's contract with Vivacity at the end of September 2020, with a particular focus on the opportunities for supporting the economic development and growth agendas for the city.

The Growth, Environment and Resources Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- The Council had received Arts Council grant funding and would continue to apply for new grant funding opportunities.
- Members praised plans to develop a Culture Strategy and felt this would support local artists.
- Members commented that Peterborough Museum would benefit considerably from the planned extension and requested a timeline for this project. Officers responded that the museum was an important part of the City's growth agenda. The process of making a submission to the Ministry of Housing, Communities and Local Government (MHCLG) could take between 3 to 5 years.
- The relocation of the library to a more central location would help to revitalise the City after the pandemic.
- Members praised plans for collaboration between the Cresset Theatre and New Theatre.
- A study was being commissioned to establish the appropriate model for delivering the new leisure centre in Werrington. No difficulties were anticipated in delivering the scheme.
- Members requested that the Service Director, Communities and Partnerships provides an update on funding for improvements to cycling facilities in Southey Wood. It was noted that cycling and walking in rural areas had increased since the start of the pandemic. Making use of open space was a key part of the green recovery and it was important not to neglect rural facilities.

ACTIONS AGREED:

The Growth, Environment and Resources Scrutiny Committee **RESOLVED** to

1. Note and comment on the content of the report and suggest additional themes to explore that may support the economic growth and sustainability of our city.
2. Request that the Service Director, Communities and Partnerships provides an update on funding for improvements to cycling facilities in Southey Wood.

32. MONITORING SCRUTINY RECOMMENDATIONS

The Democratic Services Officer introduced the report which enabled the committee to monitor and track the progress of recommendations made to the Executive or Officers at previous meetings.

There were no further comments by Members.

ACTIONS AGREED

The Adults and Communities Scrutiny Committee considered the report and **RESOLVED** to note the responses from Cabinet Members and Officers to recommendations made at previous meetings as attached in Appendix 1 to the report.

33. **FORWARD PLAN OF EXECUTIVE DECISIONS**

The Democratic Services Officer introduced the report which invited members to consider the most recent version of the Forward Plan of Executive Decisions and identify any relevant items for inclusion within the Committee's work programme or to request further information.

Members requested briefing notes on the following Forward Plan items:

- Vehicle removal for Parking contravention – KEY/15APR19/02. A particular focus was requested on the role of the Local Authority Trading Company, which areas are included, whether cars could park on green infrastructure and what signage would be provided.
- Approval of funding of the provision of accommodation to reduce homelessness – KEY/14OCT19/01

ACTIONS AGREED:

The Growth, Environment and Resources Scrutiny Committee **RESOLVED** to consider the current Forward Plan of Executive Decisions and:

1. Requested a briefing note on the Forward Plan item – Vehicle Removal for Parking Contravention – KEY15APR19/02
2. Requested a briefing note on the Forward Plan item - Approval of funding of the provision of accommodation to reduce homelessness – KEY/14OCT19/01

34. **WORK PROGRAMME 2020/2021**

The Democratic Services Officer introduced the item which gave members the opportunity to consider the Committee's Work Programme for 2020/21 and discuss possible items for inclusion.

Members **UNANIMOUSLY** agreed to request a report at the 10 March 2021 meeting on the future of St. Peter's Arcade. Particular concerns were noted regarding the consultation process for its closure and disabled access.

ACTIONS AGREED:

The Growth, Environment and Resources Scrutiny Committee **RESOLVED** to add an agenda item to the 10 March 2021 meeting on the future of St. Peter's Arcade.

35. **DATE OF NEXT MEETING**

10 February 2021 – Joint Scrutiny of the Budget

10 March 2021 – Growth, Environment and Resources Scrutiny Committee

CHAIRMAN

7pm – 8.40pm

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GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE	AGENDA ITEM No. 5
10 MARCH 2021	PUBLIC REPORT

Report of:	Sue Grace, Director of Customer Services & Digital Steve Cox, Executive Director. Place and Economy	
Cabinet Member(s) responsible:	Cllr Mohammed Farooq – Cabinet Member for Digital Services & Transformation	
Contact Officer(s):	Sam Smith – Assistant Director of I.T. and Digital Services Tom Hennesey, OP	Tel. 07795 092974 Tel: 01733 317412

PORTFOLIO PROGRESS REPORT - FOR THE CABINET MEMBER FOR DIGITAL SERVICES AND TRANSFORMATION

RECOMMENDATIONS	
FROM: Cllr Mohammed Farooq, Sue Grace & Steve Cox	Deadline date:
It is requested that the Growth, Environment and Resources Scrutiny Committee note the contents of this report.	

1. ORIGIN OF REPORT

1.1 This report is provided to update the Growth, Environment and Resources Scrutiny Committee on the progress of the IT & Digital Strategy and the Digital City initiative.

2. PURPOSE AND REASON FOR REPORT

2.1 The report is being presented by Cllr Farooq at the request of the Growth, Environment and Resources Scrutiny Committee. The report will provide and update on the progress of the IT & Digital Strategy and the Digital City initiative.

2.2 This report is for the Growth, Environment and Resources 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:

10. Digital Services and Information Management

2.4 This report sets out the progress of the IT & Digital Strategy and the Digital City initiative which support all of the Corporate Priorities and the Sustainable Community Strategy.

3. TIMESCALES

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

4.1 This report provides an update on both the IT & Digital Strategy and the Digital City initiatives.

4.2 Digital Capabilities and the response to Covid 19

The IT & Digital Strategy approved in 2019 included a strong focus on ways of working and increasing the Digital capability across the Council. This focus has, amongst other things, supported the response of the Council to the Covid 19 outbreak in 2020. This response included services such as the Co-ordination/Community Hub, and various areas of the Public Health response, e.g. a Customer Relationship Management (CRM) system that underpins the isolation support contact centre and the Outbreak Management system.

The Strategy included these specific workstreams:

- Office 365 – more than just email;
- Shared IT Infrastructure;
- Converged Business Systems;
- Shared Digital approach;
- Shared Data to inform decision making;
- An organisational Structure for 2020 and beyond.

Office 365 – more than just email

This element of the strategy has been very successful and has supported the move of council staff to remote working with an exponential uptake in the use of tools such Teams for video conferencing and collaboration during 2020. The ability to collaborate with internal and external colleagues has been of inestimable value and has supported and facilitated the effective sharing of services with Cambridgeshire County Council. Further stages of adoption and exploitation of this broad set of software will be planned over the coming year but it has already provided a platform for key initiatives in the Digital and Data workstreams as well as the forementioned fundamental support for the Council's Covid 19 response.

Shared IT Infrastructure

Several areas of work are being progressed under this workstream. The most notable of these is the move of the Cambridgeshire County Council and partner IT systems from Shire Hall to Sand Martin House which allows for future convergence of infrastructure as well as an income for Peterborough City Council from the hosting charges. The Data Centre has been expanded and facilities improved in readiness and some of the IT systems for partners have already been moved. More moves are planned and due to be completed by June 2021.

Converged Business Systems

In line with the IT & Digital Strategy and the wider sharing of front line services in People & Communities, the two Councils now use the same IT Systems for Adults social care and Children's social care. Within the Adults system an extensive case management review has been underway which has reviewed and redesigned processes to adhere to best practice and to be standard across both Councils. This business process work will be reflected in the system and will allow for future technical convergence. Other work in underway to implement IT Systems for reablement services in PCC that have already demonstrated efficiencies for those services in Cambridgeshire. Further engagement with the Children's Services and Education directorates are also underway.

Shared Digital approach

All elements to the IT & Digital Strategy underpin and support the wider digitisation of Council services and the Digital City but there are also workstreams around specifically Digital initiatives looking at key areas. Examples of these are 'Fix my street' which allows citizens to use cameras on their phones and other devices to report a problem and has aerial photography and integration into systems used by services such as Waste & Highways.

The strategy has also seen the implementation of both a new Intranet and external facing Council web site, both utilising the same technology as Cambridgeshire County Council which has both reduced costs of implementation and allowed for efficiencies in sharing and publication of content; invaluable during the Covid 19 pandemic where clear and speedy communication of information is vital. The intranets are based on Office 365 platform which has

further helped to reduce costs by avoiding the need to purchase additional software and systems.

Shared Data to inform decision making

Another key area of digitisation which affects the entire City and all Citizens is around Business Intelligence, where cloud based tools (building on the Microsoft 365 platform) are being implemented to provide really powerful and accessible reporting for services. The first of these (Children's Services) is live and will be the first of many areas.

An organisational Structure for 2020 and beyond.

This part of the strategy is fundamental to the ensuring that the IT & Digital services provided to Peterborough City Council supports both the current and future needs of teams, staff, Members and citizens and the approach is to have a shared IT & Digital Service to provide strength and depth in skills and experience as well as flexibility for development opportunities to support the Cloud first direction of the Council.

Key milestones in this area include the exit of the Serco Managed ICT contract in October 2020 and the appointment of the Assistant Director of IT & Digital Services in November 2020. Work in underway to create a consolidated management and team structure with the Heads of Service level part of this structure currently under consultation.

4.3

Digital City

Separate from, but complementary to, the City Council's IT & Digital Strategy is the development of a Digital City Strategy. Rather than focusing on the Council's own digital infrastructure and capabilities, the Digital City Strategy will seek to ensure that the city's businesses and communities are being supported to benefit from the advantages, and overcome the challenges, that the continued digitisation of life in the 21st century presents.

The strategy will seek to cover 4 key areas:

Digital Economy – Supporting digital businesses, i.e. those whose products and services are predominantly digital in nature, to grow and succeed; and to support all other businesses to adopt and leverage digital capabilities to their advantage, improving productivity, resilience, sustainability, and competitiveness.

Digital Skills – Ensuring that Peterborough's residents have the opportunity to develop the skills they need to either work in the digital sector or within businesses that will become increasingly digitised; as well as to ensure that residents have the digital skills they need to participate in civic life.

Digital Infrastructure – Ensuring that Peterborough continues to invest in its digital infrastructure to support business growth, to attract new businesses to the city, to support the provision of digital services, and to enhance the user experience of the city for residents and visitors; and to ensure that challenges around access to digital devices and digital services that exist for some residents are addressed.

Digital Innovation – Supporting the previous three strands, and working with partners, to enable businesses to develop, test, and trial new products and services to overcome societal and environmental challenges, to raise the city's profile, and to make it a cleaner, safer, and more attractive and engaging environment for residents, visitors, businesses and investors alike.

As the city's economic development company, Opportunity Peterborough has been asked to lead on the development of the Digital City Strategy but this will require the input of stakeholders and communities from across the city in order to ensure that it necessarily takes into account the needs and concerns of those groups.

Whilst development of the strategy is in its earliest stages, work is already taking place in order to drive forward the city's digital agenda.

- Peterborough City Council is working with Connecting Cambridgeshire to build the city's gigabit network to bring public access wifi to the city centre to improve access to digital services and improve user experience.
- Opportunity Peterborough's Skills Service is working with private sector partners, including CityFibre, to support schools with access to a range of inspirational STEM-based challenges and programmes, to develop digital skills and promote digital careers.
- The city's libraries will play a key role in enabling access to the internet for all communities. This access will be hugely enhanced with the delivery of The Vine.
- Opportunity Peterborough is working with the private sector to develop a startup programme to support young entrepreneurs and early-stage digital businesses; producing a feasibility study for a digital enterprise and incubation hub; and has submitted an application for European Union funding to support the development of a programme to support businesses to adopt and leverage Industry 4.0 technologies such as 3D printing, sensors, automation, and artificial intelligence.
- And businesses in the city centre will be supported to take advantage of digital marketing and e-commerce solutions to improve competitiveness and resilience, whilst Opportunity Peterborough will optimise digital marketing to promote the city for tourism and talent attraction, and enhance the user experience of the city, as they take responsibility for the Visit Peterborough website from April.

5. CONSULTATION

5.1 Not Applicable - this is an update report for information

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 It is anticipated that the Growth, Environment and Resources Scrutiny Committee will note the content of this report and any comments will be fed back to aid in future improvements to the services delivered.

7. REASON FOR THE RECOMMENDATION

7.1 To allow scrutiny of the Portfolio of the Cabinet Member for Digital Services & Transformation.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 The alternative option was to not present this report to the Growth, Environment and Resources Scrutiny Committee. This option was not taken forwards as it was important to allow clear and transparent scrutiny of these services.

9. IMPLICATIONS

Financial Implications

9.1 This report is to give an overview / progress update as such there are no financial implications.

Legal Implications

9.2 This report is to give an overview / progress update and as such there are no direct legal implications. As regards specific projects, legal advice has been and will be sought on a case by case basis

Equalities Implications

9.3 This report is to give an overview / progress update as such there are no anticipated equality implications.

Rural Implications

9.4 This report is to give an overview / progress update as such there are no rural implications.

Carbon Impact Assessment

9.5 This report does not contain any decisions that will have an impact on Carbon Dioxide emissions.

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 There are no appendices to this Report.

