

SUSTAINABLE GROWTH AND ENVIRONMENT CAPITAL SCRUTINY COMMITTEE

**THURSDAY 7 NOVEMBER 2013
7.00 PM**

Bourges/Viersen Room - Town Hall

AGENDA

Page No

1. Apologies for Absence

2. Declarations of Interest and Whipping Declarations

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

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

3. Minutes of Meeting held on 5 September and 15 October 2013

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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. Environment Capital Action Plan

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6. Update on Peterborough City Council's 2012/13 Carbon Emission

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7. Key Performance Indicators for the Amey (previously Enterprise Peterborough) Partnership

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8. Scrutiny in a Day: Understanding and Managing the Impacts of Welfare Reform on Communities in Peterborough

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

9. **Forward Plan of Key Decisions** 41 - 54
10. **Work Programme 2013/2014** 55 - 60
11. **Date of Next Meeting**

Monday 10 February 2013

Committee Members:

Councillors: N Arculus (Chair), Y Maqbool, J Peach, L Serluca, N Khan, N Thulbourn and J A Fox

Substitutes: Councillors: D McKean, L Forbes and C Ash

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

Emergency Evacuation Procedure – Outside Normal Office Hours

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**MINUTES OF A MEETING OF THE SUSTAINABLE GROWTH AND ENVIRONMENT
CAPITAL SCRUTINY COMMITTEE
HELD IN THE BOUGES/VIERSEN ROOMS, TOWN HALL
ON 5 SEPTEMBER 2013**

Present: Councillors N Arculus (Vice Chairman), J Peach, G Simons,
C Harper, JA Fox, N Thulbourn, Cllr Martin

Also Present: Ellie Jaggard, Youth Council
Councillor Eley, Cabinet Member for Culture, Recreation and
Waste Management
Martin Raper, Enterprise Partnership Director
Rachel Huxley, Chief Executive, PECT

Officers Present: Simon Machen, Head of Planning, Transport and Engineering
Services
Mike Kealey, Interim Head of Human Resources
Karen Craig, Senior HR Consultant - Policy and Development
Dominic Hudson, Strategic Partnerships Manager
Charlotte Palmer, Climate Change Team Manager
Jonathan Lewis, Assistant Director Education & Resources
Israr Ahmed, Lawyer
Paulina Ford, Senior Governance Officer

1. Apologies for Absence

Apologies were received from Councillor Allen and Councillor Maqbool. Councillor Harper and Councillor Simons were in attendance as substitutes.

2. Declarations of Interest and Whipping Declarations

There were no declarations of interest or whipping declarations.

3. Minutes of Meetings held on:

- 12 June 2013
- 11 July 2013

The minutes of the meeting held on 12 June 2013 were approved as an accurate record.

The minutes of the meeting held on 11 July 2013 were approved as an accurate record subject to the following amendment to page 17, second bullet point under Questions and Observations which read:

“Had a survey been conducted to establish how many people attend the current Dogsthorpe site either by walking or cycling? Members were advised that a survey had been conducted over a few days to see what mode of transport people arrived by and no one had arrived by cycle or by walking.”

The Waste Project Officer advised the Senior Governance Officer that the minute was inaccurate and he had responded as follows:

“Members were advised that a survey had been conducted to find out where people came from to use the site and in doing the survey he had not noted any one walking or cycling.”

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

There were no requests for call-in to consider.

5. Human Resources Monitoring Report

The Interim Head of Human Resources presented the report which provided the Committee with an update on council staffing and workforce matters. The report provided datasets for the following areas:

- Headcount and Turnover
- Absence
- Appraisals and Training activity
- Employee Relations
- Workforce Diversity

Members were informed that the headcount had reduced by half since March 2010 as a result of moving services out to third parties such as Serco and Enterprise and redundancies. Additional groups of people had also joined the council since then such as Adult Social Care and Public Health staff which had provided a variation of employment terms and conditions. This provided complexity for HR in providing advice and guidance. In the last twelve months 360 people had left PCC's employment. The council was currently running at 4.2% absence which was just above the national average of 3%. The main category for absence was for stress, depression, anxiety, fatigue and this accounted for 24% of absence. Days lost per employee over the last twelve months were 9.03. The next twelve months focus would be on driving down absence due to stress. Data on employee absence was gathered monthly for each employee and scrutinised. All employees across the council had received a PDR and been rated. Members were advised that in the last twelve months 25 disciplinary's had been addressed. Seven for breach of policy, two for fraud or financial reasons, nine for behaviour, six for unsatisfactory work performance. Twenty seven grievances had been handled.

Members were asked to note an inaccuracy in item 5 of the report. The graphs at 5.1 '*Trends Compared with Benchmarks and Census 2011*' had shown an incorrect date of June 03 and it should have read June 13.

Members were informed that 71% of the work force was female which was comparable with national benchmarking. It was noted that further work needed to be done with regard to the percentage of work force from Ethnic Minorities and Mixed Origins. 6.57% of the workforce was from Ethnic Minorities or Mixed Origins.

Questions and observations were made around the following areas:

- What are the Soulbury pay and conditions? *Members were advised that this applied to a small cohort of people including educational psychologists and educational improvement professionals.*
- Members were concerned that absence due to stress had increased and wanted to know what was being done to support employees who were covering the work load for people who were off work due to stress. *Members were informed that stress was on occasions used as a reason for absence and it was a difficult absence reason to challenge. Managers were required to look out for and support colleagues who were covering the work of their absent colleagues to make sure they could cope with additional work. There was also an employee's assistance programme available in Children's Services. The support of Occupational Health was essential when dealing with difficult absence cases.*

- What is the 'Two Ticks Scheme' referred to on page 27, bullet point 3 of the report? *Members were informed that it was an award that the Government gave to employers who were committed to employing disabled people. The symbol meant the employer was committed to employing disabled people and they would be guaranteed an interview if they met the essential criteria for the job. This award had been given to the Council for the past three years.*
- How do you recognise employees who have 100% attendance? *Members were informed that there was no formal mechanism in place to recognise such employees. This was something that could be looked into.*
- What action is being taken to increase the number of employees from Ethnic Minorities? Was there any best practice that could be used from the Two Ticks scheme? *The Interim Head of HR advised Members that he would look at the Two Ticks scheme to see if there were any elements that could be used in relation to increasing recruitment of those from an Ethnic Minority. Members were also advised that HR were currently working on a training programme that would raise awareness of diversity across the council. There was also a need to focus on recruitment practices to ensure that advertising was in the right place to ensure that candidates were being attracted from all different backgrounds. Applications were also being monitored to ensure that there was no discrimination.*
- Members congratulated the 375 members of staff who had not been absent due to sickness.
- What was the average time being taken off by the people who did take absence through sickness? Were there any comparative figures with other authorities? *Members were advised that Appendix 1, page 30 of the report showed "% of working days lost per employee" this covered all employees not just those who were off sick which was 9.03 days at 30 June 2013. The average number of days taken from the most recent comparisons / benchmark information with other authorities was 10.30 days. This indicated that the council were better than the average but the target was 7.00 days. The Interim Head of HR did not have the figure for average number of days off for only those people who were off sick but would look into this.*
- Members noted in the report that 4.06% of staff were on a temporary or fixed term contract and that only 1.6% of leavers were on a fixed term contract. Would it be more beneficial to the organisation to terminate those people on fixed term contracts than by voluntary redundancy? *Members were advised that people on temporary contracts often covered people who were on maternity leave or they may cover jobs that were in areas that had specialist roles and might be externally funded by EU Grants or National Government Grants. Temporary contracts would always be considered first in a redundancy situation before permanent employees to minimise the redundancy costs to the council.*
- Members noted that the PDR ratings were 1 to 5 and suggested that this be increased to 1 to 10 to enable Managers to score employees more accurately. *Members were advised that the PDR rating scheme had been looked at closely to ensure it was easier for Managers to score employees fairly and consistently. The ratings 1 to 5 made scoring much simpler and easier for managers.*
- Members sought clarification on the proposed policy of 'no pay for the first three days of sickness' and whether it would be an effective vehicle to reduce the number of day's sick leave. *Members were advised that the policy was presented as part of the budget reductions with the objective being to reduce the amount of sick pay being paid. Sick pay was part of the national terms and conditions and any change would require the support of the trade unions. As union agreement had not been reached the proposal had not been put in place. The intention had been that it would be a deterrent to those who had a high frequency of absenteeism of one or two days. The proposal was still being discussed.*

The Chair thanked the Interim Head of HR for an informative and well presented report.

RECOMMENDATION

The Committee recommended that the Interim Head of HR investigate ways of rewarding employees who have recorded 100% attendance levels. Progress on this to be reported back to the Committee in the annual report April 2014.

ACTIONS AGREED

1. The Committee requested that the Interim Head of HR provide as part of the next annual report the following:
 - I. Look at the Two Ticks scheme to see if there are any elements that could be used in relation to increasing recruitment of Ethnic Minorities.
 - II. To provide data for the average number of days being taken off by those people who did take absence through sickness.
2. The Committee also requested that the Interim Head of HR provide the Committee with monthly statistics on the two highest categories of sickness: stress, depression, anxiety, fatigue and musculo-skeletal inc back and neck.

