

## SCRUTINY COMMISSION FOR RURAL COMMUNITIES

**MONDAY 20 JUNE 2011**  
**7.00 PM**

**Bourges/Viersen Room - Town Hall**

### AGENDA

Page No

1. **Apologies for Absence**
2. **Declaration of Interest**  
*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 Previous Meeting held on 8 March 2011** 1 - 6
4. **Planning Policy Updates** 7 - 10
5. **Review of 2010/2011 and Work Programme for 2011/2012** 11 - 18
6. **Forward Plan of Key Decisions** 19 - 36
7. **Date of the next Meeting**

Monday, 18 July 2011



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

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

#### Committee Members:

Councillors: D Over (Chairman), G Nawaz (Vice Chairman), R Dobbs, D Sanders, D Harrington, E Murphy and A Shaheed

Substitutes: Councillors: J Stokes, Shabbir and N Sandford

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

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**Minutes of a meeting of the Scrutiny Commission for Rural Communities held at the  
Bourges / Viersen Room, Town Hall on 8 March 2011**

**MEMBERS PRESENT:**

Councillors D Over (Chairman), D Harrington, D Sanders and N Sandford

**OFFICERS PRESENT:**

Alana Diffey                      Governance Officer  
Karen Dunleavy                Governance Officer

**Also in attendance:**

Neil Darwin                      Director of Economic Development, Opportunity Peterborough  
Binal Karia                      Business Intelligence Officer, Opportunity Peterborough

**1. Apologies for Absence**

Apologies for absence had been received from Councillors Dobbs and Shaheed. Councillor Sandford was acting as nominated substitute for Councillor Shaheed.

**2. Declaration of Interest**

No declarations of interest were made.

**3. Minutes of the Previous Meeting**

The minutes of the meeting held on 11 January 2011 were approved as a true and accurate record.

**4. Local Economic Assessment for Peterborough**

The Scrutiny Commission for Rural Communities received a report which presented the first draft of Peterborough's Local Economic Assessment (LEA), which had been prepared by Opportunity Peterborough (OP). The report was presented for discussion and to receive any comments into the ongoing consultation process.

In presenting the item, the Director of Economic Development explained that:

- The LEA had been required by the Local Democracy, Economic Development and Construction Act (2009) however since the election, the coalition government had withdrawn the guidance on local economic assessments. Whilst there were no proposals to provide any new guidance, advice from government was that local areas could still chose to produce a LEA.
- Locally the view had been taken that understanding the economic state of the district was essential for planning ahead for the city's economic growth. The LEA was currently in draft form and was based on information and data that OP were able to access. There was not a lot of data available at ward level and rural Cambridgeshire and Leicestershire were in a similar situation. It was hoped that by working with the Scrutiny Commission for Rural Communities, a way to fill these gaps to create a more dynamic LEA could be found.
- The LEA was not about housing or planning, was but about the economy and finding improvements to tackle worklessness. This involved working with other departments within the authority.

- The LEA was also about identifying linkages, Peterborough's relationships with satellite towns, and Peterborough's strengths and weaknesses as an economic centre.

The Business Intelligence Officer explained that the data for the LEA had come from various sources, but acknowledged that there was a lag with the data, for example some of it was out of date until data from the 2011 census became available. OP had been meeting regularly with the former East of England Development Agency regarding best practice in LEA development, and had reviewed LEAs from around the country to see what worked. The LEA had been tailored to Peterborough and the working group was still identifying partners.

The key sections of the LEA included Business and Enterprise, People and Communities, Skills, Worklessness Assessment and Sustainable Economic Growth. Other authorities had determined that these sections worked well and also reflected issues that had been highlighted by the recession. The Worklessness Assessment was originally a separate document but was now included in the LEA. The LEA was intended to be a starting point and it was hoped that it would be made more comprehensive as time passed.

The Director of Economic Development explained that officers were still meeting with stakeholders, with a view to a final version of the LEA being available in April 2011. The Director of Economic Development acknowledged that the document was very long, and that work was being done to simplify it whilst ensuring it remained relevant to Peterborough.

During discussion, the following points were raised:

- Councillor Sanford asked why rural areas did not receive a high profile, with people and communities only being covered across 3 pages of the document. The Director of Economic Development explained that this was due to the level and quality of data available at ward level, which was not so easy to come by.
- Councillor Sandford asked why, when Peterborough was aspiring to be the Environment Capital, only reference to the need for economic growth to be sustainable on page 196, and the natural environment and access, which was a major contributor to the economy, was mentioned on page 126. The Director of Economic Development acknowledged this and hoped to develop this area in the coming weeks.
- Councillor Sandford asked why increasing affordable housing was not considered a key recommendation, whilst providing executive housing was. The Director of Economic Development explained that it was about achieving a balance and that the LEA was not a housing document, but focussed on ways to boost Peterborough's economic growth and it was felt that executive housing was essential to drawing in business.
- Councillor Harrington asked why data for rural areas had not been very forthcoming or available. The Director of Economic Development explained that it was easier to gain such data from cities, which was typically gathered district wide. This had always been the case nationally and had never reached a point where it was challenged, though this was something that OP would like to address.
- Councillor Harrington raised concerns that Peterborough was completely ignoring its agricultural expertise, which correctly harnessed could put Peterborough on the map.
- The Director of Economic Development explained that Peterborough needed to continue to raise its profile in London, and had to spend money to do so. Overall, Peterborough was starting to see an upturn and was beginning to grow, but needed to remain proactive to encourage more growth in the area. The Director of Economic

Development also felt that it was a weakness for the city that the centre had not been developed and regenerated, though the Cathedral Square works went some way toward addressing this issue.

