

**STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY
COMMITTEE**

**WEDNESDAY 20 JULY 2011
7.00 PM**

Bourges/Viersen Room - Town Hall

AGENDA

Page No

1. Apologies for Absence

2. Declarations of Interest and Whipping Declarations

At this point Members must declare whether they have an interest, whether personal or prejudicial, in any of the items on the agenda. Members must also declare if they are subject to their party group whip in relation to any items under consideration.

3. Minutes of Meeting held on 15 June 2011

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

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

5. Single Delivery Plan

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6. Update on Recommendations Relating to Neighbourhood Committees

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7. Forward Plan of Key Decisions

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8. Work Programme

85 - 88

9. Date of Next Meeting

Wednesday 14 September 2011



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

Emergency Evacuation Procedure – Outside Normal Office Hours

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Committee Members:

Councillors: M Todd (Chairman), S Day (Vice Chairman), G Casey, C Burton, G Simons, J R Fox and M Jamil

Substitutes: Councillors: D Over, B Saltmarsh and Martin

Co-opted Member: Ansar Ali – Police Authority Representative

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

**MINUTES OF A MEETING OF THE
STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE
HELD IN THE
BOURGES & VIERSEN ROOMS, TOWN HALL, PETERBOROUGH**

15 JUNE 2011

Present: Councillors Todd (Chairman), S Day, G Casey, C Burton, JR Fox, and M Jamil

Co-Opted Member: Ansar Ali – Cambridgeshire Police Authority

Also Present: Councillor Sandford Leader of the Liberal Democrat Group

Officers in Attendance: Adrian Chapman Head of Neighbourhood Services
Sharon Malia Housing Programmes Manager
DCI Gary Goose Community Safety Strategic Manager
Leonie McCarthy Social Inclusion Manager
Peter Gell Strategic Regulatory Services Manager
Paulina Ford Senior Governance Officer, Scrutiny
Amy Brown Solicitor

1. Apologies

Apologies had been received from Councillor Simons.

2. Declarations of Interest and Whipping Declarations

There were no declarations of interest.

3. Minutes of the meeting held on 9 March 2011

The minutes of the Strong and Supportive Communities Scrutiny Committee meeting held on 9 March 2011 were approved as an accurate record.

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

There were no requests for Call-in to consider.

5. Strong and Supportive Communities: Introduction, Overview and Work Programme

The Head of Neighbourhood Services introduced the report and informed the Committee that the report would be supported by additional information in the form of a presentation. Officers attending with the Head of Neighbourhood Services gave the Committee information on their various services areas which included key issues, achievements and priorities for 2011/2012.

Key areas of the presentation covered:

- National context including the Localism Bill.
- Local context including
 - the Single Delivery Plan which consisted of Seven programmes of work:

1. Creating jobs through growth and improved skills and education
2. Supporting the most vulnerable families and tackling causes of poverty
3. Safeguarding adults and children
4. Helping people and organisations live more healthy and sustainable lives and reducing energy consumption
5. Empowering people and creating cohesive communities
6. Reducing crime and tackling anti-social behaviour
7. Using our resources more efficiently and effectively

Members were informed that Programmes 5, 6 and 7 fell within the remit of the Committee.

- Neighbourhood Management which included:
 - Tackling quality of life issues in communities, the delivery of which was led by Neighbourhood Managers.
 - Housing, regeneration, growth, environment, cohesion, social capital, service design, value for money, community safety, ASB, education, employment, community facilities and many more.

The priorities for 2011-2012 for each service area were:

Safer and Stronger Peterborough Team:

- Implement the Neighbourhood Committee review outcomes
- Deal with the outcomes of the 'Citizen Power' programme review
- Develop the integrated approach to offender management (tackling those small number of offenders who commit the most crime)
- Continue the work in making roads and users of roads safer

Strategic Housing Team:

- Homelessness Strategy
- Peterborough Homes Allocation Policy
- Supporting People Commissioning Strategy
- Empty Homes Strategy

Regulatory Services Team:

- Tackling age restricted sales (e.g. alcohol, tobacco, fireworks, knives etc)
- Rutland CC Shared Service delivery
- Verge parking

Cohesion Team:

- Implementing a new community cohesion strategy focussed on:
 - Tackling hate crime and reducing tensions in the city
 - Engaging young people who are not in education, employment or training
 - Improving access and take up of services in deprived neighbourhoods
 - Promoting better understanding and harmony between Travellers, Gypsies and the wider community

Social Inclusion Team:

- Financial Inclusion
- Voluntary and community sector
- Gypsies and Travellers

City Centre Team:

- Investigate the feasibility of creating a BID (Business Improvement District) for Peterborough City Centre, collating evidence of whether or not a BID could work for Peterborough

- Secure income/sponsorship for city centre activities. Continue to build on established relationships and capitalise on new leads
- Remodel Women's Enterprise Centre, transforming current offer to an Enterprise Centre accessible to all, this will include a procurement exercise to source new provider
- Olympic 2012 - Produce in partnership with City stakeholders an Olympic 2012 campaign

Suggested topics for the Committee to Scrutinise were:

- Progress and performance in delivering relevant Single Delivery Plan priorities:
 - Empowering people and creating cohesive communities
 - Reducing crime and tackling anti-social behaviour
- Neighbourhood Committee review outcomes
- 'Citizen Power' programme review
- Integrated offender management implementation
- Road safety strategy
- Community cohesion strategy
- Homelessness strategy
- Peterborough Homes Allocation policy
- Supporting People commissioning strategy
- Empty homes strategy
- Financial Inclusion
- Work with the Voluntary and community sector
- Services for Gypsies and Travellers
- Tackling age restricted sales (e.g. alcohol, tobacco, fireworks, knives etc)
- Rutland CC Shared Service delivery
- Verge parking
- Investigate the feasibility of creating a BID (Business Improvement District) for Peterborough City Centre
- Secure income/sponsorship for city centre activities

Observations and questions were raised around the following areas:

- Members requested a copy of the new guide that had been published on the Big Society.
- Why is delivery across the neighbourhoods different across the City? *There were several reasons. The length of time it had taken to recruit some neighbourhood managers and the fact that some parts of the City enjoyed better engagement than others. The Rural issues had also dominated some areas but had now been resolved.*
- The Council do not have any housing stock therefore how do the Council influence and control housing. *There was a long history of contract with Cross Keys Homes and therefore the Council were able to influence decisions.*
- Was the Citizens Power Programme a genuine review? *Yes there was a core team undergoing the review and it was an in depth review.*
- Members commended the work undergone by Neighbourhood Managers and felt that they had made a real difference across the City.
- The job of Neighbourhood Committees was to listen to people. With only a few people attending how would this be achieved? *There would need to be a significant cultural change and this would be achieved through the Localism Bill. Change was starting to happen and the first stage of this was the development of the Community Plans.*
- Members wanted to see a better relationship between Councillors and the different Housing Associations. Once a house was taken up by a new tenant the relationship between Councillors and the constituent ended and Councillors had no influence after that point. *The Head of Neighbourhood Services suggested setting up a forum to resolve this. This would be discussed at the next meeting of the Operations Board which consisted of the representatives from the main social landlord associations within the*

City. The Head of Neighbourhood Services would report back to the Committee on the outcome of any discussions.

- *Did the Fire Service and the Police share information and data? Yes the Fire Service and Police were both signed up to the data sharing protocol.*
- *Members raised concerns about the night time economy and the number of off licences. It had been noted that in one particular area of Peterborough there had been an increase from 16 off licences to 73. It was apparent that residents were unaware of the licensing process. There were issues with licensed premises and under age drinking. A lot of work was being carried out to address these issues. The problems of Anti Social Behaviour relating to alcohol abuse and the saturation of off licences in one area were being looked into and were being taken seriously. The Strategic Regulatory Services Manager advised that the legislation for licensing was that providing the applicant met the criteria and there were no objections against the application the applicant would receive the licence.*
- *Were there any areas of crime that had increased? Each of the three policing areas in the City had seen reductions in crime during 2010 and there had been no specific areas of crime that had experienced an increase.*
- *What were the Council doing to advertise the Care and Repair Service? The service had been widely advertised. It had been advertised on the Council website and the Care and Repair Manager had attended lots of groups of elderly people, work was also being done in close partnership with adult social care and the occupational therapy service. It had been a very successful service.*
- *Was the trend up or down with regard to the number of empty properties. It had remained static at about 700 properties that had been empty for about six months. A new officer had recently been recruited to address this and would be bringing the Empty Homes Strategy to the Committee for scrutiny later in the year.*
- *Officers had mentioned that work was being done to promote energy conservation but no mention had been made about the Governments new initiative Green New Deal. Had there been any discussions with the Department of Climate Change and Energy about this. Nothing had been done yet as the detail around the Green New Deal was still very sketchy but it was being monitored closely.*
- *Was there a database for graffiti so that tags could be identified? Yes the police were aware of known tags.*
- *Do you have control over the water quality in Cathedral Square and is this checked. No this was the responsibility of Vivacity.*
- *Verge parking was an issue but another issue was around city centre area parking where there were more cars than spaces. The houses around the City were not built to accommodate the number of cars that people now had. The solution was not just about putting in traffic restrictions it was more about a local affordable design solution.*
- *Had the down turn in the Economy over the past few years given rise to an increase in rogue traders? Yes there had been an increase in rogue traders. Internet rogue trading was one particular source that had increased and this area was being concentrated on this year. The Trading Standards team worked closely with a range of services both locally, regionally and nationally to tackle rogue traders. There was an Intel Database in place locally and across the region.*
- *Members noted that grass verge parking was on the increase and in particular vehicles for sale were being parked on grass verges. There was a need to work more creatively with the various service areas and local residents to identify offenders. The Licensing, Business Regulation and Enforcement teams which included parking enforcement were now working together in the same service area which would allow improved working to resolve these issues.*
- *Members requested that a report on Grass Verge Parking be brought to the Committee at a future date.*
- *Members raised the issue of irresponsible dog owners and dogs being allowed off their leads. Dog Control Orders were being looked into and a report would be brought to the Committee at a future date.*

- The Social Inclusion Manager informed the Committee that there would be a Conference held in the City in July to tackle poverty.
- Members felt that there was a lot of fear within the Voluntary Sector about the reduction in their funding. *The Social Inclusion Manager advised that going forward she would be working with the various groups and getting them to work together to look at ways of sharing their resources and look at innovative ways of using the limited resources they had.*

ACTION AGREED

- i. That the following reports be brought to the Committee at a future meeting:
 - Grass Verge Parking
 - Dog Control Orders
- ii. Members to be provided with a copy of the new guide that had been published on the Big Society.
- iii. The Head of Neighbourhood Services to look into setting up a forum to engage with Housing Associations and Councillors to promote better working relationships. The idea to be taken to the next meeting of the Operations Board for consideration.

6. Review of 2010/2011 and Work Programme for 2011/2012

The report provided information on the work undertaken by the Committee during 2010/2011 and recommendations made. The Committee were asked to identify items for monitoring during 2011/2012 and any new items for the work programme.

Observations and questions were raised around the following areas:

- Councillor Burton requested that there be a standing item on the agenda for an update report on Neighbourhood Committees.
- Members agreed that as a large number of items had been identified for Scrutiny during the presentation from the Head of Neighbourhood Services and his team that all suggested items for the work programme should be discussed at the next Group Representatives meeting.

ACTION AGREED

That a list of suggested topics highlighted for inclusion into the work programme for Scrutiny by the Committee be brought to the next Group Representatives meeting to discuss which items should be included in the 2011/2012 work programme.

12. Forward Plan of Key Decisions

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

ACTION AGREED

The Committee noted the Forward Plan and agreed that there were no items for further consideration.

The meeting began at 7.00 and ended at 9.45pm

CHAIRMAN

STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE	Agenda Item No. 5
20 JULY 2011	Public Report

Report of the Head of Neighbourhoods

Contact Officer(s) – Adrian Chapman
Contact Details – 863887

PETERBOROUGH'S SINGLE DELIVERY PLAN AND ITS RELATIONSHIP TO THIS COMMITTEE

1. PURPOSE

- 1.1 This report describes the development of Peterborough's new Single Delivery Plan, and sets out detail about how it will be managed. The report then discusses in more detail the specific aspects of the Single Delivery Plan that fall within the scrutiny responsibility of this committee.

2. RECOMMENDATIONS

- 2.1 To agree comments and feedback relating to the overall Single Delivery Plan approach, these comments then being available to the Greater Peterborough Partnership to enable the further development of the Plan.

To scrutinise the programmes relating to those aspects of the Plan that fall entirely within the scrutiny responsibility of this committee, namely:

- Programme 5: Empowering People and Creating Cohesive Communities
- Programme 6: Reducing Crime and Tackling Antisocial Behaviour

To scrutinise the specific projects contained elsewhere in the Plan that fall entirely or in part within the scrutiny responsibility of this committee, namely:

- Programme 1, Project 4: Creating a Safe, Clean and Vibrant City Centre
- Programme 7, Project 27: Citizen Power Programme (this will be presented to the committee in September)

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

- 3.1 The Single Delivery Plan provides a framework for delivering the overarching priorities contained within the Sustainable Community Strategy. The Sustainable Community Strategy is the long term agenda for Peterborough, whilst the Single Delivery Plan sets out the actions that are required to achieve that agenda over the next 3-5 years.

4. BACKGROUND

- 4.1 In previous years, Peterborough, as with other local authority areas, has been working towards outputs and outcomes contained within the Local Area Agreement (LAA). The LAA was a formal agreement between Peterborough and central government, and described what priorities Peterborough delivery partners needed to work on to improve people's lives and wellbeing as well as our economic conditions.

- 4.2 The LAA was a three-year agreement which ended in March 2010. Since then, the council, alongside all other key public and voluntary sector partners, has been developing a new Single Delivery Plan which sets out the ambitious, stretching outcomes that are required to deliver a bigger, better Peterborough.
- 4.3 The development of the Single Delivery Plan is overseen and co-ordinated by the Greater Peterborough Partnership (GPP). The GPP is Peterborough's Local Strategic Partnership, and is the body that 'unites representatives from the public, private, faith, community and voluntary sectors together to work collectively together towards the vision and priorities of the Sustainable Community Strategy'.¹

The work of the GPP is governed by an Executive Board, chaired by the council's Chief Executive and comprising chief executive level representation from public, voluntary and private sector partners across Peterborough.

- 4.4 The detail contained within the Single Delivery Plan, although iterative by nature, has been developed through extensive discussion and consultation across GPP partner organisations. The Plan has no fixed end date, and will continue to develop and evolve as Peterborough's priorities change, but it is expected that it will begin to deliver across its diverse projects with immediate effect.
- 4.5 The Single Delivery Plan enables agencies responsible for developing and delivering services in Peterborough to work together more collaboratively, through 'whole systems thinking' approaches – in other words, rather than looking agency by agency at individual problems and issues, the Plan will enable agencies to work together to look across issues more holistically, changing one part of a process or service to impact on another.

The potential with this approach is significant. The opportunity for example to share or pool resources across organisations, to share data and information, and to combine different legislative powers more creatively will have a huge impact on our abilities to tackle some of the most significant challenges in Peterborough.

5. KEY ISSUES

- 5.1 The current high level summary of the Single Delivery Plan is attached at **appendix 1**.

It takes its direction from the four overarching objectives set out in the Sustainable Community Strategy, namely to create a bigger and better Peterborough by:

- Creating Strong and Supportive Communities
- Creating the UK's environment capital
- Creating opportunities – tackling inequalities
- Delivering substantial and sustainable growth

The Plan itself is structured around seven broad programme areas (described in appendix 1 as 'A list programmes').

These seven programme areas are:

1. Creating jobs through growth and improved skills and education
2. Supporting the most vulnerable families and tackling the causes of poverty
3. Safeguarding adults and children
4. Helping people and organisations live more healthy and sustainable lives and reducing energy consumption
5. Empowering people and creating cohesive communities
6. Reducing crime and tackling anti-social behaviour

¹ The GPP web site <http://www.gpp-peterborough.org.uk/>

7. Using our resources more efficiently, effectively and innovatively

In turn, each programme area has a small number of specific projects identified to help achieve the outcomes required. Across the whole Single Delivery Plan there are 27 such projects, and these are listed as part of appendix 1.

5.2 Each of the 7 Single Delivery Plan programmes has a programme lead officer, and each of the 27 projects has a project lead officer. These lead officers have been developing outline action plans for each of the 27 projects, and summaries of these where available are attached at **appendix 2**. Outline action plans for projects not included at appendix 2 are still being developed by project leads, and will be circulated to the committee for information as soon as they are available.

5.3 There are two Single Delivery Plan programmes that fall entirely within the scrutiny responsibility of this committee:

- Programme 5: Empowering People and Creating Cohesive Communities
- Programme 6: Reducing Crime and Tackling Antisocial Behaviour

More detail about each of these programmes is contained at **appendices 3 and 4** respectively, and it is proposed that these plans form the basis for the main debate and discussion at the scrutiny committee meeting.

Whilst the proposed action plans for these two programmes have been carefully developed with both local and national context in mind, it would be helpful and appropriate if members of the scrutiny committee could provide challenge as well as suggestions for more appropriate actions where necessary.

6. IMPLICATIONS

6.1 The Single Delivery Plan presents Peterborough with a unique opportunity to bring about significant improvements and developments to enhance the wellbeing, vibrancy, and economic outlook for the city, and the pride and aspirations felt by the people who live and work here.

7. CONSULTATION

7.1 Extensive consultation has been ongoing for some considerable time across a range of agencies in Peterborough, led by the Greater Peterborough Partnership, prior to the presentation of the Single Delivery Plan to the committee.

8. NEXT STEPS

8.1 Following the committee meeting, comments and suggestions made will be fed back through the appropriate management and governance structures in order for changes and improvements to be made specifically to programme 5 and programme 6.

9. BACKGROUND DOCUMENTS

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

9.1 Not applicable.

10. APPENDICES

10.1 Appendix 1: Summary of the Single Delivery Plan
Appendix 2: Summary of the projects contained within the Single Delivery Plan
Appendix 3: Project Plans for Programme 5 – Empowering People and Creating Cohesive Communities
Appendix 4: Project Delivery Methodology for Programme 6 – Reducing Crime and Tackling Antisocial Behaviour

Appendix 1: Summary of the Single Delivery Plan

Our long-term agenda	A List Programmes
<p>To create a bigger and better Peterborough by:</p> <p>Creating Strong and Supportive Communities</p> <p>Creating the UK’s environment capital</p> <p>Creating opportunities – tackling inequalities</p> <p>Delivering substantial and sustainable growth</p>	<ol style="list-style-type: none">1. Creating jobs through growth and improved skills and education2. Supporting the most vulnerable families and tackling the causes of poverty3. Safeguarding adults and children4. Helping people and organisations live more healthy and sustainable lives and reducing energy consumption5. Empowering people and creating cohesive communities6. Reducing crime and tackling anti-social behaviour7. Using our resources more efficiently, effectively and innovatively

A list –Priority Programmes	Programme Leads	Key projects [tbd – we may have to prioritise within these lists]	Project leads
1. Creating jobs through growth and improved skills and education	Neil Darwin, Opportunity Peterborough	1. Improving skills and raising standards in schools	Gary Perkins
		2. Gain inward investment through a proactive marketing campaign	Steve Bowyer
		3. Delivery of key infrastructure projects	Andrew Edwards
		4. Create a safe, clean and vibrant city centre	Annette Joyce
		5. Create homes for a growing population	Simon Machen
2. Supporting the most vulnerable families and tackling the causes of poverty	Tim Bishop, Adult Social Care	6. Family recovery project	Joanne Melvin
		7. Family poverty project	Sian Peer
		8. Living my life project	Nick Blake
		9. Helping people back into work	Christina Malle
3. Safeguarding adults and children	Andrew Brunt, Children’s Services	10. Helping people to safeguard themselves	Judy Jones & Mark Howe
		11. Risk enablement	Allison Sunley & Iain Easton
4. Helping people and organisations live more healthy and sustainable lives and reducing energy consumption	Sue Mitchell, NHS Peterborough Rachel Huxley, PECT	12. Encouraging regular exercise and active travel Sustainable transport/TravelChoice	Jon Marsden Teresa Wood
		13. Healthy eating/local food	Janine Starling
		14. Tackling fuel poverty to improve health	Age UK name yet tbc
		15. Encouraging production & use of renewable energy	Trevor Gibson
		16. Reducing smoking	Rob Newman
17. Reducing alcohol consumption	Nikki Griffiths		

5. Empowering people and creating cohesive communities	Adrian Chapman, Peterborough City Council	18. Delivering the localism agenda	Leonie McCarthy & John Cunningham
		19. Tackling the causes of hate crime and community tension	Jawaid Khan & MJ Ladha
		20. Building VCS capacity to deliver local services	Leonie McCarthy & Sarah Fletcher
6. Reducing crime	DCI Gary Goose, Cambs Constabulary	21. Integrated Offender Management	Karen Kibblewhite
		22. Tackling Domestic Abuse	Chris Balmer
		23. Targeting vulnerable locations	Julie Rivett, Cate Harding and Lisa Emmanuel
7. Using our resources more efficiently, effectively and innovatively	Heather Darwin	24. Partnership People	Louise Barnett
		25. Partnership Property	Andrew Edwards
		26. Financial planning and value for money	Stephen Pilsworth
		27. Citizen Power	Graeme Clarke

Single Delivery Plan 2011-2012

Programme 1, Project 3: Delivery of Key Infrastructure Projects

Project Lead: Andrew Edwards

Delivery of key infrastructure projects

PR897 Public Realm Phase 2 and 3
Aims – development of proposals for the refurbishment of Bridge Street (phase 2) and Long Causeway (phase 3)

PR1008 Re-development of Bretton
Aims - The re-redevelopment of Bretton and the provision of a redeveloped Cresset and Key Worker housing.