6. Environment Capital Update

The Climate Change Team Manager presented the report which provided the Committee with an update on key elements of work associated with the delivery of the Environment Capital core priority. A short presentation was given which covered the following areas:

- Aim – a sustainable, happier, healthier and more prosperous Peterborough
- Creating the UK's Environment Capital – what does it mean?
- What's happened over the last 12 months?
- How are we going to deliver Environment Capital?
- What is planned for the next 12 months?

Members were informed of the following local reasons for why the Environment Capital priority was important:

- a 9% travel shift was needed to cope with the city's growth plans
- 15.6% of Peterborough homes were in fuel poverty and in the Can-Do area this was approximately 30%
- There was a ten year life expectancy gap between residents in Castor compared with those in the Can Do area
- Residents and Business in Peterborough spend approximately £158m on energy annually, all of this leaves our local economy
- We are at risk from both drought and flooding

Members were advised of the impact of work that had been done so far highlighting the following key points:

- The Enviro cluster had created 5,900 jobs and £560m into the local economy
- Peterborough were 6th nationally in the number of schools taking part in Eco Schools. Evidence had shown that schools involved in this scheme performed better overall.
- If we captured 25% of the aluminium cans that currently going to landfill we could save approximately £160k
- 80% of our residents now had water meters, that means that they spend on average £200 less on water

- Fuel poverty, the energy Matters project saved an average £708 per household and visited over 900 people, saving 235tCO₂

Members were advised that a fact sheet had been developed that listed the different themes of One Planet Living and had a number of facts on a local and national scale that showed examples of the impact on the city. The Officer advised that the fact sheet would be distributed after the meeting.

What had happened over the last 12 months:

- Environment Capital survey
- Engagement – newsletter and boundary signs
- £3m investment – Future Cities Demonstrator
- Involved in the Sustainable Food Cities Network
- Established a Sustainable Cities Network
- ‘Powerdown’ campaign involving schools has engaged approximately 11,000 pupils

An Environment Capital Action Plan will now be developed based on the concept of the One Planet Living Ten themes. This will be presented to the Committee in November.

Questions and observations were made around the following areas:

- Members commented that it would be good to try and get more than 80% of people on water meters. *Members were advised that PCC did work proactively with Anglian Water and that was why Peterborough had one of the highest number of water meters. The council were undertaking an exercise to baseline all of its own water consumption and to understand how it could save water from its own estate. This would include making sure the council was on the right tariff.*
- How does the Environment Capital aspirations of growing our own food locally fit with the council's proposal to put wind and solar farms on good agricultural land? *Members were informed that one of the pieces of work that would be done was to look at all the targets and how they interrelate with each other to ensure the right decisions were being made on behalf of the city. One of the first targets on the action plan was to understand what potential there was to produce more food locally.*
- What are the next steps to achieve the Environment Capital goals? *Members were informed that there were different theme leads across each of the areas from cross cutting organisations across the city who had developed the first set of targets for the plan. There had also been a workshop led by an external organisation linked to the Future Cities Demonstrator work where the work that had already been done was scrutinised and this provided challenge to ensure the targets are robust. There would be a public consultation on the plan in December.*
- Members commented that there was another issue in that people also wasted purified water. People needed to be educated about wasting water, electricity, gas and household waste. *Members were advised that there were already several initiatives in place to try and educate people. An example was the Powerdown Campaign which raised awareness amongst young people about how precious resources were. There was a need to increase the recycling rate and therefore a need to increase engagement with residents. Other partners such as Anglian Water did a lot of work to raise people's awareness around water issues.*
- Members commented that setting the goals had been a huge step forward but were concerned at how the goals could be measured and if they would be taken into consideration when decisions were being made by the council. *Members were informed that Environment Capital was about a lot of competing different interests and that there was no simple answer to the question. Embedding Environment Capital across the organisation was very important. An example of this was the new Highways Services Contract where the ten One Planet Living themes had been used as part of the competitive dialogue process. This had never been done before.*

- How is Opportunity Peterborough encouraging businesses coming to Peterborough to be part of the Environment Capital goals? *Members were informed that a good example of what was being done was at the new Great Haddon employment area. There was approximately 41/2Msqft of new employment floor space that would have to be built to 10% above current building regulation standard in terms of environmental standards. Peterborough had been recognised nationally and internationally for its environmental standards.*
- Has the council considered adopting a Green Leasing Policy? *Members were advised that this had been recently discussed at a Strategic Property meeting and would need looking into further.*
- The Youth Council representative wanted to know if any money could be put towards promoting people growing food themselves to keep the money in the local economy and reduce the food miles. *The Climate Change Team Manager advised that the council were keen to promote local food use and 93% of allotments had been taken in Peterborough. The Greenback Yard project in the city also showed people how to grow their own food. PECT support a lot of this work and show people how to grow, cook and preserve their food.*
- Members commented that a few years ago Peterborough was scanned with a thermal imaging camera to see which houses had the most heat loss. Had this information been used? *The Climate Change Team manager confirmed that a thermal study was carried out and people accessing the data had been high.*

RECOMMENDATIONS

The Committee recommends that the Climate Change Team Manager investigate Green Leasing with a view to the council adopting it as a policy and reports back to the Committee.

ACTIONS

1. The Committee requested that the Environment Capital Action plan be presented at the 7 November meeting.
2. The Climate Change Team Manager to send to all Committee Members the Environment Capital Fact Sheet.

7. Enterprise Peterborough Partnership Performance Report

The Cabinet Member for Culture, Recreation and Waste Management introduced the report which provided an opportunity for the Committee to question officers and the Partnership Director on the review of the current set of Key Performance Indicators (KPI's). The new permanent Partnership Director, Martin Raper was introduced to the Committee. Members were advised that the KPI's were being worked through and the points that had been raised at previous meetings of the Committee had been taken into account.

Questions and observations were made around the following areas:

- Members commented that there had been a request for the KPI's many times and they were still not complete. *The Cabinet Member for Culture, Recreation and Waste Management sympathised with the delay in providing the KPI's. The delay was in part due to the takeover of Enterprise by Amey and the delay in appointing a permanent Partnership Director. It was important that the new Partnership Director was part of the process and since his appointment progress had been made and the KPI's had been reduced from 106 to 50 and were much more targeted. The Cabinet Member invited Members of the Committee to be part of the discussion in setting the KPI's.*
- Members commented that residents of the city were reporting that there was a lot of litter on the streets. Members were not convinced that new KPI's would make a difference. The perception was that the city was dirty.

- Martin Raper introduced himself and advised that it was his second week in the position. He had applied to come to Peterborough and had a wealth of experience in this service area. The people of Peterborough had a perception of Peterborough and he wanted to ensure that this was changed so that they had a positive perception. KPI's were important and provided a measure.
- The Cabinet Member sought nominations from Members of the Committee to attend a meeting with the Strategic Partnership Manager to work on drafting the new KPI's to present back to the Committee in November.

ACTIONS AGREED

The Committee noted the report.

The Chairman requested that the Senior Governance Officer email all Members of the Committee to seek nominations from Members to work with the Strategic Partnership Manager to draft the new KPI's for presentation at the 7 November meeting.

8. Community Asset Transfer Strategy

The Assistant Director for Education and Resources introduced the report. The report informed the Committee about the Community Asset Transfer Strategy. The strategy would provide a necessary policy framework to guide the current and future processes for working with community led groups that may wish to take on the management responsibilities of a community asset. Members were advised that it was an important policy due to the change in Government Legislation and the council in terms of the Localism Act and the role of the Local Authority, its assets and the community and how they access those provisions. The policy set out an effective process that would be put in place when dealing with community groups who wish to access council assets and the process of transferring those assets to them. The strategy would provide a transparent and fair process to how community assets were assessed and managed and ensure that the delivery of the assets and use were monitored.

Questions and observations were made around the following areas:

- Does the strategy extend to the councils agricultural estate e.g. farmland that was no longer in use. *Members were informed that the strategy was mainly aimed at community centre type assets.*
- Will it be compulsory for community groups to undertake the community asset transfer or can they opt out. *Members were advised that it was not compulsory but as each asset became available the strategy would be applied.*
- Members sought clarification on what happened if the community asset was transferred and it did not work. Some community associations were concerned that the transfer would not be underwritten by the council in the event something went wrong. *Members were informed that each community asset transfer would be different. They would be closely monitored to ensure they delivered what they had set out to do when taking over the community asset. The intention of the policy was not to put people off but to ensure there were sound arrangements in place for passing the community assets over to the community.*
- Members noted that the policy was not just about leasing community assets but also about Freehold Disposal. Were there any assets that the council were intending to dispose of below the market value and if so when would it occur? *Members were advised that currently there were no assets available to dispose of and the council were solely looking at leasing of community assets on long term leases of approximately 25 years. A full list of community assets would be published in the medium term financial plan. The policy stated that if there were any assets available for disposal then the first option would be to realise a value however if there was a strong community need this would be considered alongside financial implications to the council.*

- Are the roads part of the council's assets? *The Chairman responded that the council did not own the roads.*

ACTIONS AGREED

The Committee requested that the Community Asset Transfer Strategy be brought back to the Committee at a future date when fully developed.