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GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE	AGENDA ITEM No. 6
10 March 2021	PUBLIC REPORT

Report of:	Steve Cox, Executive Director – Place and Economy	
Cabinet Member(s) responsible:	Cllr Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments	
Contact Officer(s):	Lewis Banks, Transport and Environment Manager	Tel. 01733 317465

E-Scooter review

RECOMMENDATIONS	
FROM: – Steve Cox, Executive Director, Place and Economy	Deadline date: <i>n/a</i>
<p>It is recommended that Growth, Environment and Resources Scrutiny Committee either:</p> <ul style="list-style-type: none"> • <i>Recommends that Cabinet introduces an e-scooter trial in Peterborough OR</i> • <i>Recommends that Cabinet awaits the outcome of the trials that are happening nationally before deciding whether e-scooters should be introduced in Peterborough</i> 	

1. ORIGIN OF REPORT

1.1 During a meeting of Full Council on 29th July 2020 the council resolved to consider whether to introduce e-scooters, with the proper licensing and agreements, as one alternative form of transport to the motor vehicle to reduce carbon emissions.

2. PURPOSE AND REASON FOR REPORT

2.1 A national e-scooter trial is currently underway in a number of areas across England. The council has the opportunity to participate in the final phase of a trial that is currently being delivered through the Cambridgeshire and Peterborough Combined Authority (CPCA), due to conclude in October 2021.

This paper provides an overview of the e-scooter trial currently underway in Cambridge to enable the Committee to make an informed recommendation as to whether or not the Council should participate in the trial.

In addition, this paper provides the Committee with an update following the launch of an eBike scheme in Peterborough earlier this year.

2.2 This report is for the Growth, Environment and Resources 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:

5. Transport, Highways and Road Traffic

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 To support a green restart of local transport in the UK and help to mitigate reduced public transport capacity, the Department for Transport (DfT) fast tracked 27 e-scooter trials last summer, details on the trials including locations can be found on the DfT [website](#).

This is a national trial which is being funded by the DfT and is due to end in October 2021. Therefore, the council will need to decide soon whether it wants to participate in this trial or whether to instead await the outcome of the trials from DfT.

- 4.2 The Cambridgeshire and Peterborough Combined Authority (CPCA) took the decision to participate in the trials and the e-scooter trial in Cambridge, focussed on the city centre, commenced in October 2020. It was recognised by the CPCA that launching a trial at this time would mean that the results would be directly affected by the COVID-19 pandemic but crucially, by following the Government's advice for social distancing and safe travel on public transport, the trial would also increase transport options for the public.

The trial in Cambridge started with 50 e-scooters. This has gradually grown based on user demand, working in collaboration with Cambridge City Council and Cambridgeshire County Council to integrate e-scooters into the city transport network. This gave the Combined Authority, e-scooter users and the public time to become accustomed to e-scooters in the city and ensures that the scheme can grow based on usage. Crucially, limiting initial numbers makes it easier to monitor the initial operations to understand user compliance and behaviours including safety and to ensure an understanding of mandatory parking zones.

Since the launch, over 20,000 rides have been conducted using the scooters, equating to approximately 48,000km. Research is currently being conducted amongst users to understand whether an alternative mode of transport has been replaced by an e-scooter as a mode of transport with surveys being undertaken at the 6 and then 12 month stage. Early indications shows a good rate of adoption which over time will be monitored as the trial continues with a full report submitted to the DfT as part of the trial.

- 4.3 Advances in battery technology in recent years have led to increasing numbers of e-scooters and other forms of motorised micro mobility for private ownership alongside fleets for commercial rental schemes.

Similar to the recent launch of the dockless eBike hire schemes, including one in Peterborough (detailed below), many rental e-scooter schemes do not require parking infrastructure making them free-floating, which has the increased benefit of flexibility in journeys and possible behavioural changes and modal shift. However, there can be an impact on the public realm as dockless bikes increase street clutter and can cause obstructions if parking and deployment is left unregulated. The current eBike trial in Peterborough (and the eBike/e-scooter trial in Cambridge) is being run in partnership with Voi technologies following a procurement exercise carried out by the CPCA. The procurement would allow e-scooters to be trialled in Peterborough.

Voi technologies is a Swedish company who is a micro-mobility operator who specialise in e-scooters and is currently operating in a number of European cities. Voi Technology is aiming to create a system of electrically powered scooters around urban centres to provide an affordable, and sustainable way to commute while helping people to reduce their carbon footprint.

The eBike trial in Peterborough launched on 20th January 2021. The trial has seen the introduction of 20 bikes. The bikes work by 62 with mandatory parking locations, the following

[link](#) shows the exact location of the mandatory parking zones. The parking zones are easily amended to add or remove locations dependant on demand and feedback from local residents.

In January the bikes were used 87 times. At the end of the trial in October a decision will be made by the CPCA to continue.

To combat this issue, the council's eBike trial has adopted the mandatory parking zones approach which uses geo-fencing to ensure bikes are parked in preapproved locations only. The council would adopt the same approach for a potential e-scooter trial.

5. CONSULTATION

5.1 Whilst some consultation has taken place with a small number of groups, a decision would be needed on whether a wider consultation should take place prior to an e-scooter trial being undertaken with the following stakeholders:

- Further detailed discussions with: Disability forum, RNIB, Cycle forum, Chamber of commerce, Sustrans.
- Address concerns raised nationally by disability groups.
- The Peterborough Cycle Forum

5.2 Whilst consultation has not been comprehensively undertaken in Peterborough at this stage there are a number of interventions included within the CPCA trial that seek to address concerns. This includes:

- Pavement riding, this can be hazardous for pedestrians, especially those who may have disabilities. To combat this the CPCA trial has introduced ambassadors who are the 'on the ground' face of the scheme, offering support to users in the field and focussing on cleaning, maintaining and moving the e-scooters. If an instance of pavement riding is seen then the user is given a warning and a three strike system is in place to act as a deterrent. However, the likelihood of witnessing an e-scooter being ridden illegally is low.
- Speed has also been cited as a possible hazard, the scooters which are used in the trial have a maximum speed of 15mph which is in line with the government guidelines for e-scooters.
- Disability groups have raised concerns about parked e-scooters causing trip hazards and a barrier to accessibility. Whilst the CPCA trial e-scooters are dock less, the location where they can be parked is somewhat limited as mandatory parking zones are enforced through geo-fencing and e-scooters that are parked outside of a mandatory parking zone will continue to charge the user.
- General anti-social behaviour is another concern raised during the consultation. All users in the trial are required to provide valid ID in the form of a drivers' licence or passport and furthermore users are also required to have a valid payment method on the account. As a result any user who is identified as riding illegally or in an anti-social manner could be banned.

The benefits of undertaking a trial locally is that the scooters used are clearly branded and therefore it is possible for enforcement officers and the police to clearly recognise permitted versus illegal use of privately owned scooters.

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 This paper provides an update on e-scooters and discuss next steps regarding participation. Current trials are still ongoing nationwide and as a result information on the positives and negatives of the trials is limited. Furthermore, the DfT report and recommendations on the legalisation of e-scooters has not yet been produced and is not expected until winter 2021.

7. REASON FOR THE RECOMMENDATION

- 7.1 Due to the ongoing pandemic there is a need to provide alternative means of transport where users can travel safely, sustainably and in line with government guidelines. The national trials are time limited so the council needs to decide whether it wants to participate in the trials as they are due to end in October 2021.

The trials would have no financial cost to the council and a supplier has already been selected by the CPCA however as mentioned above limited consultation has been conducted and concerns have been raised by some groups on the safety of e-scooters and the potential dangers they pose to other road users.

9. IMPLICATIONS

Financial Implications

- 9.1 There are no financial implications for the council.

Legal Implications

- 9.2 There are no legal implications directly with the council as the only relationship the user has is with the scheme operator (Voi) who in turn is licensed by DfT

Equalities Implications

- 9.3 There is the possibility that the introduction of the e-scooter trial could have a negative impact on vulnerable road users such as people with disabilities and the elderly.

Rural Implications

- 9.4 There are no Rural implications

Carbon Impact Assessment

- 9.5 The scheme will see the introduction of e-scooters in Peterborough, the scooters are a more sustainable alternative to single occupancy car journeys this will have a positive impact on emissions. The Voi scooters have swappable batteries generates **18.9 g CO₂e per pkm**. To put this into perspective, the average emissions levels of new cars in the EU is 120.4g CO₂/km.

10. BACKGROUND DOCUMENTS

- 10.1 *The DfT approved 27 e-scooter trials in the summer of 2020, the trials are due to run until October 2021, details of the 27 trial area plus additional information on e-scooters can be found on the DfT website:*

<https://www.gov.uk/guidance/e-scooter-trials-guidance-for-users>

- 10.2 *There are currently 62 mandatory parking zones for eBikes in Peterborough, these zones are subject to change and can be amended to remove existing or include new locations dependant on feedback, details of the mandatory parking zones can be found using the following link:*

<https://www.google.co.uk/maps/d/viewer?ll=52.582460383972176%2C-0.23980686261219075&z=14&mid=1vamPW4Pfpkn7XcxDH5yeB7XEZPOwxLwA>

11. APPENDICES

- 11.1 *None.*

GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE	AGENDA ITEM No. 7
10 March 2021	PUBLIC REPORT

Report of:	Peter Carpenter, Director of Resources	
Cabinet Member(s) responsible:	David Seaton, Cabinet Member for Finance Mohammed Farooq, Cabinet Member for Digital Services and Transformation Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments	
Contact Officer(s):	Peter Carpenter, Director of Resources	Tel. 01733 452520

**PORTFOLIO PROGRESS REPORT FOR THE CABINET MEMBER FOR FINANCE
SERCO ANNUAL REPORT UPDATE
NPS ANNUAL REPORT UPDATE**

RECOMMENDATIONS	
FROM: Cabinet Member for Finance	Deadline date: <i>n/a</i>
<p>It is recommended that Growth, Environment and Resources Scrutiny Committee:</p> <ol style="list-style-type: none"> Note the Report 	

1. ORIGIN OF REPORT

1.1 This report is submitted to is be presented by the Cabinet Member for Finance at the request of the Growth, Environment and Resources Scrutiny Committee.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to update the Scrutiny Committee on the progress of items:

- The responsibilities of the Cabinet Member for Finance
- An update on Serco delivery 2019/20 and to the end of January 2021
- An update on NPS delivery 2019/20 and to the end of January 2021

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

9. Strategic Financial Planning
10. Partnerships and Shared Services

2.4 This report sets out delivery in the Finance portfolio over the past year, and the delivery undertaken by NPS and Serco - these link to Corporate Priorities.

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 This report initially concentrates on those functions under the Finance Portfolio for the Period 1st April 2019 through to the 31st January 2021. This ensures that the full impact of financial decisions during the 2019/20 and 2020/21 financial years are taken into account including the Audit of Accounts.

This report will cover the following area's:

- Budget Process 2019/20 and 2020/21;
- Closure of Accounts 2019/2020;
- Budget Monitoring Process 2020/21 and the effects of C-19;
- Delivery to Treasury Management and Prudential Indicator requirements;
- Delivery of Revenue and Benefits requirements;
- Financial control reports delivered through the Audit Committee;
- Specific Projects.

It then provides updates on the following partnership arrangements which deliver services across multiple portfolio holders:

- Serco
- NPS

4.2 Budget Process 2019/20 and 2020/21

2019/20

The Council moved back to a 2-phase budget process for the 2019/20 MTFS process. The move ensured that the bulk of savings could be delivered as quickly as possible by being approved before Christmas to ensure the maximum possible time for implementation. The Council were assisted through the process by Grant Thornton who challenged the Councils approach to savings initiatives across a range of Service to deliver the final Medium Term Financial Strategy. The second phase of the budget updated Phase 1 assumptions, took account of the Local Government Settlement and the updated effects of a Capitalisation Direction awarded by MHCLG for the Council to allocate against transition and redundancy costs.

The budget was presented to Council in December 2019, and then March 2020 for approval. Overall, the Council increased its planned use of one-off measures from £13m to £25m. The award of the Capitalisation Direction and additional capital receipts increased this total by £11m. Overall, the final 2019/20 budget report presented to Council in March highlighted that the Council would deliver £33.5m of savings and use of £1.5m of reserves to balance its budget. This included 97 different investment or savings proposals. As part of the agreement in receiving the Capitalisation Direction, the Council ran "lean reviews" in January to February 2020 to identify proposals to close the 2021/22 £14.2m deficit. Almost £12m of proposals were identified to be converted into concrete Business Plans at this point.

Then COVID-19 hit at the end of March 2020.