PR916 Stadium Re-development Stand One (STEM Centre) Design Phase
*Aims – re-develop the East Stand to include the delivery of a fully equipped and operational STEM centre underneath the seating area by end of 2011. **NOTE: this is the design phase only***

PR965 Community Stadium Phase 1 STEM Centre
Aims – please refer to aims of PR916. This is the development phase of the project

PR816 Peterborough Delivery Partnership (PDP)
Aims – to create the new growth Delivery Partnership for Peterborough and outline initial project activity and high level milestones

PR976 Fletton Quays Site Development and Preparation

Aims – to determine in detail the constraints and limitations faced across the site, including the best options for minimising the impact of these. To ensure the information necessary for preparing the financial architecture for deliverina the site is available.

PR673 Carbon Challenge
Aims - Construction of a zero carbon community on the South Bank comprising around 350 homes (built to code for sustainable homes level 6), small scale retail and commercial, a community facility and a combined heat and power plant.

PR875 Public Sector Relocation Advocacy Commission:
Aims – commission resources to solicit interest and commitment from central government departments to relocate to Peterborough

Appendix 2

Single Delivery Plan 2011-2012

Programme 1, Project 4: Create a safe and vibrant city centre

Project Lead: Annette Joyce

Investigate the potential for a Business Improvement District in the City Centre.

To review CCTV provision and delivery

Secure income/ sponsorship for city centre activities

Reduce anti social behaviour in the City Centre

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To review funding opportunities to remove street signage/clutter and review quality of Markets/Street trading and commercial promotions

Reduce street signage/clutter and number of sub-standard promotions

St John's Church - create a community interest trust.
Produce a mixed programme of entertainments for the city centre.
Production of a commercial strategy

Develop a partnership communications plan.
Produce region wide publications promoting Peterborough's Offer

Secure funding

Establish communications forum

Single Delivery Plan, 2011-12

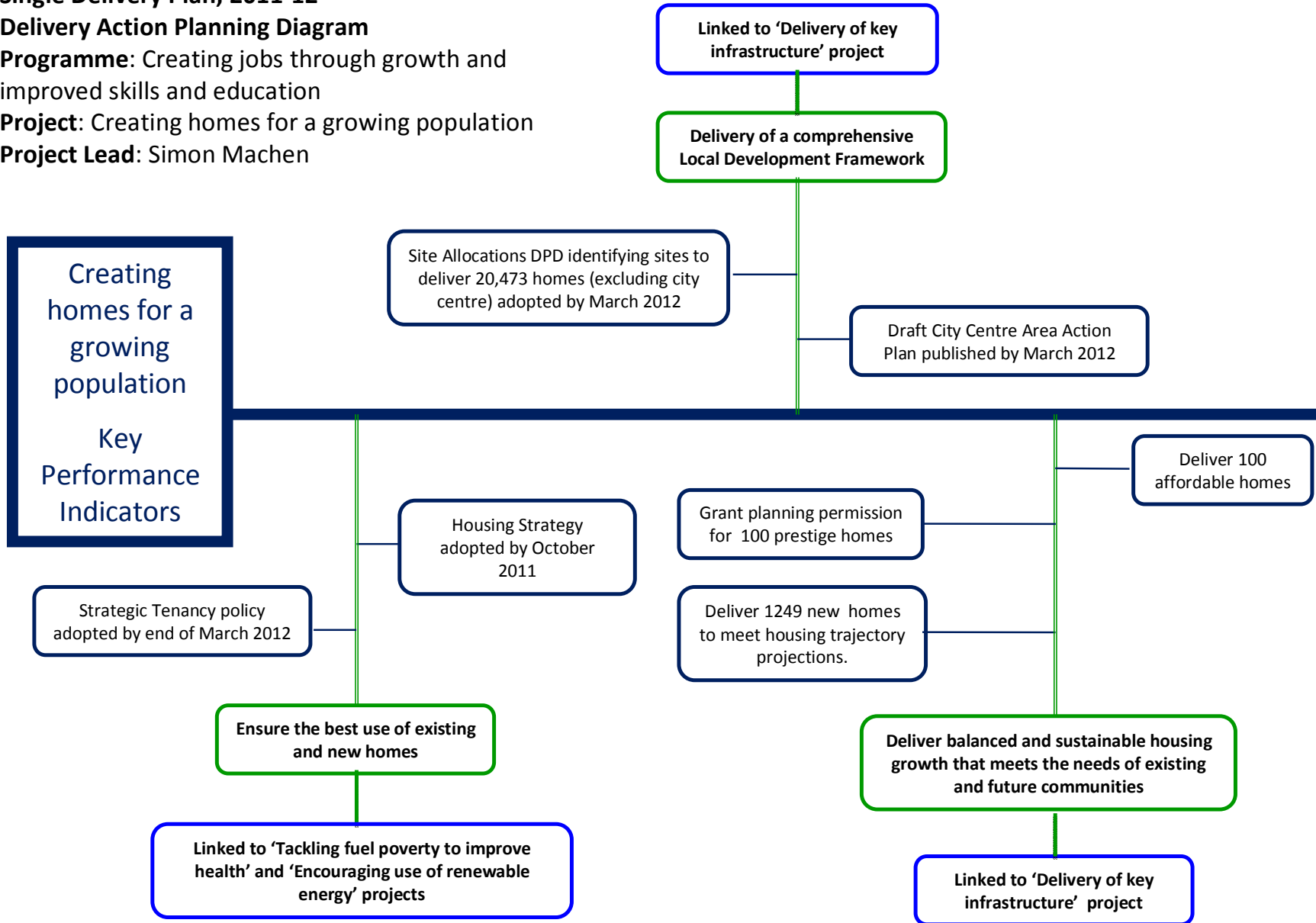
Delivery Action Planning Diagram

Programme: Creating jobs through growth and improved skills and education

Project: Creating homes for a growing population

Project Lead: Simon Machen

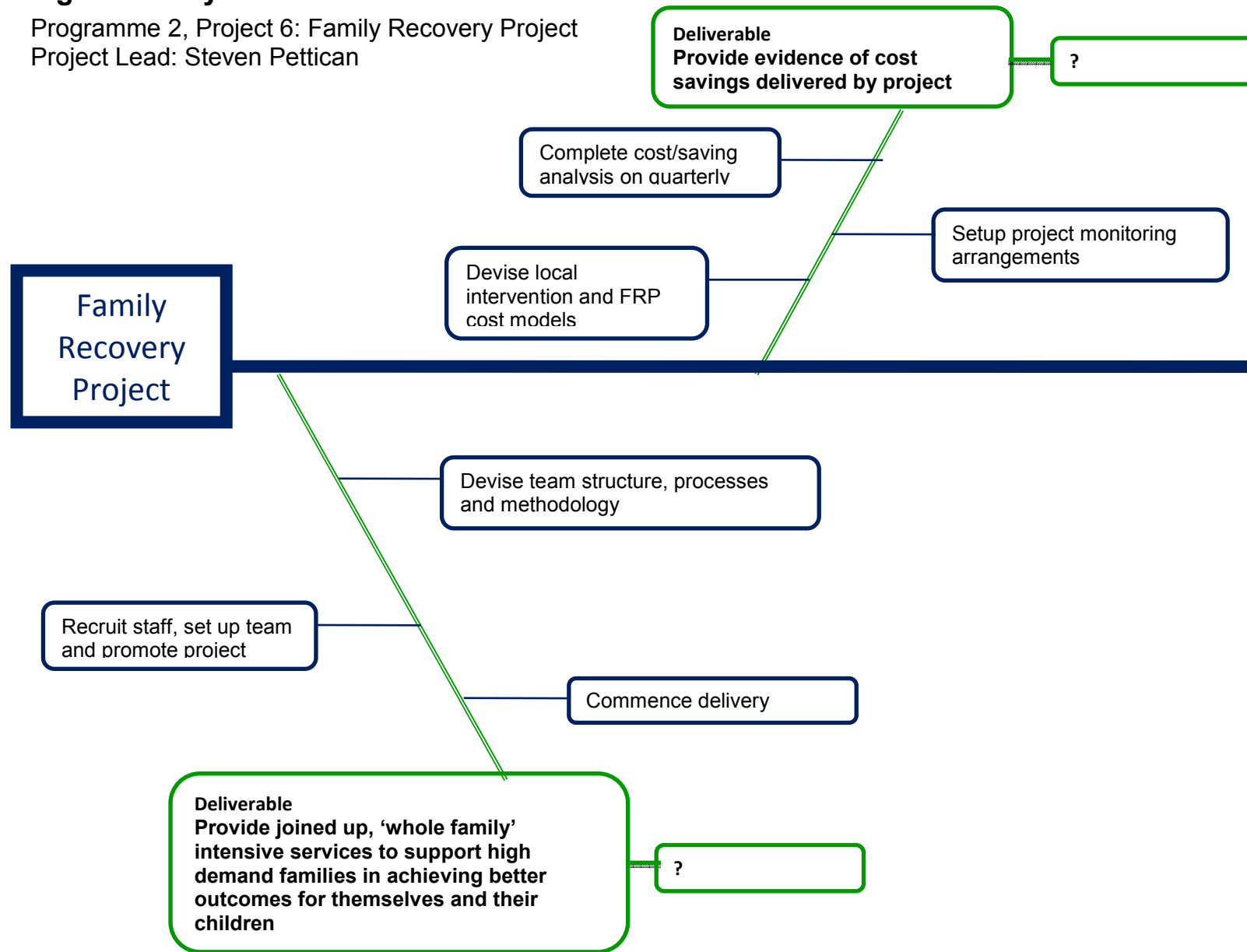
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Date:

Single Delivery Plan 2011-2012

Programme 2, Project 6: Family Recovery Project
Project Lead: Steven Pettican

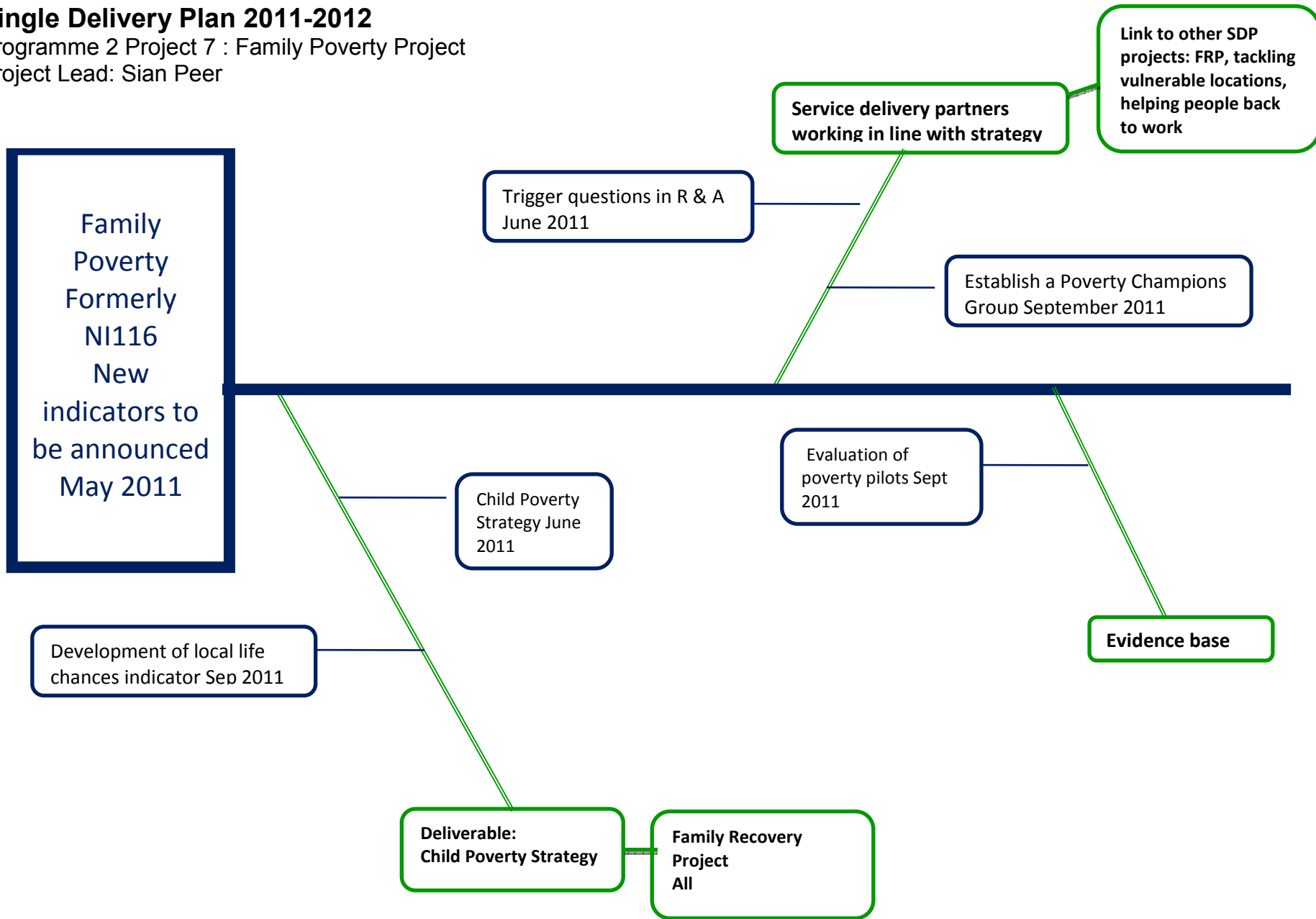


Single Delivery Plan 2011-2012

Programme 2 Project 7 : Family Poverty Project

Project Lead: Sian Peer

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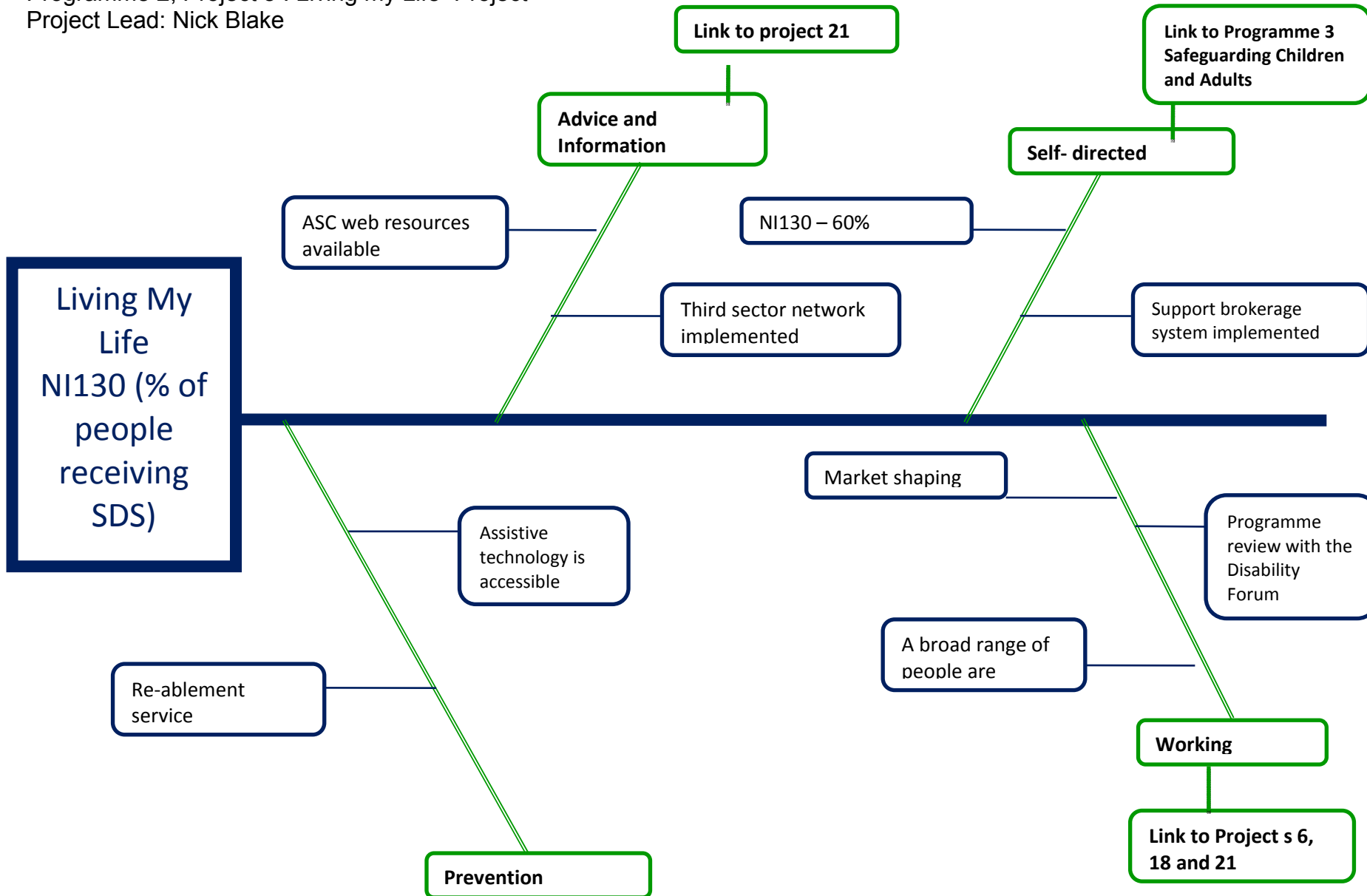
Appendix 2

Single Delivery Plan 2011-2012

Programme 2, Project 8 : Living my Life Project

Project Lead: Nick Blake

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Appendix 2

Single Delivery Plan 2011-2012

Programme 3 Project 10 : Helping People Safeguard Themselves

Project Lead : Judy Jones & Mark Howe

2011-12	
Deliverable	Promoting joint awareness raising of safeguarding risks for both Adults and Children

2011-12	
Key Activity	<ol style="list-style-type: none">1. Identify and priorities common areas of safeguarding need.2. Joint marketing activities3. Joint communication plan4. Safer recruitment5. E'saftey6. Strengthening awareness raising through outreach into the community via third parties [Age UK NSPCC}
Responsibility (Lead Partner)	Adult and Children Safeguarding Boards
Resource Requirement and Availability	To be agreed Support from : <ol style="list-style-type: none">1. Adult and Children Comms group2. Jenny Paris Recruitment
Milestones	Establish T&F group to take the above forward.
Dependencies	<ol style="list-style-type: none">1. Third sector involvement and engagement2. General internal resources being made available to deliver to the set tasks3. Financial support for awareness raising from partnerships

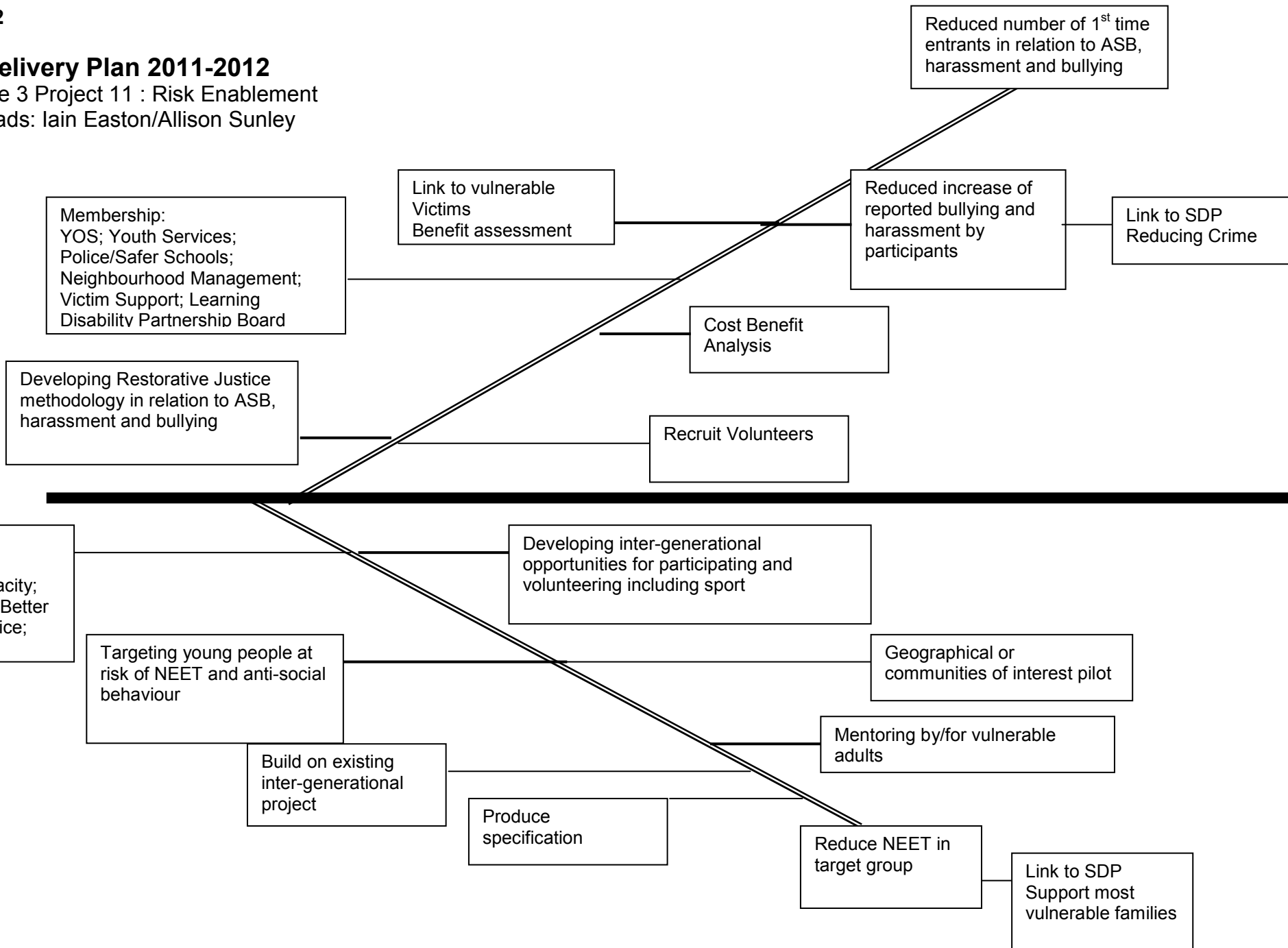
Impact	<ol style="list-style-type: none"> 1. Greater awareness of safeguarding across the communities within Peterborough. 2. Preventative activities to assist people challenge incidences of abuse 3. Greater community safeguarding resilience within Peterborough
Risks & Barriers	<ol style="list-style-type: none"> 1. Resources available to deliver the key outcomes above
Link to other SDP projects	<p>Links to:</p> <ul style="list-style-type: none"> SDP 5 SDP 6 SDP 7