RECOMMENDATION

The Committee endorsed the Community Asset Transfer Strategy and recommended the Strategy to Cabinet for approval.

9. Notice of Intention to Take Key Decisions

The Committee received the latest version of the Council's Notice of Intention to Take Key Decisions, containing key decisions that the Leader of the Council anticipated the Cabinet or individual Cabinet Members would make during the course of the following 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.

ACTIONS AGREED

The Committee noted the Notice of Intention to Take Key Decisions and requested further information on the following decisions:

- Amendment to the Affordable Housing Capital Funding Policy – KEY/04OCT13/02 – Group Manager Strategic Planning & Enabling to provide a briefing note.
- Bourges Boulevard Improvement Scheme: Bright Street to Crescent Bridge – KEY/04OCT13/04 – Members sought clarification on this decision. The Head of Planning, Transport and Engineering Services advised that the decision was about bringing the funding of the project forward and confirmed that it was already budgeted for in the current medium term financial plan.

10. Work Programme 2013/2014

Members considered the Committee's Work Programme for 2013/14 and discussed possible items for inclusion.

ACTION AGREED

To confirm the work programme for 2013/14 and the Senior Governance Officer to include any additional items as requested during the meeting.

11. Date of Next Meeting

Tuesday, 15 October 2013 – Extraordinary Meeting
Thursday, 7 November 2013

The meeting began at 7.06pm and ended at 9.45pm

CHAIRMAN

**MINUTES OF A MEETING OF THE SUSTAINABLE GROWTH AND ENVIRONMENT
CAPITAL SCRUTINY COMMITTEE
HELD IN THE BOUGES/VIERSEN ROOMS, TOWN HALL
ON 15 OCTOBER 2013**

Present: Councillors N Arculus (Chairman), L Serluca, J Peach, D Over,
JA Fox, N Thulbourn,

Also Present: Cllr Cereste, Cabinet Member for Growth, Strategic Planning,
Housing, Economic Development and Business Engagement
Cllr Sandford, Leader of the Liberal Democrats
Cllr John Fox, Representing Leader of the Peterborough
Independent Forum

Officers Present: Simon Machen, Head of Planning, Transport and Engineering
Services
Andrew Edwards, Head of Growth and Development
Gemma Wildman, Principal Strategic Planning Officer
Jenny Harris, Lawyer
Paulina Ford, Senior Governance Officer

1. Apologies for Absence

Apologies were received from Councillor Maqbool and Councillor Martin. Councillor Over was in attendance as substitute for Councillor Maqbool.

2. Declarations of Interest and Whipping Declarations

There were no declarations of interest or whipping declarations.

3. Call in of any Cabinet, Cabinet Member or Key Officer Decisions

There were no requests for call-in to consider.

5. Portfolio Progress Report for the Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement

The Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement introduced the report which provided the Committee with an update of the Growth Agenda for the city. The Cabinet Member invited questions from the Committee.

Questions and observations were made around the following areas:

- Members noted that the number of Prestige homes (Tax Band G and H) being built were relatively small and wanted to know if the plan had changed with regard to the number of Prestige Homes being built. *The Cabinet Member informed Members that the current policy was still to encourage the development of Prestige homes but developers could not be forced to build Prestige homes. Landowners and developers did not see this as economically viable. The Head of Planning, Transport and Engineering Services also advised Members that there were several sites allocated in the Sites Allocations Document for Prestige Homes. There was planning consent in place for Prestige homes but they were not yet in the pipeline to be constructed.*
- Members were concerned about the loss of larger houses within the city to Houses of Multiple Occupation (HMO) or flats. Members referred to page 9 of the report and the

section on Heritage, parks and gardens and the number of buildings subject to Article 4 Direction Control. Were any of these blanket restrictions against houses going towards becoming Houses of Multiple Occupation? *Members were informed that it was not possible to have a blanket restriction in planning.*

- *Members sought clarification on the meaning of 'Growth'. The Cabinet Member informed members that his view of growth was more than just building houses it was a holistic view of the city e.g. housing, education, schools, university, employment, quality of life, sport, culture and entertainment. Growth was all of those things for the benefit of everyone.*
- *Members wanted to know how economic growth was targeted and measured. The Cabinet Member informed Members that the policy was to attract high quality investment into the city which included high quality and highly skilled jobs however this was only part of the answer. Peterborough had been attracting approximately 3500 new jobs net per annum for the last three years. Opportunity Peterborough the economic development organisation has a part in the delivery of growth and inward investment and targets skills and jobs. The Peterborough skills programme was considered to be the finest in the country with over a thousand companies involved.*
- *Members sought clarification on the data presented regarding Jobs on page 8 of the report and wanted to know why the information only went up to 2011 and there was nothing for 2012/2013. The Cabinet Member advised that the data he had received from Opportunity Peterborough had shown that in 2012 there had been a net increase of over 4000 jobs, in 2011 a net increase of just over 3000 and in 2010 a net increase of just under 3000 jobs in Peterborough. There seemed to be some disparity between the statistical data shown in the report and the data provided by Opportunity Peterborough and this needed to be understood. The Head of Planning, Transport and Engineering Services advised that the data provided on employment in the report was correct but it was provided from a variety of different sources which were often out of sync. The Officer advised that he would look at the data in further detail with officers from Opportunity Peterborough and report back to the Committee with an explanation.*
- *Members sought clarification on how the Growth Agenda and economic development of the city worked together. Members were informed that this information could be provided by Opportunity Peterborough who would be reporting to the committee in January. The test of economic growth was the Gross Value Added of Peterborough relative to the national position. The factors that made people create jobs were skills and economic growth, marketing of the city, availability of land and property, good communications to the city, internal road networks, up skilling the workforce, supporting the existing cluster of businesses and a balanced housing supply. The Growth Agenda was about growing the population beyond the natural growth of Peterborough.*
- *Members queried whether there should be a reconsideration of the types of clusters of businesses in Peterborough and if more focus should be put on agriculture, heritage etc. Members were advised that existing clusters would be built on, an example of which was the food cluster. Peterborough had a very good heritage and this was also being developed. Members were advised that research provided by Queensgate had found that the population catchment area for Peterborough had increased from 230K to 940K in four years.*
- *Members commented that Peterborough was in the centre of one of the largest agricultural areas and yet there were no agricultural courses at Peterborough Regional College. Members suggested that the University Centre be approached to see if they could do more research and development with regards to food, food policies and food development rather than importing ideas and expertise from elsewhere. Members were informed that the Authority had just signed a supporting letter for the Regional College for their application for a Technical University.*
- *Members wanted to know if the Cabinet Member was satisfied that enough was being done to ensure that there were enough school places for the growing population. The Cabinet Member advised that the Cabinet Member for Education, Skills and University would be able to advise on the number of places available. Members were informed that from discussions held with the Cabinet Member for Education, Skills and University the Authority was holding its own but more needed to be done. There were plans for at*

- least another ten primary schools and there was over £100M in the budget to deliver Primary school places. There were school places available at Secondary schools but if the planned growth continued this may be a problem in seven or eight years' time.*
- *Members were pleased to note that the household fuel poverty figures had reduced and more people were having cavity wall and loft installations fitted.*
 - *Members referred to page 14 of the report and sought clarification on the statistics concerning 'Bus Punctuality' and the meaning of 'Decimal Minutes'. The Head of Planning, Transport and Engineering Services advised that he would report back to the Committee with a full explanation.*
 - *Members referred to Peterborough's Micro Renewable Energy on page 11 of the report and wanted to know why the statistics for installations was so small and in some cases showing a figure of zero. The Cabinet Member advised that he was unsure as to why there had been little progress with micro installations but that there had been a slight change in government policy which may have stalled industrial and community installations. There was however a view in the market place that photovoltaic on roofs did pay.*
 - *Members requested an update on the micro installation on the Freemans building. Members were advised that the Freemans installation had been put right and was now working perfectly.*
 - *Councillor Sandford commented on and referred to the Travel Choice Project and commented that the Cabinet Member had reduced the budget for transport by 40%. The reduction in budget for transport had indicated a support for the use of more cars. Councillor Sandford sought clarification on a recent comment by the Cabinet Member at a Council meeting stating that he personally would like no cyclists in the city centre. The Cabinet Member confirmed that he personally would prefer no cyclists in the pedestrian area of the city centre for the safety of pedestrians. The Head of Planning, Transport and Engineering Services provided clarification for Members on what area the city centre covered and confirmed that it was the 'core' of the city centre, as defined in the council's planning documents, where the user hierarchy gave priority to pedestrians. The cycling strategy would have dedicated cycling routes around the city centre (core) and provide points to access the city centre.*
 - *Members referred to page 4, paragraph 4.4 of the report regarding Neighbourhood Plans. Was enough being done to engage with neighbourhoods to encourage them to produce Neighbourhood Plans? The Cabinet Member commented that there would always be more that could be done to engage with neighbourhoods. Officers were engaging with particular neighbourhoods that had come forward with Neighbourhood Plans but there were more neighbourhoods who could have neighbourhood plans but had not engaged with the council.*
 - *Why had only one Parish Council put a Neighbourhood Plan together? Members were advised that there were eight Parishes who had indicated their intention to put a plan together and compared to the national picture this was good. The issue of cost had put some Parishes off.*
 - *Did having a Neighbourhood Plan in place affect CIL? Members were advised that CIL would be 25% in Parished areas with a Neighbourhood Plan rather than 15% without one.*
 - *What support is the council giving to the urban areas of Peterborough that are not Parished to either become Parished or to form groups to enable them to be able to put a Neighbourhood Plan together. Members were advised that Neighbourhood Plans had to be community led and it was not up to the council to ask communities to provide a Neighbourhood Plan. Any community wanting to put in place a Neighbourhood Plan would be supported by the council. Putting a Neighbourhood Plan together required a lot of hard work and the community had to vote for it.*
 - *Members sought clarification on the definition of a Neighbourhood Plan. Members were advised that a Neighbourhood Plan under the Localism Act was a Statutory Land Use Plan which was like a mini local plan for an area. The Neighbourhood Plan may have to go through a regulatory process and be assessed against, for example, the European*