2021/22

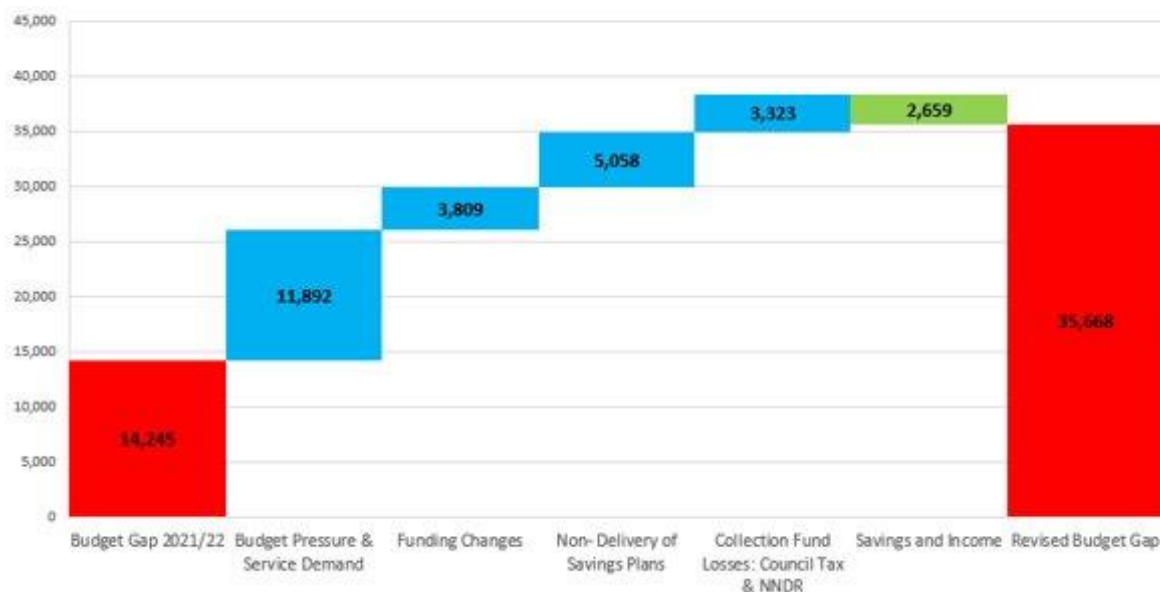
The Council highlighted in its initial Monitoring report for 2020/21 that although it could deliver through the C-19 Emergency for 2020/21, it would have severe budget implications for 2021/22. Phase 1 of the budget saw the initial deficit increase from £14.2m up to £35.7m. Main factors here were:

- £5m of Adult Market sustainability and £2m Childrens Placement pressures
- Reductions of the Council Tax and Business Rates bases by £2.3m
- Non delivery of £1.9m of Business Support, £1.0m of Sand Martin House rental income, and £0.9m of Adults existing savings plans

- Collection fund losses of £3.3m a year for 2021/22 through to 2023/24.
- Minimal savings as resources were reprioritised to C-19 of only £2.7m

Estimated 2021/22 MTFS budget gap

Existing budget gap £14.2m + pressures £24.1m - new savings £2.7m = revised budget gap of £35.7m

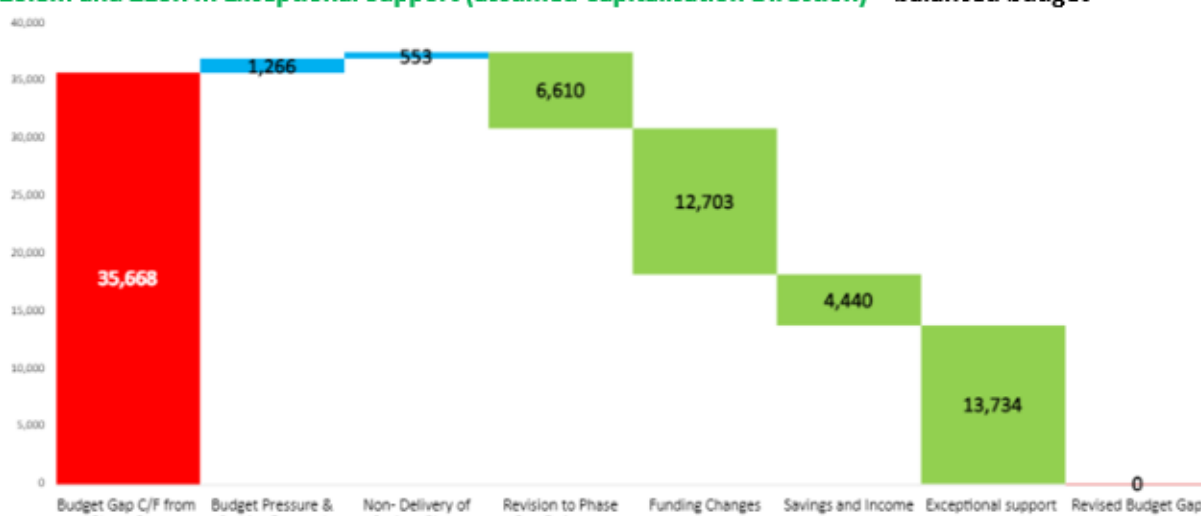


The Council started conversations with MHCLG in October over “exceptional support” for the 2021/22 budget given the projected size of the deficit from Phase 1. These culminated in the Award of up to £4.8m for 2020/21 and MHCLG being “minded” to award up to £20m support in 2021/22. To date we are one of only 4 Councils to have been awarded this “exceptional support”.

Major changes in Phase 2 of the budget were

- Improved profiling of Council Tax and Business Rates bases
- The Local Government Financial Settlement (including a proposed 4.99% Council Tax increase)
- Improvement in Capital Finance Charges (as PWLB improved by 100bps) and £2m of projected Capital Receipts.

Existing budget gap from phase one £35.7m + pressures £1.8m - additional funding & revised estimates £23.8m and £13.7m Exceptional Support (assumed Capitalisation Direction) = balanced budget



The Budget is balanced with the use of the Capitalisation Direction. The budget will be debated and approved at Council on the 3rd March.

4.3 Closure of Accounts 2019/20

The 2019/20 Accounts were closed with a £0.096m underspend position (which transferred to the Capacity Building Reserve) and £64m Capital Programme expenditure. The Council was one

of over 50% of Councils across the Country that did not close its accounts on the 30th November 2020 due to enhanced Audit requirements.

It is now expected that the Accounts will be signed off by the end of the first week of March 2021. The main accounts are expected to have an unqualified opinion however the Value for Money position will be qualified due to the Council's ongoing financial position.

4.4 Budget Monitoring Process 2020/21 and the effects of C-19

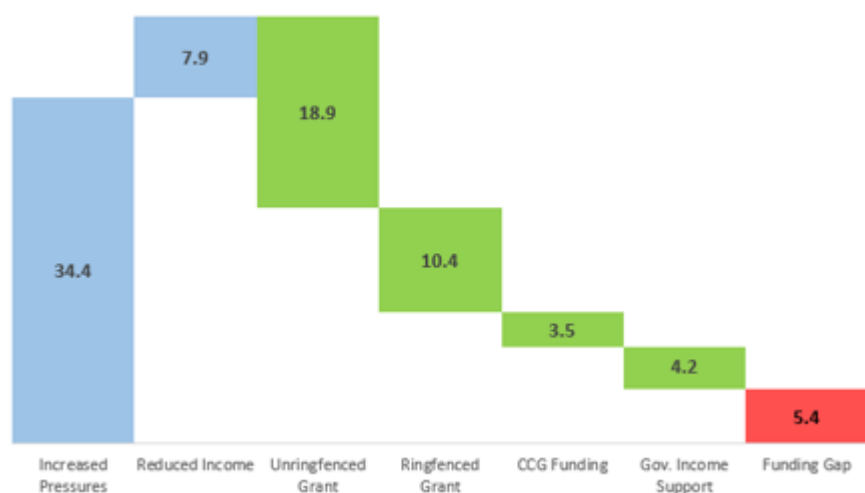
The Council's monitoring position has been reported to Cabinet as each of its meetings. The initial meeting of the year on the 11th May 2020 highlighted the significant impact of C-19 on the 2020/21 financial position and the impact on future years.

The table below highlights the position at December 2020. As the table sets out, pressures have increased throughout the year due to C-19, as has Government support to Councils. This has come in the form of Grant Funding and the Council is now administering around 30 additional individual grants for direct council services.

Source of Pressure & Income	Apr £m	May £m	Jun £m	Jul £m	Aug £m	Sep £m	Oct £m	Nov £m	Dec £m
Direct C-19 Expenditure	7.0	10.1	19.3	23.4	22.6	26.2	25.2	26.6	29.2
Loss of Income	6.8	6.0	6.8	7.9	6.7	7.2	7.4	7.2	7.5
Non-Delivered 2020/21 Savings	4.5	4.8	4.7	6.6	5.5	5.5	5.5	5.5	5.6
Total Pressures	18.3	20.9	30.8	37.9	34.8	38.9	38.1	39.3	42.3
C-19 response fund & unringfenced grants	(11.0)	(11.0)	(11.0)	(13.2)	(13.1)	(13.2)	(18.8)	(18.8)	(18.9)
Additional funding & ring-fenced grants*	-	-	(5.7)	(9.9)	(9.9)	(14.7)	(14.9)	(17.4)	(18.0)
Revised Net Position	7.3	9.9	14.1	14.8	11.8	11.0	4.4	3.1	5.4

The table below sets out how that additional £36.9m of funding is set out

Additional pressures £42.3m less additional funding £36.9m resulting in C-19 funding gap of £5.4m



As part of this process, the Council like all other Councils, has been providing a detailed update on its financial position on a monthly basis to MHCLG. It is also required to provide periodic returns on some of the other 40+ grants it has received since C-19 started.

As part of the monitoring process, the Council has continued with its enhanced controls introduced in 2019/20, which have been very useful in monitoring C-19 income and expenditure.

However, this has only been part of the picture. The Revenues and Benefits Teams have also been spending a significant portion of their time distributing BEIS Grants and delivering Business Rates Relief to a range of Businesses. This support can be split into 2 Phases, April to September and then October through to the present time.

For March to September the team provided:

- Business rates relief of £41.9m to 1,312 Retail, Hospitality and Leisure providers
- Business rates relief of £0.35m to 33 Nurseries
- £32.2m of Small Business Grant Funding (SBGF) for Small, Rural, Retail, Leisure and Hospitality businesses provided by the Department for Business, Energy and Industrial Strategy (BEIS). This has supported 2,654 businesses, this scheme is now complete
- Hardship funding of £1.7m to allocate £150 to those on Local Council Tax Support (LCTS) - this has been processed with 9,201 working age LCTS recipients benefiting from this funding to date;
- Discretionary grant scheme for businesses of which £1.6m of grants have been made to 110 local businesses

The Council were in the top 10 in its speed of issuing BEIS grants in the initial summer period and Grant distribution was reported on a weekly basis by BEIS.

Since the Second lockdown, from the start of November the Council has been providing support to the Business Community via BEIS Grants including:

- Support to 804 closed businesses during the November lockdown totalling £1.4m
- Support to 791 closed businesses since the December lockdown totalling £2.8m
- Distribution of the Chancellors Top up payment to 790 businesses totalling £4.0m
- Distribution of Additional Restrictions Grant (ARG) to 113 open and closed businesses totalling £1.1m. We are presently reviewing 400 additional applications and will be making £300 payments to licenced Taxi Drivers

We have also been supporting the Test and Trace system £500 payments. To the middle of February, we had received 3,038 applications and had made 961 payments with 174 payments pending.

4.5 Delivery to Treasury Management and Prudential Indicator requirements

As part of its Control process, the Council must produce a Treasury Management Strategy as part of the budget process and then via half yearly and outturn reports ensure that it has delivered to these strategies. Any adverse changes have to be reported to Full Council. The Treasury Management Strategy sets out how much and where the Council will borrow to fund its capital investment activities and also where it can invest surplus funds. The Treasury Management Strategy is reviewed via the Audit Committee.

There were no adverse changes to Prudential Indicators during 2019/20.

4.6 Delivery of Revenue and Benefits requirements

The Revenues and Benefits service is delivered through Serco.

In year Council Tax collection at 31 March 2020 was 95.81%, which is 0.02% less than the amount collected by this stage in 2018/19.

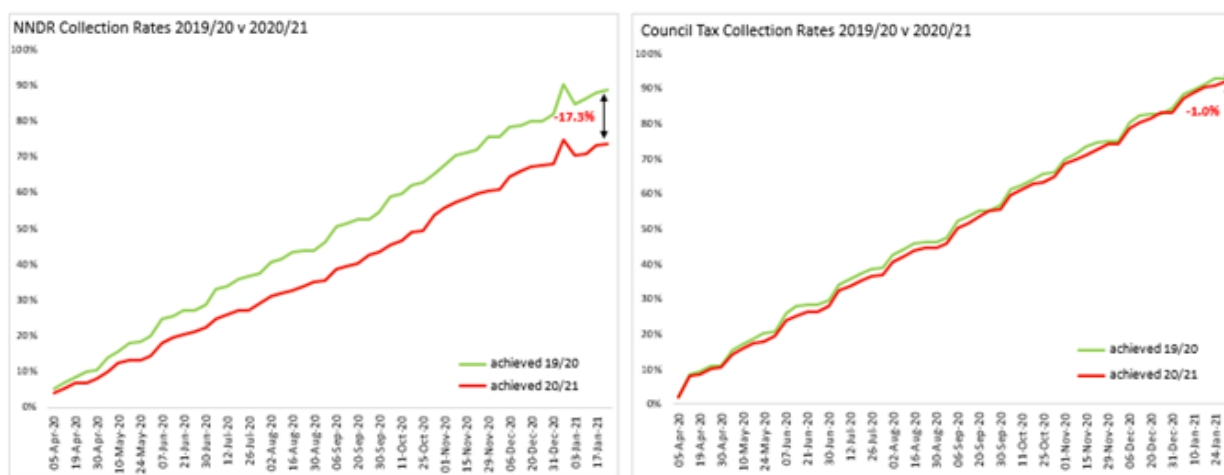
The amount of Council Tax arrears collected by the 31 March 2020 was 15.06%, achieved against a target of 14.31%. The arrears performance has benefited from the continuation of stringent recovery action during 2019/20, including the utilisation of enforcement agents where appropriate and complying with the updated Citizens Advice Bureau protocols.

The in-year collection of Non-Domestic Rates at 31 March 2020 was 97.89%, a decrease of 0.01% compared with 2018/19.