Appendix 2

Single Delivery Plan 2011-2012

Programme 3 Project 11 : Risk Enablement

Project Leads: Iain Easton/Allison Sunley



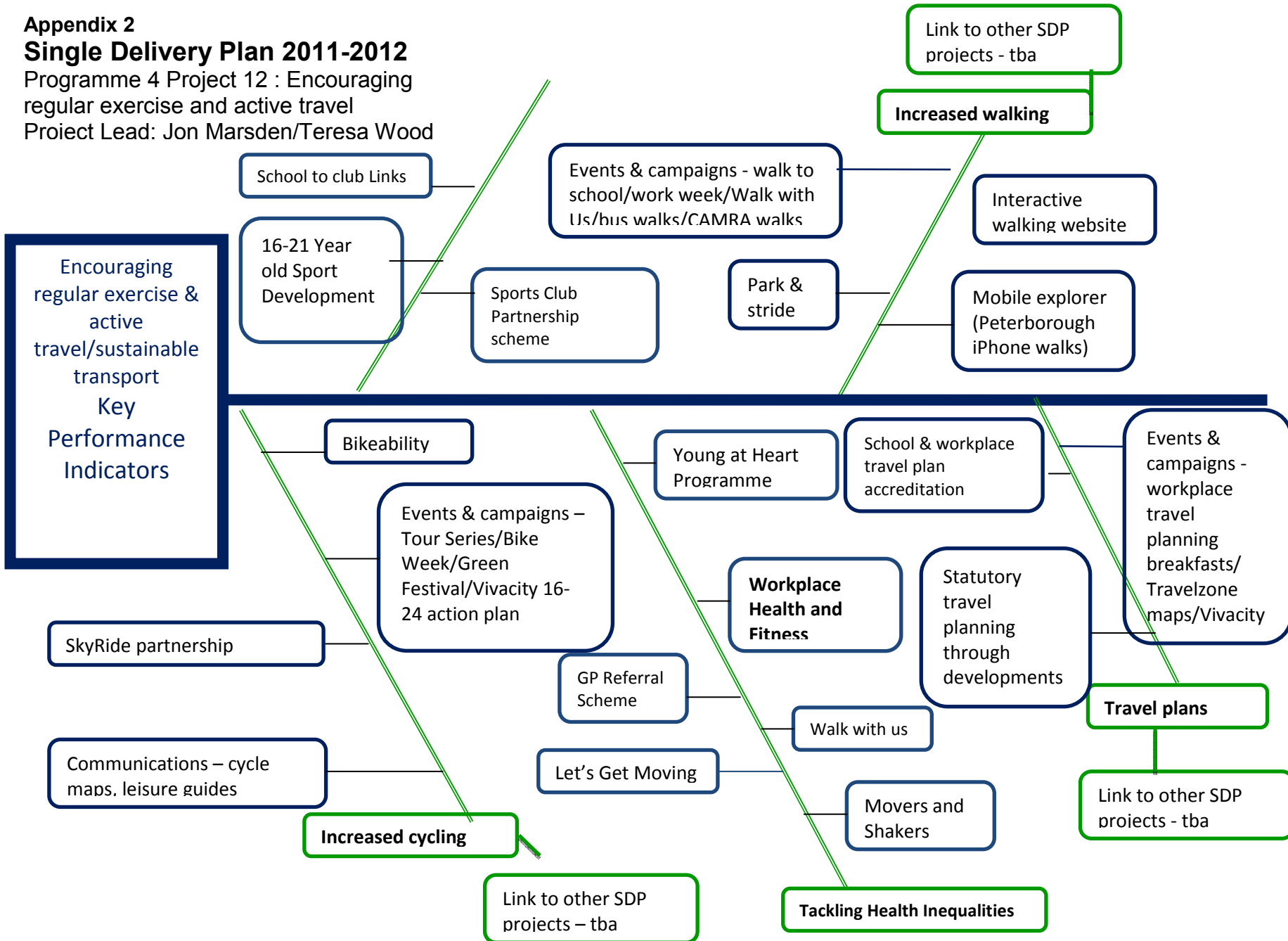
Appendix 2

Single Delivery Plan 2011-2012

Programme 4 Project 12 : Encouraging regular exercise and active travel

Project Lead: Jon Marsden/Teresa Wood

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Appendix 2

Single Delivery Plan 2011-2012

Programme 4 Project 14: Tackling Fuel Poverty to Improve Health
Project Lead: Age UK

Tackling domestic fuel poverty to improve health
Reduce bills

24

Heat loss web hits – No. of hits on PCC heat loss website, informing residents where heat is being lost from their homes, encouraging action

Repairs Assistance – Warm Front Top Up £15,000 (initially) – for clients accessing Warm Front funding who cannot meet their contribution over the grant maxima.

Loft & Cavity Wall Insulation Programme - £75,000 for Repairs Assistance, which will provide free insulation to householders with an income of less than £18,000

Deliverable Peterborough City Council improving the energy efficiency of the housing stock in Peterborough

Link to other SDP projects - EE&RE

Energy loans from Libraries – X number of residents loaning a meter to track their household energy usage.

Central Heating and Boiler Scheme – £300,000 (initially) for assistance available to repair/replace boilers and central heating systems which have broken down.

CKH improving energy efficiency of building stock – X external insulations, X lost insulations, X replacement heating systems

CKH– advisor targets – e.g. benefits

Switching tariffs - 200 residents switching to a more affordable energy tariff.

CKH measuring energy efficiency of building stock –increasing SAP rating

Age UK – No. of referrals for benefit maximization

Energy efficiency - 80% of residents changing their energy behaviour to become more efficient.

Home visits - Energy Matters project officer conducting 600 home visits to social tenants that are most at risk of fuel poverty (over 55's and single parent families).

Deliverable CKH and Age UK Improving efficiency of housing stock and helping over 55's manage their money

Deliverable (PECT and Cross Keys Homes) Energy matters project saves Peterborough residents £9,600 (April 11 – March 12)

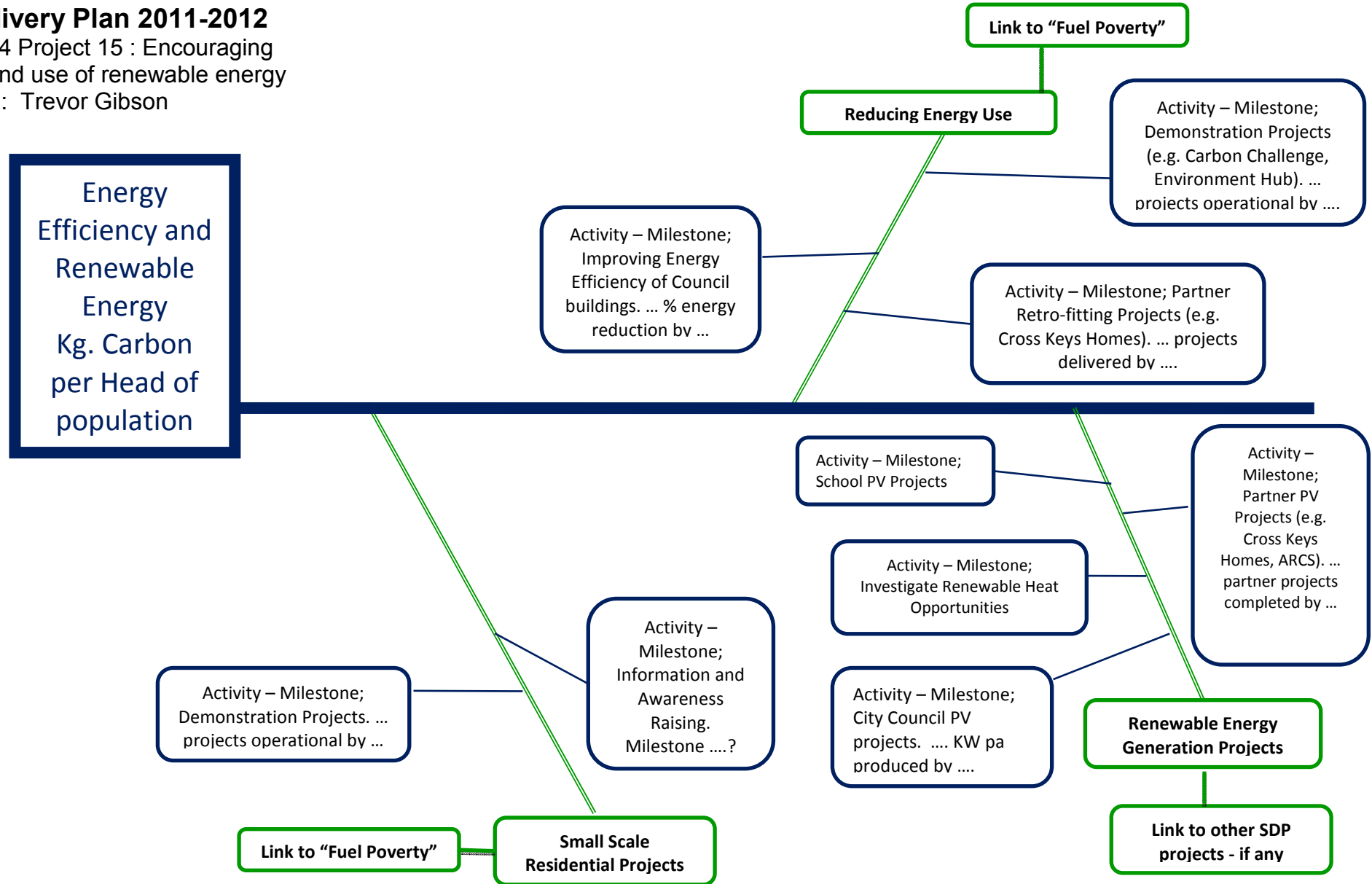
Link to other SDP projects – EE&RE

Link to other SDP projects - EE&RE

Single Delivery Plan 2011-2012

Programme 4 Project 15 : Encouraging production and use of renewable energy
Project Lead: Trevor Gibson

25

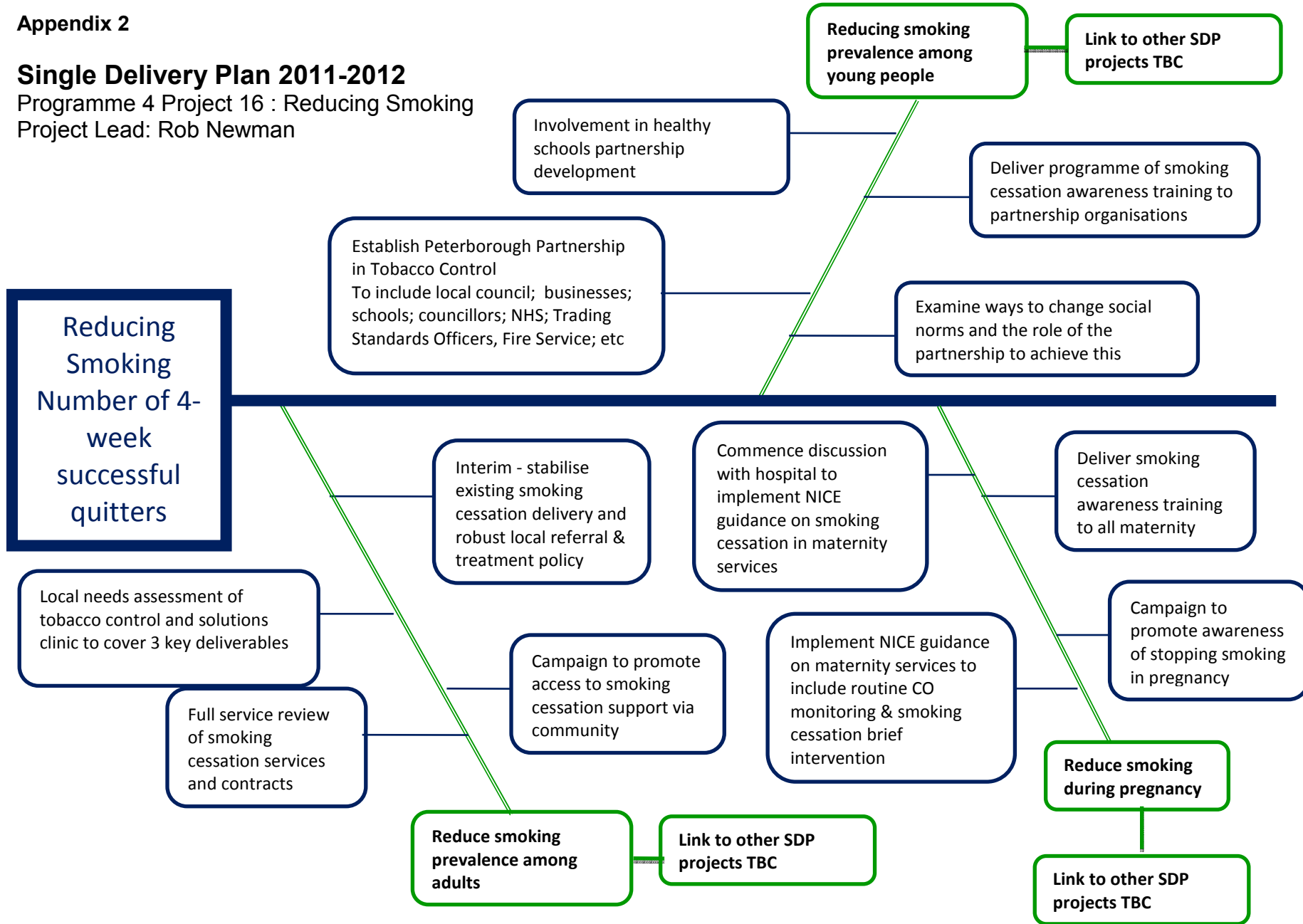


Appendix 2

Single Delivery Plan 2011-2012

Programme 4 Project 16 : Reducing Smoking
Project Lead: Rob Newman

26



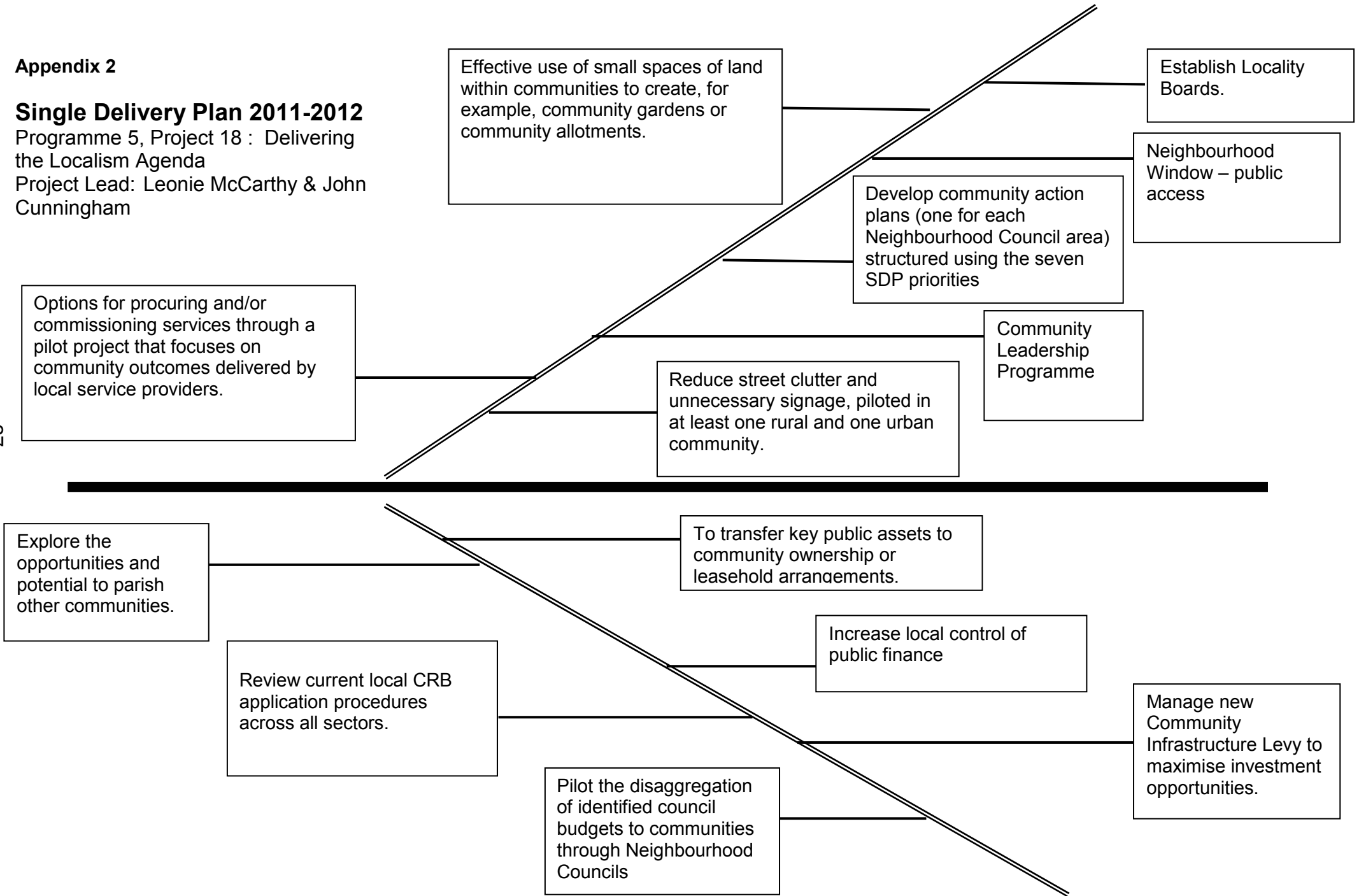
Appendix 2

Single Delivery Plan 2011-2012

Programme 5, Project 18 : Delivering the Localism Agenda

Project Lead: Leonie McCarthy & John Cunningham

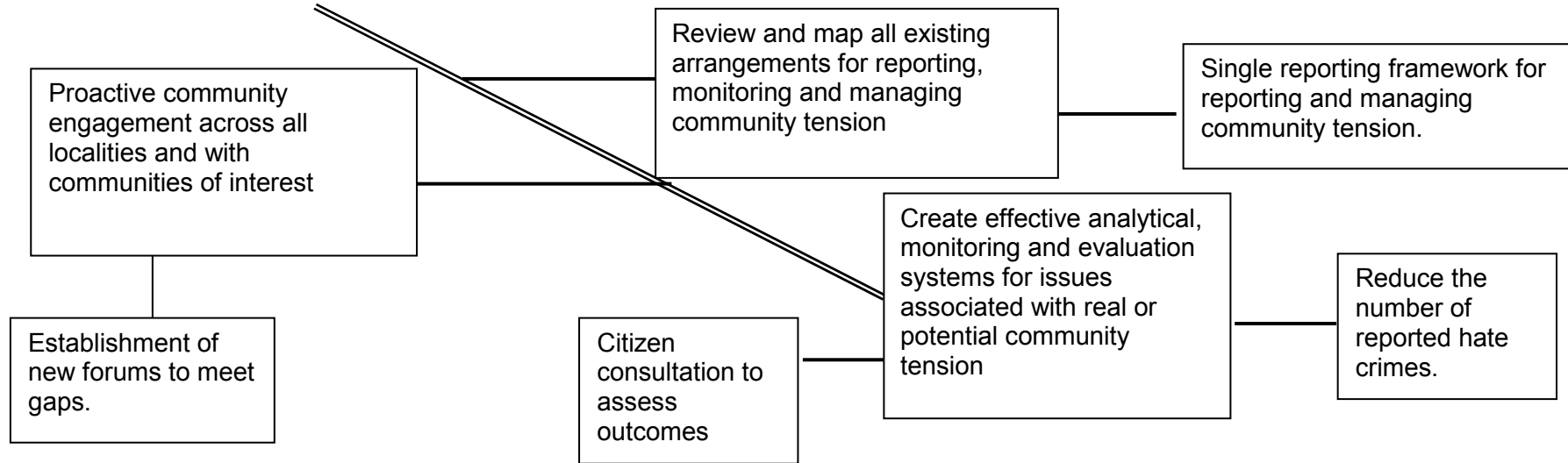
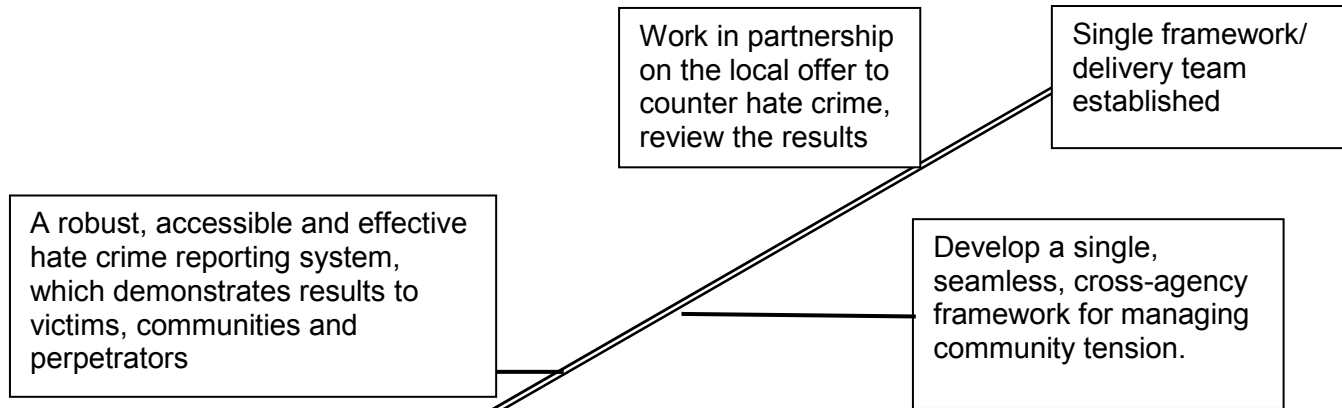
27