habitat assessment regulations. It was also subject to an environmental appraisal. Some communities had a Village Design Statement but that was not a Neighbourhood Plan under current legislation. There were also Community Plans in place which were about the day to day operational elements of a part of the city or a village e.g. frequency of grass cutting, new street signs, repairing pathways.

- *Members sought clarification on the amount of money being held from 106 contributions. Members were advised that there was approximately £10M being held from contributions of which a large portion of that amount went to schools on the provision of education. The money has to be allocated against specific infrastructure projects and could not be used for anything else.*
- *Members referred to information on 'Accessible open space' on page 9 of the report and noted that there was no information available. Members were advised that historically it had not been measured and therefore there was no baseline to work from but it could be calculated going forward. The data sets in the report had been presented for the first time and would be improved on going forward.*
- *Members requested an update on the Community Stadium. Members were advised that the contract had been let to Kier and work would commence during November.*

The Chair thanked the Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement for a comprehensive and informative report.

ACTIONS AGREED

1. The Committee noted the report and requested that the Head of Planning, Transport and Engineering Services provide the following information:
 - a. Provide more up to date information on jobs and why the statistics are different in the report to those being provided by Opportunity Peterborough.
 - b. Provide clarification on the statistics concerning 'Bus Punctuality' and the meaning of Decimal Minutes.
 - c. Clarification to be provided on the percentage figures provided in the report with regard to transport statistics concerning 'Modal shift to sustainable transport modes'
 - d. Future reports to ensure all data sets provided show the same time periods for each section if they are available.
2. The Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement to provide a further portfolio progress report to the Committee in one year.

6. Peterborough City Centre Development Plan Document

The report provided the Committee with the opportunity to scrutinise and comment on the Peterborough City Centre DPD (City Centre Plan) before being presented to Cabinet on 4 November 2013. The Principal Strategic Planning Officer introduced the report and explained that extensive public consultation had already taken place on the emerging City Centre Plan and after the proposed version had been considered by Cabinet it would go to Full Council for approval. If Full Council approved the City Centre Plan it would then be published for six weeks public consultation in early 2014 and then submitted to the Secretary of State where a public examination by an independent inspector would take place. The independent inspector would provide a report with recommendations. The plan would then be adopted in late 2014 or early 2015. Maps indicating the area the city centre plan covered were handed out to Members at the meeting. Members were advised that the plan had been written as a planning document and a marketing tool to try and attract inward investment into the city centre. The plan set out the council's long term vision and covered the following key themes:

- retail
- leisure
- office development and employment
- housing
- historic environment
- open space
- transport and other infrastructure

Members were informed that a new section had been included on drainage and flood risk.

Questions and observations were made around the following areas:

- The Chair advised that he was a Commissioner for the Nene Washlands and also sat on the Internal Drainage Board for the North Level District. The Chair commented that the Drainage Board for that area regarded the drainage of water into the counter drains and the drains maintained by the Internal Drainage Board as a sustainable method of drainage. This view conflicted with the council's planning policies which provide for onsite drainage of surface water. It was a concern to the Internal Drainage Board that the water was being allowed to stay on site in areas that did not naturally drain rather than feeding into the drains and counter drains. *The Head of Planning, Transport and Engineering Services advised Members that Sustainable Urban Drainage Systems (SUDS) was national policy not just council policy. Defra guidance on the surface water consent regime had not yet been issued. Peterborough was a leading authority in influencing the policy direction for SUDS. SUDS was mainly about managing the discharge of water from sites not necessarily keeping it on site in perpetuity.*
- How many people had responded to the public consultation? *Members were advised that just over 400 people had responded.*
- Members commented that Priestgate had a range of historic buildings and sought clarification on what plans were in place for revamping Priestgate. *Members advised that the policy approach regarding Priestgate was that of sensitive refurbishment and renewal. It was not seen as a comprehensive redevelopment area due to it being one of the most historic streets in the city centre.*
- Members noted that in the City Centre Plan document under section 5.5 Riverside South Policy Area, paragraph 5.5.4 the Greenback Yard had been referred to as 'community allotments'. Members had understood that it had been nominated as a 'community asset' and this had been agreed. *The Officer responded that she was aware that an application had been made to become a community asset but had not been aware that it had been agreed. The wording in the plan could be amended to reflect the change in status.*
- Members commented that more use could be made of the river and suggested a boating marina. *Members were advised that one of the tests on examination of a plan was deliverability. The plan was flexible and therefore the suggestion of a boating marina could not be ruled out. Various comments had been received through the public consultation regarding the proposal of a boating marina and the plan had therefore been amended to include under Policy CC8 – Fengate South Policy Area the following reference:*
"If proposals come forward for the development of a marina on this site, these will be supported in principle by the council, provided that it is demonstrated that the scheme is deliverable, taking into account the criteria listed above (to the extent that they apply to marina development)."
- Members were pleased to see mention of the possibility of a new 50 metre swimming pool.
- Members were pleased to note that further retail development in the city centre primary shopping area had been mentioned and felt that the retail offer needed enhancing in the city centre. *The Cabinet Member informed Members that the market had improved and good offers were coming forward with particular interest around the market square.*
- Councillor John Fox referred to 6.1.9 in the plan which referred to "Accessibility:

“The city centre should be as accessible as possible for all. “The council will consult with DIAL, the RNIB and other local and national organisations on city centre and city core proposals to ensure that the maximum benefit to disabled people can be incorporated into schemes”.

Members requested that the wording DIAL be changed to Disability Forum.

- Members congratulated the council on striving to gain better accessibility to the city for those requiring disabled access.
- The Cabinet Member invited Councillor John Fox to meet with the Principal Strategic Planning Officer to ensure all accessibility needs were covered.
- Members sought clarification on what was happening with the Market area. The City Centre Plan was not specific with regard to plans for the Market. *The Cabinet Member confirmed that the council was definitely working on a solution for the Market. The Market would need to be an integral part of a development scheme. There was an expectation that a planning application would come forward soon which would include the Market.*
- Members referred to the section in the plan on “Transport” and were encouraged with regard to the proposals for Bourges Boulevard as mentioned in section 6, paragraph 6.1.6.

“Bourges Boulevard will no longer act as a barrier to movement. It will be transformed to give greater priority to pedestrians, with additional pedestrian crossing points created, including a new landmark entrance from the railway station to the city core. Phase by phase, the number of non-stopping vehicles using Bourges Boulevard will fall.”

Members sought clarification on how this would be achieved and how the traffic would be managed. *The Head of Planning, Transport and Engineering Services informed Members of the plans for Bourges Boulevard and how this would be achieved.*

- Members noted that within the section on “Transport” under 6.1.6 there was mention of *“transformation of car parking provision....based on the principle of relocating car parks out of the city core towards the edge of the city centre”.* Members commented that a lot of cities provided a free city bus service to take people to various attractions and wanted to know why had this not been included in the plan. *Members were advised that the plan was a land use planning document not a transport document. Members were also advised that Park and Ride was part of the vision for 2026.*
- Members noted that the City Centre boundary was set and would not be reviewed for another five years. Members requested that they should be involved in any future discussions when resetting the boundaries.

The Committee congratulated the Principal Strategic Planning Officer on producing a well thought out, informative and well-presented document. It was also noted that the video that is presented with the City Centre Plan had been entered into the Royal Town Planning Institute Awards and had been shortlisted for the East of England category. The video had been placed as runner up to the winner.