- Peterborough would continue to look at ways in which it could work with Cambridge, which was a high growth option and a global brand. Peterborough was in one of the top 2 or 3 areas for food production in the country, with Spalding seeing 80% of Marks and Spencer food going through the town. There was an interest for Peterborough to develop these connections.
- Councillor Harrington raised concerns that when previously asked about what agricultural courses the local university intended to offer, it stated that it planned to offer none. Councillor Harrington felt that this was rather strange, given that the university and Peterborough were well placed to be a centre of excellence in agriculture.
- The Director of Economic Development acknowledged this and commented that the National Centre for Food and Drink was established in Holbeach, which was not far from Peterborough and that this close proximity should be taken advantage of.
- Councillor Sanders commented that an increased supply of attractive, executive homes in Peterborough would encourage high wage earners to live within the city, as a lack of such homes currently meant that executives sought homes elsewhere, such as Oundle and Stamford.
- Councillor Sanders asked if it was possible to calculate the GDP of Peterborough. The Director of Economic Development explained that whilst the reliability of the data available made it difficult, he could provide information that would give the Commission a flavour for Peterborough's GDP.
- Peterborough experienced high levels of unemployment. In order to tackle this, it was felt that a better understanding of what skills employers were looking for was needed.
- Councillor Sandford referred to the Director of Economic Development's earlier comments that the Cathedral Square regeneration would attract retailers into Peterborough, and asked what work was being done to fill the three empty shops currently in the Square. The Director of Economic Development advised that there had been a high level of interest in the vacant premises and officers were currently in negotiations. For example, Nando's Restaurant had recently confirmed that it would be moving into the Square. The Director of Economic Development added that Peterborough needed more than just restaurants to create a greater mix to draw families into the city, which came back to the need to continually improve Peterborough's visibility.
- Councillor Sanders commented that not enough young, educated people were remaining in Peterborough once leaving school. Councillor Harrington agreed that education was paramount.
- Councillor Harrington asked what OP was doing to keep a sustainable link between rural areas and the city, as people needed to be able to move around more easily and the bus services needed to be realistic. The Director of Economic Development agreed and advised that if Peterborough worked to drive up what is happening in the city, the demand for these services would also be driven up. Work needed to be done to get the heart of the city buzzing with better quality shops, events in the Square and at the Embankment. Councillor Harrington agreed, saying that it had to

be a key element to the economy that if people can't access the city, they can't contribute to its economic growth.

- Councillor Sandford commented that there used to be a bus service to Showcase Cinema, which had been withdrawn completely. The Call Connect service ended at 6.30pm in the evenings. This left the whole evening period where people without private transport could not access the city. The Director of Economic Development agreed and informed the Commission that OP was working with the Council's transport teams to address the situation. As the latest Transport Plan has only just become available, more information can now be included in the LEA.
- Councillor Sandford raised concerns that the document needed some rebalancing in terms of Environment Capital. The Director of Economic Development advised that OP was reliant on other departments to provide contributions to the document and needed colleagues to understand the importance of being forthcoming with information.

In response to questions raised by the Chairman, the Director of Economic Development advised that:

- OP had been working with Rutland as part of a Local Enterprise Partnership and the ongoing situation with Wittering was being monitored. It was acknowledged that Wittering needed to be protected for as long as possible, and whilst Peterborough would never want to lose the base, a best use also needed to be considered should the situation change.
- Wittering may be well placed to become a good business park, as Peterborough was very short of good quality employment land and its situation on the A1 made it very viable. Great Haddon did provide good quality employment land however Peterborough wanted to attract more than just logistics.
- Peterborough needed a 'can do' attitude around improving sustainable energy supplies around the city, as the city's Environment Capital aspirations were working well in raising interest in Peterborough. Councillor Sandford suggested that businesses should be encouraged to install renewable or solar energy, by taking advantage of government incentives such as the renewable heating incentive.

The Chairman asked whether Peterborough's many languages had economic consequences for the city. The Director of Economic Development advised that Peterborough had some well educated people, if businesses could just through the language barrier.

Councillor Harrington commented that he travelled regularly to the Ukraine, which had expanded at a vast rate over the past ten years and was geographically much like the Peterborough area – flat and fertile. Whilst he realised that there were political barriers, Councillor Harrington felt that it was essential to develop links with other countries.

## **5. Work Programme**

It was noted that the work programme for the forthcoming year would be developed at its meeting in June 2011.