Single Delivery Plan 2011-2012

Programme 5 Project 19: Tackling the causes of hate crime and community tension

Project Leads: Jawaid Khan and MJ Ladha



Appendix 2

Single Delivery Plan 2011-2012

Programme 4 Project 20 : Building VCS Capacity to deliver local services

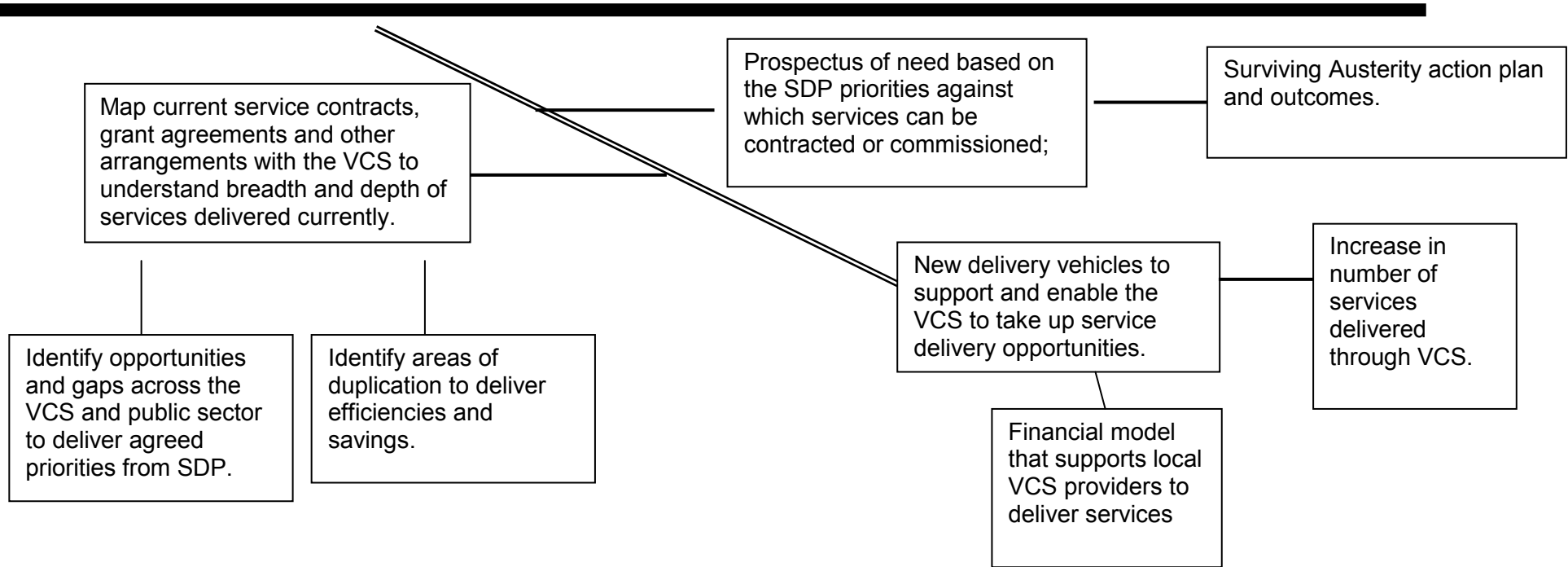
Project Lead: Leonie McCarthy & Sarah Fletcher

To commission the voluntary and community sector for better outcomes and establish a model which will secure finance for outcomes based contracts and effectively coordinate third sector delivery of services.

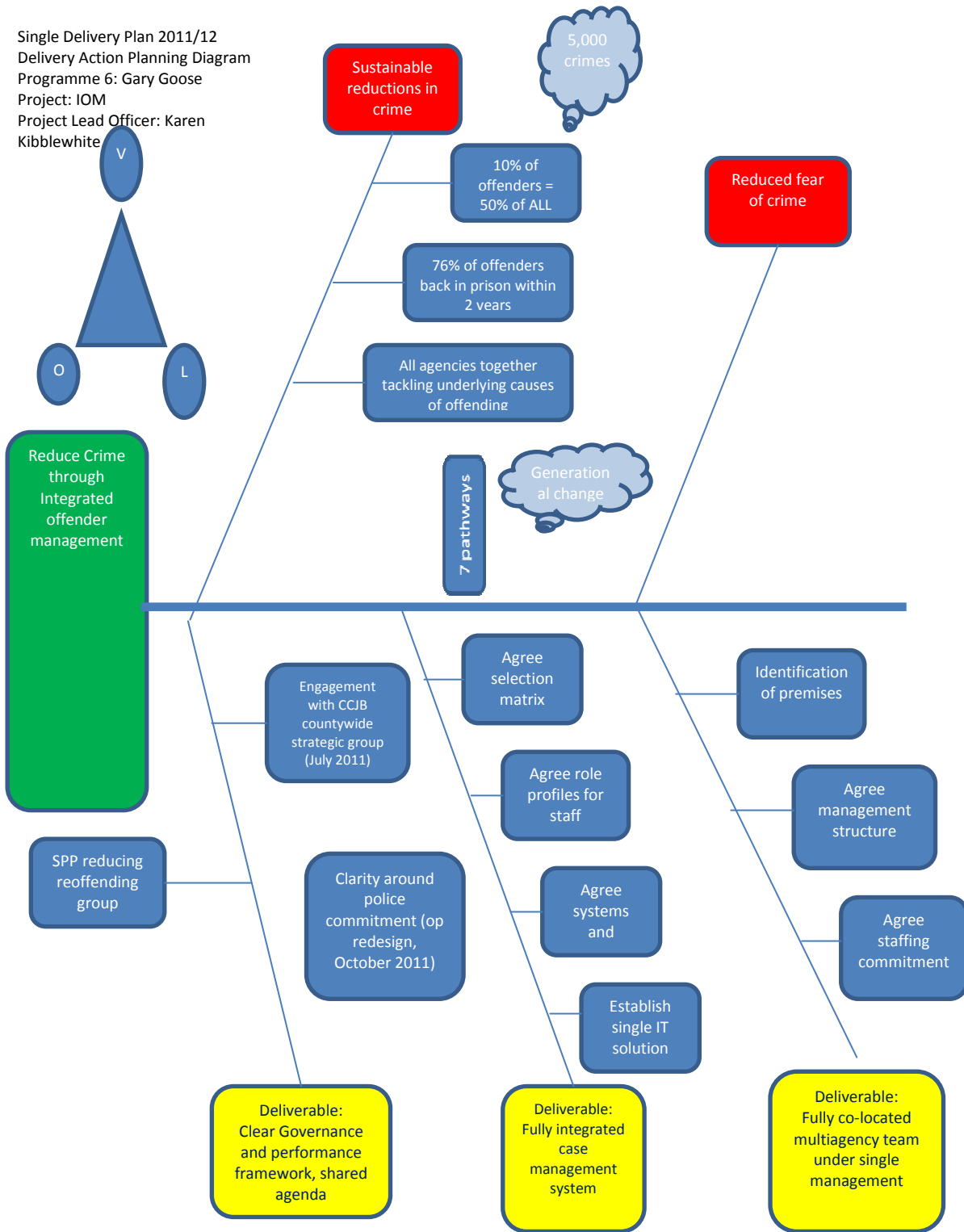
VCS represented on SDP governance structures.

Contract management for the third sector, engaging with and performance managing the supply market, and relationship management.

29



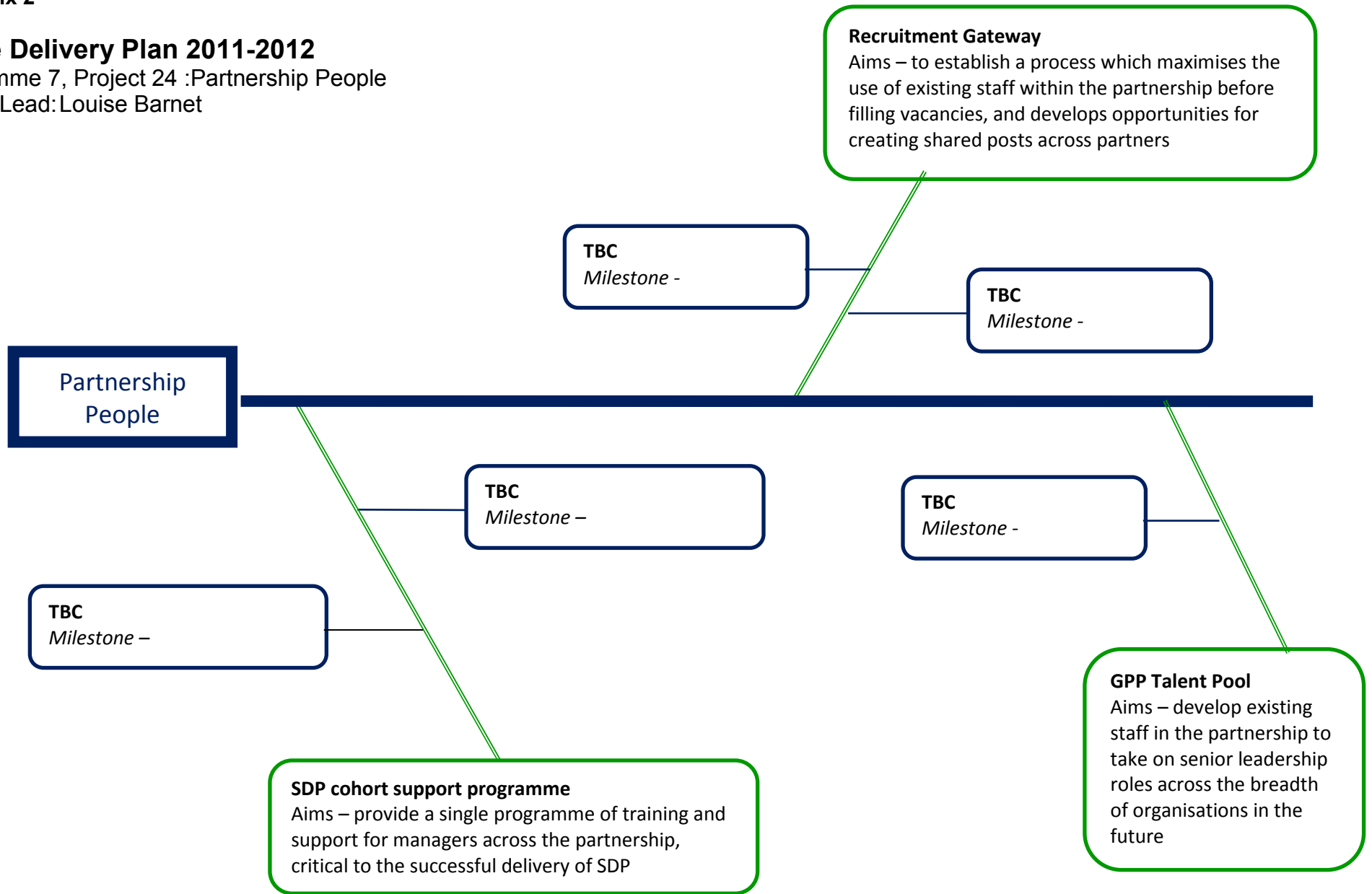
Single Delivery Plan 2011/12
 Delivery Action Planning Diagram
 Programme 6: Gary Goose
 Project: IOM
 Project Lead Officer: Karen Kibblewhite



Single Delivery Plan 2011-2012

Programme 7, Project 24 :Partnership People
Project Lead: Louise Barnet

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Appendix 3: Project Plans for Programme 5 – Empowering People and Creating Cohesive Communities

Project Name	Building voluntary and community sector capacity to deliver local services
Project Lead Officer	Leonie McCarthy, Social Inclusion Manager, Peterborough City Council Sarah Fletcher, Assistant General Secretary, PCVS
Key Performance Indicators	TBD

	Deliverable	Activity	Link to other SDP projects
1.	Confirmed roles for VCS partners at all tiers of the Single Delivery Plan management and governance structure	<ul style="list-style-type: none"> (i) Finalise the SDP governance framework (ii) Review the purpose and roles of existing VCS governance and communication forums (e.g. PIC, VCS Reference Group) (iii) Develop role descriptions for representatives across all sectors who will sit on SDP partnerships etc (iv) Appoint VCS representatives to all tiers of the SDP governance and management framework 	<ul style="list-style-type: none"> • Partnership People
2.	Prospectus of need based on the SDP priorities against which services can be commissioned or contracted	<ul style="list-style-type: none"> (i) Finalise the SDP priorities and projects, including populating the project action plans (ii) Map out the outputs and outcomes required, and the associated service needs (iii) Reflect the priorities contained in the JSNA and other key strategic plans and policies (iv) Develop a prospectus of need that forms the basis of a future commissioning framework 	<ul style="list-style-type: none"> • Financial Planning and Value for Money • Delivering the Localism Agenda
3.	Opportunities and gaps identified across the VCS and public sectors to deliver to agreed priorities	<ul style="list-style-type: none"> (i) Map current service contracts, grant agreements and other arrangements with the VCS, including anticipated outputs, milestones and outcomes (ii) Map, as far as is possible, the breadth and depth of services delivered currently by the VCS (iii) Compare the map at action (iii) with the map at action (i) to identify gaps and duplication 	<ul style="list-style-type: none"> • Financial Planning and Value for Money • Delivering the Localism Agenda

	Deliverable	Activity	Link to other SDP projects
		<p>(iv) Carry out an assessment of how duplicated services might be delivered more effectively (reduced costs and better quality)</p> <p>(v) Carry out an assessment of who might be best placed to deliver gaps in service provision</p>	
4.	Financial model that supports local VCS providers to deliver services	<p>(i) Research models nationally and across the EU that enable local providers to deliver services to local people</p> <p>(ii) Assess the EU procurement requirements of any new financial model</p> <p>(iii) Review existing VCS grant regimes</p> <p>(iv) Develop work to create a new inward investment vehicle achieved through VCS collaboration (see deliverable 5)</p>	<ul style="list-style-type: none"> ● Financial Planning and Value for Money ● Delivering the Localism Agenda
5.	New delivery vehicle/s to support and enable the VCS to take up service delivery opportunities	<p>(i) Research models nationally and across the EU that enable local providers to deliver services to local people</p> <p>(ii) Continue the work on the 'Surviving Austerity' programme through a small taskforce, including production of a report including clear recommendations</p> <p>(iii) Explore the potential and appetite for local VCS organisations to collaborate</p> <p>(iv) If agreed, create a new VCS delivery vehicle that strengthens and enhances the role of local service providers</p>	<ul style="list-style-type: none"> ● Financial Planning and Value for Money ● Delivering the Localism Agenda ● Family Recovery Project

Project Name	Tackling the Causes of Hate Crime and Community Tension
Project Lead Officer	Jawaid Khan, Community Cohesion Manager, Peterborough City Council Maheub Ladha, Chief Executive, Peterborough Race Equality Council
Key Performance Indicators	TBD

	Deliverable	Activity	Link to other SDP projects
1.	A robust, accessible and effective hate crime reporting system, which demonstrates results to victims, communities and perpetrators	<ul style="list-style-type: none"> (i) Review the role of the Hate Crime Task and Finish Group, and, reaffirm its role and importance (ii) Recruit to the role of Hate Crime Lead Officer based within PREC (iii) Carry out an extensive analysis of hate crime reporting across public and VCS agencies to show trends and to identify gaps (iv) Review existing public reporting mechanisms (v) Review existing partner response arrangements to reporting and managing hate crime (vi) Ensure that reporting systems are clear – from first report through to final outcome, including data capture, information sharing protocols, and performance management (vii) Develop a new marketing or information campaign aimed at raising awareness of (i) the impact of hate crime, and (ii) the opportunity to report hate crime (viii) Work in partnership on the local offer to counter hate crime, review the results and look at lessons to be learnt 	<ul style="list-style-type: none"> • Targeting vulnerable locations • Family Recovery Project
2.	Proactive community engagement across all localities and with communities of interest	<ul style="list-style-type: none"> (i) Map current and known communities – within localities and across communities of interest (ii) Map existing community engagement activities across GPP partners, building on the work of the relevant Solution Centre (iii) Continue to develop and then finalise the shape of the new Community Cohesion Unit in PCC, led by the Community Cohesion Manager (iv) Develop a new GPP community engagement strategy 	<ul style="list-style-type: none"> • Create a Safe, Clean and Vibrant City Centre • Delivering the Localism Agenda • Building VCS Capacity to Deliver Local Services

	Deliverable	Activity	Link to other SDP projects
		<p>(v) Establish appropriate forums etc where there are gaps in communication, and aim to streamline existing forums where there is duplication</p> <p>(vi) Identify opportunities for targeted community engagement as relevant through, for example, short term investment</p>	
3.	A single joined-up mechanism for identifying, managing and mitigating community tension	<p>(i) Review and map all existing arrangements for reporting, monitoring and managing community tension</p> <p>(ii) Create effective analytical, monitoring and evaluation systems for issues associated with real or potential community tension</p> <p>(iii) Develop a single, seamless, cross-agency framework for managing community tension, including mechanisms for smooth and effective escalation through GPP partners as necessary</p>	<ul style="list-style-type: none"> ● Targeting vulnerable locations ● Family Recovery Project ● Create a Safe, Clean and Vibrant City Centre

Project Name	Delivering the Localism Agenda
Project Lead Officer	Leonie McCarthy, Social Inclusion Manager, Peterborough City Council John Cunningham, General Secretary, PCVS
Key Performance Indicators	TBD

	Deliverable	Activity	Link to other SDP projects
1.	Process of continuous review and refinement as the Localism Bill passes through Parliament	<p>(i) Monitor updates as they're provided through Government departments, national bodies etc</p> <p>(ii) Feed in update as necessary to relevant SDP partnerships etc</p>	<ul style="list-style-type: none"> • Create Homes for a Growing Population • Building VCS Capacity to Deliver Local Services • Targeting Vulnerable Locations • Partnership People • Partnership Property • Financial Planning and Value for Money
2.	Lift the burden of bureaucracy	<p>(i) Develop a programme to make more effective use of small spaces of land within communities that is currently redundant, to create, for example, community gardens or community allotments</p> <p>(ii) Develop a programme that reduces street clutter and unnecessary signage, piloted in at least one rural and one urban community</p> <p>(iii) Review current local CRB application procedures across all sectors following the national existing Home Office review, and seek to reform the process for CRB's to make them less bureaucratic and burdensome</p>	<ul style="list-style-type: none"> • Create a Safe, Clean and Vibrant City Centre • Living My Life Project • Encouraging Regular Exercise • Healthy Eating, Local Food • Tackling the Causes of Hate Crime and Community Tension • Targeting Vulnerable Locations • Financial Planning and Value for Money • Helping People to Safeguard Themselves