RECOMMENDATIONS

1. The Committee endorsed the Peterborough City Centre Development Plan and recommends it to Cabinet for approval.
2. The Committee also recommends that the following amendments be made to the Plan prior to submission to Cabinet:
 - a) The reference to the Greenback Yard as a ‘Community Allotment’ should be changed to the wording ‘Community Asset’.
 - b) The reference to the Council consulting with ‘DIAL’ regarding accessibility should be changed to consult with the ‘Disability Forum’.

11. Date of Next Meeting

Thursday, 7 November 2013

The meeting began at 7.00pm and ended at 9.04pm

CHAIRMAN

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SUSTAINABLE GROWTH AND ENVIRONMENT CAPITAL SCRUTINY COMMITTEE	Agenda Item No. 5
7 NOVEMBER 2013	Public Report

Report of the Executive Director of Operations

Contact Officer(s) – Charlotte Palmer. Climate Change Manager

Contact Details – charlotte.palmer@peterborough.gov.uk, 01733 453538

ENVIRONMENT CAPITAL ACTION PLAN

1. PURPOSE

- 1.1 This report provides the Committee with foresight of the Environment Capital Action Plan as part of its progress through the democratic process prior to public consultation.

2. RECOMMENDATIONS

- 2.1 The Committee is asked to note the report and provide comments accordingly.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

- 3.1 This report directly contributes to the objectives and outcomes contained in the Sustainable Community Strategy and, in particular, the aspiration to ‘create the UK’s Environment Capital’.

4. BACKGROUND

- 4.1 The Environment Capital Action Plan (ECAP) is intended to form the single delivery plan for the priority to create the UK’s Environment Capital. The plan demonstrates how this priority goes beyond our intention to be more environmentally sustainable. It details how delivering the Environment Capital priority makes sense economically, how it makes the city more resilient to change and how it improves our health and wellbeing.

This plan will provide, for the first time, a clear vision for Environment Capital. The plan is based on the internationally recognised concept of One Planet Living, a vision of a sustainable world where people lead healthy, happy lives within their fair share of the earth's resources.

The plan, attached as appendix A, is focussed on ten theme areas, each led by a key city stakeholder:

Theme	Lead	Organisation
Zero Carbon	Charlotte Palmer	Peterborough City Council
Zero Waste	Rachel Huxley	Peterborough Environment City Trust
Sustainable Transport	Simon Machen	Peterborough City Council
Sustainable Materials	Sean Hanson	Serco
Local and Sustainable Food	Ben Middleton	Peterborough Environment City Trust
Sustainable Water	Julia Chatterton	Peterborough City Council
Land Use and Wildlife	James McCulloch	Nene Park Trust
Culture and Heritage	Kevin Tighe	Vivacity
Equity and Local Economy	Neil Darwin	Opportunity Peterborough
Health and Happiness	Sue Mitchell	Peterborough City Council

The plan contains a vision to 2050, local and national context and interim targets to 2016.

- 2050 – designed to be truly visionary. At this stage we do not know if this target is possible but after adoption of the plan effort will focus on undertaking more in depth research into each theme area establishing the trajectory and revising the vision if necessary.
- 2013-2016 – these targets will be, in the vast majority of cases, those that exist already in the City. If they are additional they focus on research which we aim to deliver by working with partners including local and national universities. Therefore these targets do not require additional resource.

The document is intended to be a true reflection of what City stakeholders are able to commit to within existing resources and allows us to understand what these resources are. Crucially, whilst the ECAP is being led and developed by the City Council the plan will be a document that is owned by the City with the aim of delivering this shared priority. The agreement of the ECAP will be a starting point. The challenge thereafter will be to address how we collectively, as a city, fill the gap between 2016 and the 2050 vision. This will be the role of the Environment Capital Steering Group.

5. KEY ISSUES

- 5.1 Within the scope of this Committee's responsibilities, Members are asked to note the content of this report.

6. IMPLICATIONS

- 6.1 For the City to achieve its ambition of becoming the UK's Environment Capital, it must show a strong and evidenced track record of environmental achievement backed by a focus on addressing areas for improvement. This report provides documentation that will ensure Peterborough is able to direct its resources to the Environment Capital outcomes with a consistent and cohesive approach.

7. CONSULTATION

- 7.1 The Environment Capital documents outlined in this report have been subject to internal and partner consultation as part of their development.

8. NEXT STEPS

- 8.1 Feedback from the committee will be reported to Cabinet. At its meeting in December, Cabinet will be asked to approve the document for the purposes of public consultation.

9. BACKGROUND DOCUMENTS

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

- 9.1 A presentation providing more information was given at the meeting on 5 September 2013.

10. APPENDICES

- 10.1 Appendix A – Environment Capital Action Plan

Theme / 2050 Vision	Local and national context	Our targets to 2016
<p>Zero Carbon</p> <p>No net carbon emissions from energy consumption, achieved through high energy efficiency and renewable energy.</p>	<ul style="list-style-type: none"> The council has reduced CO₂ emissions by 15% since 2008. 12,000 pupils have taken part in 'Powerdown' to raise awareness of energy issues. Per capita CO₂ emissions have reduced from 8.1 (2005) to 7.2 (2010). <p>But...</p> <ul style="list-style-type: none"> Each year energy costs Peterborough £1.44m, the council spends £6.7m plus a tax of £288k Each Peterborough resident emits 640,000 average balloons worth of CO₂ each year. 16% of households' energy bills are spent on devices left on standby. 	<ul style="list-style-type: none"> Reduce City Council CO₂ emissions by 35% Increase businesses registered with Investors in the Environment from 78 to 124 Reduce per capita CO₂ from 7.0 to 5.9t All approved developments >10 homes or 1000sqm floor area shall achieve an emissions ratio at least 10% better than building regulation standards
<p>Sustainable Water</p> <p>We will each use 80 litres or less water daily and the city will be resilient to water scarcity with an annual risk of flooding less than 1 in 100.</p>	<ul style="list-style-type: none"> 80% of Peterborough residents have water meters The councils Flood and Water planning guidance is promoted by the Environment Agency as best practice <p>But...</p> <ul style="list-style-type: none"> Anglia is one of the UK's driest regions with the same average rainfall yearly as Jerusalem. Only 1% of the water on Earth is usable fresh water. ¾'s of Brits overflow their kettles, wasting a total of £68m each year. 	<ul style="list-style-type: none"> Baseline the councils water consumption and set a target for reduction Reduce the number of pipe blockages by 50% Produce planning guidance to develop a sustainable river corridor
<p>Land Use and Wildlife</p> <p>A network of wildlife-rich, accessible places which are valued and enjoyed locally.</p>	<ul style="list-style-type: none"> Peterborough has one of the highest ratios of green space per person in the UK. Peterborough has 4 Green Flag Awards. Peterborough is in the top 5 with 79% of sites in positive management. The number of nesting pairs of Barn Owl has increased from 5 to 65 between 1990-2012. The Hampton Nature reserve has the largest population of Great Crested Newts in Europe. <p>But...</p> <ul style="list-style-type: none"> Since 1800, England has lost about 500 different species. 	<ul style="list-style-type: none"> Increase the number of sites in positive management from 79% to 81% Increase the number of trees planted as part of the Forest for Peterborough from 8,000 to 55,000 Secure funding to increase the number of Green Flags from 4 to 5
<p>Sustainable Materials</p> <p>All goods purchased from sustainable sources and wherever possible sourced locally.</p>	<ul style="list-style-type: none"> The WEEE reuse facility launched in 2004 refurbishes and recycles unwanted electrical goods which are then resold through charities to those on low incomes. The UK has 1,585,854ha of Global FSC certified forest area. The UK public sector accounts for 10-40% of all sales of timber, wood and paper products. <p>But...</p> <ul style="list-style-type: none"> The UK construction industry uses more than 400 million tonnes of material every year. 	<ul style="list-style-type: none"> The council will achieve level 5 in the government procurement framework Develop planning guidance to support the use of sustainable materials Seek funding to develop a city wide sustainable local procurement framework
<p>Local and Sustainable Food</p> <p>80% of food consumed will be produced and processed within 100 miles of the city.</p>	<ul style="list-style-type: none"> The council only offers Fairtrade tea and coffee. Via Enterprise Peterborough 75% of fresh produce and 40% of meat is from East Anglia. There are 1,450 allotments in the city and 93% are occupied. The area's agri-food industry generates around £2 billion of food-related trade. <p>But...</p> <ul style="list-style-type: none"> Britain's supermarkets generate 300,000 tonnes of food waste every year. 	<ul style="list-style-type: none"> Seek funding to carry out a feasibility study into local, sustainable food production Achieve Fairtrade city status Develop planning guidance to support local food