## **6. Forward Plan of Key Decisions – 1 March 2011 - 30 June 2011**

The latest version of the Forward Plan, showing details of the key decisions that the Leader of the Council believed the Cabinet or individual Cabinet Members would be making over the next four months, was received.

No items on the forward plan were identified as areas for scrutiny.

**7. Date of the next Meeting**

The Chairman advised that the next meeting would be confirmed at the Annual Council Meeting, which was scheduled to be held on 16 May 2011.

CHAIRMAN  
7.00pm - 8.26 pm

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<b>SCRUTINY COMMISSION FOR RURAL COMMUNITIES</b>	<b>Agenda Item No. 4</b>
<b>20 JUNE 2011</b>	<b>Public Report</b>

## Report of the Executive Director of Operations

Contact Officer(s) – Richard Kay – Group Manager: Strategic Planning & Enabling  
Contact Details – 01733 863795

### Planning Policy Updates

#### 1. PURPOSE

- 1.1 The Rural Commission has expressed for some time a keen interest in planning policy matters. It received a comprehensive update report on 2 November 2010, and today is a further update.

#### 2. RECOMMENDATIONS

- 2.1 That the update on the various planning policy activities are noted.

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

- 3.1 Planning Policy cuts across all four priorities of the Sustainable Community Strategy.

#### 4. KEY ISSUES

- 4.1 **Design and Development in Selected Villages Supplementary Planning Document (SPD) – Adoption:** This SPD is scheduled to have been adopted by Cabinet on 13 June. The Rural Commission will recall (see 2 November 2010 agenda papers) that the SPD sets out detailed ‘development management’ design related planning policies for selected rural villages, which can, assuming it was adopted by Cabinet, be used day-to-day by planning officers when considering the detailed aspects of applicable planning permissions.
- 4.2 The SPD does not set major strategic targets (that is a task for the Core Strategy) and it does not include maps or new land allocations for development in villages (that is a task for the Site Allocations DPD). However, the policies are extremely important when determining planning applications. They give the Council the powers and justification to either refuse or approve something, especially on detailed design matters (which can be very sensitive in local village communities).
- 4.3 Extensive consultation took place with parish councils during the preparation of the document, and it has received their warm support. Indeed, the majority of the document, and its policies, has been written by the parish councils themselves, based on their own research and desires for their community.
- 4.4 Once adopted, the SPD will be available via the following link  
[http://www.peterborough.gov.uk/planning\\_and\\_building/planning\\_policy/adopted\\_development\\_plan/supplementary\\_planning\\_documen.aspx](http://www.peterborough.gov.uk/planning_and_building/planning_policy/adopted_development_plan/supplementary_planning_documen.aspx)
- 4.5 **Site Allocations Development Plan Document – Submission and Examination Stage:** The Rural Commission will recall (see 2 November 2010 agenda papers) that the main purpose of the Site Allocations Document is to allocate land on a map for specific purposes, usually for new development but also for other uses such as safeguarding land for infrastructure.

- 4.6 Since your last update of November, the Site Allocations DPD was subject to a six-week public consultation between 11<sup>th</sup> February and 24<sup>th</sup> March 2011. We received over 1,450 comments. There was significant objection to proposed new development sites in the rural area, particularly in Eye where over 400 people objected to growth outside the current village boundary. We also received large numbers of objection to sites in Helpston, Newborough and Ailsworth.
- 4.7 The Site Allocations DPD, and all comments and objections received during the consultation period, was submitted to the Secretary of State on 4<sup>th</sup> May 2011. An Inspector has been appointed who will carry out a Public Examination into the document. This will include a 'Hearing' session, which is set to take place in early October and is likely to last for around 2 weeks. The Inspector will consider all the issues raised and will then publish a binding report, which means his decisions on whether a site should be allocated (or not) is final. Thereafter, the Council can adopt the document in early 2012.
- 4.8 **Planning Policies Development Plan Document – approaching pre-submission stage:** This document sets out detailed 'development management' planning policies which will, once adopted, apply district wide. It covers a wide range of matters, applicable whether development is in a rural or urban context. The document does not allocate land for new development (see Site Allocations Document for land allocations).
- 4.9 A draft version of the document was issued for consultation in February this year, and the responses to that consultation are currently being analysed. A small number of those draft policies are applicable mainly to development proposals in rural areas. The primary ones are 'Conversion and Replacement of Dwellings in the Countryside' and the 'Rural Economy'. These policies help to make efficient use of existing buildings in the countryside and assist in creating employment opportunities in the villages. The policies are attached at Appendix 1.
- 4.10 For the rural-based policies, the main issues raised at the recent consultation stage were affordable housing for young people in villages, the request that the village historic environment should be preserved and a suggestion that there should be Peterborough Rural Development Plan.
- 4.11 The aim is for a revised version of the document to be considered in the autumn, with full Council approving the document in December 2011. Thereafter, the document will be issued for its final period of public consultation, and any remaining objection will be considered by an Inspector prior to its formal adoption by the Council in early 2013.
- 4.12 **Future Updates:** The intention is to bring a further update to the Rural Commission on all of the above, and potentially any new issues which may arise out of the enactment of the Localism Bill, at its meeting in either November 2011 or January 2012.