In terms of Non-Domestic rates arrears, the amount achieved was 51.89% during 2019/20 against a target of 30.00%.

As part of the 2019/20 Budget process, the Council has introduced a revised Council Tax Support Scheme. As part of this, the way the overall calculation is made has been changed and a 1% increase of rate has been introduced in each of the next three years.

Collection during 2020/21 to date has been significantly affected by C-19. The following 2 graphs show the position to the end of December 2020. Council Tax collection performance is 1% down on the previous year and Business Rates performance is 17.2% down. The Government has introduced schemes to spread Collection Fund losses over the next 3 financial years but the Business Rates non delivery needs close monitoring as we move into the next financial year.



4.7 Financial control reports delivered through Audit Committee

Significant control reports are reported through the Audit Committee. These include (discounting the Statement of Accounts Reports already mentioned above):

- An updated Consultants and Agency Report which comes to every meeting to monitor levels of use;
- The Internal Audit Plan – which sets out areas of focus for the upcoming year;
- Risk Management Reports – which set out Council delivery risks;
- Write Off Reports – Only one minor report has been issued in 2020/21 totalling £116k due to the effects of C-19
- Fraud and Investigations reports – the Council has relatively low levels of fraud compared to other Councils.

4.8 Specific Projects

A number of specific projects have also been run during the year. These have included:

- Work has continued on exiting from the Councils Empower Loan agreement, which is being converted from a short term to a long-term loan as per the Cabinet Member Report issued in the autumn of 2020;
- Ensuring that financially the Council keep on top of the additional pressures and funding of the C-19 Emergency

4.9 Serco Annual Report

4.9.1 This is an opportunity for the Committee to hear from and question both officers of the Council and Serco on the performance of Serco since April 2019.

The Serco Partnership contributes to all the priorities in the Sustainable Community Strategy:-

- Creating opportunities – tackling inequalities;
- Creating strong and supportive communities;
- Creating the UK's environmental capital; and
- Delivering substantial and truly sustainable growth

4.9.2 The Peterborough-Serco Strategic Partnership (PSSP) went live on 28 November 2011 and delivers the following services:-

- Business Support (including HR admin & Payroll)
- Business Transformation and Service Improvement;
- Customer Services;
- Procurement;
- Shared Transactional Services (Council Tax, Business Rates, Benefits, Accounts Payable and Receivable and Back-Office Parking Administration);

The initial contract was for 10 years to November 2021, which included extension clauses for a further 10 years. These clauses were exercised in November 2018 and the contract was extended to run through to November 2031.

The ICT Managed Service operated by Serco since 1 October 2009 returned to the council at the end of the contract on 1 October 2020. At this time responsibility for the delivery of ICT transformation projects also returned to the council.

4.9.3 The following net figures were reported to members in July 20 as part of the Council's year-end Budget Monitoring Outturn Report:

Department	Council Budget £000	Contributions From Reserve £000	Revised Budget £000	Actual Outturn £000	Variance £000
Peterborough Serco Strategic Partnership	7,586	12	7,598	8,788	1,190
ICT	6,891	444	7,335	7,004	(331)

Items highlighted in the report were as follows:

Peterborough Serco Strategic Partnership (PSSP) - overspend £1.190m
The overspend in this service is from a combination of 2 main areas:

- Within the BCR reporting throughout the year, ADP (Annual Delivery Plan) costs of £0.065m per month, created an adverse variance against the budget due to some stranded core project costs remaining on the core PSSP budget. Following receipt of a breakdown from Serco there was a re-allocation of these costs to project budgets, totalling £0.582m. Therefore, the total ADP/BTSI costs remaining within Resources Directorate was £0.411m.
- There was a pressure of £0.796m in relation to Housing Benefit (HB). The Council had been receiving and budgeting for additional income from recovering HB overpayments. Incidences of overpayment are now reduced, as rent allowance payments and housing subsidy both reduce in line with the roll-out of Universal Credit. There was an improvement on the collection of more recent arrears, but there are other arrears which are older and proving challenging to collect, and therefore increasing the level of bad debt provision required, this creates a revenue pressure for the Council. The 2020/21 budget has been amended to reflect the revised level of HB and therefore there should be no further pressure pressures reported.

ICT - £0.331m underspent

- There was a £0.351m favourable outturn on the third-party software budget. This is due to the Council incurring lower than budgeted costs in relation to Microsoft 365, Salesforce licenses and Google licenses as the transfer to Microsoft was finalised quicker than originally expected.
- There was a £0.118m pressure off setting this, which relates to capital financing charges for ICT work, which were not budgeted for.

The issues identified above have been addressed in 2020/21 through the Council's budget setting programme and ongoing transformation work.

Details of some of the key activities and achievements of the partnership can be found at Appendix A. These have been grouped by service area for clarity.

The Report in Appendix B sets out Key Performance Indicators (KPIs) for both contracts.

Serco currently employ just over 300 staff on the PSSP contract.

4.9.4 The PSSP is formally measured against 20 (22 until 30/9/20, when the Financial Systems Support team moved back to the council) Key Performance Indicators across 5 (6 until 30/9/20) Service areas and delivery for 2019/20 is summarised in the following table.

Service Area	Jun 19 Target	Jun 19 Hit	Sept 19 Target	Sept 19 Hit	Dec 19 Target	Dec 19 Hit	Mar 20 Target	Mar 20 Hit
Shared Transactional Services	9	5	9	5	9	6	9	9
Business Support	1	1	1	1	1	1	1	1
Customer Services	1	1	2	2	2	2	2	2
BTSI	0	0	0	0	0	0	1	1
Financial Systems Support	1	1	1	1	1	1	1	1
Procurement	5	5	5	5	5	5	5	5

There were no KPI service failures during 2019/20 and no service credits applied.

Two KPI's were suspended during this period:

- a. Business Support - % of tasks completed to deadline due to the work management system no longer being supported following a move of Platform
- b. Customer Services - % of telephone calls answered due to the CRM system used at the time requiring dual input

A further KPI in Financial Systems Support is not reported on as no priority 1 calls were raised during this period in respect of this service.

More detail of KPI performance throughout 2019/20 can be found in Appendix B:

For 2019/20 the ICT contract delivery is based on 17 key performance indicators until June 2019 and 16 key performance indicators from July 2019.

The ICT KPI performance is detailed in Appendix B

Every indicator was met throughout the reporting period, with the exception of one:

- Fulfilment of Priority 4 ICT Request - which was not met in December 19 – this was due to the close down of offices over the Christmas and New Year period.

4.10 NPS Annual Report

4.10.1 The purpose of this report is to provide the Committee with the NPS Peterborough Business Plan and strategic overview of how the business supports Peterborough City Council. The attached slides (Appendix C) provide additional background information.

4.10.2 NPS Peterborough Ltd is a 50/50 joint venture company owned by Peterborough City Council

and the Norse Group (a wholly owned subsidiary of Norfolk County Council).

The objectives of the joint venture are to support the City Council's property aspirations through the delivery of its property estate functions and provide strategic asset management advice to support the City's growth and regeneration ambitions. The joint venture can also commission and provide other professional property services that support the Council's agenda.

4.10.3 The annexed presentation seeks to address the areas of responsibility NPS Peterborough Ltd perform in the delivery of its strategy aligned to the Council's corporate priorities. The annex also sets out the high level NPS Business plan for review for this year and delivery over the past 4 years.

4.10.4 Key areas to highlight in the annex include:

The key Areas of Business are:

- Strategic Asset Management
- Improving the Commercial/Industrial Estate
- Improving the Rural Estate
- Housing
- Building Management Services

In these areas the key successes have been

COVID Related

- Assisted in the set-up of the Temporary Body Storage unit at Fletton Centre
- Assisted in setting up a COVID testing facility for Schools at unit 5 Royce Road
- Implementing the integrated traffic light-one way system at Sand Martin House
- Implementing safety measures in all corporate/staff occupied buildings.
- Assisting with Corporate/Staff occupied building closures and preparation for building repopulation

Building Related

- PM delivery of Town Hall North (completion April 2021)
- PM delivery of Marshfields School expansion (completion April 2021)

Asset Management

- Conducted Options Appraisals on Asset portfolio
- Conducted Asset Valuation programme – visiting all major sites
- Continued to engage and push Community Asset Transfers to mitigate running costs for PCC

Other

- Managed investment portfolio and continued to let space during lockdown
- Increased rent roll at EIC by £23.5K pa & saved £10k pa on telephony and internet provision
- Worked closely with Aragon to deliver on going programme of rural and housing condition surveys

The report also sets out in the financial section to turnover since 2016/17 and how NPS are planning to develop its staff

5. CONSULTATION

5.1 Not Applicable - this is an update report for information

6. ANTICIPATED OUTCOMES OR IMPACT

6.1

7. REASON FOR THE RECOMMENDATION

- 7.1 To update members on the progress of items under:
- The responsibility of the Cabinet Member for Finance
 - An update on Serco delivery 20/19/20 and to the end of January 2021
 - An update on NPS delivery 2019/20 and to the end of January 2021

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 This is an update report on the work undertaken under the remit of the Cabinet member for Finance as well as update reports on existing contracts with Serco and NPS.

9. IMPLICATIONS

- 9.1 There are no direct implications arising from this report. It is provided for information and comment.

Carbon Impact Assessment

- 9.2 *Summarise here the results of your completed Carbon Impact Assessment Form (form to be submitted to the Transport and Environment Team).*

10. BACKGROUND DOCUMENTS

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

- 10.1 Cabinet reports, Audit Committee reports and Cabinet Member Decision notices relating to the Cabinet Member for Finance for the Period 1st April 2018 through to the 31st July 2019.

11. APPENDICES

- 11.1 Appendix A – Serco Key Activities and Achievements since April 2019
Appendix B – Serco Performance and KPI's
Appendix C – NPS Business Plan 2020/21

Appendix A

Serco key activities and achievements since April 2019

Business Support

Our Business Support has continued to work closely with PCC colleagues to provide a high level of service while supporting the Council in reducing spend. In conjunction with the Directorates, the work to scrutinise posts due to become vacant and any requests for non-core work orders is forecast to result in a reduction in spend in Business Support by PCC from c.£4m in 2018/19 to c.£3.2m in 2020/21, a c.20% reduction. Teams, such as the Central Support Unit, have also worked to protect spend, monitoring and challenging expenditure such as on first-class post and stationery.

Payroll and HR Support have worked very well with their PCC colleagues to support 4 elections in 2019 and implement significant changes to both payslips, following new legislation, and the pay structures. More recently the team has been heavily involved in the upgrades to ResourceLink, including the absence

module and preparation for re-platforming and future modules, such as expenses.

Business Support's commitment to employee development and recognition saw a number of employees successfully complete qualifications, with further qualification and development courses identified for 2021, and 2 employees recognised by Serco Citizen Services with Serco Value awards, for their excellent work in representing Serco's core values.

The impact of COVID-19 saw the team respond fantastically, as we mobilised from almost an entirely office-based operation to nearly all employees becoming home-based or agile, while ensuring little or no impact on service. This included working with Council colleagues to put a number of new processes in place which we expect will remain in place post-COVID-19. Services that cannot be delivered remotely, such as petty cash, continue to be delivered in a safe and secure way in SMH.

The team also supported with the Winter Support Scheme and continue to work well with service areas and adapt positively to the ongoing changes required as the response to the pandemic continues.

Business Transformation and Service Improvement

Sand Martin House programme – Serco continued with managing the Sand Martin House programme, moving from the set-up of the new building, to managing the moves into the building. This included more agile working promotion, to ensure that the reduction in desks across the council did not impact any ways of working.

Continuing with Service improvements a full refresh of desktops and laptops moving everyone onto Windows 10 devices took place throughout 2019/20 leaving a limited number for Chromebooks in the estate. The Windows Server estate was also refreshed as part of the council's commitment to meet compliant standards throughout.

We successfully migrated all council staff from the incumbent google suite to Microsoft office 365 which involved the relocation of 2625 accounts being moved along with 3.7 terabytes of data comprising nearly 2.8 million items.

We carried out a number of ICT system upgrades to key systems such as Capita One Educate, Electronic Documents and Records systems and Special Educational Needs to name a few.

During early 2020 the council achieved funding to investigate renewable energies from the government, this has passed through the first phase successfully and is currently running through the design phase after achieving a second round of funding from the government. This could potentially lead to further funding of up to £42m for implementation which would be due in 2021.

Data Centre amalgamation – A programme is in flight which will see Cambridge data centre relocated to Sand Martin House. During 2020 the Data Centre was expanded and rationalised to allow for additional racks to be deployed and free up space in readiness for the relocation. During the first few months of 2021 the moves of the servers will take place, Covid permitting.

The ICT function was successfully moved back into the council on the 1st October 2020 invoking several TUPE transfers from Serco into the council and all associated ICT projects were handed back to the council for future delivery.

COVID-19 response has seen an unprecedented change in our operating model to assist the council with changes. The whole team continue to work from home (except for when individuals need to be onsite for certain activities), and we continue to respond and adapt to the council's needs.

Business Transformation has been delayed this year due to COVID-19 requiring additional services to be set up and an increase of support required for Citizens, however the overall transformation programme continued supported by Serco and achieved significant savings throughout the year.