<p>Zero Waste</p> <p>Household waste will decrease to 250kg and 100% will be recycled, reused or recovered.</p>	<ul style="list-style-type: none"> • Peterborough residents recycled 43% in 2011/12. • Every year there is a national 'Zero Waste Week' helping to reduce landfill and save money. • The Waste Electrical and Electronic Equipment (WEEE) Re-Use facility reprocesses and reconditions electrical goods for recycling and resale into the community, aiming to divert both large and small electrical items from landfill. <p>But...</p> <ul style="list-style-type: none"> • We generate about 177 million tonnes of waste every year in England alone. 	<ul style="list-style-type: none"> • Increase materials recycled or recovered at the household recycling centre from 80 to 90% • Build a new Household recycling centre • Seek funding to develop an action plan to reduce landfill of non-municipal waste (i.e. non-domestic).
<p>Sustainable Transport</p> <p>A pedestrian, public transport and cycle first city and 90% of all journeys will be zero emission.</p>	<ul style="list-style-type: none"> • Travelchoice, a £3.24m government project, achieved a 9% reduction in car journeys. • The council is currently administering a £5m fund to encourage sustainable travel. • Commuting on a bike at around 10 - 11 mph will burn about 400 calories per hour. <p>But...</p> <ul style="list-style-type: none"> • Our 2020 growth plans means that 9% more journeys need to be sustainable. • Two-thirds of all journeys in the UK are under 5 miles. 	<ul style="list-style-type: none"> • Increase the number of businesses with travel plans from 30 in 12/13 to 60 • Increase the number of pupils receiving Bikeability training from 951 to 1300 annually
<p>Culture and Heritage</p> <p>We will be recognised as a high quality culture and heritage destination with active residents.</p>	<ul style="list-style-type: none"> • Peterborough has 1,000 listed buildings, 60 ancient monuments & 29 Conservation Areas. • Each year, Peterborough Museum hosts between 50,000-80,000 visitors. • Britain is ranked 7th out of 50 nations for cultural heritage. • 39% of English adults during 2010/11 said they volunteered at least once in the last 12 months 	<ul style="list-style-type: none"> • Increase the number of active library members by 3% annually from a baseline of 23,967 • Increase the number of people attending theatre performances by 10% each year from a baseline of 50,000 • Increase the number of people attending arts events from 40,000 to 60,000 by 2016
<p>Equity and Local Economy</p> <p>A high skilled, low poverty, circular economy aided by the highest concentration of environmental businesses in the UK.</p>	<ul style="list-style-type: none"> • The cleantech cluster is home to 5,900 jobs & has contributed £560m into the local economy. • In 2011 12.6% of Peterborough homes (9,315) were in fuel poverty, a decrease from 15.6% (11,256) in 2010. • The 'ready to switch' campaign offers household savings between £60 and £200. • The city council has entered into a strategic partnership with British Gas to invest between £5 and £20m into tackling fuel poverty in the city. <p>But...</p> <ul style="list-style-type: none"> • 13 million people live below the poverty line in the UK. 	<ul style="list-style-type: none"> • Increase the number of jobs in the cleantech cluster by 10% • Reduce city wide unemployment by 1% annually • Undertake a housing stock survey to ascertain homes in fuel poverty and subsequently target resources with the aim of achieving the Government's target to eradicate fuel poverty by 2016.
<p>Health and Happiness</p> <p>We will live longer, healthier, more fulfilling lives, with health equality for all residents.</p>	<ul style="list-style-type: none"> • Cyclists take 50% fewer sick days. • Life expectancy varies across the city by up to ten years. • Young people's participation in sport improves their numeracy scores by 8%. <p>But...</p> <ul style="list-style-type: none"> • Approximately 37% deaths from Coronary Heart Disease are due to inactivity. 	<ul style="list-style-type: none"> • Increase the number of attendances in sport and physical activities provided by Vivacity from 1.056 million to 1.3 million per annum

SUSTAINABLE GROWTH AND ENVIRONMENT CAPITAL SCRUTINY COMMITTEE	Agenda Item No. 6
7 NOVEMBER 2013	Public Report

Report of the Executive Director of Operations

Contact Officer(s) – Charlotte Palmer, Climate Change Team Manager

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UPDATE ON PETERBOROUGH CITY COUNCIL'S 2012/13 CARBON EMISSION SUBMITTED UNDER DIFFERENT REPORTING REQUIREMENTS.

1. PURPOSE

- 1.1 This report provides an update on Peterborough City Council's 2012/13 carbon dioxide emissions. These emissions are reported as part of its mandatory participation in the Carbon Reduction Commitment Energy Efficiency Scheme and to assess progress under its Carbon Management Action Plan.

2. RECOMMENDATIONS

- 2.1 The contents of this report are noted and comments invited accordingly.
- 2.2 That future updates remain an annual scrutiny item in November, following the annual reporting deadlines at the end of July.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

- 3.1 The council's carbon emissions directly relate to two priorities of the Sustainable Community Strategy: creating the UK's Environment Capital and delivering substantial and truly sustainable growth. As a key partner in the Environment Capital the council is in a position to lead by example on reducing its climate change impact and ensuring that growth in the city is environmentally sustainable.

4. BACKGROUND

- 4.1 The three similar but slightly different carbon emission reports are described in detail below. The table in section 4.5 below summarises the differences in scope, conversion factors and method.
- 4.2 **Carbon Reduction Commitment Energy Efficiency Scheme (CRC):** The participants in this mandatory scheme (including 197 other Local Authorities) are required to report annual carbon emissions and purchase allowances at £12 per tonne of CO₂ emitted. Reporting started in 2010/11 and the first allowances were required for 2011/12 emissions. A performance league table is published in November showing the ranking of participants based on 3 metrics – absolute emissions, emissions relative to revenue or turnover, and a metric rewarding early uptake of Automatic Meter Readers and accredited carbon reductions. The report brought to Environment Capital Scrutiny in March 2011 estimated that the council's costs under the scheme would be approximately £309k annually based on 2008/9 emissions.
- 4.3 **Carbon Management Action Plan (CMAP):** The CMAP is the result of a programme of work that the council undertook with the Carbon Trust in 2009 to ensure the organisation was well placed to make progress towards reducing its environmental impact. The plan commits the council to achieving a 35% reduction in carbon dioxide emissions from its own buildings and operations by 2013/14 relative to 2008/9 baseline. It was presented to Environment Capital Scrutiny in February 2010 and adopted by Full Council in April 2010.
- 4.4 **Greenhouse Gas Report (GHG):** Local Authorities are asked to resume reporting of their

emissions formerly know as NI 185 for the Department of Communities and Local Government's Single Data List. There are no financial implications or targets associated with this report.

4.5 Table 1:

Report	Scope	Conversion factors	Method notes
CRC	Buildings where PCC pays the energy bills (including Vivacity and rental units). Also includes schools and Academies. Excludes emission from un metered street lighting, transport and where energy is part of the rent e.g. Stuart House.	Factors specific to the scheme published by DECC.	CO ₂ emissions only. Excludes non-core supplies such as oil and LPG Estimated emissions subject to 10% uplift. Reports renewable electricity using same conversion factor as electricity imported from the grid.
CMAP	Includes building, street lighting, fleet transport and business transport emissions. Also includes significant outsourced services which were originally part of the city council – i.e. Enterprise Peterborough.	Original factors provided by the Carbon Trust. Going forward GHG Report scope 1 and 2 factors used.	CO ₂ emissions only. Reports renewable electricity as zero emissions. Scope will increase in 2013/14 to include emissions arising from water (please note this has been delayed by 12 months)
GHG	Essentially same as CMAP but the sources are treated differently. Reporting outsourced services and business travel is discretionary, and they are reported as scope 3.	Factors revised and published by Defra annually. Use both scope 1, 2 and 3 factors.	Requires report to include all main greenhouse gases converted into CO ₂ equivalent. Scope 3 emissions are reported using scope 3 conversion factors.

5. KEY ISSUES

- 5.1 As demonstrated below, whilst the council's carbon emissions reduced in 2010/11 and 2011/12 compared to 2008/09, emissions increased in 2012/13. This is due to a combination of milder winters during 2010/11 and 2011/12 in comparison to a much harsher winter during 2012/13.

In addition, whilst all reports show an overall decrease in emissions from the baseline year (2008/09) it should be noted that the figures are positively and negatively affected by a range of factors including outsourcing of services, increase in the number of children in the city schools, changeable weather and energy efficiency improvement works.

Please note, the figures are different for each report due to their different scopes as shown in Table 1.

- 5.2 **CRC:** The council successfully prepared and submitted the third annual CRC report in July 2013. Internal Audit has approved the process used. The key points for this year are:

Annual report emissions = 24,036 tonnes of CO₂

Annual cost of allowances = £288,437

Schools proportion = 64% of emissions equating to approximately £180k

- 5.3 **CMAP:** 2012/13 is the fourth year (of five) where progress against the 35% reduction target has

been monitored. The data shows a provisional reduction of 15% since the baseline year (2008/09). At this stage the reduction is a provisional figure because outsourced services were unable to obtain the necessary data in time for us to complete the annual reporting for 2012/13. This data has now been received and will be added shortly. Therefore to calculate the provisional figure the data for outsourced services for 2011/12 has been used and therefore the overall reduction figure may change marginally.