## 5. IMPLICATIONS

- 5.1 There are no implications arising as a result of this report.

## 6. CONSULTATION

- 6.1 Each of the items described in this report have had extensive public consultation throughout their preparation, details of which are available on the council's website.

## 7. NEXT STEPS

- 7.1 Some of the key stages for each of the documents are described above. A further update will be given to the Rural Commission at the end of the year.

## 8. BACKGROUND DOCUMENTS

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

- 8.1 None

## **Appendix 1: Extract of the Planning Policies Development Plan Document (February 2011)**

### **Policy PP5: Conversion and Replacement Dwellings in the Countryside**

#### **Conversion of an agricultural building**

In the countryside, planning permission for the conversion of an agricultural building to residential use will only be granted if:

- (a) there is no reasonable prospect of the building being used for employment purposes; and
- (b) the agricultural use of the building has ceased; and
- (c) the building is not in such a state of dereliction or disrepair that significant reconstruction would be required; and
- (d) the building is of traditional character and appearance, and conversion can be undertaken without extensive alteration and rebuilding.

#### **Replacement of an existing dwelling in the countryside**

Planning permission for the replacement of an existing dwelling in the countryside with a new dwelling will only be granted if:

- (e) the residential use of the original dwelling has not been abandoned; and
- (f) the original dwelling is not a temporary or mobile structure such as a caravan; and
- (g) the original dwelling is not worthy of retention because of its character and/or positive contribution to the landscape.

Provided that criteria (e) to (g) can all be met, any replacement dwelling should be:

- (h) of a similar size and scale to the original dwelling, or a larger than original dwelling may be permitted where this is appropriate to both the size of the plot and its setting in the landscape; and
- (i) of a design appropriate to its rural setting; and
- (j) located on the site of the original dwelling, unless an alternative suitable site exists within the existing residential curtilage, in which case the existing dwelling will be required to be completely removed within a short period of the new dwelling being occupied.

### **Policy PP6 The Rural Economy**

In villages and the countryside, planning permission for development for tourism, leisure and cultural uses will be granted, provided that the development:

- (a) would be consistent in scale and environmental impact with its rural location; and
- (b) would help to support existing local community services and facilities; and
- (c) would be compatible with, or would enhance, the character of the village or the landscape in which it would be situated; and
- (d) would not cause undue harm to the open nature of the countryside or any site designated for its natural or cultural heritage qualities; and
- (e) would be easily accessible, preferably by public transport; and
- (f) if it involves the construction of a new building in the open countryside, is supported by a robust business plan that demonstrates (i) the demand for the development and (ii) that the facilities to be provided would constitute a viable business proposition on a long-term basis.

In the countryside, development involving the expansion of an existing employment use on its current site or the conversion of an existing agricultural building (particularly if it is adjacent to or closely related to a village) will be acceptable for employment uses within Use Classes B1 to B8 or tourism-related uses, provided that the building is not in such a state of dereliction or disrepair that significant reconstruction would be required.

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<b>SCRUTINY COMMISSION FOR RURAL COMMUNITIES</b>	<b>Agenda Item No. 5</b>
<b>20 JUNE 2011</b>	<b>Public Report</b>

## **Report of the Solicitor to the Council**

**Contact Officer – Paulina Ford, Senior Governance Officer, Scrutiny**  
**Contact Details – (01733) 452508 or email paulina.ford@peterborough.gov.uk**

### **REVIEW OF 2010/2011 AND WORK PROGRAMME FOR 2011/12**

#### **1. PURPOSE**

- 1.1 To provide the Commission with a review of the work undertaken during 2010/11 and to develop a work programme for 2011/12.

#### **2. RECOMMENDATIONS**

- 2.1 That the Commission considers the 2010/2011 year in review and makes recommendations on the future monitoring of these items where necessary.
- 2.2 That the Commission determines its priorities, and develops a work programme for the forthcoming year.

#### **3. REVIEW OF 2010/11**

- 3.1 The Scrutiny Commission for Rural Communities was established by Council at its annual meeting on 18 May 2009. During the year 2010/2011, the Commission considered the following issues:

- Peterborough Women’s Enterprise Centre
- Passenger Transport Framework Tender
- Floating Support Contract: Cross Keys Homes Extension of Contract
- Safe and Vibrant Rural Centres and Communities
- Rural Economic Development
- Planning Policy & Strategy
- Supplementary Planning Document – Preparation
- Rural Housing Delivery Partnership
- The use of the Community Land Trust
- Site Allocations Document
- Emerging national initiatives, such as Local Housing Trusts
- Rural Exception Sites
- Rural Housing Strategy 2010-2013 – 6 month progress report
- Women’s Enterprise Centre – Engagement with Women in Rural Communities
- Speed Limits in Rural Areas
- Budget 2011/12 and Medium Term Financial Plan
- Peterborough Moped Initiative
- Funding and Rural Priorities
- Play Facilities, Playing Fields and Open Space
- Tree and Woodland Strategy
- Local Economic Assessment (LEA)

3.2 For the information of the Commission, copies of the recommendations made during the year are attached at Appendix 1.