Customer Services

Following the announcement of the first lockdown effective from 24 March 2020 all customer service staff were asked to work from home. Most were working effectively within days, with no effect on service provision except for the reception services including the customer service centre, which were closed to the public. All staff were issued with laptops and associated ICT equipment to answer calls from home. For some areas adjustments to processes were needed and any changes were agreed with the service area concerned, for example, permits for the HRC could be emailed to customers as printed versions were not possible.

At present, most staff are still working from home and delivering services effectively. Where individual staff members have had issues with their mental health and well-being or a poor work station set up at home, then they have been able to work from the office. Currently up to 10 staff are working in the call centre on 2 or 3 days per week.

It is very pleasing to note that in the latest customer satisfaction survey, 98.7% of customers surveyed were either satisfied or very satisfied with the quality of service they received.

Since April 2020, almost 5,000 Key Worker ID cards have been issued to staff who work for the Council, Cambridgeshire County Council or Partner organisation so they were able to continue their work, which involved travel outside their homes.

As lockdown started to ease in the early summer of 2020, the Town Hall was opened for Inquests only and the Coroners service was assisted by our Beadle team to help ensure they could be conducted safely. In addition, the Beadle's have also been issuing PPE items to staff and carers from SMH.

The reception at Sand Martin House was also partially opened and reception staff have assisted with customers attending for planned appointments, taking in deliveries and administering the ID card function. The reception team have also been answering calls in respect of Covid 19 issues e.g. assistance with shopping, prescription deliveries etc and also more recently in relation to Winter Support grant, vaccination centres and Lateral Flow Testing sites.

The Customer Services team was successful in retaining the prestigious Customer Service Excellence accreditation in August 2019 and October 2020, increasing the number of areas of compliance plus (going beyond the required standard) from 15 to 19 out of 57. Due to the pandemic, the October 2020 assessment was a virtual one, with all meetings held via Teams, which was a first for the assessor and ourselves. Councillor Farooq and a number of Peterborough City Council managers supported the inspection by taking part in a number of virtual meetings with the assessor.

Procurement

The Procurement team have delivered over £5m in savings during the period April 2019 to January 2021.

During the last 22 months the team have completed 54 Sourcing Initiatives (29 OJEU level) across the Council with 66 initiatives in progress, 9 of which are joint initiatives with Cambridgeshire where Serco Procurement is the lead.

The move of the Council's e-sourcing systems from Delta & Supplierforce to SourceDogg reduced costs to the council from £90k to £27k over the 3 year contract which is due to end in July 2021.

The Procurement Service continues to work closely with colleagues in Cambridgeshire County Council to agree a joint approach to procurement in terms of standards, production of activity and capacity data and to produce a joint forward plan for procurement by March this year. In addition it has been agreed that the 2 procurement services will use the same e-sourcing portal from April 2021 so once the contract with Sourcedogg ends both services will be using Pro Contract in order to minimise the cost of system development and cost of licences going forward.

We have consolidated the support provided to the Council's trading organisation, Aragon Ltd, with the appointment of a permanent Category Manager to undertake all related procurement work.

In October 2020 the team took on the delivery of all ICT Category spend following the repatriation of the delivery of ICT Commissioning and Services from Serco to the Council. Approximately 200 contracts with a value of circa £4m are now being reviewed and a medium to long term pipeline of work has been created to maximise savings and ensure compliance to Public Contracts Regulations.

The team have also taken over the co-ordination of the Exemptions process and are developing a more efficient method of processing these via an electronic form similar to the one used in Cambridgeshire.

Shared Transactional Services

During 2019/20, £98.8m of business rates and £92.8m of council tax was collected meaning that both Key Performance Indicators were hit. In itself, this is not especially noteworthy but what does make this performance standout is the fact that only limited recovery action was possible during March 2020 as the pandemic started to take grip.

The benefits team awarded £47.8m in Housing Benefit and £9m in Council Tax Support to 15,000 households in 2019/20. A further £498k was distributed in discretionary awards.

The year also saw the best ever performance in processing times in benefits with the average time to process new claims and changes being just 4.6 days, putting Peterborough in the top 10% of all Local Authorities for speed of processing new claims.

Towards the end of 2019 electronic notifications for landlords was introduced to complement the existing online self-service system, which has resulted in saving thousands of paper documents from being produced.

An amended Council Tax Support scheme was also implemented from April 2019.

A review of Single Person Discount entitlement in conjunction with the National Fraud Initiative (NFI) was undertaken during 2019/20 using data matches, reviews and visits identified 162 incorrectly being incorrectly claimed resulting in a saving of £80k.

A separate review of empty properties identified over 200 occupied properties resulting in additional funding for the council through the New Homes Bonus scheme.

In 2019 with the creation of Peterborough Limited our Accounts Payable and Accounts Receivable teams took on the processing of payments and debt recovery for the new company and has subsequently added to this with the processing of over 750 allotment payments in 2020. In December 2020, following Aragon expanding to take on elements of Vivacity this work was transferred back.

The automation of payment files within Accounts Payable in relation to Children's Services and Adult Social Care payments was implemented in 2019/20 and resulted in savings of over £70k per year for the council.

The STS team have also assisted with a number of major system upgrades including the first upgrade to Agresso since 2015, Mosaic and the implementation of the Department for Work & Pensions (DWP) automation project to enable the automatic notification of DWP benefit changes to the council to speed up processing and reduce errors.

In recognition of the performance and projects undertaken by the STS team with the council in 2019/20 the Revenues & Benefits team were shortlisted by the Institute of Revenues, Rating and Valuation (IRRV) for the Excellence in Partnership Working award.

Since March 2020 COVID-19 related activity has been the primary work focus in Shared Transactional Services.

The biggest task has been to assess entitlement to and award reliefs to offset business rates liability or make payments of mandatory and discretionary grants to local businesses.

The initial grants were primarily awarded to support businesses through the early months of the pandemic including the first lockdown with a range of new grants being administered since the second national lockdown in November 2020.

To date the following support has been provided to local businesses:

- Awarding £41.9m in retail relief to 1,312 businesses and £350k in nursery relief to 33 accounts
- Payments of £20m in grants to over 2,000 small businesses and £12.2m in retail grants to 2,654 businesses
- A further £1.6m in discretionary grants to 110 businesses were paid during the Summer
- Since the November lockdown a further £7m in grants has been paid and further payments are currently being processed

In addition to the support provided to local businesses, the team have also awarded £1.4m to 9,650 families in receipt of Council Tax Support to help them meet their council tax liability for the year.

The team have also increased benefit awards to over 2,500 Housing Benefit customers following changes made to Local Housing Allowance rates, increased earnings allowances and increased tax credits.

The team have also supported those in the care sector with increased Adult Social Care payments made to customers to help meet additional Covid related costs.

The other major Covid related task the team have been delivering is the test and trace support payment scheme, which awards £500 to individuals who have lost earnings as a result of having to self-isolate and cannot work from home.

The scheme started on 28th September 2020 and is currently due to run until 31st March 2021. To date over 1,000 payments have been made to individuals requiring this support. Peterborough continues to receive significantly more claims than the rest of Cambridgeshire combined.

Covid has had a significant impact on the financial position of many residents and businesses. The Council were keen to support both during this difficult period and a more lenient approach to debt recovery was agreed, to ensure even more pressure was not being placed on those most badly impacted financially by the pandemic. This position was replicated by central government by, for example courts not being open to conduct local taxation liability hearings until September.

Formal council tax recovery action resumed in August, initially with 'soft' reminders, followed by normal recovery action from September onwards. Collection rates have remained strong despite the 3 lockdowns and downturn in the economy, with collection being less than 1% down on 2019/20 rates. So far £92.5m of £100.6m has been collected.

Business Rates recovery action has been on hold due the current financial situation many businesses face, but recovery action has recommenced In February, initially with soft reminders and targeted calls. Due to the various reliefs in 2020/21 the net collectible figure (£62.7m) is not comparable with 2019/20 (£101m), but collection currently stands at £46.7m.

Despite these challenges, our business rates team have been recognised by the Department for Business, Energy and Industrial Strategy for being one of the top performing teams for the speed at which they paid grants to local businesses impacted by Covid 19 during the first lockdown.

The transfer of housing benefit caseload to Universal Credit continues, although at a slower rate than previously expected. There are 8,500 housing benefit claims and a total of 14,300 claims (including council tax support). £45m is expected to be paid in Housing Benefit in 2020/21 and £9.3m in council tax support.

A new DWP initiative to reduce fraud and error started in October 2020 with the introduction of targeted

reviews, focussing on reviewing claims that are considered at the highest risk of being incorrect based on DWP risk scoring and analysis. 750 reviews will take place from October to March, with the scheme expected to continue for a further 4 years.

Staff Development

Serco remains committed to the development of our staff through apprenticeships, up to degree level, as well as a range of other formal professional qualifications.

Last year two members of our team successfully completed the Chartered Manager Degree Apprenticeship (CMDA). Although we have had numerous team members who have achieved apprenticeship qualifications at a number of levels these are the first members of our team to achieve this level and both received First Class Degrees.

Appendix B – Serco Performance and KPIs

Service Area	Performance Measure Ref	Description	Freq	Jun-19 Target	Jun-19	Sept-19 Target	Sep-19	Dec-19 Target	Dec-19	Mar-20 Target	Mar-20
KPI's											
STS	STS-K-009	Completion of statutory returns	M	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
	R&B-K-001	Achievement of the in year Council Tax collection rate target	A	29.53	29.60	56.73	56.54	84.03	84.08	95.80	95.81
	R&B-K-002	Achievement of the in year business rates collection rate target	A	29.03	28.60	55.88	54.37	82.45	81.73	97.80	97.89
	R&B-K-007	Council Tax arrears collection	A	6.13	5.37	9.61	8.65	12.17	11.44	14.31	15.06
	R&B-K-008	Percentage collection of former years arrears to be within agreed annual target agreed with the authority (Business Rates)	A	15.10	18.83	21.91	27.12	25.97	39.64	30.00	51.89
	R&B-K-009	Debt recovery - Parking	M	14.00	6.06	14.00	6.50	14.00	2.75	14.00	2.17
	R&B-K-009a	Debt recovery - Housing Benefit Overpayment	A	8.74	6.88	15.57	13.78	21.12	19.14	26.00	26.70
	R&B-K-009b	Debt recovery - Sundry Debt	A	65.00	71.01	68.50	64.03	74.00	68.82	63.00	53.85
	R&B-K-011	Average time to process housing benefit claims and changes	A	16.00	5.35	16.00	6.31	16.00	6.38	16.00	4.57
9											
BS	PAY-K-001	Ensure all payroll deadlines are met	M	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
	BS-K-002	Business support tasks completed to deadline	M	97.00	Suspended	97.00	Suspended	97.00	Suspended	97.00	Suspended
2											
CS	CS-K-001	% of customers satisfied with the service they received	M	95.00	Not Measured 6 monthly survey	95.00	97.00	95.00	Not Measured 6 monthly survey	95.00	Not Measured 6 monthly survey
	CS-K-002	% of telephone calls answered	M	83.00	Suspended	86.00	Suspended	88.00	95.00	83.00	89.00

	CS-K-006	% of First Call resolution in Call Centre (excluding switch)	M	85.00	93.00	85.00	95.00	85.00	99.00	85.00	95.00
	3										
Service Area	Performance Measure Ref	Description	Freq	Jun-19 Target	Jun-19	Sept-19 Target	Sep-19	Dec-19 Target	Dec-19	Mar-20 Target	Mar-20
BTSI	BT-K-002	Delivery of outputs as agreed in the annual delivery plan. Performance to be tracked against milestones as agreed in the annual delivery plan	A	85.00	Not Measured annual measure	85.00	Not Measured annual measure	85.00	Not Measured annual measure	85.00	97.56
	1										
	FS-K-001	Complete month and year end BCR and DCAL processes	M	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
FSS	FS-K-002	Within the working hours 09:00am and 17:00pm Monday to Friday (excl public holidays) to respond to all priority 1 calls within 1 hour	M	90.00	Not measurable no call received	90.00	Not measurable no call received	90.00	Not measurable no call received	90.00	Not measurable no call received
	2										
	PRO-K-002	Deliver key stages of procurement strategy	Q	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
PRO C	PRO-K-004	Produce a Quarterly Report on procurement and supplier management covering; Directorate spend, Expenditure by commodity, Expenditure on/off contract by owner of the contract (non-CPU and CPU); Contracts falling due for renewal where known to CPU, Identification of opportunities for savings and efficiencies, Purchase order compliance, Sourcing activities where known to the CPU and other activities where known to the Partner' P-Card usage and exceptions, Spend analysis activities, Exemption requests (i.e. requests for exemptions from Contract Regulations).	Q	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
	Performance Measure Ref	Description	Freq	Jun-19 Target	Jun-19	Sept-19 Target	Sep-19	Dec-19 Target	Dec-19	Mar-20 Target	Mar-20
	PRO-K-005	Create & Maintain a contract register for all Corporate Contracts and Non - Corporate contracts (where known).	M	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00

PRO-K-006	Co-operate with the Authority's Legal Services to provide timely and appropriate documentation and other necessary information to enable the Authority's Legal Services to prepare the contracts for signing.	M	100.0 0	100.0 0	100.0 0	100.0 0	100.0 0	100.0 0	100.0 0	100.0 0
PRO-K-007	Provide a monthly compliance report on Purchase Cards	M	100.0 0	100.0 0	100.0 0	100.0 0	100.0 0	100.0 0	100.0 0	100.0 0
5										