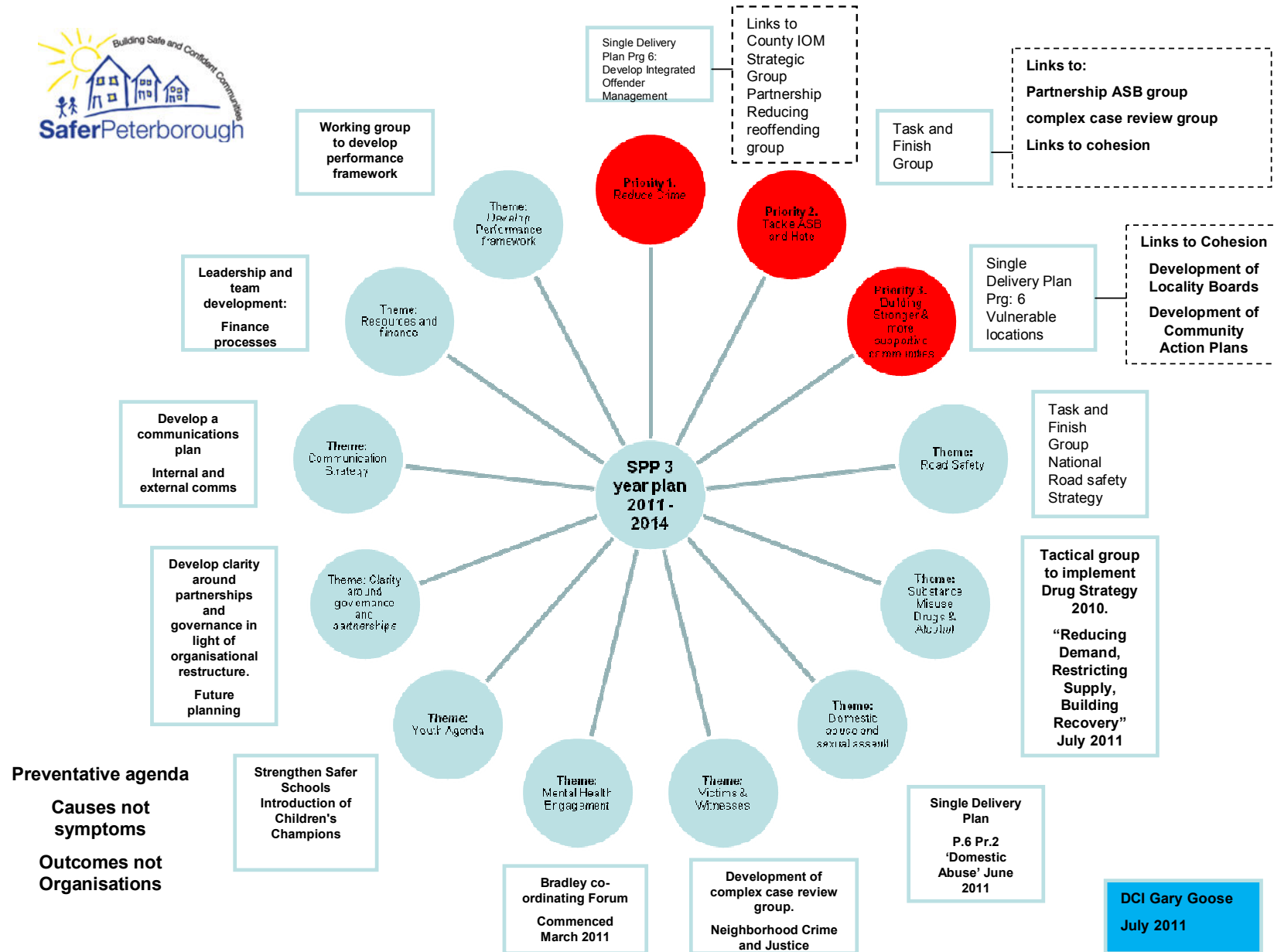
	Deliverable	Activity	Link to other SDP projects
3.	Empower communities to do things their way	<p>(i) Establish multi-agency Locality Boards as part of the SDP governance framework</p> <p>(ii) Develop community action plans (one for each Neighbourhood Council area) structured using the seven SDP priorities</p> <p>(iii) Continue to transfer key public assets to community ownership or leasehold arrangements, including the John Mansfield Centre, Gladstone Park Community Centre, and the Focus Community Centre</p>	<ul style="list-style-type: none"> ● Partnership Property ● Financial Planning and Value for Money ● Family Recovery Project ● Targeting Vulnerable Locations
4.	Increase local control of public finance	<p>(i) Pilot the disaggregation of identified council budgets to communities through Neighbourhood Councils</p> <p>(ii) Develop a process for managing the new Community Infrastructure Levy with the aim of maximising investment opportunities at community level</p> <p>(iii) Develop a new financial model for voluntary and community sector service providers (see the 'VCS Capacity' action plan, deliverable 4, activity (iv))</p>	<ul style="list-style-type: none"> ● Financial Planning and Value for Money ● Delivery of Key Infrastructure Projects ● Create Homes for a Growing Population ● Building VCS Capacity to Deliver Local Services
5.	Diversify the supply of public services	<p>(i) Develop new delivery vehicles that enable public services to be delivered by different organisations (see the 'VCS Capacity' action plan, deliverable 5)</p> <p>(ii) Explore different options for procuring and/or commissioning services through a pilot project that focuses on community outcomes delivered by local service providers</p>	<ul style="list-style-type: none"> ● Financial Planning and Value for Money ● Building VCS Capacity to Deliver Local Services
6.	Open up government to public scrutiny	<p>(i) Continue to develop and populate the Neighbourhood Window tool</p> <p>(ii) Establish information sharing protocols for personalised and de-personalised data from key agencies, including across PCC, Police, NHS, social landlord and VCS partners</p> <p>(iii) Make the Neighbourhood Window available to the public using appropriate security mechanisms as necessary</p>	<ul style="list-style-type: none"> ● Financial Planning and Value for Money ● Family Recovery Project ● Family Poverty Project ● Targeting Vulnerable Locations

	Deliverable	Activity	Link to other SDP projects
7.	Strengthen accountability to local people	<p>(i) Work with the Peterborough Association of Local Councils to explore the opportunities and potential to parish other communities across Peterborough</p> <p>(ii) Develop a Community Leadership programme, drawing together the learning from, e.g., Street Leaders, Neighbourhood Watch, and Community Crime Fighters in order to create a single community enabler role</p>	<ul style="list-style-type: none"> • Building VCS Capacity to Deliver Local Services • Financial Planning and Value for Money

Appendix 4: Project Delivery Methodology for Programme 6 – Reducing Crime and Tackling Antisocial Behaviour



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2011 to 2014



SaferPeterborough Partnership Plan



The partnership plan

Government requires the SaferPeterborough partnership to produce a **partnership plan** that identifies the areas it prioritises action each year.

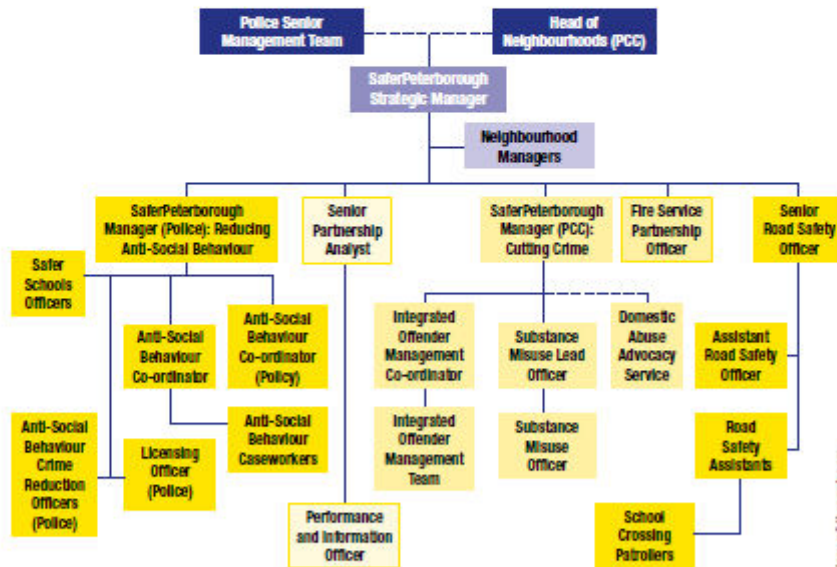
The plan spans a three-year period and is updated annually to reflect findings from strategic assessments that paint a picture of crime, disorder and safety in our neighbourhoods.

The plan supports **The Greater Peterborough Partnership (GPP) sustainable community strategy**, which sets out the direction for the overall

strategic development of Peterborough, resulting in a single delivery plan.

Visit www.saferpeterborough.org.uk to view the partnership plan in full or call (01733) 747474 and ask for the SaferPeterborough team who will post the plan to you.

The SaferPeterborough team



Front cover bottom right photo courtesy of thepostroom



SaferPeterborough is a community safety partnership made up of local organisations who work together to reduce crime and the fear of crime in Peterborough.

The partnership is responsible for making our city a safer place to live, work and visit. Its vision is to empower neighbourhoods to help cut crime and reduce anti-social behaviour, which will create and sustain strong and supportive communities.

The SaferPeterborough team is responsible for delivery of this vision and is structured to focus on three priority areas:

- Reducing crime
- Tackling anti-social behaviour and hate crime
- Building stronger and more supportive communities

These priorities cover nine themes that concern communities the most:

- Anti-social behaviour
- Arson
- Domestic abuse
- Hate crime
- Road safety
- Serious acquisitive crime
- Serious sexual offences
- Substance misuse
- Violent crime

Partnership organisations



The SaferPeterborough partnership brings together responsible authorities who, under Section 17 of the Crime and Disorder Act 1998, have a duty to consider the community safety implications of their actions.

The responsible authorities are:

- Peterborough City Council
- Cambridgeshire Constabulary
- Cambridgeshire and Peterborough Fire Authority
- NHS Peterborough
- Cambridgeshire Police Authority
- Cambridgeshire and Peterborough Probation Trust

Co-operating authorities are local groups or organisations that contribute significantly to community safety. The Crime and Disorder Act makes co-operating bodies key partners in the setting and delivery of objectives. Co-operating authorities provide information to improve the understanding of local crime and disorder problems, thereby benefiting the core functions of the partnership.

Cross Keys Homes (representing registered social landlords) is a co-operating authority of the partnership.

SaferPeterborough also invites other organisations to assist in the delivery of crime reduction activities. These are known as invitees to participate. This provides an opportunity for the voluntary sector to support the work of the partnership.

Invitees to participate are:

- HMP Peterborough
- Peterborough Racial Equality Council
- Peterborough Mediation (representing the voluntary sector)
- The Social Impact Bond



Achievements: April 2010 to March 2011

From April 2010 to March 2011 crime in Peterborough reduced by 10 per cent.

We have:

- Strengthened and co-located police and city council community safety teams
- Targeted 200 known burglars (Operation Alert)

- Remodeled our prolific and priority offender programme into an integrated offender management programme

- Declared our intent to deal with the causes as well as symptoms of crime through a revised three-year partnership plan

Reduction of crime types

	From April 2009 to March 2010	From April 2010 to March 2011	Numeric change	Change
Serious acquisitive crime	3,926	3,054	-872	-22.2%
Theft / unauthorised taking of a vehicle	424	313	-111	-26.2%
Violent crime	4,657	4,591	-66	-1.4%
Serious sexual offences	252	237	-15	-6.0%

The results are:

- **27 per cent reduction** in reported burglary. A financial saving to the city of £1,212,428 (Economic and Social Cost of Crime - Home Office research paper)
- **26 per cent reduction** in acts of criminal damage (1,126 fewer). A financial saving to the city of £977,714
- **18 per cent reduction** of victim-based crime. Approximately 2,200 fewer victims of crime
- **25 per cent fewer incidents** of racially aggravated crime



Crime reduction by areas

	April 2009 - March 2010	April 2010 - March 2011	Reduction
North West	3,942	3,265	- 17.2%
North East	2,968	2,289	- 22.9%
South West	1,999	1,792	- 9.9%
South East	2,960	2,939	- 0.7%
East North	2,901	2,506	- 13.6%
East South	1,733	1,568	- 9.5%
Central - City Centre	3,243	3,154	- 2.7%
Central - Central North	1,565	1,559	- 0.4%

Some challenges remain despite crime levels having fallen across the city.

- The level of acquisitive crime is underpinned by a group of offenders who regularly re-offend
- A significant level of reported violent crime is domestic abuse
- Communities remain concerned about the levels of anti-social behaviour they experience

Delivery of priority areas

Reducing crime

The most effective way to reduce crime in partnership is to tackle those most disproportionately responsible for the bulk of that crime. National figures have revealed approximately 10 per cent of offenders are responsible for up to 50 per cent of crime.

A major reason for a reduction in crime in Peterborough is the partnership-led **integrated offender management** initiative. This initiative encourages:

- Partners to tackle offenders together
- Delivery of a local response to local problems
- Offenders to face their responsibility, or face the consequences
- Making better use of existing (and proven) programmes and governance
- Easy accessibility to high risk offenders who cause serious harm and /or re-offend

This approach is strengthened further by a national pilot - a **social impact bond**, which is a contract with the public sector in which it commits to pay for improved social outcomes. The Peterborough pilot is funded by investment raised through a social impact bond. A number of organisations deliver intervention work under the **One Service** brand to 3,000 short-sentenced men released from HMP Peterborough.

This approach offers released prisoners the opportunity to change their lives by focusing on the causes of their offending behaviour across a range of tried and tested pathways to reduce re-offending.

Integrated offender management links up with other areas of work within the city to make longer-term change a realistic prospect. These include the **family recovery project**, **safer schools**, the **drug interventions programme**, the development of a city-wide approach to **anti-social behaviour** and the harm caused by **alcohol misuse**.

Mental health

The partnership acknowledges the role mental health plays as an overarching theme and we continue to ensure it is embedded across our priority areas. We will work to recommendations of Lord Bradley's report: 'review of people with mental health problems or learning disabilities in the criminal justice system.'



Safeguarding vulnerable adults

Linking with the Peterborough **adult safeguarding board** ensures any policy or legislation changes impact on the wider community safety agenda. This joint approach will help protect those most vulnerable within our communities.

Tackling anti-social behaviour and hate crime

The partnership's anti-social behaviour team focuses on providing support for victims. Reports of incidents have been steadily increasing and this reflects an increase in the public's confidence in the team's ability to resolve anti-social behaviour issues.

In more than 65 per cent of cases where a perpetrator is warned about their behaviour, the anti-social behaviour stops. The majority (95 per cent) of signed acceptable behaviour contracts (ABCs) prevent further acts of anti-social behaviour occurring.

Hate crime reporting data is analysed by the partnership and reporting is encouraged via the police, a third party reporting scheme, Peterborough Racial Equality Council, Cross Keys Homes and Crimestoppers.

An independent case review group ensures those organisations with responsibility for tackling hate crime are doing so in the most effective way possible.

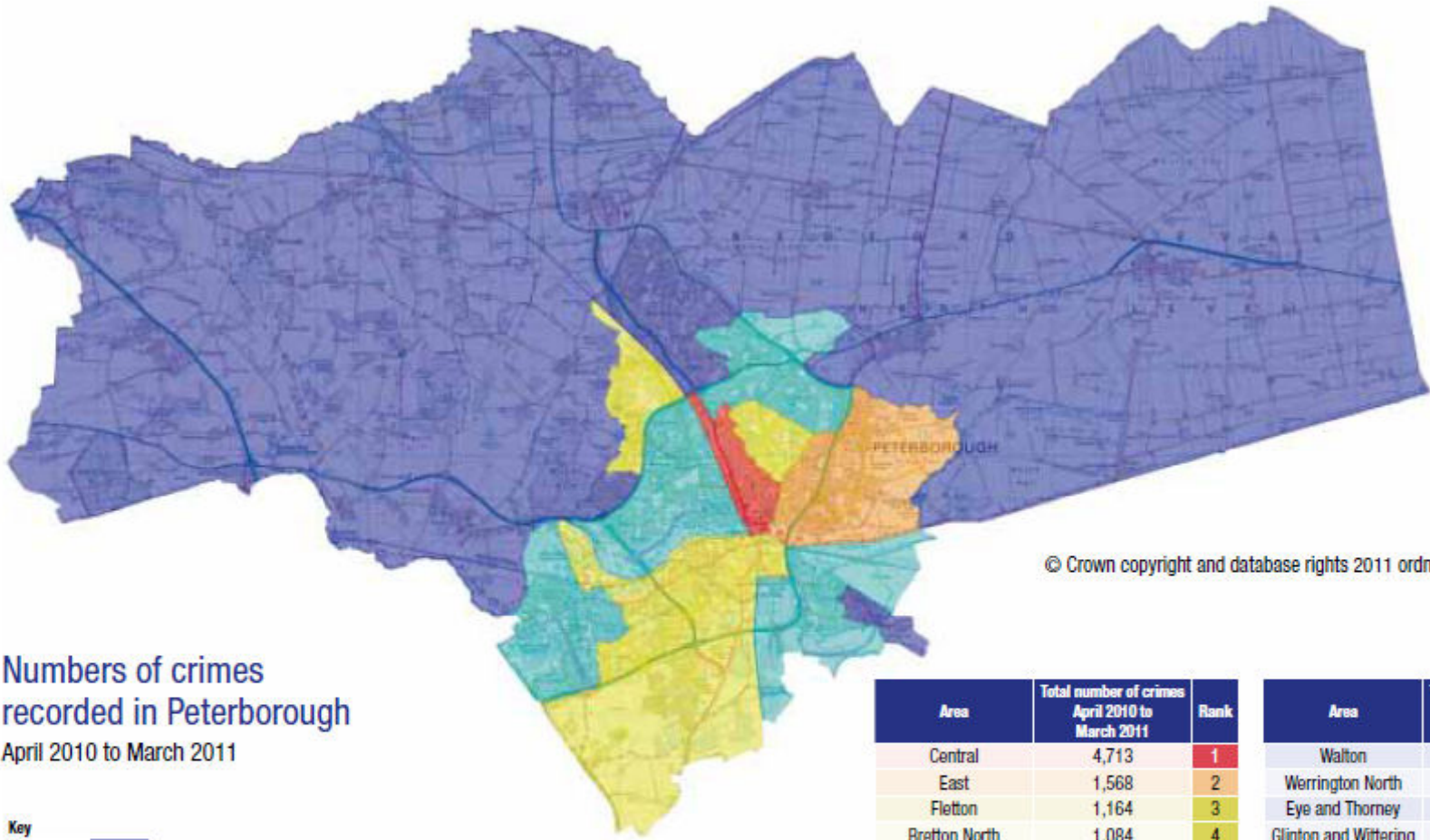
Transformation of neighbourhood delivery

The city council's **neighbourhood management** approach is designed to resolve root causes of issues affecting a community.

We want to ensure communities have the opportunity - and are empowered - to action and influence services and change in their local neighbourhoods through **community action plans**.

Neighbourhood committees have a key role in developing and monitoring the implementation of community action plans.

Police neighbourhood panels and parish councils are strengthened with the growth of neighbourhood committees.



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Numbers of crimes recorded in Peterborough
April 2010 to March 2011

Key

0-499	Blue
500-999	Green
1000-1499	Yellow
1500-1999	Orange
2000 plus	Red

Area	Total number of crimes April 2010 to March 2011	Rank
Central	4,713	1
East	1,568	2
Fletton	1,164	3
Bretton North	1,084	4
Orton with Hampton	1,063	5
Orton Longueville	1,016	6
Park	1,000	7
Ravensthorpe	932	8
Dogsthorpe	893	9
Orton Waterville	776	10
West	723	11
Paston	696	12
North	613	13
Stanground Central	599	14

Area	Total number of crimes April 2010 to March 2011	Rank
Walton	451	15
Werrington North	410	16
Eye and Thorney	365	17
Glington and Wittering	265	18
Werrington South	238	19
Bretton South	141	20
Newborough	129	21
Stanground East	113	22
Barnack	70	23
Northborough	50	24

Other areas of focus

While our three priority areas cover a wide range of the city's safety issues, work continues across other themes to ensure we continue to reduce crime.

Road safety

The partnership's road safety priority is the combination of education, engineering, enforcement and encouragement activities focused on reducing the number of road traffic casualties.

Over the last 10 years the number of people killed and seriously injured on Peterborough roads has reduced by 40 per cent. The road safety action plan prioritises areas of work with young drivers, speeding, motorcyclists, drink and drug driving, in-car safety and young people.

In 2010 more than 1,000 young people took part in road safety programmes delivered by the partnership.

The road safety task and finish group runs under the authority of the Cambridgeshire and Peterborough Road Safety Partnership, which is responsible for the delivery of road safety across Peterborough and Cambridgeshire.



Domestic abuse and sexual assault

Crime statistics and research show domestic abuse is heavily gender biased. Usually the perpetrator of a pattern of repeated assaults is male, while women experience the most serious physical and repeated assaults.

The SaferPeterborough partnership also recognises:

- Men can be victims of domestic abuse
- Women can perpetrate domestic abuse
- Domestic abuse can take place in gay, lesbian, bisexual and transgender relationships

The partnership therefore aims to support anyone affected by domestic abuse.