#### **4. WORK PROGRAMME 2011/12**

4.1 In accordance with the Constitution, the Commission is responsible for setting its own work programme in line with the Council's key priorities and the Commission's remit.

4.2 The Commission's remit is:

- a) The Commission shall comprise 7 members and not more than 4 non-voting co-opted members.
- b) A member of the Cabinet shall not be appointed to the Commission.
- c) The quorum shall be 4 voting members.
- d) To discharge overview and scrutiny functions, excluding call-in, in relation to any area within the remit of the Scrutiny Committees which has potential for significant impact on the rural communities of Peterborough.
- e) To scrutinise the agencies, mechanisms and processes involved in delivering services to rural communities.
- f) To contribute to the development of policies, strategies and plans in relation to the delivery of services to rural areas.
- g) To advise on and monitor crime and disorder issues in rural areas.
- h) To establish time limited working groups to undertake specific enquiries.
- i) To consider any appeals from petition organisers who are not satisfied with the outcome of the Council's consideration of their petition.

4.3 A draft work programme which shows the items which are currently scheduled along with items carried over from last year is attached at Appendix 2.

#### **5. BACKGROUND DOCUMENTS**

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

5.1 Minutes of the Scrutiny Commission for Rural Communities held on 13 July, 7 September, 2 November 2010 and 6 January, 11 January, and 8 March 2011.

#### **6. Appendices**

6.1 Appendix 1 - Recommendations made during 2010/2011  
Appendix 2 – Draft Work Programme 2011/12

ITEM	RECOMMENDATION	REFERRED TO	RESPONSE
<p><b>Meeting 13 July 2010</b></p> <p><b>Passenger Transport Framework Tender</b></p>	<p>(i) all picking up and dropping off points must be located in safe locations to ensure the safety of the children;</p> <p>(ii) all buses which are being used as school buses must be clearly marked, at the cost of the contractor, with at least a large magnetic sign in the rear window which clearly identifies the vehicle as a school bus and that children are crossing.</p>	<p>Cabinet Member for Education, Skills and University</p>	<p>(i) Pick up and drop off points are dependent upon the needs of the child or children concerned and can include home pick ups where needs dictate. However, in order to provide efficient vehicle use, children are encouraged to use the nearest marked bus stop where possible. Full risk assessments are already undertaken as necessary, encompassing the whole journey, including walking to and from the transport pick up point.</p> <p>(ii) The Road Vehicle Lighting Regulations 1989, as amended, already requires buses carrying children to and from school to show a prescribed retro-reflective 'children' pictogram sign to front</p>

ITEM	RECOMMENDATION	REFERRED TO	RESPONSE
			<p>and rear. Minimum dimensions of the signs are prescribed by the regulations.</p> <p>In addition, the council's conditions of contract state any vehicle designed to carry more than 8 passengers, used in the performance of a school transport contract, must display a school bus sign both front and rear.</p>
<p><b>Meeting 2 November 2010</b></p> <p><b>Speed Limits in Rural Areas</b></p>	<p>The Cabinet Member for Housing, Neighbourhoods and Planning is recommended that 20mph speed limits are introduced around rural schools.</p>	<p>Cabinet Member for Housing, Neighbourhoods and Planning</p>	<p>A 20mph speed limit outside all Rural Schools had been implemented from March 2011.</p>



Meeting Date	Item	Progress
<b>20 June 2011</b>  <i>Draft report 2 June</i> <i>Final report 9 June</i>	<b>Planning Policy Update</b>  To scrutinise the progress on various planning Policies: <ul style="list-style-type: none"> <li>• Design and Development in Selected Villages Supplementary Planning Document (SPD) – Adoption:</li> <li>• Site Allocations Development Plan Document – Submission and Examination Stage:</li> <li>• Planning Policies Development Plan Document – approaching pre-submission stage</li> </ul> <b>Contact Officer: Richard Kay</b>	
	<b>Review of 2010/11 and Future Work Programme</b>  To review the work undertaken during 2010/11 and to consider the future work programme of the Committee  <b>Contact Officer: Paulina Ford</b>	
<b>18 July 2011</b>  <i>Draft report 30 June</i> <i>Final report 7 June</i>		
<b>19 September 2011</b>  <i>Draft report 31 Aug</i> <i>Final report 8 Sept</i>		

Meeting Date	Item	Progress
<b>21 November 2011</b>  <i>Draft report 3 Nov</i> <i>Final report 10 Nov</i>	<b>Trees and Woodlands Strategy</b>  <b>Contact Officer: Darren Sharpe</b>	
<b>5 January 2011</b> <b>(Joint Meeting of the Scrutiny Committees and Commissions)</b>	<b>Budget 2012/13 and Medium Term Financial Plan</b>  To scrutinise the Executive's proposals for the Budget 2011/12 and Medium Term Financial Plan. <b>Contact Officer: John Harrison/Steven Pilsworth</b>	
<b>9 January 2012</b>  <i>Draft report 19 Dec</i> <i>Final report 28 Dec</i>		
<b>19 March 2012</b>  <i>Draft report 1 March</i> <i>Final report 8 March</i>		