ICT

KPI	Performance Indicator	Target	Detriment	Failure	Jun-19	Sep-19	Dec-19	Mar-20
1	Resolution of severity 1 incidents (2 hrs)	0 failures	1 failure	2 failures	0	0	1	0
2	Resolution of severity 2 incidents (1 business day)	0 failures	1 failure	2 failures	0	0	0	0
3	Resolution of severity 3 incidents (2 business days)	90%	87%	84%	100%	100%	100%	100%
4	Resolution of severity 4 incidents (4 business days)	90%			97%	97%	97%	97%
7	Fulfilment of priority 3 service requests (4 business days)	90%	87%	84%	100%	100%	100%	100%
8	Fulfilment of priority 4 service requests (8 business days)	90%			97%	90%	88%	92%
9	Call answering (within 20 seconds)	80%	77%	74%	81%	85%	86%	88%
10	Call abandoned rate	< 5%			3%	2%	3%	3%
11	First point of contact fix	50%	46%	42%	38%	n/a	n/a	n/a
12	Key application availability	0 failures	1 failure	2 failures	0.00	0.00	0	0
13	Gold application availability	1 failure	3 failures	4 failures	0.00	0.00	0	0
14	Silver application availability	98%			100%	100%	100%	100%
15	Network availability of individual primary Council Premises	0 failures	1 failure	2 failures	100%	100%	100%	100%
16	Network availability of all resilient Council Premises	99.50%	99.00%	98.50%	100%	100%	100%	100%
17	Network availability of all non-resilient Council Premises	99.00%			99.30%	99.70%	99.8%	99.3%
18	Project success index	1 failure	2 failures	3 failures	0%	0%	0	0
19	Measurement of customer satisfaction	>3.5			4.20	4.00	4.4	4.7

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Business plan 2020/2021

NPS Peterborough



Business Plan Summary

Our Strategy

The NPS Peterborough Business Plan is designed to **support key strategic priorities of Peterborough City Council** that drive growth and economic regeneration; improve educational attainment and skills; and promote, healthy, safe and cohesive communities; whilst building on the strengths of the JV partnership, our staff, and the Norse values.

With 6 years to run on the existing arrangement, NPS Peterborough are seeking to **deliver high quality Estates and Asset Management services** to Peterborough City Council, whilst seeking to grow our external income through the **provision of consultancy services**.

Business Plan Summary

To deliver our strategy, we will:

Improve our **reputation** and build on our **relationship** with Peterborough City Council; provide **strategic advice** to the Council and its City Centre Development Framework (which sets the future vision for the city); to conduct **asset review options** for all property asset types; to **regularise market rate rents** on commercial and retail investments; to grow our external **market share**; and **continue to deliver returns back to PCC** in line with BP forecasts.

We aim to:

Maintain a healthy and **sustainable profit margin**

Deliver **high quality** Estates and Asset Management services and facilitate work for other disciplines across the Norse Group

Develop our staff who are at the heart of what we do, to ensure they are **empowered and trusted** to deliver their work

Strategic Asset Management

- Conduct options appraisals for different asset types to identify alternative uses, consolidation or commercial / development opportunities
- Work with PCC officers to attain best value in negotiating terms for strategic acquisitions and disposals
- Assess and appraise property investment and regeneration opportunities, working closely with developers and providers to bring forward schemes
 - Examples such as Northminster car park and the market redevelopment through PIP or the acquisition of TK Maxx site on Bridge Street as a library and community hub
- Actively support the Council's Strategic Asset Group

Commercial / Industrial Estate

- Promote a strong and healthy local economy through supporting local enterprise
- Minimise the number of void units through active marketing with local agencies to identify and secure tenants
- Maximise the number of units paying benchmarked market rent through securing inflation linked tenancies with regular rent reviews
- Working to find potential subtenants for PCC to maximise rental income and bring additional footfall into the city centre (CITB, Pintec)
- Work with finance colleagues to monitor and reduce rental arrears

Rural Estate

- Review and update the Rural Asset Strategy
- Work closely with the tenants and the NFU to maximise opportunities to promote the rural estate, education initiatives and sustainable farming techniques
- Seek to amalgamate the holdings in line with recommendations as tenants exit the estate
- Identify development / conversion opportunities
- Develop a business case for sustainable energy initiatives on the estate

Housing

- Ensure PCC compliance data is compiled as properties come on stream and reviewed annually to minimise risk
- Provide Asset and Insurance valuations to ensure that units have adequate cover and are compliant with PCC insurers requirements
- Carry out fabric condition surveys to understand and support the programming of any capital improvements required
- Provide asbestos surveys to ensure risk is managed in properties built prior to 2000
- Source properties for housing services teams that meet the demand profile provided

Building Management Services

- Monitor and provide safe spaces for staff to occupy
- Ensure that building management controls are in place and deployed efficiently
- Monitor and oversee soft FM contracts and manage suppliers of soft FM services

2020-21 Success Stories

COVID Related

- Assisted in the set up of the Temporary Body Storage unit at Fletton Centre
- Assisted in setting up a COVID testing facility for Schools at unit 5 Royce Road
- Implementing the integrated traffic light-one way system at Sand Martin House
- Implementing safety measures in all corporate/staff occupied buildings.
- Assisting with Corporate/Staff occupied building closures and preparation for building repopulation

Building Related

- PM delivery of Town Hall North (completion April 2021)
- PM delivery of Marshfields School expansion (completion April 2021)

Asset Management

- Conducted Options Appraisals on Asset portfolio
- Conducted Asset Valuation programme – visiting all major sites
- Continued to engage and push Community Asset Transfers to mitigate running costs for PCC

Other

- Managed investment portfolio and continued to let space during lockdown
- Increased rent roll at EIC by £23.5K pa & saved £10k pa on telephony and internet provision
- Worked closely with Aragon to deliver on going programme of rural and housing condition surveys

Financial BP

	2016/17*	2017/18	2018/19	2019/20	2020/21
Income	£1,622,341	£2,203,102	£1,951,555	£1,877,229	£1,719,343
Direct Costs	£1,253,087	£1,807,656	£1,523,605	£1,478,652	£1,303,952
Indirect Costs	£96,210	£96,300	£90,985	£70,113	£81,719
Fixed Costs	£114,541	£125,249	£155,178	£145,180	£143,932
Total Costs	£1,463,838	£2,029,205	£1,769,768	£1,693,945	£1,529,602
Profit	£158,503	£173,897	£181,787	£183,284	£189,741
Vol. Disc	£79,252	£86,949	£90,894	£91,642	£94,870
Actual Vol Disc	£46,000	£108,000	£121,000	£198,000	

2016/17* BP based on full financial year though the service commenced from 6 July 2016.
Actual Vol Discount is based on 9mths trading

Learning and Development Plan

Learning and Development Objectives - NPS Peterborough					
Strategic Objective	Activity	Source	Cost	Deadline	Outcome
Succession planning for senior management	* Consider strengths of management team * Provide opportunities for senior colleagues to lead activities * Provide management and development training	Mix of skills hub and external mentoring	£20K	31-Mar-21	Creation of opportunities resulting in retention of staff and succession planning for senior team
Support Staff through Professional Development	* Support Building Surveyor Apprentice through course offering opportunities to maximise learning in a supervised environment * Support staff with other professional accreditations / affiliations	External providers	£5k	Ongoing	Competent, professionally staffed business
Embed Estates Best Practice and Group ISO into everyday working	* Internal CPD from Estates BPG * Internal ISO CPD	Internal staff	£2k	Ongoing	Ensure staff are fully cognisant of best practice guidance and that NPS Peterborough is operating in accordance to Group standard for ISO accreditation
Greater understanding of Housing agenda	* Selected staff to attend CPD and Conferences to understand the strategic drivers and tools to further facilitate Housing support to PCC	External conferences	£5K	31-Mar-21	Provide competent strategic advice to PCC on property related housing issues
Enhance the NPS Peterborough reputation	* Communications training for all staff focussed on managing client expectations	NPSP Management Team	£5K	30-Sep-20	Better able to manage client expectations through effective communications and stakeholder management

Risks to BP/potential opportunities

Risks

- PCC **Budget pressures** impacting core funding
- Suitably **qualified staff** to fill current vacant posts
- **Reputation** of NPS Peterborough with Leader of PCC
- **Housing** works offered elsewhere (£50k pressure)

Opportunities

- Offering **Asset Valuation** services commercially
- Further develop and implement **Housing services offer** (including Building Surveying)
- Continue developing external relationships
- Maximise local **networking opportunities** through Opportunity Peterborough and sponsor Peterborough Bond Holders event

GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE	AGENDA ITEM No. 8
10 March 2021	PUBLIC REPORT

Report of:	Director of Law and Governance	
Contact Officer(s):	David Beauchamp, Democratic Services Officer	Tel. 01733 384628

MONITORING SCRUTINY RECOMMENDATIONS

R E C O M M E N D A T I O N S	
FROM: Director of Law and Governance	Deadline date: N/A
<p>It is recommended that the Growth, Environment and Resources 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 Growth, Environment and Resources Scrutiny Committee agreed at a meeting held on 28 June 2017 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 Growth, Environment and Resources Scrutiny Committee to monitor and track progress of recommendations made to the Executive or Officers at previous meetings.
- 2.2 This report is for the Growth, Environment and Resources 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 the Growth, Environment and Resources Scrutiny meeting held on 7 November 2018.

7.2 Minutes of the Joint Scrutiny Committee meetings held on 11 November 2020 and 22 February 2021.

8. **APPENDICES**

8.1 Appendix 1 – Recommendation Monitoring Report

RECOMMENDATION MONITORING REPORT 2020/21

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
11 NOVEMBER 2020	<p>Cllr Cereste, Cabinet Member for Waste, Street Scene and the Environment</p> <p>James Collingridge – Head of Environmental Partnerships</p> <p>Richard Pearn – Head of Waste, Resources and Energy</p>	MEDIUM TERM FINANCIAL STRATEGY 2021/22 TO 2023/24 PHASE ONE	The Joint Meeting of the Scrutiny Committees RESOLVED to recommend that the proposals for the increase in fees for the brown bin waste collection be reviewed and a cost benefit analysis be completed with a view to removing the fees altogether, the outcome of which to be provided to the Committee.	Waste slide deck received on 4 December 2020 and sent out to Committee on 4 December by D Beauchamp	Ongoing

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
22 FEBRUARY 2021	Cllr Seaton, Cabinet Member for Finance Pete Carpenter, Corporate Director, Resources	MEDIUM TERM FINANCIAL STRATEGY 2021/22 TO 2023/24 PHASE TWO	The Joint Meeting of the Scrutiny Committee RESOLVED to recommend to Cabinet that the Financial Risk Register be updated to include reference to the risks posed by climate change to the City, with particular reference to flood risk.	Noted by Cabinet on 23 February. New addition to the Risk Register as follows Risk Area: Climate Change to the City Details: That Climate Change, as has been seen over the winter period 2020/21, has shown increased risk of flooding to the City. Action: The Council to liaise with the Local and Regional Drainage Boards to ensure roles and responsibilities are clearly set out to minimise the risk to Peterborough. Budget, including amended risk register, due to be presented to Full Council on 3 March 2021.	Ongoing.

RECOMMENDATION MONITORING REPORT 2018/19

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
7 NOVEMBER 2018	Cllr Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development	AFFORDABLE HOUSING NEED AND DELIVERY	RECOMMENDATION The Growth, Environment and Resources Scrutiny Committee RESOLVED to recommend that Cabinet examines the viability of setting up a Housing Revenue Account (HRA).	Please see below.	Ongoing.

65

Initial response from Cabinet Member:

“I’d be happy to recommend to Cabinet that we examine the viability of setting up a Housing Revenue Account (HRA)”.

A further update has been provided in June 2019 from the Acting Corporate Director of Resources and may be accessed via the following link:

https://cccandpcc-my.sharepoint.com/:w/g/personal/paulina_ford_peterborough_gov_uk/EVh0dYTjnBhdEvpX2900Q-EB9kEpaX2e2ywwq6Vxd1u6MyQ?e=dGA3Ac

Cabinet Meeting – 23 September 2019

Agenda Item 8. Peterborough Housing Strategy

Cabinet considered the report and RESOLVED to:

1. Note that the Cabinet Member for Housing, Culture and Recreation had commissioned an updated Housing Strategy for Peterborough.
2. Approve an application being immediately sent to the Government to set up a Housing Revenue Account as part of the Council’s Housing Strategy to tackle homelessness in the City.

Update provided on 09/03/20

Following the Cabinet agreement on 23rd September 2019 to restart a Housing Revenue account within PCC and the Growth Scrutiny recommendation, delays have occurred that have set back the start date of the project.

The original business case was predicated upon borrowing from the Public Works Loan Board as a worst case scenario at a borrowing rate of around 1.8%. This would have provided funding for the introduction of a viable affordable housing service within the Council. The PWLB raised its interest rates by 1% on 9th October 2019, increasing the borrowing rate to 2.8%. This meant that the outline business case, which is over a 25 year period, has needed to be re-evaluated.

There remains the option of grant funding and to this end PCC met with Homes England, who are the funding body for grants for affordable housing outside of London. The meeting, on 9th January 2020, was positive and PCC were encouraged to put forward their proposals. There has been a range of grant options available. However, they are all coming to the end of their cycle and Homes England made us aware that the new administration is working on a revised set of initiatives for housing funding.

While they were not yet aware of the details of these initiatives, the information they have is that there is likely to be funding available.