Table 2:

Emission source	Carbon Dioxide Emissions (tonnes)				
	2008/9	2009/10	2010/11	2011/12	2012/13
Council buildings	8,046	9,976	8,766	7,241	8,315
Schools	21,850	14,215	14,392	12,919	14,436
Street lighting	4,391	4,517	4,497	4,233	5,823
Fleet vehicles	2,375	2,478	2,117	-	-
Business transport	618	507	477	365	425
Outsourced services	-	-	-	2,593	TBC-assume 2,593
Total emissions	37,280	31,694	30,250	27,351	31,593

- 5.4 **GHG report:** The council has published the reports for 2009/10, 2010/11, 2011/12 and 2012/13 emissions on its website. The figures are in line with the other reports and show an increase in 2012/13 but an overall reduction of 21%.

Table 4:

GHG emissions data for period 1 April 2008 to 31 March 2013					
	Tonnes of CO ₂				
	2008/09	2009/10	2010/11	2011/12	2012/13
Scope one	16402.15	12076.45	11470.34	7931.34	9858.05
Scope two	18798.23	17708.39	16938.28	15166.09	17345.92
Scope three	2079.63	1908.76	1840.90	2168.29	1799.96 (+507.18 TBC)
Total gross emissions	37280.01	31693.60	30249.51	25265.73	29511.12
Carbon offsets	0	0	0	0	0
Green tariff	0	0	0	0	0
Total net emissions	37280.01	31693.60	30249.51	25265.73	29511.12
Intensity measurement (kg CO _{2e} per gross revenue expenditure)	£0.08	£0.07	£0.06	£0.05	£0.05

6. IMPLICATIONS

- 6.1 As stated in paragraph 5.1 all data for 2012/13 has been affected by a comparatively harsh winter.

6.2

CRC: The increase in emissions from 2011/12 to 2012/13 has increased the overall costs of allowances significantly.

6.3

CMAF: Whilst the harsh winter has resulted in an increase in carbon emissions in 12/13, we are confident that over the 4 years since the baseline year, the trend is of a reduction in emissions year-on-year. However further progress is needed if the City Council is to achieve the ambitious 35% reduction target, and it is looking extremely unlikely that we will do so during 2013/14. It is worth noting that the impacts of the upcoming energy efficiency work as part of the Energy

Performance Contract are not fully scoped, plus there will be other wider action arising from the forthcoming Environment Capital Action Plan, and collectively these will help the council continue to reduce emissions towards the 35% target, though it may take a year or two longer than originally aimed for.

GHG: none

7. CONSULTATION

- 7.1 No further consultation on the CMAP has taken place since it was approved at Full Council in April 2010. No consultation is needed on the CRC or GHG report.

8. NEXT STEPS

- 8.1 Officers will continue to monitor carbon emissions annually for the delivery of upcoming energy efficiency and renewable energy projects.
- 8.2 Annual reports on 2013/14 emissions will be compiled for each reporting requirement in summer 2014.
- 8.3 It is recommended that this remains a regular item for this scrutiny board to ensure continued progress.

9. BACKGROUND DOCUMENTS

- 9.1 Information about the CRC scheme can be obtained from the Environment Agency's website: <http://www.environment-agency.gov.uk/business/topics/pollution/126698.aspx>
- 9.2 The council's Carbon Management Action Plan is available from: <http://www.peterborough.gov.uk/pdf/env-cc-ct-cmap.pdf>
- 9.3 The council's Greenhouse Gas Emissions Report is available at: http://www.peterborough.gov.uk/environment/climate_change/what_is_the_council_doing/carbon_reporting.aspx

10. APPENDICIES

- 10.1 None

SUSTAINABLE GROWTH AND ENVIRONMENT CAPITAL SCRUTINY COMMITTEE	Agenda Item No. 7
7 NOVEMBER 2013	Public Report

Report of Executive Director – Strategic Resources

Report Author - Dominic Hudson, Strategic Partnerships Manager, – Strategic Resources

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dominic.hudson@peterborough.gov.uk

KEY PERFORMANCE INDICATORS FOR THE AMEY (PREVIOUSLY ENTERPRISE PETERBOROUGH) PARTNERSHIP

1. PURPOSE

1.1 This is an opportunity for the Committee to hear from and question officers of the Council on the proposed new set of Key Performance Indicators (KPIs)

2. RECOMMENDATIONS

2.1 The Sustainable Growth and Environment Capital Scrutiny Committee are asked to provide feedback on the proposed new set of KPIs for the Amey (previously Enterprise Peterborough) contract.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

3.1 The Enterprise Peterborough partnership contributes to all the priorities in the Sustainable Community Strategy:-

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

4. BACKGROUND AND CONTEXT

4.1 Following discussion in September 2013, we have met with representatives of the Committee and Amey to discuss and agree a way forward.

4.2 Committee members have been supportive of the need to rationalise the existing suite of KPIs, to bring both greater *visibility of* and *clarity about* expected service standards.

4.3 There is consensus that indicators need to be realistic and stretching to both ensure delivery of minimum contractual standards at the same time as improving customer satisfaction.

5. KEY ISSUES OF CONCERN TO THE COMMITTEE

5.1 Update

5.1.1 Over the past month Strategic Client Services (SCS) have worked closely with Cllrs Fox and Thulbourn from the Committee – and Cllr Sandford as group representative – to consolidate a streamlined set of KPIs to underpin the service standards and performance management arrangements with Amey (previously Enterprise Peterborough). **This paper sets out the new KPIs.**

5.1.2 PCC is working with Amey to agree both target levels for and financial penalties to be associated with each KPI. Once this is complete – and subject to the views of the Committee – the KPIs will need to be signed off and adopted both by PCC management and the Amey board.

5.2 Our approach to the new KPIs

5.2.1 We are proposing rationalising the 106 KPIs that we have been monitoring into a new streamlined set of 20 customer focused measures (detailed in appendix 1.0).

5.2.2 The 20 measures that we propose will capture whether Amey is delivering a level of service that is acceptable to the Council¹.

5.2.3 The proposed KPIs cover the key public facing aspects of the business:

- Waste and Recycling
- Street Cleansing
- Parks Trees and Open Spaces
- The City Centre
- Travellers
- Managing and responding to queries and complaints

5.2.4 In order to provide transparency and clarity for Councillors and the public, and to ensure that we can continue to improve performance across the city, we have provided:

- a summary of what should be expected in each service area;
- where appropriate, images that illustrate the expected standards;
- information on how performance will be measured – and how shortcomings can be reported

5.2.5 In addition, we are placing a significantly bigger emphasis going forward on the views of customers. Four of the new KPIs relate to the biannual Citizens Panel survey, in which we will ask residents directly about their satisfaction with the key services that are provided on their behalf.

6.0 IMPLICATIONS

6.1 The partnership enables the Council to continue to provide value for money services through its partner.

7. CONSULTATION

¹ In addition to the proposed 20 headline KPIs, PCC will monitor technical compliance against the full suite of service specifications agreed at the time of the contract

7.1 Observations made by Members and other stakeholders have been taken into account in this report.

8. NEXT STEPS

8.1 Once we have the Committee's views, we will aim to agree and implement these KPIs to underpin the contract from 2014 – 2015. We will continue to explore further opportunities associated with targets, incentives and penalties.

9. BACKGROUND DOCUMENTS



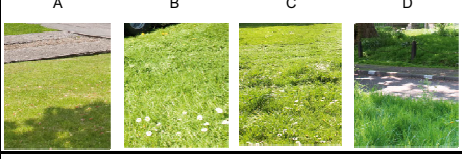
Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