**Items for 2011/2012 from the 2010/2011 work programme**

<b>June 2011</b>	<b>Planning Policy Development Plan Document</b>  To scrutinise the outcomes of the Planning Policy DPD consultation with regard to policies affecting Rural Communities  <b>Contact Officer: Richard Kay, Policy and Strategy Manager</b>	Added to work programme as agreed with Andrew Edwards on 20 December 2010.
<b>TBA</b>	<b>Tourism in Rural Areas</b>  To scrutinise work being done to the enhancement and promotion of the rural environment for tourism activities.  <b>Contact Officer(s): Annette Joyce, City Operations Manager</b>	
<b>TBA</b>	<b>Leisure in Rural Areas</b>  To scrutinise work being done to the enhancement and promotion of the rural environment for leisure activities.  <b>Contact Officer(s): To be confirmed.</b>	
<b>TBA</b>	<b>British Transport Police</b>  To invite a Member of the British Transport Police to attend the meeting to discuss work specifically on rail lines and crossings between Spalding to Werrington, Stamford to Werrington and the crossing at Bainton Green  <b>Contact Officer: PC Christopher Thompson-Chambers</b>	

**New Items for the 2011/2012 work programme:**

- Draft Housing Strategy (Local affordable Housing strategy for Rural Areas) - Anne Keogh
- Making Villages energy sustainable – Teresa Wood
- Opportunity Peterborough – How are they encouraging start up business in Rural areas – follow up report - Neil Darwin (January)
- Educational attainment in Primary and Secondary Schools in Rural area (AMVC, Primary Schools – Improvement) – John Richards
- Flood Management Strategy – Richard Kay

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<b>SCRUTINY COMMISSION FOR RURAL COMMUNITIES</b>	<b>Agenda Item No. 6</b>
<b>20 JUNE 2011</b>	<b>Public Report</b>

## **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 JUNE – 30 SEPTEMBER 2011**

#### **1. PURPOSE**

- 1.1 This is a regular report to the Scrutiny Commission for Rural Communities outlining the content of the Council's Forward Plan.

#### **2. RECOMMENDATIONS**

- 2.1 That the Commission 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 Commission 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 Commission 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 16 June 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 JUNE 2011 TO 30 SEPTEMBER 2011**

## FORWARD PLAN OF KEY DECISIONS - 1 JUNE 2011 TO 30 SEPTEMBER 2011

During the period from 1 June 2011 To 30 September 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](mailto: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](http://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:

**Key Theatre - Phase 3 Extension - KEY/07JUN/11**  
**Termination of Transitions Contract - KEY/08JUN/11**  
**Peterborough Preliminary Flood Risk Assessment (PFRA) - KEY/09JUN/11**  
**Extension of Home to School Contracts - KEY/10JUN/11**  
**Energy Supply Company (ESCO) - KEY/11JUN/11**  
**Local authority Mortgage Scheme - KEY/12JUN/11**  
**Orton Longueville School and Stanground College - KEY/13JUN/11**  
**Manor Drive Managed Service – Procurement through the Services Competitive Dialogue Process - KEY/01SEP/11**  
**Single Equality Scheme - KEY/02SEP/11**



## JUNE

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p><b>Delivery of the Council's Capital Receipt Programme through the Sale of Land and Buildings - Vawser Lodge Thorpe Road - KEY/04DEC/10</b></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>June 2011</p>	<p><b>Cabinet Member for Resources</b></p>	<p>Sustainable Growth</p>	<p>Consultation will take place with the Cabinet Member, Ward councillors, relevant internal departments &amp; 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><b>Security Framework Contract - lot 2 - KEY/09DEC/10</b> 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>	June 2011	<b>Cabinet Member for Resources</b>	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><b>Section 75 Variation 2011-12 - KEY/08FEB/11</b> To extend the existing partnership agreement under the National Health Act 2006 to pool funding from NHS Peterborough and PCC to commission drugs services by one year.</p>	June 2011	<b>Cabinet Member for Community Cohesion and Safety</b>	Strong and Supportive Communities	Internal and external partners	Karen Kibblewhite Safer Peterborough Manager - Cutting Crime Tel: 01733 864122 karen.kibblewhite@peterborough.gov.uk	A public report will be available from the Governance Team one week before the decision is taken
<p><b>Refuse Derived Fuel - KEY/09FEB/11</b> To amend existing contract to enter into a 1 year agreement with HW Martin Waste Ltd to send material to Refuse Derived Fuel Facility</p>	June 2011	<b>Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</b>	Environment Capital	Internal and external stakeholders as appropriate	Amy Nebel Recycling Contracts Officer Tel: 01733 864727 amy.nebel@peterborough.gov.uk	A public report will be available from the Governance Team one week before the decision is taken