We are therefore awaiting the publication of the details of any new government housing funding plans.

Decision added to Forward Plan - Decision to re-establish a Housing Revenue Account - KEY/16NOV20/03

Decision due in 2021/22 municipal year.

GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE	AGENDA ITEM No. 9
10 MARCH 2021	PUBLIC REPORT

Report of:	Interim Director of Law and Governance		
Cabinet Member(s) responsible:	Cabinet Member for Resources		
Contact Officer(s):	David Beauchamp, Democratic Services Officer	Tel. 01733 384628	

FORWARD PLAN OF EXECUTIVE DECISIONS

R E C O M M E N D A T I O N S	
FROM: David Beauchamp, Democratic Services Officer	Deadline date: N/A
<p>It is recommended that the Growth, Environment and Resources 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 Growth, Environment and Resources Scrutiny 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 Growth, Environment and Resources Scrutiny Committee outlining the content of the Forward Plan of Executive Decisions.

2.2 This report is for the Growth, Environment and Resources 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 2 February 2021.

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

PETERBOROUGH CITY COUNCIL'S 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 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 Cereste; Cllr Hiller; Cllr Seaton; Cllr Walsh; Cllr Allen and Cllr Farooq.

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, Legal and 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, Legal and 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/executivedecisions. 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 29 MARCH 2021

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
Security Services Contract - KEY/29MAR21/01 Approval to enter into contract for the delivery of security services across the council estate	Councillor Seaton, Cabinet Member for Finance	April 2021	Growth, Environment and Resources Scrutiny Committee	All	Relevant internal and external stakeholders	Stuart Macdonald Property Manager Tel: 07715 802 489 Email: stuart.macdonald@peterboorugh.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>Approval for application of Government funding for a heat network - KEY/29MAR21/02</p> <p>The Peterborough Integrated Renewables Infrastructure (PIRI) is designing a low carbon heat network for Peterborough. In order to develop the designs an application for Government Grant funding will be required and this decision is to provide approval for that application.</p>	<p>Councillor Marco Cereste, Cabinet Member for Waste, Street Scene and Environment</p>	<p>June 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All</p>	<p>Consultation have been undertaken with the engaged advisors</p>	<p>Elliot Smith - Commercial Manager; Energy, Infrastructure and Regeneration. Tel: 07506536565 Email; elliot.smith@pet erborough.gov.u k</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published. 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).</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
<p>A605 Whittlesey Access Phase 2 – KEY/29MAR21/03 The Council, in conjunction with the Cambridgeshire and Peterborough Combined Authority, is currently constructing a highway scheme at the above location. Unforeseen factors have led to an increased budget forecast from £5m to up to £5.5m. This decision seeks approval to enable this additional expenditure which it is anticipated will be met, in part, by the CPCA.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>April 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Stanground South</p>	<p>Ongoing consultation and engagement continues with relevant stakeholders</p>	<p>Martin Brooker, District Highway Maintenance Manager (Fenland & Peterborough), martin.brooker@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>Two CMDN's have already been taken for this. They will be referred to in this CMDN</p>
<p>Disposal of the former Fletton Pupil Referral Unit – KEY/29MAR21/04 Authority to dispose of a surplus property</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Fletton and Stanground</p>	<p>Relevant internal and external stakeholders</p> <p>Consultation with the Department for Education has taken place.</p>	<p>Tristram Hill, ,07849 079787, tristram.hill@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>

PREVIOUSLY ADVERTISED KEY 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
<p>1. Disposal of freehold in Centre of the City - KEY/12JUN18/01 To delegate authority to the Corporate Director of Growth and Regeneration to sell the property</p> <p>74</p>	<p>Councillor Seaton, Cabinet Member for Finance</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>Relevant internal and external stakeholders</p>	<p>Peter Carpenter, Acting Corporate Director, Resources Tel: 07920160122 Email: Peter.carpenter@pe terborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>The 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).</p>

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<p>2. To approve the awarding of contracts to external providers following a competitive tender exercise led by Cambridgeshire County Council - KEY/25JUNE18/02 Cambridgeshire County has recently conducted a tendering exercise to establish a Dynamic Purchasing System for the provision Supported Living Services for Adults with a Learning Disability (Reference number: DN311905). Peterborough City Council is the named authority under this arrangement and would want to commission care and support packages (call-off).</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health</p>	<p>March 2021</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p> <p>Relevant consultations has been carried out with the service users, family carers, Health colleagues and care and support providers across Cambridgeshire and Peterborough.</p>	<p>Cris Green, Commissioner for Learning Disabilities & Autism, 0793261226 6419, cris.green@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>3. Adoption of the “Dynamic Purchasing System” (DPS) procedure for Public Health contracts with Primary Care providers – KEY/10DEC18/01 To seek the approval to adopt the “Dynamic Purchasing System” (DPS) procedure for contracts with Primary Care providers for the duration of up to five years. The proposals have been approved by the Cambridgeshire and Peterborough Joint Commissioning Board.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health</p>	<p>March 2021</p>	<p>Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Val Thomas, Consultant in Public Health Val.Thomas@cambridge-shire.gov.uk 01223 703264/ 07884 183374</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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4.	<p>Vehicle removal for Parking contravention – KEY/15APR19/02 To ask the Cabinet Member to approve the policy to implement a scheme to remove vehicles of persistent offenders in breach of parking restrictions in the City and to appoint the Local Authority Trading Company to act as the authorised agent of the policy.</p>	Councillor Walsh, Cabinet Member for Communities	March 2021	Growth, Environment and Resources Scrutiny Committee	All Wards	<p>Details of any consultation to be decided.</p> <p>Relevant internal and external stakeholders.</p>	Adam Payton, PES Senior Officer, Parking Lead, 01733 452314 adam.payton@peterborough.gov.uk	Prevention and Enforcement Service Vehicle Removal For Parking Contraventions Policy and Guidance
5.	<p>Contract for remedial works by PCC to the Stanground Bypass – KEY/2SEP19/02 To approve works to the Stanground bypass and authorise the associated package of work to be issued to Skanska Construction UK Limited under the Council's existing agreement with SKANSKA dated 18th September 2013 (the Highways Services Agreement).</p>	Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments	March 2021	Growth, Environment and Resources Scrutiny Committee	Stanground South and Hargate and Hempsted	<p>Relevant internal and external stakeholders</p> <p>Standard consultation for highway schemes.</p>	Charlotte Palmer, Group Manager – Transport and Environment, charlotte.palmer@peterborough.gov.uk	To be determined.

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78	<p>6. Approval of funding for the provision of accommodation to reduce homelessness KEY/14OCT19/01 – Following Cabinet Decision JAN18/CAB/18 this is a new project to increase the supply of housing and address the demand for accommodation resulting from the increase in homelessness.</p>	<p>Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.</p> <p>The issues associated with homelessness in Peterborough have been subject to significant discussion in various forums, including the Council's Adults and Communities Scrutiny, Cabinet and Full Council</p>	<p>Peter Carpenter, Acting Corporate Director of Resources Email: peter.carpenter@peterborough.gov.uk Tel: 01733 452520</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published. 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).</p>

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<p>7. Disposal of land at 7-23 London Road, Peterborough - KEY/06JAN20/01 Approval to dispose of surplus land to a registered provider for redevelopment to social housing The disposal will be conditional on a successful planning consent; the application has yet to be made.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>Relevant internal and external stakeholders.</p>	<p>Tristram Hill, Strategic Asset Manager, Tel: 07849 079787 Email: tristram.hill@pete-rborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>There will be an exempt annex with details of the commercial transaction.</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	
8.	<p>The disposal of former playing fields at Angus Court, Westtown, Peterborough - KEY/06JAN20/02 Approval to dispose of former playing fields and Angus Court</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>West</p>	<p>A number of consultation events for local residents have been held for both the proposed disposal of land at Angus Court and the creation of new facilities at Thorpe Lea Meadows. Planning approval was secured for the new facilities at Thorpe Lea Meadows. These works are now completed. Consultation and information events to discuss the Council's plans to dispose of land at Angus Court and the creation of a new public play area, were held at West Town Academy took place on 1 November 2018 and 7 March 2019</p>	<p>Tristram Hill, Strategic Asset Manager, Tel: 07849 079787 Email: tristram.hill@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>9. Approval for Framework for Early Intervention and Prevention Services KEY/27APR20/02 - Approval for Pseudo Framework for the commissioning of Early Intervention and Prevention Services in Peterborough</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</p>	<p>March 2021</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Sarah Bye, Senior Commissioner for Early Intervention and Prevention. Email: sarah.bye@camb ridgeshire.gov.uk Tel: 07468 718793</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>10. Re-implementation of the Millfield, New England, Eastfield and Embankment Public Space Protection Order – KEY/11MAY20/01 The current PSPO for Millfield, New England, Eastfield and Embankment expires in July 2020. Orders can be extended for a further 3 years provided that they are reviewed and extended prior to the order expiring. This decision request will consider the enforcement levels of the current order carried out in the last 3 years, current crime and anti-social behaviour levels for the order area and the outcomes of the consultation with the public and interested parties.</p>	<p>Councillor Irene Walsh, Cabinet Member for Communities</p>	<p>March 2021</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>Central, North, Park and East Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>A consultation will be carried out with the Police & Crime Commissioner, Chief Constable, Ward Councillors, Key Interested Parties directly. A 28 day public consultation will be made available to the public and all other interested parties online on the council's website, with hard copies available on request.</p>	<p>Laura Kelsey, Senior Problem Solving Officer, T: 01733 453563 laura.kelsey@pet erborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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11.	<p>Award of Community Alarm (Lifeline) Contract to commence 1/10/2021 – KEY/8JUN20/01</p> <p>Award of Lifeline contract to successful bidder following formal procurement process.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</p>	<p>June 2021</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All wards.</p>	<p>Relevant internal and external stakeholders.</p> <p>Public consultation through PCC medium term financial strategy 2020-21</p>	<p>Diana Mackay, Commissioner. diana.mackay@cambridgeshire.gov.uk, 07879 430819</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
12.	<p>Acquisition of a freehold commercial property in Peterborough City Centre – KEY/8JUN20/03 - Acquisition of a freehold property for a community hub.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>Relevant internal and external stakeholders.</p>	<p>Tristram Hill, Strategic Asset Manager, Tel: 07849 079787 Email: tristram.hill@peterborough.gov</p>	<p>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).</p>

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13.	<p>Disposal of Whitworth Mill – KEY/28SEP20/02</p> <p>The decision concerns a proposal to sell Whitworth Mill to an under bidder following the withdrawal of the previous bidder.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Fletton and Stangr ound</p>	<p>Relevant internal and external stakeholders.</p> <p>The proposal to dispose of the property was subject to an open market bidding process from November 2019 to January 2020</p>	<p>Dave Anderson Interim Development Director Tel: 07810 839657 Email: Dave.Anderson@peterborough.gov.uk</p>	<p>Property Agents report</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
<p>14. Proposed transfer of the management for the Energy Hub from the CPCA to PCC – KEY/28SEP20/03 The Energy Hub is one of five hubs created and funded by Central Government, which aims to advance new energy schemes, energy saving programmes, carbon reduction and promote renewables. One of the partners of the Hub is required to act as the coordinating and employing organisation. Until now this has been the CPCA, but subject to agreeing suitable terms it is intended that this role will pass to PCC.</p>	<p>Councillor Marco Cereste , Cabinet Member for Waste, Street Scene and the Environment</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Elliot Smith, Commercial Manager - Smart Energy, Infrastructure and Regeneration, elliott.smith@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>15. Sale of the freehold of the London Road Stadium and the Allia Business Centre – KEY/12OCT20/01 Sale of the freehold of the London Road Stadium and the Allia Business Centre</p>	<p>Councillor David Seaton, Cabinet Member for Finance</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Fletton and Stangr ound</p>	<p>Relevant internal and external stakeholders.</p>	<p>Pete Carpenter, Acting Corporate Director Resources, Tel: 01733 452520, Email: peter.carpenter@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>The 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).</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
<p>16. Re-commission Children and Young People's Emotional Wellbeing and Mental Health Services in Peterborough and Cambridgeshire – KEY/16NOV20/01 To approve a Section 76 Agreement with Cambridgeshire and Peterborough Clinical Commissioning Group for the delivery and Children and Young People's Emotional Wellbeing and Mental Health Services.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</p>	<p>March 2021</p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Helen Andrews, Children's Commissioner, 01223 728577 Helen.Andrews@cambridgeshire.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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17.	<p>Decision to re-establish a Housing Revenue Account - KEY/16NOV20/03</p> <p>The decision recommended is that the Council agrees to re-establish a Housing Revenue Account, enabling the authority to begin a programme of housing development and acquisition of affordable social housing to meet local housing need.</p>	Cabinet	June 2021	Growth, Environment and Resources Scrutiny Committee	All Wards	This decision follows and earlier decision of the Council to explore the option of re-opening the Housing Revenue Account. The decision to move forward with the proposal has been shared with local Housing Associations for comment.	Mohamed Hussein, mohamed.hussein@peterborough.gov.uk, 07866474953	Housing Revenue Account Business Case.
18.	<p>Joint Cambridgeshire County Council and Peterborough City Council Transport Services DPS - KEY/7DEC20/01 - Joint</p> <p>Cambridgeshire County Council and Peterborough City Council Transport Services DPS for all Education and social care transport procurement.</p>	Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University	March 2020	Children and Education Scrutiny Committee	All Wards	<p>Relevant internal and external stakeholders.</p> <p>Agreed at RIT Board and Joint Commissioning Board</p>	<p>Bryony Wolstenholme - Passenger Transport Operations Tel: 01733 317453 Email: bryony.wolstenholme@peterborough.gov.uk</p>	Joint Commissioning Board decisions 25.08.2020/ RIT Board 19.02.2020