Rape is associated with the most severe cases of domestic abuse and is a risk factor for domestic homicide. The partnership continues to support the work of the **Oasis @ Rivergate** (sexual assault referral centre) and maintain links with the police-led county-wide multi-agency referral unit.

Community cohesion and population change

Each area of priority has undergone an equalities impact assessment to ensure the work we are doing considers the impact of our migrant communities and the needs of vulnerable groups.

Preventing violent extremism is addressed by a cohesion board that reports to **The Greater Peterborough Partnership**. The chair of the cohesion board and its lead officer have a seat on the SaferPeterborough partnership board.

Victims and witnesses

The needs of victims and witnesses are vital in all the work the partnership undertakes. A key area of activity is to ensure communities receive feedback about the outcome of prosecutions in their area.

Working with the Cambridgeshire and Peterborough Probation Trust has enabled **Community Payback** to be more visible, which demonstrates justice is not only being done but it is seen to be done.

Performance

A monthly SaferPeterborough partnership performance meeting is responsible for monitoring progress against our priorities and reporting to the SaferPeterborough board.



"Over the last 10 years the number of people killed and seriously injured on Peterborough roads has reduced by 40 per cent."

Partnership board

The SaferPeterborough partnership board fulfils the duties of a crime and disorder reduction partnership (CDRP) as set out within the Crime and Disorder Act.

The Police and Crime Act 2009 extends these responsibilities to include a duty to implement a strategy to reduce re-offending by adult and young offenders.

The board provides strategic direction for the work of the partnership by:

- Assessing the needs within the area
- Overseeing planning and strategy
- Establishing performance targets
- Clearing blockages to performance
- Resource management
- Compliance with the national guidance in relation to crime, drugs and anti-social behaviour
- Commission of drug treatment services

Task and finish groups

Task and finish groups exist for the key priority areas of partnership business. Each group has a theme lead who is responsible for delivering on their business area and producing an action plan.

The purpose of task and finish groups is to:

- Use intelligence-led problem solving to develop action plans that facilitate performance against the partnership plan
- Monitor performance against targets within the partnership plan
- Identify funding to deliver agreed action plans
- Form sub-groups where necessary for a distinct area of business
- Identify areas of success and use these to influence the work of other task and finish groups

Have your say

The partnership is committed to ensuring any member of our community can access information about the partnership plan.

We want to know what you have to say about the partnership's priorities and how we deliver them. There are a number of ways you can talk to us.

Visit our website www.saferpeterborough.org.uk and feedback to us by clicking the 'Have Your Say' button on every page.

Come to Face the People consultation events

We are at the Peterborough Festival (Central Park) and Christmas lights switch-on events. High-ranking decision makers from the partnership attend these events and talk to you about crime and community safety concerns in your neighbourhoods, what you would like to see improved and what priorities you think we should focus on.

You can view Face the People consultation results on www.saferpeterborough.org.uk or call (01733) 747474 and ask for the SaferPeterborough team, who will send you a copy.

Neighbourhood panel meetings

You can have your say on policing where you live and issues that need tackling in your neighbourhood so that action can be taken.

Police are at these quarterly meetings and are joined by representatives from the partnership who help shape policing priorities for the area.

Three priorities are chosen at the meetings for the neighbourhood policing team to tackle over a period of three months.

For details of your next panel meeting visit www.cambs.police.uk.

Neighbourhood Watch

Neighbourhood Watch is a community initiative supported by the police but owned and run by local residents.

It aims to help residents protect themselves and their property from crime by improving home security, greater vigilance, reporting of suspicious incidents to police and by fostering a community spirit.

All watch schemes are different and are tailored to the make-up of the neighbourhood and local community.

For information call your neighbourhood policing team on 0345 456 456 4.



The SaferPeterborough partnership is working with the One Service to support short-sentenced male prisoners through and beyond the prison gate by offering proactive and one-to-one support to address their needs and prevent re-offending.

The One Service is funded by social investment raised through a social impact bond. The bond was announced by the justice secretary and is an innovative way to bring new money into the social sector.

A social impact bond raises private investment to pay for services, which are delivered by social sector providers with a proven track record. Financial returns to investors are funded by the Ministry of Justice and are based on improved social outcomes. If outcomes do not improve, then investors will receive no recompense.

The social impact bond in Peterborough funds organisations working to reduce re-offending rates of short-sentence male prisoners leaving HMP Peterborough.

The One Service is located at: Hayward House, Rightwell East, Bretton Centre, Bretton, Peterborough, PE3 8DX.



Victim Support offers free and confidential help to victims of crime and you do not have to report a crime to the police to get its help. Victim Support is not a government agency or part of the police.

A witness service operates in every criminal court to help people called as witnesses.

The Victim Supportline (0845 30 30 900) gives immediate help over the phone and will put you in touch with the local team.



Are you worried about what might happen to you if you talk to the police about a crime? Or are you scared to come forward and be a witness?

You can pass on information to Crimestoppers without revealing your identity.

- Crimestoppers records no personal details about you
- You will not be required to give your name or address
- Your call will not be recorded or traced
- You will not have to make a statement or appear in court

Crimestoppers is not an emergency service and if you see a crime taking place you should call 999 to report it immediately.

To give information anonymously to Crimestoppers call 0800 555 111.

Visit www.crimestoppers-uk.org or www.fearless.org

Neighbourhood management

Neighbourhood management is designed to improve joint delivery of services from different organisations representing the SaferPeterborough partnership to our communities.

The aim is to tailor delivery to the needs and priorities of individual neighbourhoods and make a local team responsible for ensuring those improvements and change are delivered.

It requires effective participation by local people and organisations committed to working in partnership at a neighbourhood level.

There are three neighbourhood managers who cover the city in three areas:

- Central and East team
- South team
- North and West team

Each manager is supported by teams of officers within the city council neighbourhood services department whose roles include housing enforcement, environmental enforcement and pollution control.

Neighbourhood managers also support the seven neighbourhood committees.

Neighbourhood committees

Neighbourhood committees (previously called neighbourhood councils) are made up of elected city council members along with representatives from parish councils, Cambridgeshire Constabulary, Cambridgeshire and Peterborough Fire Authority, registered social landlords and members of local community groups.

The quarterly meetings represent a way of delegating decision-making to local areas, enabling communities to have a say about issues and how services are delivered in their area.

Community action plans that include identified priorities and actions to address the needs of each community are created for each committee.

The long-term effectiveness of neighbourhood committees relies on the number of residents attending them. The committees provide an opportunity for people to influence and shape their neighbourhoods.



For details of the next neighbourhood committee in your area, call (01733) 747474 and ask for the neighbourhood management team or email neighbourhoods@peterborough.gov.uk

The seven neighbourhood committees are:

Rural North - Northborough, Barnack, Ginton and Wittering, Newborough and Eye and Thorney wards

Peterborough North - Werrington north, and Werrington south, plus Paston and Walton wards

Peterborough West - Bretton north and Bretton south, plus West and Ravensthorpe wards

Central and North - Central and North wards

Dogsthorpe, East and Park - Dogsthorpe, East and Park wards

Fletton, Stanground and Woodston - Stanground Central, Stanground East, and Fletton and Woodston wards

Orton with Hampton - Orton with Hampton, Orton Longueville and Orton Waterville wards



The Greater Peterborough Partnership (GPP) is the body that unites the many and varied organisations involved in the future development of Peterborough to enable them to work together with a common purpose and a shared vision: a bigger and better Peterborough.

Partners working through The Greater Peterborough Partnership share a common goal to improve the quality of life in our communities and ensure everyone benefits from growth and opportunities.

To support this vision the partners have identified the following four areas of work as part of a sustainable community strategy, which are being prioritised in order to achieve the vision:

1. Creating opportunities - tackling inequalities
2. Creating strong and supportive communities
3. Creating the UK's environment capital
4. Delivering substantial and truly sustainable growth

The SaferPeterborough partnership is committed to supporting these priorities and with particular focus on the creating strong and supportive communities vision. This priority has been created with the below deliverable outcomes:

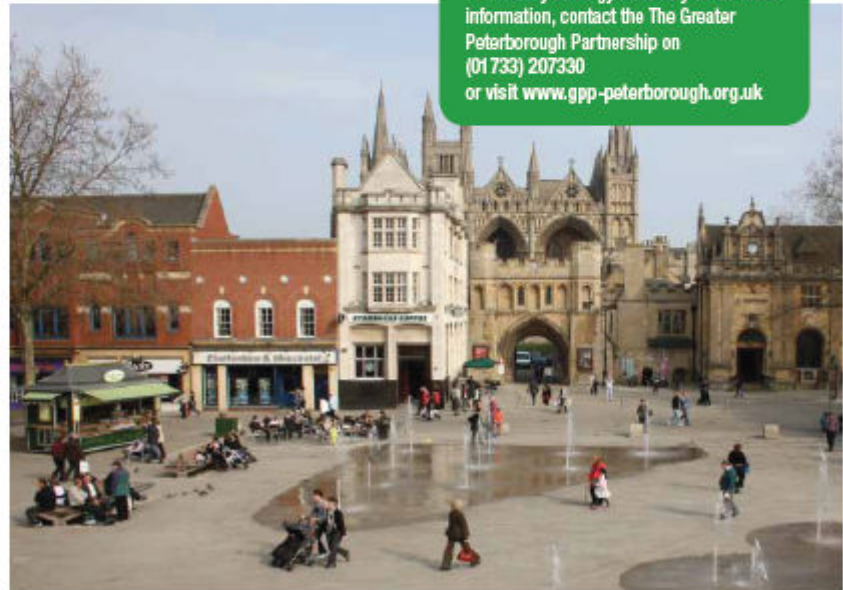
Empowering local communities... so that all communities and individuals are engaged and empowered and take their opportunities to shape the future of Peterborough.

Making Peterborough safer... so that people of all ages and abilities can live, work and play in a prosperous and successful Peterborough without undue fear of crime.

Building community cohesion... so that new communities are integrated into Peterborough and welcomed for the contribution they bring to our city and rural areas.

Building pride in Peterborough... so that we recognise, celebrate and take pride in Peterborough's achievements, its diverse but shared culture and the exciting opportunities for leisure and relaxation.

To view a copy of the sustainable community strategy summary or for more information, contact the The Greater Peterborough Partnership on (01 733) 207330 or visit www.gpp-peterborough.org.uk





If you have difficulty in understanding this booklet, we can arrange for it to be explained to you by an interpreter. Please call **(01733) 747474** and ask for the **SaferPeterborough partnership**.

STRONG & SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE	Agenda Item No. 6
20 JULY 2011	Public Report

Report of the Head of Neighbourhoods

Contact Officer(s) – Adrian Chapman

Contact Details – 01733 863887

UPDATE ON RECOMMENDATIONS RELATING TO NEIGHBOURHOOD COMMITTEES

1. PURPOSE

- 1.1 This report is intended to provide an update of progress made in respect of the recommendations of the scrutiny review group in relation to neighbourhood councils, following cabinet decisions in February and March 2011, and decisions at Annual Council in May 2011. As a result of that review the name was changed from neighbourhood councils to neighbourhood committees, which is how they will be referred to in this report.

2. RECOMMENDATIONS

- 2.1 It is recommended that the committee notes the progress made, and proposals for further progress.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

- 3.1 Neighbourhood committees are a vital component of effective delivery of Peterborough's sustainable community strategy.

4. BACKGROUND

- 4.1 This committee requested a report on the progress of neighbourhood committees in November 2010, following which it undertook a review of their progress and principles. The first stage of the review was presented to cabinet on 7 February 2011, and the second stage on 21 March 2011. Officers have been working to introduce the necessary changes as a result of the cabinet decisions, and this report is to update the committee as to the current position.

5. KEY ISSUES

- 5.1 The committee will wish to consider and comment upon the progress made, and address any difficulties.

6. IMPLICATIONS

- 6.1 The implications of the review undertaken are city wide, and do not relate to any specific ward, as there are neighbourhood committees for each ward. There are no specific legal, financial, or crime and disorder implications of this report, save as specifically referred to in respect of individual recommendations, and as initially referred to in the reports to cabinet.

7. CONSULTATION

- 7.1 There has been no consultation specifically in respect of this update report, except with Cllr Burton, as Chair of the scrutiny review group.

8. NEXT STEPS

- 8.1 No further action is needed at this stage. The committee may wish to return to this item at its meeting on either 18 January 2012 or 7 March 2012 when there will have been more meetings of the neighbourhood committees, and when there should also be further information available about the status of the Localism Bill, which may have considerable impact on the work of neighbourhood committees.

9. BACKGROUND DOCUMENTS

- 9.1 Reports to Cabinet meetings on 7 February and 21 March 2011, and to Annual Council May 2011.

10. APPENDICES

- 10.1 APPENDIX 1: Amendments to Constitution

APPENDIX 2: Draft job descriptions for Chairmen and Vice Chairmen

REVIEW OF NEIGHBOURHOOD COMMITTEES – PART ONE

	RECOMMENDATIONS TO CABINET	CABINET DECISION	PROGRESS TO DATE	COMMENTS
1	Agree the principle of delegating as much revenue and capital funding as possible is a driving principle behind Neighbourhood Councils, in line with the spirit of the new Localism Bill, and that this principle is agreed by Councillors and shared with officers.	AGREED		
2	Commit to reviewing the Constitutional delegations to neighbourhood Councils in support of maximising funding delegated to them.	AGREED	Constitution amended (revised delegations attached at Appendix 1)	Notice of changes will be issued shortly
3	Agree that the current level of £25 000 funding is guaranteed from 2011/12 onwards as a minimum sum available to each Neighbourhood Council to be offset by any POIS monies that become available to each Neighbourhood Council.	Agreed for the remaining period of the medium term financial plan (when it will then be reviewed as part of the normal planning process)	It is likely that all neighbourhoods will benefit at some point from POIS money, and the £25,000 is a sum provided to ensure minimum funds for each neighbourhood so that investment may begin in the meantime. Proposals for spend will be aligned to the Community Action Plans (part 1, recommendation 6) and will be the main agenda items at the September/October meetings	
4	Agree that the process for determining and allocating POIS monies be carefully assessed and agreed to ensure that all parts of Peterborough benefit from growth and new development	AGREED	POIS Neighbourhood Pool money generated from new development must be spent in the neighbourhood in which the development is located. Neighbourhood projects will be identified through the Community Action Planning process and added to the Integrated Development Programme (IDP) to make them eligible for POIS funding	
5	Agree that the mainstream revenue budgets are disaggregated, wherever possible, feasible and legal, and delegated to neighbourhood Councils. In agreeing to this a pilot programme to be implemented focussing on a specific part of council activity before a more expansive roll-out programme.	AGREED	A suitable pilot programme has been discussed between Directors, who have agreed that an element of the Ringway contract for highways maintenance should form this pilot. Neighbourhood Managers have been working with colleagues to develop the model, and local priorities are being identified. Officers will also be working with the contractor, and councillors, to determine how this should work in practice.	

	RECOMMENDATIONS TO CABINET	CABINET DECISION	PROGRESS TO DATE	COMMENTS
6	Agree that the neighbourhood plans are produced for each of the neighbourhood council areas in line with the thinking articulated in the Localism Bill in order to help determine how all funding and other resources delegated to neighbourhood councils should be spent.	AGREED	Community Action Plans are being developed, modelled on the same structure as the Single Delivery Plan. Neighbourhood profiles are being compiled which will form the evidence base for the remainder of the Plans. To be in place during summer 2011.	
7	Agree that the Community Leadership Fund is maintained at £10 000 per ward, but that 25% of that budget is allocated by councillors to meet needs identified through neighbourhood council neighbouring planning processes	AGREED but with addition of the words "if all ward members agree"	CLF has been maintained at the £10 000 level	It is down to councillors to decide what they consider to be the most effective use of this sum in their wards, although Neighbourhood Managers are working closely with councillors to help maximise the added value CLF can make
8	Agree that the frequency of Neighbourhood Council meetings be maintained at four per year in each area and that any future change to this pattern should see an increase rather than a decrease in the frequency of meetings	AGREED	Meeting frequency has been maintained and schedule for the year produced	
9	Agree that a thorough review be conducted of all other community based meetings with a view to combining meetings wherever possible.	AGREED	See part 2, recommendation 7	
10	Agree that the ongoing but separate review of the Rural North Neighbourhood Council be included in the overall review of Neighbourhood Councils to ensure shared learning and avoidance of confusion and misinformation.	AGREED, and added that a rural councillor be a member of the review panel for this element of the review	See part 2, recommendation 6	The Rural Affairs Working Group that was formed to review the Rural North Neighbourhood Council became a formal sub-group of the Scrutiny Review Group.
11	Agree that the Neighbourhood Management Delivery meetings, led by the relevant Neighbourhood Manager, be created in all Neighbourhood Council areas as a means of engaging and progressing actions between Neighbourhood Council meetings.	AGREED	Full schedule of monthly NMD meetings in place for the year.	See also part 2, recommendation 8

	RECOMMENDATIONS TO CABINET	CABINET DECISION	PROGRESS TO DATE	COMMENTS
12	Agree that minimal staffing costs be maintained by ensuring only essential council officers are present at each Neighbourhood Council meeting.	AGREED	It is likely that there will be some debate about which officers are "essential" but the principle is in place.	
13	Agree that ALL councillors are encouraged, through a flexible and modern programme of continuous training and development, to actively participate in all aspects of Neighbourhood Council business, this training and development programme to incorporate the broader aspects of Neighbourhood Management, Localism and Big Society.	AGREED	The Governance Team is looking at suitable training and development programmes.	The success of this will rely on the willingness of councillors to engage, it is acknowledged that training adds additional demands to busy diaries.
14	Agree that the Special responsibility Allowance for Neighbourhood Council Chairs is no longer awarded; reflecting the greater role to be played by ALL councillors in relation to Neighbourhood Councils and that each of the seven Neighbourhood Councils should elect its own Chair who should be a councillor from one of the wards represented at that Neighbourhood Council.	DISAGREED	An Independent Members' remuneration panel is being convened for July 2011 and the report will be presented to council in October 2011, giving councillors further opportunity to debate this issue.	
15	Agree that the recommendations form part of an overall implementation plan for Neighbourhood Councils alongside the recommendations that emerge from part two of the review to be overseen by the cross-party working group formed from the task and finish group; and that the Constitution be updated accordingly to reflect any recommended changes.	AGREED	The recommended changes to the Constitution to date have been implemented. The Scrutiny meeting will be asked to reconvene the cross-party working group to support officers in taking the recommendations forward	

REVIEW OF NEIGHBOURHOOD COMMITTEES - PART TWO

	RECOMMENDATIONS TO CABINET TO ENDORSE PRIOR TO CONSIDERATION BY ANNUAL COUNCIL	CABINET DECISION	PROGRESS TO DATE	COMMENTS
1	To change the name of Neighbourhood Councils to Area Committees	NOT AGREED as cabinet members were keen to retain the “neighbourhood element” so cabinet agreed instead to recommend a change of name to “Neighbourhood Committees”	Neighbourhood Committees is the way in which these committees are now being referred to. All publicity and promotional materials have been changed.	
2	Adopt the following as a vision statement for the Area Committees: “Area Committees will deliver improvements for the local area by identifying, overseeing, monitoring and driving actions to support all issues relevant to the area, including service delivery, service improvements, and area developments”.	AGREED subject to their being sufficient resources to implement the recommendations		
3	Amend the relevant procedure rules contained within the Constitution to reflect these recommendations, and to ensure that Area Committees are supported by similar procedures that support other Council committees	AGREED subject to their being sufficient resources to implement the recommendations	Procedure rules have been amended (see Appendix 1).	
4	Replace the existing terms of reference for Neighbourhood Councils with the following: (i) Area Committees are established in Peterborough in accordance with the provisions set out in the Local Government Act 2000 (ii) Area Committees will require the pro-active support of all elected Councillors, officers, and partner organisations to ensure their full and positive success Area Committees should: (iii) Make decisions within the remit of their terms of reference and their formally delegated responsibilities, or make recommendations to the Executive as appropriate on issues which affect the area	AGREED subject to their being sufficient resources to implement the recommendations	Amended (see Appendix 1)	

	RECOMMENDATIONS TO CABINET TO ENDORSE PRIOR TO CONSIDERATION BY ANNUAL COUNCIL	CABINET DECISION	PROGRESS TO DATE	COMMENTS
	<p>(iv) Be the committee where members of the Area Committee and members of the community can discuss issues of concern or interest, including those that are not the direct responsibility of the Council as well as those that are</p> <p>(v) Set the standards for services to meet local needs which are outside the immediate responsibility or budget of the Area Committee, and seek agreement for any changes from the Executive</p> <p>(vi) Be the primary focus for public involvement and consultation within the area, working closely with other public, private and voluntary agencies, and advising and/or making recommendations that arise to the Executive as appropriate on issues which affect the area</p> <p>(vii) Develop community action plans, and monitor their implementation, to ensure the promotion of economic, environmental, cultural and social well-being of the area, that service delivery improvements are made and that better outcomes are achieved</p> <p>(viii) Carry out any non-Executive functions delegated by the Council, and any Executive functions delegated by the Leader, in accordance with the scheme of delegations set out in Part 3 sections 1 and 3 of the Constitution</p> <p>Be directly responsible for any delegated funding identified by the council and invest that money in ways that support the priorities identified through the community planning process</p>			