<p><b>Section 75 Agreements with Cambridgeshire Community Services, NHS Peterborough and Cambridge &amp; Peterborough Foundation Trust - KEY/12FEB/11</b> 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 &amp; Peterborough Foundation Trust for the provision of mental health services.</p>	June 2011	<b>Cabinet Member for Adult Social Care</b>	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><b>Bayard Place - replacement of air-conditioning system (legislative works) - KEY/03MAR/11</b> To authorise the award of the contract for the replacement of the air-conditioning system at Bayard Place</p>	June 2011	<b>Cabinet Member for Resources</b>	Sustainable Growth	Consultation will take place with relevant internal stakeholders as appropriate	Steven Morris Partnership & Procurement Commissioning Manager Tel: 01733 384657 steven.morris@peterborough.gov.uk	A public report will be available from the governance team one week before the decision is taken

<p><b>Adult Drug Treatment Plan 2011-2014 - KEY/04MAR/11</b> To approve the plan.</p>	June 2011	<p><b>Cabinet Member for Community Cohesion and Safety</b></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><b>Social Work Practice Pilot - KEY/01APR/11</b> Agree arrangements for the procurement and provision of Social Work Practice Pilots for children in care.</p>	June 2011	<p><b>Cabinet Member for Children's Services</b></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><b>Discovery Primary School Extension - KEY/03APR/11</b> To authorise the award of the contract for the extension to Discovery Primary School.</p>	June 2011	<p><b>Cabinet Member for Education, Skills and University</b></p>	Creating Opportunities and Tackling Inequalities	Consultation will take place with relevant internal stakeholders as appropriate.	<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><b>Extension of Organic Waste Composting Contract (Garden Waste) - KEY/04APR/11</b> Approval to extend the current contract for organic waste composting with Organic Recycling Ltd for 1 year</p>	June 2011	<p><b>Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</b></p>	Environment Capital	Consultation will take place with relevant internal stakeholders as appropriate.	<p>Amy Nebel Recycling Contracts Officer Tel: 01733 864727 amy.nebel@peterborough.gov.uk</p>	<p>A public report will be available from the Governance team one week before the decision is taken.</p>
<p><b>Welland Primary School - KEY/01MAY/11</b> To vary the Ormiston Bushfield Academy (OBA) Design and Build Contract with Kier Eastern to allow for the design and build of Welland Primary School.</p>	June 2011	<p><b>Cabinet Member for Education, Skills and University</b></p>	Creating Opportunities and Tackling Inequalities	Executive Director Children Services, Executive Director Resources, Solicitor to the Council, Ward Councillors	<p>Brian Howard PFI Project Manager Tel: 01733 863976 brian.howard@peterborough.gov.uk</p>	<p>A public report will be available from the Governance Team one week before the Decision is taken.</p>
<p><b>Museum Redevelopment Project - part 2 - KEY/02MAY/11</b> To approve the contract award for the fit-out and exhibition display element of the redevelopment works</p>	June 2011	<p><b>Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</b></p>		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><b>Opportunity Peterborough Business Plan - KEY/01JUN/11</b> To endorse the Opportunity Peterborough Business Plan.</p>	June 2011	<b>Cabinet</b>	Sustainable Growth	All relevant stakeholders as appropriate.	Gillian Beasley Chief Executive Tel: 01733 452302 gillian.beasley@peterborough .gov.uk	A public report will be available from the Governance Team one week before the decision is taken.
<p><b>Refresh of the Statement of Community Involvement (SCI) and links to Neighbourhood Plans and Community Action Plans - KEY/02JUN/11</b> To agree draft revised SCI and issue it for public consultation</p>	June 2011	<b>Cabinet</b>	Sustainable Growth	Internal as appropriate leading up to Cabinet, then public consultation on the draft revised SCI after Cabinet consideration.	Richard Kay Policy and Strategy Manager  richard.kay@peterborough.go v.uk	A public report will be available from the Governance Team one week before the decision is taken.
<p><b>Village Design Supplementary Planning Document - KEY/03JUN/11</b> To adopt the Design and Development in Selected Rural Villages SPD</p>	June 2011	<b>Cabinet</b>	Sustainable Growth / Rural Communities	Internal and External as appropriate	Richard Kay Policy and Strategy Manager  richard.kay@peterborough.go v.uk	A public report will be made available from the governance team one week before the decision is made

<p><b>Draft Housing Strategy - KEY/04JUN/11</b> To approve the draft Housing Strategy 2011-2014 for the purposes of public consultation.</p>	June 2011	<b>Cabinet</b>	Strong & Supportive Communities	Internal and External as appropriate	<p>Richard Kay Policy and Strategy Manager</p> <p>richard.kay@peterborough.gov.uk</p>	A public report will be made available from the governance team one week before the decision is made.
<p><b>Minerals and Waste: The Location and Design of Waste Management Facilities Supplementary Planning Document - KEY/05JUN/11</b> To adopt the Location and Design of Waste Management Facilities SPD.</p>	June 2011	<b>Cabinet</b>	Sustainable Growth	Internal and External as appropriate	<p>Richard Kay Policy and Strategy Manager</p> <p>richard.kay@peterborough.gov.uk</p>	A public report will be made available from the governance team one week before the decision is made.