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19.	<p>Variation to the Council's Operational Services Agreement (Peterborough Serco Strategic Partnership Contract): Modification to scope of the PSSP Contract - KEY/7DEC20/02 - Variation to the Council's Operational Services Agreement (Peterborough Serco Strategic Partnership Contract): Modification to scope of the PSSP Contract - Business Transformation & Strategic Improvement Service Support element</p>	<p>Councillor Mohammed Farooq, Cabinet Member for Digital Services and Transformation</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>N/A</p>	<p>Relevant internal and external stakeholders.</p>	<p>Christ Yates, Finance, 01733 452527, chris.yates@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>
20.	<p>Approval of City Parking Strategy – KEY/21DEC20/01 Cabinet approval is sought for the findings and recommendations of a City Parking Strategy commissioned by the Council from external subject matter experts Royal Haskoning.</p>	<p>Cabinet</p>	<p>June 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All City Centre Wards</p>	<p>Consultation has not yet commenced</p>	<p>Dave Anderson Interim Development Director, 01733 452468 Dave.Anderson@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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21.	<p>Mechanism selected for the supply of agency workers – KEY/21DEC20/02 – Options appraisal being undertaken for the Council's future supply of agency workers beyond expiry of the current contracts. This decision recommends the option that should be taken forward in the long term.</p>	<p>Councillor Mohammed Farooq, Cabinet Member for Digital Services and Transformation</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>N/A</p>	<p>Legal, procurement, market analysis.</p>	<p>Peter Carpenter, Acting Corporate Director, Resources Tel: 07920160122 Email: Peter.carpenter@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
22.	<p>Procurement of 22 one bedroom flats for the accommodation of people who have previously been rough-sleepers – KEY/04JAN21/01 - The decision is to approve the use of £625K capital grant towards the purchase of 22 one bedroom flats. There is a further decision to approve borrowing of up to £1,675,000 from Public Works Loan Board towards the purchase of the 22 one bedroom flats.</p>	<p>Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All</p>	<p>Consultation with MHCLG and Homes England</p>	<p>Mohamed Hussein Interim Director of Housing: Needs and Supply, Tel:07866 474953, Email: mohamed.hussein@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>23. Note the approval by the Combined Authority of £800k capital grant to PCC to develop a “Cafe Culture” in the City - KEY/04JAN21/02 - Note the successful collaboration with the local business community which enabled the successful CPCA grant application. To recognise the potential for the cafe culture project to alter the fortunes of the city Approve the Capital Review Group recommendation to support the project with £183k capital funding Authorise the Director of Law and Governance in consultation with the Acting Corporate Director Resources, to enter into such legal agreements as may be required to give effect to the recommendation above and the development and operation of the cafe culture project in the city centre including a grant agreement with CPCA and any property agreements</p>	<p>Councillor David Seaton, Cabinet Member for Finance</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>Ongoing consultation with businesses in the city, including surveys and face to face engagement</p>	<p>Jay Wheeler, Economic Development, Tel: 07951 942995, Email: jay.wheeler@pete.rborough.gov.uk</p>	<p>CMDN Build Back Better: Cafe Culture Project</p>

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<p>24. Transfer of undertaking relating to Local Transport Functions, from Peterborough City Council to the Cambridgeshire and Peterborough Combined Authority - KEY/04JAN21/05 - Return by way of transfer to Cambridgeshire and Peterborough Combined Authority (CPCA) of the local transport functions (set out at Article 8 of the Cambridgeshire and Peterborough Combined Authority Order 2017 (SI 2017/251)) which were delegated to Cambridgeshire County Council and Peterborough City Council by way of the CPCA Board Decision of 29.01.2020. The delegation ends on 31 March 2021, after which the undertaking will be delivered by the Cambridgeshire and Peterborough Combined Authority.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Charlotte Palmer, Group Manager - Highways and transport, Tel:01733 453538, Email: charlotte.palmer@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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25.	Purchase of a property in Peterborough City Centre to be used for housing – KEY/18JAN21/02	Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation	March 2021	Growth, Environment and Resources Scrutiny Committee	Central	Relevant internal and external stakeholders Consultation is in its early stages as commercial negotiations are still in progress.	Tristram Hill, Strategic Asset Manager, Tel: 07849 079787 Email: tristram.hill@pete.rborough	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).

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<p>26. Approval for contract to be awarded to Skanska to deliver detailed design and full business case for Eastern Industries access improvement scheme – KEY/18JAN21/03 The Council has previously received funding of £319k from the Cambridgeshire and Peterborough Combined Authority (CPCA) to deliver the strategic outline business case for Eastern Industries access improvement scheme. Now that these stages are complete, the CPCA is in the process of awarding a further £531k so that the detailed design and full business case can be undertaken. The additional funding for the scheme subject to approval will now total £850k. Approval is required for the contract to be awarded to Skanska to undertake detailed design and full business case for the scheme.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>East</p>	<p>Relevant internal and external stakeholders</p> <p>Consultation will be undertaken with members of the public and relevant to inform the detailed design.</p>	<p>Lewis Banks, Principal Sustainable Transport Planning Officer, 01733 317465, lewis.banks@peterborough.gov.uk</p>	<p>Meeting minutes confirming award and Strategic Outline Business Case detailing objectives and proposals of scheme to be delivered.</p>

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<p>27. Novation of the IS Highways Service from Skanska to M Group Services – KEY/18JAN21/04 Permission is sought to honour the Novation of contracts from Skanska to M Group Services following its acquisition</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Charlotte Palmer, Group Manager – Transport and Environment, Email: charlotte.palmer@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>28. Approval to enter Section 76 Agreement with Cambridgeshire and Peterborough Clinical Commissioning Group for the provision of Speech and Language Therapy – KEY/15FEB21/01 - Approval to enter into a Section 76 Agreement with Cambridgeshire and Peterborough Clinical Commissioning Group, for the joint delivery of Speech and Language Therapy Services. Decision required to continue to financially contribute to the delivery of Speech and Language Therapy, as part of a jointly commissioned service with the Clinical Commissioning Group.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Children’s Services and Education, Skills and University</p>	<p>March 2021</p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Pam Setterfield, Commissioning Manager, Children and Families, tel 07920 160394, pam.setterfield@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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95	<p>29. To approve the 2021/22 Transport Programme of Works – KEY/15MAR21/01 To approve the 2021/22 Transport Programme of Works, as follows:</p> <ul style="list-style-type: none"> • The 2021/22 Integrated Transport Programme; • The 2021/22 Highway Maintenance Programme • The 2021/22 Street Lighting Maintenance Programme; and • The 2021/22 Bridge Maintenance Programme. 	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p> <p>Appropriate consultation will be undertaken on individual schemes in the programme as required.</p>	<p>Lewis Banks, Transport & Environment Manager, 01733 317465, lewis.banks@pet-erborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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30.	<p>Extension of the Delivery of Leisure and Cultural Services – KEY/15MAR21/02</p> <p>Extension of the delivery of Cultural Services by City Culture Peterborough, and Leisure Services by Peterborough Limited for three years to rationalise and reorganise service delivery in light of the effects of COVID-19. The 3-year extension will give time to properly reorganise, and allow time for the culture and leisure sectors to rebuild in time for future delivery options to be explored from 2024, including direct provision, working with partners, the establishment of a cooperative delivery model, or a public tender exercise..</p>	<p>Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Pete Carpenter, Corporate Director Resources, 01733 452520, Peter.Carpenter@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>
31.	<p>£1m Parks Project – KEY/15MAR21/03</p> <p>Awarding external grant funding to Aragon Direct Services to manage the parks improvement projects following their competitive tendering exercise.</p>	<p>Councillor Marco Cereste, Cabinet Member for Waste, Street Scene and Environment</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p> <p>Consultation with Aragon Direct Services Parks and Open Space team and regular updates to Ward Councillors</p>	<p>James Collingridge Head of Environmental Partnerships 01733864736 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>

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<p>32. Bretton Court Redevelopment Scheme – KEY/15MAR21/04 1. Approve the surrender of the Council's lease for the ground floor retail units of Bretton Court dated 28th June 2019, subject to the conditions to set out below and to be formalised within the Deed of Surrender</p> <p>2. Approve the Council entering in to an Agreement for Lease for the ground floor retail units of the new development scheme at Bretton Court, subject to the terms set out below</p> <p>3. Subject to the terms of the above Agreement for Lease being satisfied, to approve the Council entering in to a New Lease or the ground floor retail units of the new development scheme at Bretton Court</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Bretton</p>	<p>Relevant internal and external stakeholders</p>	<p>Helen Harris, Senior Estates Surveyor, NPS Peterborough Email: helen.harris@nps.co.uk Tel: 01733 384534 Mobile: 07920 160181</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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>
No new items.							

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>
100	<p>1. Disposal of former Barnack Primary School caretaker house - Delegate authority to the Corporate Director of Growth and Regeneration to dispose of the property.</p>	<p>Councillor Seaton, Cabinet Member for Finance</p>	<p>March 2021</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>NVA</p>	<p>Relevant internal and external stakeholders.</p>	<p>Stuart Macdonald, Property Manager. Tel: 07715 802 489. Email: stuart.macdonald@peterborough.gov.uk Bill Tilah (Bill.Tilah@nps.co.uk)</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>The 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).</p>

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2. 101	<p>Approval of the leasehold disposal of a brownfield site to a care provider – A site has been found for a care home and the Council are currently looking into a leasehold disposal to a care provider who will build a care facility and then contract to provide services to the Council.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>March 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Park Ward</p>	<p>Relevant internal and external stakeholders.</p> <p>A forum has been set up by the Combined Authority involving representatives from finance, legal, property and social care.</p>	<p>Tristram Hill - Strategic Asset Manager, 07849 079787, tristram.hill@nps.co.uk</p>	<p>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).</p>

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102	<p>3. Modern Slavery Statement To review and agree for publication an updated Statement in compliance with the Modern Slavery Act 2015.</p>	<p>Councillor Walsh, Cabinet Member for Communities</p>	<p>March 2021</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Rob Hill, Assistant Director: Public Protection, rob.hill@peterborough.gov.uk</p> <p>Amy Brown, Senior Lawyer and Deputy Monitoring Officer, Amy.brown@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. Leisure Facility Options Appraisal - Cabinet Member approval to proceed with the development of a business case to test the viability of a new leisure facility in the city</p>	<p>Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation</p>	<p>March 2021</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>N/A</p>	<p>None at this stage</p>	<p>Dave Anderson Interim Development Director Tel: 07810 839657 Email: Dave.Anderson@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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5.	COVID Local Economic Recovery Strategy (LERS) - Comment on the draft strategy prepared by Cambridgeshire and Peterborough Combined Authority (CPCA)	Cabinet	May 2021	Growth, Environment and Resources Scrutiny Committee	All Wards	Relevant internal and external stakeholders.	Tom Hennessy (tom.hennessy@opportunitypeterborough.co.uk) and Steve Cox (steve.cox@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>6. Variation to the delegation agreement between Peterborough City Council (PCC) and Cambridgeshire County Council (CCC) regarding the delivery of the Healthy Child Programme (HCP) across Peterborough and Cambridgeshire This decision seeks authorisation to vary the Delegation and Partnering agreement to account for the increase in the value of PCC financial contributions to CCC in respect of the Agenda for Change pay increase. Agenda for Change is a nationally agreed UK-wide package of pay, terms and conditions for NHS staff. Under this deal, which came into effect in 2018, was the agreement for all NHS staff employed at the top pay points at bands 2-8c were to receive a 6.5% cumulative pay increase over a 3 year period.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</p>	<p>March 2021</p>	<p>Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Amy Hall, Children's Public Health Commissioning Manager, 07583040529</p>	<p>CMDN to authorise delegation of HCP commissioning functions from PCC to CCC - https://democracy.peterborough.gov.uk/mglssueHistoryHome.aspx?Id=22331&PlanId=395&RPID=0</p>

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105	7. Selective Licensing of Private Rented Property - Approval to consult on Selective Licensing of Private Rented Property	Councillor Irene Walsh, Cabinet Member for Communities	March 2020	Adults and Communities Scrutiny Committee	All Wards	Minimum of 10 week public consultation with persons likely to be affected by the designation and consider any representations made in accordance with the consultation	Kerry Leishman, Head of Operations for Environmental Health & Licensing Tel: 01733 453502 Email: kerry.leishman@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
	8. Joint PCC and CCC IT Service Management System To approve the procurement of a new joint Peterborough City Council [PCC] and Cambridgeshire County Council [CCC] IT Service Management [ITSM] system.	Councillor Mohammed Farooq, Cabinet Member for Digital Services and Transformation	March 2021	Growth, Environment and Resources Scrutiny Committee	N/A	Relevant internal and external stakeholders. G-Cloud Procurement Process	Damian Roberts, Project Manager. T: 07485 594522 E: damian.roberts@peterborough.gov.uk	CMDN and PID

PART 4 – NOTIFICATION OF KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES

<i>DECISION TAKEN</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.							