	RECOMMENDATIONS TO CABINET TO ENDORSE PRIOR TO CONSIDERATION BY ANNUAL COUNCIL	CABINET DECISION	PROGRESS TO DATE	COMMENTS
5	<p>That for the municipal year commencing May 2011, replace the existing delegations to neighbourhood councils with those set out below. Keep this under review during that year, with a view to expanding the delegations from the start of the Municipal year commencing May 2012:</p> <ul style="list-style-type: none"> (i) The Leader retains responsibility for functions delegated and may exercise those functions in person, regardless of further delegation. Further, the Area Committees must act with due regard to all other council policies and procedures (ii) To promote the council's role as a community leader in its area, giving a meaningful voice to the community and fostering good and productive working relationships with the council's partner organisations, including Parish Councils, Police, Fire, Probation, criminal justice agencies, health & social care agencies, education agencies, young people's services, community associations, residents associations and voluntary sector agencies (iii) To take a leading role in promoting the economic, environmental, cultural and social wellbeing of the area, and develop community action plans to achieve this that improve service delivery and achieve better outcomes (iv) To set the standards for all former City Services operations now contracted to Enterprise to ensure effective delivery of all services, including making decisions on the maximum amount of any delegated budgets allowable within the terms of the contract to be deployed on local priorities (to be confirmed subject to details of the contract) (v) To agree the annual programme of works contained within the Highways Capital Programme for 2012/13 onwards (vi) To act as consultees on all major or significant Executive and Council proposals that affect the area, including those affecting both capital and revenue spend 	<p>AGREED subject to their being sufficient resources to implement the recommendations</p>	<p>Amended (see Appendix 1)</p>	

	RECOMMENDATIONS TO CABINET TO ENDORSE PRIOR TO CONSIDERATION BY ANNUAL COUNCIL	CABINET DECISION	PROGRESS TO DATE	COMMENTS
	<p>(vii) To act as consultees in respect of Major Planning applications relevant to the area, and report views to the relevant Committee</p> <p>To carry out any actions that the Executive authorises in addition to those set out above, until such time as that authorisation is revoked</p>			
6	<p>Deliver the recommendations set out in the report from the sub-group of the Neighbourhood Council Task & Finish Group which has focussed on rural / parish issues specifically:</p> <p>(i) create a new committee to replace the Rural North Neighbourhood Council, that comprises rural ward councillors, and one co-opted representative from each of the 23 rural Parish Councils</p> <p>(ii) appoint a rural ward councillor as chair of this committee</p> <p>(iii) hold all meetings at a rural location within any of the 23 rural parish council areas</p> <p>(iv) decisions relating to non-financial matters or those that are not formally delegated responsibilities will be debated by all members of the committee, with all members having a single vote each</p> <p>(v) matters relating to financial or delegated responsibilities will be decided solely by elected City Councillors</p>	<p>AGREED subject to their being sufficient resources to implement the recommendations</p>	<p>First meeting of the new Committee held on 7th July at community centre in Eye. All future meetings to be held in rural locations.</p> <p>Cllr David Over (Barnack) has been appointed as Chair, and Cllr David Harrington (Newborough) has been elected as Vice Chair.</p> <p>All Parish Councils were invited to nominate a co-optee to join the new Committee, and the majority have taken this opportunity up.</p>	
7	<p>Create a single, seamless approach to neighbourhood engagement by creating a structure which enables the following to be delivered in each Area Committee area during the same session:</p> <ul style="list-style-type: none"> Ward Forum: a ward-specific informal forum where ward councillors can engage with their constituents and discuss informal issues or issues which may require escalation to the Area Committee. During these forums, key officer representation should also be available, including from the Neighbourhood Management team, Trading Standards, Community Safety, Police, and Enterprise 	<p>AGREED subject to their being sufficient resources to implement the recommendations</p>	<p>The Ward Forum process has been created and in 5 out of 7 meetings in the current round these have been held (the remaining 2 meeting dates falling before the process was agreed).</p> <p>Positive discussions have been held with Police colleagues and the detail around logistics and planning to pilot a new delivery arrangement are being finalised. This will protect the identity of both the Neighbourhood Committees and the existing Neighbourhood Panels.</p>	

	RECOMMENDATIONS TO CABINET TO ENDORSE PRIOR TO CONSIDERATION BY ANNUAL COUNCIL	CABINET DECISION	PROGRESS TO DATE	COMMENTS
	<ul style="list-style-type: none"> Neighbourhood Panel: formally police-led but now partner-wide meetings during which three local priorities are identified for resolution Area Committee: re-launched Neighbourhood Council meetings, focussing on more strategic or impactful issues affecting the area <p>For example, the Ward Forums may run from 6pm until 6.50pm, and the Area Committee meeting may run from 7pm until 9pm with the first 30 minutes given over to business of the Neighbourhood Panel.</p>			
8	Ensure the broader neighbourhood management framework is in place and is able to respond to the opportunities provided in the Localism Bill and other relevant emerging legislation. Further ensure that monthly Neighbourhood Management delivery team meetings are in place for all Area Committee areas, that there is full commitment from all councillors, and that the role of community partnership organisations is firmly established.	AGREED subject to their being sufficient resources to implement the recommendations	See part 1, recommendation 11	
9	Organise a minimum of two Area Committee locality "tours" per annum, during which ALL members of the Committee, the nominated CMT member, key PCC officers, key officers from partner organisations, key community leaders/representatives and the local media explore the area in more depth, focussing on particular problems, hotspots and successes.	AGREED subject to their being sufficient resources to implement the recommendations	Schedule of visits to commence in the autumn following the development of the Community Action Plans. This will help ensure that visits are targeted at priority areas	

	RECOMMENDATIONS TO CABINET FOR APPROVAL	CABINET DECISION	PROGRESS TO DATE	COMMENTS
10	Agree to the creation of a job description for the roles of Chair and Vice Chair of the Area Committee that reflects the changes of emphasis and focus set out in these recommendations, and the role these posts will play in support of the broader neighbourhood management structure	AGREED subject to their being sufficient resources to implement the recommendations	Draft job descriptions are attached at Appendix 2 for further consideration by this committee, members of the review group, and the neighbourhood committee chairmen	Views of the committee would be appreciated

	RECOMMENDATIONS TO CABINET FOR APPROVAL	CABINET DECISION	PROGRESS TO DATE	COMMENTS
11	<p>Agree to the creation of a lead officer role within the Neighbourhoods division to co-ordinate and facilitate the entire Neighbourhood Management meeting and engagement structure, including:</p> <ul style="list-style-type: none"> • Developing, co-ordinating and monitoring delivery of action plans at area Committee, Neighbourhood Panel, Ward Forums, and locality tour levels, holding Members, officers and partners to account as necessary • Liaising with key PCC departments, notably Democratic Services and Communications, to ensure all required actions are delivered • Arranging agenda setting and planning meetings for Area Committee in accordance with the Constitution • All logistical arrangements for Area Committees, Neighbourhood Panels, Ward Forums, Neighbourhood Management Delivery Team meetings and any other related forums, including venues, refreshments, access, transport, etc • Liaising with Council departments and partners regarding information to be made available at each meeting (e.g. literature or a staffed information stand) • Managing the agenda plan for each Area Committee containing items for future discussion • Developing, managing and co-ordinating a full contacts database of residents, community groups, officers and partners to ensure maximum awareness of all relevant meetings and opportunities for engagement 	<p>AGREED subject to their being sufficient resources to implement the recommendations</p>	<p>This is being looked at in the context of the overall support required to the Neighbourhood Managers</p>	
12	<p>Agree that alongside formal minutes from the Area Committee, comprehensive action plans should be created from (i) every Ward Forum and (ii) every Neighbourhood Committee meeting, setting out clearly what actions have been agreed, and naming a lead officer (with the consent of the officer named) and a lead councillor jointly responsible for ensuring the action is achieved</p>	<p>AGREED subject to their being sufficient resources to implement the recommendations</p>	<p>Ward Forum issue sheets introduced, to be populated during the Forum by councillors. Working action plans for each Neighbourhood Committee area will be established</p>	

	RECOMMENDATIONS TO CABINET FOR APPROVAL	CABINET DECISION	PROGRESS TO DATE	COMMENTS
13	Agree to formalise the seating arrangements at Area Committee meetings so that all Members sit at the front of the audience in a horseshoe arrangement, making it clear who has voting rights, how those rights are used, and who is not in attendance	AGREED subject to their being sufficient resources to implement the recommendations	This has been implemented for each Neighbourhood Committee	Chairmen should ensure that the arrangements are maintained.
14	Agree to identify a different member of the Corporate Management Team to act as champion and advocate for each of the seven Area Committees, and to ensure that the principles of Area Committees are given the appropriate status amongst officers	AGREED subject to their being sufficient resources to implement the recommendations	CMT has agreed that its members will take the role of advocate and champion for the following committees: Central & East 1: Paul Phillipson Central & East 2: John Harrison South 1: Andrew Mackintosh South 2: Denise Radley North 1: Helen Edwards North 2: Andy Liggins North 3: John Richards Gillian Beasley will take a strategic overview of all 7 committees.	It has been agreed that CMT will act as champion and advocate as requested. In addition, to empower the next level of management, and offer them opportunities for wider strategic involvement, each CMT member will also be supported by a Head of Service. These Heads of Service have yet to be finalised and details will be provided in due course.
15	Agree to develop a single media and communications strategy, supported by an action plan, which pro-actively promotes Area Committees and Ward Forums and their achievements in a timely manner (a) to help achieve this assign an officer within the Communications team to have responsibility for co-ordinating publicity and marketing for Area Committees and Ward Forums (b) produce a publicity "pack" of template materials and formats that promote Area Committees including "soft" formats (via use of the web, social networking, etc) and "hard" formats (posters, leaflets, etc)	AGREED subject to their being sufficient resources to implement the recommendations	Neighbourhood Committees are currently supported by the Communications team, and a member of the team supports and attends each committee meeting. The Communications team is currently under restructure, and these issues will be considered and implemented if possible following the review.	

	RECOMMENDATIONS TO CABINET FOR APPROVAL	CABINET DECISION	PROGRESS TO DATE	COMMENTS
16	Agree to be creative and flexible with the logistical arrangements for neighbourhood engagement activities set out in recommendation 7, providing they follow the Access to Information rules. For example, vary the start and end times of the meetings to ensure engagement with different residents, and ensure venues have enough space and capacity to cope with the requirements of both formal and informal forums during the same session	AGREED subject to their being sufficient resources to implement the recommendations	To be discussed with Chairmen and Neighbourhood Committee members during the monthly Neighbourhood Management Delivery meetings	
17	Agree that officers should explore transport initiatives as and where appropriate for each of the Area Committee meetings to support attendance from residents	AGREED subject to their being sufficient resources to implement the recommendations	To be discussed with Chairmen and Neighbourhood Committee members during the monthly Neighbourhood Management Delivery meetings	
18	Agree that the recommendations, when agreed, form part of an overall implementation plan for Neighbourhood Councils alongside the recommendations that emerge from stage one of the review. This implementation plan should be overseen by the cross-party working group formed from the task and finish groups, and become a standing item at all Strong and Supportive Communities Scrutiny Committee meetings, with regular updates also provided to Cabinet and Group Representatives	AGREED subject to their being sufficient resources to implement the recommendations	See part 1, recommendation 15	
19	Agree to re-brand and have a major re-launch of Neighbourhood Councils as Area Committees. This should include raising awareness to all councillors, PCC officers, external partners, and residents to actively promote their purpose including the vision set out in recommendation 2 along with the new delegations and terms of reference.	AGREED subject to their being sufficient resources to implement the recommendations, and subject to the earlier decision to adopt the name "Neighbourhood Committees" not area committees.	The Communications team is currently under restructure, and these issues will be considered and implemented following the review.	

APPENDIX 1: Amendments to Constitution

Constitution: Part 3, Delegations Section 3 - Executive Functions

3.14 Delegations to Neighbourhood Committees

- 3.14.1 The Leader retains responsibility for functions delegated and may exercise those functions in person, regardless of further delegation. Further, the Neighbourhood Committees must act with due regard to all other Council policies and procedures
- 3.14.2 To promote the Council's role as a community leader in its area, giving a meaningful voice to the community and fostering good and productive working relationships with the Council's partner organisations, including Parish Councils, Police, Fire, Probation, criminal justice agencies, health and social care agencies, education agencies, young peoples' services, community associations, residents associations and voluntary sector agencies
- 3.14.3 To take a leading role in promoting the economic, environmental, cultural and social wellbeing of the area, and develop community action plans to achieve this that improve service delivery and achieve better outcomes
- 3.14.4 To set the standards for all former City Services operations now contracted to Enterprise to ensure effective delivery of all services, including making decisions on the maximum amount of any delegated budgets allowable within the terms of the contract to be deployed on local priorities (to be confirmed subject to details of the contract)
- 3.14.5 To agree the annual programme of works contained within the Highways Capital Programme for 2012/13 onwards
- 3.14.6 To act as consultees on all major or significant Executive and Council proposals that affect the area, including those affecting both capital and revenue spend
- 3.14.7 To act as consultees in respect of strategic planning applications relevant to the area, and report views to the relevant Committee
- 3.14.8 To carry out any actions that the Executive authorises in addition to those set out above, until such time as that authorisation is revoked

Section 4 - Neighbourhood Committees Functions

4.1 Functions of the three Neighbourhood Committees

The Council has appointed Neighbourhood Committees, as set out below:

North and West: 3 Neighbourhood Committees
Central and East: 2 Neighbourhood Committees
South: 2 Neighbourhood Committees

The functions apply to all Neighbourhood Committees. The Neighbourhood Committees will undertake the following in respect of the local area, subject to Council policy.

1.	Make decisions within the remit of their terms of reference and their formally delegated responsibilities, or make recommendations to the Executive as appropriate on issues which affect the area
2.	Be the committee where members of the Neighbourhood Committee and members of the community can discuss issues of concern or interest, including those that are not the direct responsibility of the Council as well as those that area
3.	Set the standards for services to meet local needs which are outside the immediate responsibility or budget of the Neighbourhood Committee, and seek agreement for any changes from the Executive
4.	Be the primary focus for public involvement and consultation within the area, working closely with other public, private and voluntary agencies, and advising and/or making recommendations that arise to the Executive as appropriate on issues which affect the area
5.	Develop community action plans, and monitor their implementation, to ensure the promotion of economic, environmental, cultural and social wellbeing of the area, that service delivery improvements are made and that better outcomes are achieved
6.	Carry out any non-Executive functions delegated by the council, and any Executive functions delegated by the Leader, in accordance with the Scheme of Delegations set out in Part 3 sections 1 and 3 of the Constitution
7.	Be directly responsible for any delegated funding identified by the Council and invest that money in ways that support the priorities identified through the community planning process

Section 8 - Neighbourhood Committees Procedure Rules

1. TERMS OF REFERENCE

- 1.1 The terms of reference of the Neighbourhood Committees are as set out in Part 3, section 4 of this Constitution.
- 1.2 Neighbourhood Committees may recommend to the Executive any proposal to create a Sub-Committee, Panel, Working Party, Board, or similar body to report to the Neighbourhood Committee.
- 1.3 Neighbourhood Committees are established in Peterborough in accordance with the provisions set out in Local Government Act 2000.
- 1.4 Neighbourhood Committees will require the proactive support of all elected Councillors, officers, and partner organisations to ensure their full and positive success.

2. MEMBERSHIP

- 2.1 All members who are elected to the wards which form part of a Neighbourhood Committee will be members of that Neighbourhood Committee.
- 2.2 The Neighbourhood Committees are currently made up of the following wards:

2.2.1	Central and East -	C&E1: Central and North C&E2: Park, Dogsthorpe, East
2.2.2	South -	S1 : Stanground East and Fletton S2: Orton with Hampton, Orton Longueville, Orton Waterville
2.2.3	North and West -	N&W1 : Northborough, Barnack, Glington and Wittering, Newborough Eye and Thorney N&W2: Werrington North, Werrington South, Paston and Walton N&W3 : Bretton North, Bretton South, West and Ravensthorpe

3. CALL-IN

- 3.1 Any decision may be called in by the most relevant Scrutiny Committee or Commission with call-in powers and considered by the relevant committee or a sub committee set up for that specific purpose.

4. CONFLICTS OF INTEREST

- 4.1 If a Scrutiny Committee/Commission is scrutinising specific decisions or proposals in relation to the business of an Neighbourhood Committee of which the Councillor concerned is a member, then the Councillor may not speak or vote and must withdraw from the Scrutiny Committee / Commission meeting unless a dispensation is given by the Standards Committee.
- 4.2 Where a Scrutiny Committee / Commission is reviewing policy generally, a Member must declare his / her interest as a member of any relevant Neighbourhood Committee, before the relevant agenda item is reached, but need not withdraw.

5. CO-OPTees

- 5.1 Neighbourhood Committees shall be entitled to co-opt, as non-voting members, external representatives, or otherwise invite participation from non-members where this is relevant to their work.
- 5.2 The North and West 1 meeting shall co-opt a representative from each of the 23 rural Parish Councils. See paragraph 10.2 and 10.3 below for information on voting rights.
- 5.3 Each Neighbourhood Committee will determine at its first meeting which local partners it wishes to issue a standing invitation to its meetings, and this will be reviewed regularly (at least annually). This is likely to include Parish Councils, representatives of local schools, and other interested local groups to be determined by each Neighbourhood Committee.

6. MEETINGS OF THE NEIGHBOURHOOD COMMITTEES

- 6.1 Each Neighbourhood Committee shall hold four Ordinary meetings in each Municipal year. In addition, extraordinary meetings may be called from time to time, either by the Chair, any three members of the Neighbourhood Committee, or the proper officer, if considered appropriate.
- 6.2 Meetings will generally be held in the week and if there is any disagreement about timing between the Chairman and other Members of the Committee, the meeting will start at 7.00 p.m.
- 6.3 Neighbourhood Committees will normally meet in their areas, wherever possible in places accessible to everyone. However, they may meet in the Town Hall to deal with unfinished business from a previous meeting or to deal with business that is private because it is exempt or confidential.
- 6.4 After two hours, the Chairman will finish the item the Committee is on and decide whether to continue with the rest of the business or defer it to a future meeting.
- 6.5 Each agenda will include an open session during which any member of the public and any co-opted member can raise anything that affects the area.
- 6.6 Points raised in an address or in the open session can:
 - Be replied to at the meeting
 - Be discussed at the meeting
 - Be referred elsewhere
- 6.7 The Chair can decide that a point raised will be discussed at a meeting. No action can be taken until a report has been sent to a future meeting, but the Neighbourhood Committee can:
 - Form an opinion
 - Express its opinion to another Council body or outside organisation
 - Ask for a report to a future meeting

7. AREA FORUM

- 7.1 In addition to the four Ordinary meetings, each area shall hold an Area Forum once a year, the subject of which will be determined by the Chairman in consultation with the relevant Neighbourhood Committees.
- 7.2 Area Forum meetings will normally be held in the second half of the municipal year, in a venue suitable for public participation.

8. PUBLIC PARTICIPATION

- 8.1 Ordinary meetings shall generally take place in public, and will be well publicised in advance.
- 8.2 At Ordinary meetings members of the public have the right to speak at any time, with the permission of the Chairman.
- 8.3 Neighbourhood Committees will comply with the Access to Information Rules set out in Part 4, Section 5 of the Constitution.

9. QUORUM

- 9.1 The quorum for a Neighbourhood Committee meeting shall be at least 25% of voting members, to be not less than three.

10. VOTING

- 10.1 The City Councillor members of a Neighbourhood Committee can vote. If a vote is tied, the Chairman has a casting vote.
- 10.2 Subject to paragraph 5.2 above, decisions relating to non-financial matters or those that are not formally delegated responsibilities will be debated by all members of the committee, with all members having a single vote each.
- 10.3 Subject to paragraph 5.2 above, matters relating to financial or delegated responsibilities will be decided solely by elected City Councillors.

11. CHAIRMAN AND VICE CHAIRMAN

- 11.1 The Chairman for each area will be appointed by Council each Municipal year. The Chairman will be responsible for all Neighbourhood Committees in the area, that is, there will be one Chairman for North and West, one Chairman for Central and East, and one Chairman for South.
- 11.2 In exception to paragraph 11.1 above, the Chairman for the North and West 1 meeting shall be a Ward Councillor from that area.
- 11.3 The Vice Chairman will be appointed from the members appointed to the Neighbourhood Committees, and there will be one Vice Chairman appointed for each of the 7 Neighbourhood Committees.

12. WORK PROGRAMME

- 12.1 The Committees will be responsible for setting their own work programmes, in consultation with officers in Neighbourhood Management and Democratic Services teams.

13. AGENDA ITEMS

- 13.1 It must be made clear on the agenda for the meeting whether the decisions required relate to Executive functions or not.
- 13.2 Any member can submit an item of business to be included on the agenda of any Neighbourhood Committee. The item will be included as long as the Member gives written notice to the Chief Executive by midday seven working days before the meeting (not including the day of the meeting).
- 13.3 Any resident or organisation that provides services to the area can put an item on the agenda if it is within the committee's terms of reference and they make the request in writing to Democratic Services at least ten working days before the meeting.

14. MISCELLANEOUS

- 14.1 If there is any gap in procedures, the appropriate action shall be entirely within the discretion of the Chairman.