<p><b>Collaboration agreement with Registered Providers of Affordable Housing - KEY/06JUN/11</b>          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>	June 2011	<p><b>Cabinet Member for Housing, Neighbourhoods and Planning</b></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><b>Key Theatre - Phase 3 Extension - KEY/07JUN/11</b>          To award the contract for the extension to house the following:- changing rooms, office accommodation, storage, rehearsal area and rewire to original building.</p>	June 2011	<p><b>Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</b></p>	Strong and Supportive Communities	With Vivacity, Enterprise and City Council officers	<p>Steven Morris          Partnership &amp; 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><b>Termination of Transitions Contract - KEY/08JUN/11</b>          To terminate the transitions contract due to budget constraints - the total contract value is over £500k.</p>	June 2011	<p><b>Cabinet Member for Children's Services</b></p>	Creating Opportunities and Tackling Inequalities	Consultation has been carried out with the Assistant Director for Education & Resources, Legal Services and the 8-19 service.	<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>



<p><b>Peterborough Preliminary Flood Risk Assessment (PFRA) - KEY/09JUN/11</b> To approve the Preliminary Flood Risk Assessment</p>	June 2011	<b>Cabinet</b>	Sustainable Growth	Relevant stakeholders.	Richard Kay Policy and Strategy Manager  richard.kay@peterborough.gov.uk	A public report will be available from the Governance Team one week before the decision is taken.
<p><b>Extension of Home to School Contracts - KEY/10JUN/11</b> To extend the current home to school contracts.</p>	June 2011	<b>Cabinet Member for Education, Skills and University</b>	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><b>Energy Supply Company (ESCO) - KEY/11JUN/11</b> To seek approval to establish an ESCO.</p>	June 2011	<b>Cabinet Member for Resources, Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</b>	Environment Capital	Internal and external stakeholders as appropriate	John Harrison Executive Director-Strategic Resources Tel: 01733 452398 john.harrison@peterborough.gov.uk	A public report will be available from the Governance Team one week before the decision is taken.

<p><b>Local authority Mortgage Scheme - KEY/12JUN/11</b> To seek approval to a scheme to enable greater access to the housing market</p>	June 2011	<p><b>Leader of the Council and Cabinet Member for Growth, Strategic Planning, Economic Development and Business Engagement, Cabinet Member for Resources, Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</b></p>	Sustainable Growth	Internal and external stakeholders as appropriate	<p>John Harrison Executive Director-Strategic Resources Tel: 01733 452398 john.harrison@peterborough.gov.uk</p>	A public report will be available from the governance team one week before the decision is taken.
<p><b>Orton Longueville School and Stanground College - KEY/13JUN/11</b> 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>	June 2011	<p><b>Cabinet Member for Education, Skills and University, Cabinet Member for Resources</b></p>	Creating Opportunities and Tackling Inequalities	Executive Director Children Services, Executive Director Resources, Solicitor to the Council, Ward Councillors	<p>Brian Howard PFI Project Manager Tel: 01733 863976 brian.howard@peterborough.gov.uk</p>	A public report will be available from the governance team one week before the decision is taken

## JULY

There are currently no Key Decisions scheduled for July

## 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
<b>Manor Drive Managed Service – Procurement through the Services Competitive Dialogue Process - KEY/01SEP/11</b> To approve contract award to preferred bidder.	September 2011	<b>Cabinet Member for Resources</b>	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
<b>Single Equality Scheme - KEY/02SEP/11</b> To approve the final scheme following consultation	September 2011	<b>Cabinet</b>	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.

**CHIEF EXECUTIVE'S DEPARTMENT Town Hall, Bridge Street, Peterborough, PE1 1HG**

Communications  
Strategic Growth and Development Services  
Legal and Democratic Services  
Policy and Research  
Economic and Community Regeneration  
Housing Strategy  
Drug Intervention Programme and Drug and Alcohol Team  
HR Business Relations, Training & Development, Occupational Health & Reward & Policy

**COMMERCIAL SERVICES DEPARTMENT Nursery Lane, Fengate, Peterborough PE1 5BG**

Property Services  
Building & Maintenance  
Streetscene and Facilities  
Finance and Support Services

**STRATEGIC RESOURCES DEPARTMENT Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG**

Finance  
Internal Audit  
Information Communications Technology (ICT)  
Business Transformation  
Strategic Improvement  
Strategic Property  
Waste  
Customer Services  
Business Support  
Shared Transactional Services  
Cultural Trust Client

**CHILDRENS' SERVICES DEPARTMENT Bayard Place, Broadway, PE1 1FB**

Safeguarding, Family & Communities  
Education & Resources  
Children's Community Health

**OPERATIONS DEPARTMENT Bridge House, Town Bridge, PE1 1HB**

Planning Transport & Engineering (Development Management, Construction & Compliance, Infrastructure Planning & Delivery, Network Management)

Commercial Operations (Resilience, Commercial CCTV, Strategic Parking, City Centre, Markets & Commercial Trading, Passenger Transport)

Neighbourhoods (Regulatory Services, Safer Peterborough, Strategic Housing, Cohesion, Social Inclusion)

Operations Business Support (Finance, Economic Participation)

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