APPENDIX 2: Draft job descriptions (recommendation 10)

Draft Job description: Neighbourhood Committee Chairman

1. To provide leadership of and direction to their particular committee
2. To identify and request from the Council necessary resources to support the Neighbourhood Committee process
3. To chair the meeting and ensure it achieves its terms of reference
4. To encourage Neighbourhood Committee Members in their community development roles
5. To work closely with the Neighbourhood Management Team

Duties and responsibilities

1. To ensure that work is member-led and that the committee:
 - a. develops an effective work programme to progress community development;
 - b. leads on the monitoring of services within the area of the Committee, making recommendations where appropriate about their alteration or improvement;
 - c. seeks the necessary training to enable its members to carry out their roles effectively;
 - d. develops and promotes an Area Action plan
 - e. works effectively with the Neighbourhood Manager for the area
2. To work with other Neighbourhood Committees & chairmen where appropriate, to share learning and experience and to progress and promote the role of community development;
3. To engage, liaise and consult with the local community
4. To work closely with the Vice Chair of the Committee and to brief them on the meeting due to be attended, on occasions when personal attendance is not possible
5. To work closely with the designated Corporate Management Team representative to ensure the committee works effectively and achieves its terms of reference

Skills Required

1. Good communication and interpersonal skills
2. Leadership and chairmanship skills
3. Project and time management skills
4. Ability to influence and work constructively with members, officers, the public and outside organisations
5. Ability to work as part of a team

Note: The above duties and responsibilities are in addition to the Member's role as a Councillor

Draft Job Description: Neighbourhood Committee Vice Chairman

1. To assist the Chairman in providing leadership of and direction to their particular committee
2. To assist the Chairman in identifying and requesting from the Council necessary resources to support the Neighbourhood Committee process
3. To chair the meeting in the absence of the Chairman and ensure it achieves its terms of reference
4. Encourage Neighbourhood Committee Members in their community development roles
5. To work closely with the Neighbourhood Management Team

Duties and responsibilities

1. To ensure that work is member-led and that the committee:
 - a. develops an effective work programme to progress community development;
 - b. leads on the monitoring of services within the area of the Committee, making recommendations where appropriate about their alteration or improvement;
 - c. supports the Chairman in promoting the necessary training to enable its members to carry out their roles effectively;
 - d. supports the development and promotion of an Area Action plan
 - e. works effectively with the Neighbourhood Manager for the area
2. To work with other Neighbourhood Committees & Chairmen & Vice Chairmen where appropriate, to share learning and experience and to progress and promote the role of community development;
3. To engage, liaise and consult with the local community;
4. To work closely with the Chair of the Committee;
5. To work closely with the designated Corporate Management Team representative to ensure the committee works effectively and achieves its terms of reference

Skills Required

1. Good communication and interpersonal skills
2. Leadership and chairmanship skills
3. Project and time management skills
4. Ability to influence and work constructively with members, officers, the public and outside organisations
5. Ability to work as part of a team

Note: The above duties and responsibilities are in addition to the Member's role as a Councillor

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STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE	Agenda Item No. 7
20 JULY 2011	Public Report

Report of the Solicitor to the Council

Report Author – Paulina Ford, Senior Governance Officer, Scrutiny

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

FORWARD PLAN OF KEY DECISIONS

1. PURPOSE

- 1.1 This is a regular report to the Strong and Supportive Communities Scrutiny Committee outlining the content of the Council's Forward Plan.

2. RECOMMENDATIONS

- 2.1 That the Committee identifies any relevant items for inclusion within their work programme.

3. BACKGROUND

- 3.1 The latest version of the Forward Plan is attached at Appendix 1. The Plan contains those key decisions, which the Leader of the Council believes that the Cabinet or individual Cabinet Member(s) will be making over the next four months.
- 3.2 The information in the Forward Plan provides the Committee with the opportunity of considering whether it wishes to seek to influence any of these key decisions, or to request further information.
- 3.3 If the Committee wished to examine any of the key decisions, consideration would need to be given as to how this could be accommodated within the work programme.
- 3.4 A new version of the Forward Plan will be issued on 15 July and copies will be tabled at the meeting.

4. CONSULTATION

- 4.1 Details of any consultation on individual decisions are contained within the Forward Plan.

5. BACKGROUND DOCUMENTS

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

None

6. APPENDICES

Appendix 1 – Forward Plan of Executive Decisions

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**PETERBOROUGH CITY
COUNCIL'S FORWARD PLAN
1 JULY 2011 TO 31 OCTOBER 2011**

FORWARD PLAN OF KEY DECISIONS - 1 JULY 2011 TO 31 OCTOBER 2011

During the period from 1 July 2011 To 31 October 2011 Peterborough City Council's Executive intends to take 'key decisions' on the issues set out below. 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.

This Forward Plan should be seen as an outline of the proposed decisions and it will be updated on a monthly basis. The dates detailed within the Plan are subject to change and those items amended or identified for decision more than one month in advance will be carried over to forthcoming plans. Each new plan supersedes the previous plan. 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 Alex Daynes, Senior Governance Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 01733 452483). Alternatively, you can submit your views via e-mail to alexander.daynes@peterborough.gov.uk or by telephone on 01733 452447.

The Council invites members of the public to attend any of the meetings at which these decisions will be discussed and the papers listed on the Plan can be viewed free of charge although there will be a postage and photocopying charge for any copies made. All decisions will be posted on the Council's website: www.peterborough.gov.uk. If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the Governance Support Officer using the form attached. For your information, the contact details for the Council's various service departments are incorporated within this plan.

NEW ITEMS THIS MONTH:

St Michael's Primary School, Cardea - KEY/01JUL/11

Amendment to terms of the Affordable Housing Fund Allocation for Stanground South phases, 3E, 3F, 3G, 3H and 3I - KEY/02JUL/11

Energy Services Company - KEY/03JUL/11

Expansion to Hampton College - KEY/04JUL/11

Traffic Signals LED Project - award of contract - KEY/03SEP/11

JULY

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p>Delivery of the Council's Capital Receipt Programme through the Sale of Land and Buildings - Vawser Lodge Thorpe Road - KEY/04DEC/10</p> <p>To authorise the Chief Executive, in consultation with the Solicitor to the Council, Executive Director – Strategic Resources, the Corporate Property Officer and the Cabinet Member Resources, to negotiate and conclude the sale of Vawser Lodge</p>	<p>July 2011</p>	<p>Cabinet Member for Resources</p>	<p>Sustainable Growth</p>	<p>Consultation will take place with the Cabinet Member, Ward councillors, relevant internal departments & external stakeholders as appropriate</p>	<p>Sandra Neely Temp Capital Projects Officer Tel: 01733 384541 sandra.neely@peterborough.gov.uk</p>	<p>A public report will be available from the governance team one week before the decision is taken</p>

<p>Security Framework Contract - lot 2 - KEY/09DEC/10 Award lot 2 of framework contract; cash collection and cash in transit services, delivering services for the council such as collecting cash from parking meters and banking it securely.</p>	July 2011	Cabinet Member for Resources	Sustainable Growth	Internal and external stakeholders as appropriate	Matthew Rains P2P Manager Tel: 01733 317996 matthew.rains@peterborough.gov.uk	A public report will be available from the governance team one week before the decision is made
<p>Section 75 Agreements with Cambridgeshire Community Services, NHS Peterborough and Cambridge & Peterborough Foundation Trust - KEY/12FEB/11 Approval of s.75 Agreements with Cambridgeshire Community Services for the provision of Adult Social Care; with NHS Peterborough for the provision of Learning Disability Services; and with Cambridge & Peterborough Foundation Trust for the provision of mental health services.</p>	July 2011	Cabinet Member for Adult Social Care	Health Issues	Relevant internal and external Stakeholders	Denise Radley Executive Director of Adult Social Services Tel: 01733 758444 denise.radley@peterborough.gov.uk	A public report will be available from the Governance Team one week before the decision is taken.

<p>Adult Drug Treatment Plan 2011-2014 - KEY/04MAR/11 To approve the plan.</p>	July 2011	<p>Cabinet Member for Community Cohesion and Safety</p>	Strong and Supportive Communities	Safer Peterborough Partnership Board; SPP Delivery Board; SPP Adult Joint Commissioning Group for Drugs; local service providers; and the local service user group, SUGA	<p>Karen Kibblewhite Safer Peterborough Manager - Cutting Crime Tel: 01733 864122 karen.kibblewhite@peterborough.gov.uk</p>	<p>A public report will be available from the Governance Team one week before the decision is taken</p>
<p>Social Work Practice Pilot - KEY/01APR/11 Agree arrangements for the procurement and provision of Social Work Practice Pilots for children in care.</p>	July 2011	<p>Cabinet Member for Children's Services</p>	Creating Opportunities and Tackling Inequalities	Social work staff; children in care; corporate parenting panel members and Trade Unions	<p>Andrew Brunt Assistant Director - Families and Communities andrew.brunt@peterborough.gov.uk</p>	<p>A public report will be available from the Governance Team one week before the decision is made.</p>
<p>Museum Redevelopment Project - part 2 - KEY/02MAY/11 To approve the contract award for the fit-out and exhibition display element of the redevelopment works</p>	July 2011	<p>Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</p>	Strong and Supportive Communities	Consultation will take place with relevant internal stakeholders as appropriate	<p>Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.Pilsworth@peterborough.gov.uk</p>	<p>A public report will be available from the Governance Team one week before the decision is taken</p>

<p>Collaboration agreement with Registered Providers of Affordable Housing - KEY/06JUN/11 Authorise the Chief Executive in consultation with the Cabinet member for Growth, Strategic Planning and Economic Development and the Cabinet member for Housing, Neighbourhoods and Planning to negotiate final terms allowing the Council to enter into a non-binding collaboration agreement with Register Providers of Affordable Housing</p>	July 2011	<p>Cabinet Member for Housing, Neighbourhoods and Planning</p>	Strong and Supportive Communities	Internal and External Stakeholders as appropriate	<p>Andrew Edwards Head of Peterborough Delivery Partnership Tel: 01733 452303 andrew.edwards@peterborough.gov.uk</p>	<p>A public report will be available from the governance team one week before the decision is taken.</p>
<p>Key Theatre - Phase 3 Extension - KEY/07JUN/11 To award the contract for the extension to house the following:- changing rooms, office accommodation, storage, rehearsal area and rewire to original building.</p>	July 2011	<p>Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</p>	Strong and Supportive Communities	With Vivacity, Enterprise and City Council officers	<p>Steven Morris Partnership & Procurement Commissioning Manager Tel: 01733 384657 steven.morris@peterborough.gov.uk</p>	<p>A public report will be available from the Governance Team one week before the decision is taken.</p>

<p>Termination of Transitions Contract - KEY/08JUN/11 To terminate the transitions contract due to budget constraints - the total contract value is over £500k.</p>	July 2011	Cabinet Member for Children's Services	Creating Opportunities and Tackling Inequalities	Consultation has been carried out with the Assistant Director for Education & Resources, Legal Services and the 8-19 service.	Jonathan Lewis Assistant Director - Resources, Commissioning and Performance jonathan.lewis@peterborough.gov.uk	A public report will be available from the Governance Team one week before the decision is taken
<p>Extension of Home to School Contracts - KEY/10JUN/11 To extend the current home to school contracts.</p>	July 2011	Cabinet Member for Education, Skills and University	Creating Opportunities and Tackling Inequalities	Internal departments as appropriate.	Cathy Summers Team Manager - Passenger Transport Contracts and Planning cathy.summers@peterborough.gov.uk	A public report will be available from the Governance Team one week before the decision is taken.
<p>Orton Longueville School and Stanground College - KEY/13JUN/11 To vary the Ormiston Bushfield Academy (OBA) Design and Build Contract with Kier Regional Ltd (trading as Kier Eastern) to allow for the design and build of Orton Longueville School and Stanground College</p>	July 2011	Cabinet Member for Education, Skills and University, Cabinet Member for Resources	Creating Opportunities and Tackling Inequalities	Executive Director Children Services, Executive Director Resources, Solicitor to the Council, Ward Councillors	Brian Howard PFI Project Manager Tel: 01733 863976 brian.howard@peterborough.gov.uk	A public report will be available from the governance team one week before the decision is taken

<p>St Michael's Primary School, Cardea - KEY/01JUL/11 To authorise payment for building St Michael's Primary School to the Diocese of Ely</p>	July 2011	<p>Cabinet Member for Education, Skills and University</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal stakeholders as appropriate</p>	<p>Alison Chambers Asset Development Officer alison.chambers@peterborough.gov.uk</p>	<p>A public report will be available from the Governance team one week before the decision is taken.</p>
<p>Amendment to terms of the Affordable Housing Fund Allocation for Stanground South phases, 3E, 3F, 3G, 3H and 3I - KEY/02JUL/11 To approve conversion of the tenure of rented units to be provided on this site from 'social rented' tenure to 'affordable rented' tenure.</p>	July 2011	<p>Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</p>	<p>Sustainable Growth</p>	<p>Relevant internal Departments and external stakeholders.</p>	<p>Anne Keogh Housing Strategy Manager anne.keogh@peterborough.gov.uk</p>	<p>A public report will be available from the Governance Team one week before the decision is taken.</p>
<p>Energy Services Company - KEY/03JUL/11 To consider potential future developments of energy related products.</p>	July 2011	<p>Cabinet Member for Environment Capital, Cabinet Member for Resources</p>	<p>Environment Capital</p>	<p>Internal and External Stakeholders</p>	<p>John Harrison Executive Director-Strategic Resources Tel: 01733 452398 john.harrison@peterborough.gov.uk</p>	<p>A public report will be available from the Governance Team one week before the decision is taken.</p>

<p>Expansion to Hampton College - KEY/04JUL/11 To approve the forward build of phase 2 of Hampton College.</p>	<p>July 2011</p>	<p>Cabinet Member for Education, Skills and University, Cabinet Member for Resources</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Internal and external stakeholders</p>	<p>Jonathan Lewis Assistant Director - Resources, Commissioning and Performance jonathan.lewis@peterborough.gov.uk</p>	<p>A public report will be available from the Governance team one week before the decision is taken.</p>
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AUGUST

There are currently no Key Decisions scheduled for August

SEPTEMBER

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p>Draft Housing Strategy - KEY/04JUN/11 To approve the draft Housing Strategy 2011-2014 for the purposes of public consultation.</p>	September 2011	Cabinet	Strong & Supportive Communities	Internal and External as appropriate	Richard Kay Policy and Strategy Manager richard.kay@peterborough.gov.uk	A public report will be made available from the governance team one week before the decision is made.
<p>Manor Drive Managed Service – Procurement through the Services Competitive Dialogue Process - KEY/01SEP/11 To approve contract award to preferred bidder.</p>	September 2011	Cabinet Member for Resources	Sustainable Growth	Internal departments, Unions, Staff	Andrew Cox Senior Category Manager andy.cox@peterborough.gov.uk	A public report will be available from the governance team one week before the decision is taken
<p>Single Equality Scheme - KEY/02SEP/11 To approve the final scheme following consultation</p>	September 2011	Cabinet	Creating Opportunities and Tackling Inequalities.	Public consultation via stakeholders and partnerships.	Denise Radley Executive Director of Adult Social Services Tel: 01733 758444 denise.radley@peterborough.gov.uk	A public report will be available from the governance team one week before the decision is taken.

<p>Traffic Signals LED Project - award of contract - KEY/03SEP/11 Contract to replace all traffic signal head lamps in Peterborough with LED as LED Heads are more efficient brighter, safer and have a much longer life.</p>	<p>September 2011</p>	<p>Cabinet Member for Housing, Neighbourhoods and Planning</p>	<p>Environment Capital</p>	<p>Internal and external stakeholders as appropriate</p>	<p>Amy Wardell Team Manager - Passenger Transport Projects Tel: 01733 317481 amy.wardell@peterborough.gov.uk</p>	<p>A public report will be available from the Governance Team one week before the decision is taken.</p>
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OCTOBER

There are currently no Key Decisions scheduled for October.

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**STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE
WORK PROGRAMME 2011/12**

Meeting Date	Item	Progress
15 June 2011 <i>Draft Report 27 May</i> <i>Final Report 6 June</i>	Strong and Supportive communities: introduction, Overview and Work Programme To receive a comprehensive overview of the issues, opportunities, priorities and challenges in connection with the strong and supportive communities theme, with the aim of establishing a scrutiny work programme for the year. Contact Officer: Adrian Chapman	Suggested items from the presentation to be included in the work programme to be discussed at the next Group Representatives meeting.
	Review of 2010/11 and Future Work Programme To review the work undertaken during 2010/11 and to consider the future work programme of the Committee Contact Officer: Paulina Ford	Items for work programme to be considered at Group Representatives Meeting.
20 July 2011 <i>Draft Report 4 July</i> <i>Final Report 11 July</i>	CRIME AND DISORDER SCRUTINY COMMITTEE	
	Single Delivery Plan To scrutinise the delivery of Programmes 5 and 6 of the Single Delivery Plan: <ul style="list-style-type: none"> • Empowering people and creating cohesive communities • Reducing crime and tackling anti-social behaviour Contact Officer: Adrian Chapman	
	Neighbourhood Committee – Progress Report To receive an update report on the progress of the recommendations made by the Neighbourhood Council Review Group to Cabinet. Contact Officer: Adrian Chapman	

Meeting Date	Item	Progress
<p>14 September 2011</p> <p><i>Draft Report 26 August</i> <i>Final Report 5 Sept</i></p>	<p>Single Delivery Plan</p> <p>To scrutinise the delivery of Programmes 1 - Create a safe, clean and vibrant city centre and make any recommendations</p> <p>Contact Officer: Annette Joyce CRIME AND DISORDER SCRUTINY COMMITTEE</p> <p>Single Delivery Plan</p> <p>To scrutinize the delivery of Programme 6 – Reducing Crime – Targeting Vulnerable Locations and make any recommendations.</p> <p>Single Delivery Plan</p> <p>To scrutinise the delivery of Programme 5 - Hate Crime and Community Tension and make any recommendations.</p> <p>Citizen Power Programme – Outcome of Review</p> <p>To receive a report on the outcome of the review of the Citizen Power Programme in response to recommendations made by the Committee at its meeting in March 2011.</p> <p>Contact Officer: Adrian Chapman</p>	
<p>9 November 2011</p> <p><i>Draft Report 24 Oct</i> <i>Final Report 31 Oct</i></p>	<p>Housing Allocations Policy</p> <p>To scrutinise the Housing Allocations Policy to include the Homelessness Strategy and the Empty Homes Strategy</p>	

Meeting Date	Item	Progress
	<p>Single Delivery Plan</p> <p>To scrutinize the delivery of Programme 5 –Building VCS capacity to deliver local services.</p> <p>Contact Officer: Adrian Chapman</p>	
	<p>CRIME AND DISORDER SCRUTINY COMMITTEE</p>	
	<p>Single Delivery Plan</p> <p>To scrutinize the delivery of Programme 6 – Integrated Offender Management including an update on Restorative Justice.</p> <p>Contact Officer: Adrian Chapman</p>	
<p>5 January 2012 (Joint Meeting of the Scrutiny Committees and Commissions)</p>	<p>Budget 2012/13 and Medium Term Financial Plan</p> <p>To scrutinise the Executive’s proposals for the Budget 2012/13 and Medium Term Financial Plan.</p> <p>Contact Officer: John Harrison/Steven Pilsworth</p>	
<p>18 January 2012</p> <p><i>Draft Report 4 Jan</i> <i>Final Report 10 Jan</i></p>	<p>Single Delivery Plan</p> <p>To scrutinize the delivery of Programme 5 – Delivering the localism agenda</p> <p>Contact Officer: Adrian Chapman</p>	
	<p>CRIME AND DISORDER SCRUTINY COMMITTEE</p>	
	<p>Single Delivery Plan</p> <p>To scrutinize the delivery of Programme 6 –Tackling Domestic Abuse</p> <p>Contact Officer: Adrian Chapman</p>	

Meeting Date	Item	Progress
<p>7 March 2012</p> <p><i>Draft Report 20 Feb</i> <i>Final Report 27 Feb</i></p>	<p>Vivacity</p> <p>To Scrutinise the progress of the Vivacity Cultural and Leisure Trust.</p> <p>Contact Officer: Kevin Tighe</p>	
	<p>Single Delivery Plan</p> <p>To scrutinize the delivery of Programme 5 – Receive an update report on delivering the localism agenda</p> <p>Contact Officer: Adrian Chapman</p>	
	<p>Homelessness Prevention</p> <p>To scrutinise and comment on the actions being taken to prevent Homelessness in the City and make any necessary recommendations.</p> <p>Contact Officer: Sharon Malia</p>	
	<p>CRIME AND DISORDER SCRUTINY COMMITTEE</p>	
	<p>Safer Peterborough Partnership Plan</p> <p>To scrutinise and comment on the Safer Peterborough Partnership Plan 2012/2013 prior to its consideration by the Executive.</p> <p>Contact Officer: Gary Goose / Karen Kibblewhite</p>	

To be programmed into work programme:

- Grass Verge Parking – requested at meeting held on 15 June 2011
- Dog Control Orders – requested at meeting held on 15 June 2011

Regular update reports to be received on

- Neighbourhood Committees
- Citizen Power Programme

To be programmed in when applicable