9.1 None

10. APPENDICES

10.1 Appendix 1.0 - New KPI's

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Service	What you can expect	How we will measure	Monitoring Frequency	How to report an issue	Penalty	Grading Images																				
Household waste collection	You can expect, on alternate weeks, your black then green and brown bins to be emptied, with the food caddy emptied weekly; in the event that your bin is missed, if you report this by 12.00 it will be collected the same day, if reported after 12 then it will be emptied the following day. All bins will be returned to the point of presentations and assisted collections will be offered where required.	Number of properties that were missed for a particular waste service twice or more in 2 months. Target < 90	Bi Monthly	Resident calls Peterborough Direct, or Enterprise Peterborough helpdesk	£ 250.00																					
		Number of missed collections at assisted collection properties. Target < 78 per month.	Monthly	Resident calls Peterborough Direct, or Enterprise Peterborough helpdesk	£ 250.00																					
		Number of complaints received with regards to replacement of waste containers. Target < 6 per month	Monthly	Resident calls Peterborough Direct, or Enterprise Peterborough helpdesk	£ 250.00																					
		Overall household waste collection customer satisfaction from the Citizens panel survey to be 85% or more.	Annually	Survey sent to residence of Peterborough	£ 5,000.00																					
		Failure to achieve the following recycling performance in the specified contract year : 2013/14 - 60% 2014/15 - 61%	Annually	PCC produce statistical information each month with the data provided by Enterprise Peterborough	£ 57,608.00																					
Street sweeping, washing, litter collection and bin emptying	All 1981 streets will be cleansed within Peterborough and brought back to Grade A standard, this will include road sweeping, litter collection, leaf clearance and street washing. All full litter / dog bins that are reported before 13:00 will be emptied the same day there after the next working day. Graffiti will be removed from PCC land within 6 hours if it is offensive and 3 days for non offensive, while fly Tipp will be removed within 2 hours where it is hazardous and within 2 days for all other instances. All PCC highways will be cleansed and central reservations cleared of detritus and weeds. These operations will be carried out in compliance with the street cleansing plan to maintain High, Medium and Low intensity areas.	Overall Street Cleansing customer satisfaction from the Citizens panel survey to be 45% or more.	Annually	Survey sent to residence of Peterborough	£ 5,000.00	 																				
		Failure to bring an area back to Grade A standard in accordance with the agreed timeframe set out below demonstrated through 95% of quality audits. The streets are split 41 High intensity 29 Medium and 1911 Low. High intensity being the City centre areas. <table border="1"> <tr> <td></td> <td>High</td> <td>Medium</td> <td>Low</td> </tr> <tr> <td>Grade A</td> <td>After Cleansing</td> <td></td> <td></td> </tr> <tr> <td>Grade B</td> <td>6 hrs</td> <td>12 hrs</td> <td>2 wks</td> </tr> <tr> <td>Grade C</td> <td>3 hrs</td> <td>6 hrs</td> <td>1 wks</td> </tr> <tr> <td>Grade D</td> <td>1 hrs</td> <td>3 hrs</td> <td>60 hrs</td> </tr> </table>		High	Medium		Low	Grade A	After Cleansing			Grade B	6 hrs	12 hrs	2 wks	Grade C	3 hrs	6 hrs	1 wks	Grade D	1 hrs	3 hrs	60 hrs	Monthly	Report is made to Peterborough Direct, or Enterprise Peterborough helpdesk	£ 1,000.00
			High	Medium	Low																					
		Grade A	After Cleansing																							
		Grade B	6 hrs	12 hrs	2 wks																					
Grade C	3 hrs	6 hrs	1 wks																							
Grade D	1 hrs	3 hrs	60 hrs																							
Where a litter or dog bin is reported as full or overflowing the Partner will ensure that the bin is emptied in accordance with the following: <ul style="list-style-type: none"> In City centre areas within 30 minutes In all other areas if reported before 1pm emptied the same day If reported after 1 pm emptied the following working day 	Monthly	Report is made to Peterborough Direct, or Enterprise Peterborough helpdesk	£ 500.00																							
Fly tipped waste removed within 24 hours where it is hazardous and 48 hours where it is deemed as non hazardous.	Monthly	Report is made to Peterborough Direct, or Enterprise Peterborough helpdesk	£ 500.00																							
Reduce the number of Fly Tipp incidents per quarter. Current target less than 1109 per quarter this target will be reviewed annually	Quarterly	Statistical information taken from Works manager	£ 750.00																							
Parks, trees, grass cutting, shrubs and flowers	An annual plan of shrub, grass and bedding maintenance will be produced to detail the frequency of maintenance in a given area. Amenity grassed areas will be cut on a regular cycle and shrubs will be cut once to a years growth with any health and safety or sightline issues being cut throughout the year. They will supply and maintain all hanging baskets and winter and summer bedding plants. All Trees within Peterborough will be inspected and recorded on a comprehensive risk management database with any remedial work being carried out as and when required. All emergency work will be carried out within 1 day, 6 weeks for a priority and all else within 12 weeks. Litter will be removed from all PCC open space areas to maintain a grade A standard. Green Flag sites will retain their awards and proposals put in place to increase the numbers of across the City. All play equipment and park furniture will be inspected and maintenance carried out where required.	Overall Grounds Maintenance customer satisfaction from the Citizens panel survey to be 60% or more.	Annually	Survey sent to residence of Peterborough	£ 5,000.00																					
		Failure to maintain and regain Green Flag status in Central Park, Ilter Park, the crematorium and Eye Open Space	Annually	Green flag awarded / not awarded	£ 5,000.00																					
		Failure to maintain standards of grass cutting, demonstrated through 95 % of quality audits achieving the standard required for the specific area.	Monthly	Quality checks performed by Enterprise / PCC	£ 1,000.00																					
		Failure to carry out a yearly cut of all shrubs to a years growth. Maintain flowers and bulbs ensuring beds are free from weeds and any failed plants are replaced accordingly.	Monthly	Through the yearly shrub cutting plan	£ 1,000.00																					
		Failure to inspect trees as instructed by the Authority within the time period set out below. These must be recorded and maintained on an up to date tree asset register <ul style="list-style-type: none"> 2 hours if deemed as an emergency 4 weeks if deemed as a priority 8 weeks in all other cases 	Monthly	Statistical information taken from Works manager	£ 1,000.00																					
		Failure to inspect, maintain and record play area inspections in accordance with the spec	Monthly	Statistical information taken from Works manager	£ 1,000.00																					
City Centre	You can expect the City Centre to have a designated team which will carry out a daily cleanse of benches and bike shelters on Long Causeway, Bridge Street and Lower Bridge street. They will remove pigeon faeces from hard surfaces and remove chewing gum from Cathedral square. There will also be 4 hot washes carried out on the pavement areas per year, a hit squad will be available for spills. Litter bins will be emptied through the day and litter collected from the streets to maintain a Grade A standard	Overall customer satisfaction from the Citizens panel survey to be 45% or more	Annually	Survey sent to residence of Peterborough	£ 5,000.00																					
Traveller Management	All unauthorised encampments will be visited within 24 hours and communicated to the authority a suitable removal date. Regular visits will be made to ensure that the encampment is not causing anti social behaviour or carrying out any criminal offences. Assistance will also be given when required to evict encampments and arrange for subsequent clear up and securing of the land. Authorised Sites will be maintained and have regular Health and Safety risk assessments carried out including a weekly inspection of the sites. Remedial work will be carried out to the sites as and when required.	Attendance at unauthorised traveller sites within 24 hours of notification	Monthly	Statistical information taken from Works manager	£ 500.00																					
		Cleanse and secure unauthorised traveller sites within 24 hours of departure	Monthly	Statistical information taken from Works manager	£ 1,000.00																					
Complaints	The partner will adopt the PCC complaints procedure which is a 3 stage procedure with all complaints being responded to within 10 working days. If the partner wishes to change this policy they must set out their proposals and allow 10 working days for the Authority to respond	Number of stage 2 complaints target < 2 per month	Monthly	Statistical information taken from Works manager	£ 250.00																					

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SUSTAINABLE GROWTH AND ENVIRONMENT CAPITAL SCRUTINY COMMITTEE	Agenda Item No. 8
7 NOVEMBER 2013	Public Report

Report of the Head of Legal Services

Contact Officer(s) – Adrian Chapman (863887) and Paulina Ford (452508)

SCRUTINY IN A DAY: UNDERSTANDING AND MANAGING THE IMPACTS OF WELFARE REFORM ON COMMUNITIES IN PETERBOROUGH

1. PURPOSE

- 1.1 This report provides an update to all Scrutiny Committees and Commissions on the progress being made towards organising the Scrutiny in a Day event on 17th January 2014.

2. RECOMMENDATIONS

- 2.1 Scrutiny Members are asked to:
- review the progress being made, especially the plans for the day itself, and suggest other content that is relevant to their own Scrutiny Committee or Commission
 - suggest a small number of key themes relevant to their Scrutiny Committee or Commission that they would especially like to focus on during the combined Scrutiny event

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

- 3.1 The welfare reform programme will present both opportunities and risks for many aspects of our work, and each of the priorities set out in the Sustainable Community Strategy could be impacted upon by these changes.

4. BACKGROUND

- 4.1 All of the Council's Scrutiny Committees and Commissions, when they met during the summer, agreed to hold a Scrutiny in a Day combined scrutiny event focusing on the impacts of welfare reform on communities in Peterborough.
- 4.2 The 2012 Welfare Reform Act is making the biggest change to the welfare benefits system since the 1940's. These changes will have a direct impact for most benefit claimants, which for some will be significant. There may also be a number of indirect and unintended consequences, some negative (such as overcrowding) and some positive (such as greater innovation leading to new employment schemes).
- 4.3 Welfare Reform will have an impact in how the Council and its partners deliver support, advice and services to the public. The council will need to work even more closely with local partners across the public and civil society sectors and with businesses in delivering the changes that Welfare Reform brings. Key to the successful implementation of Welfare Reform will be ensuring that the council and local partners have an agreed strategy and understanding of the issues and how they can be addressed.

- 4.4 A working group has been formed comprising representatives from all Scrutiny Committees and Commissions to lead the development of the Scrutiny in a Day event. Members of this working group are Cllr Nick Arculus and Cllr Judy Fox (Sustainable Growth and Environment Capital), Cllr Sue Day and Al Kingsley – Co-opted Member (Creating Opportunities and Tackling Inequalities), Cllr Lisa Forbes and Cllr John Fox (Strong and Supportive Communities), Cllr David Over (Rural Communities), and Cllr Ann Sylvester (Health Issues).
- 4.5 The Council has also secured the advice of the Centre for Public Scrutiny (CfPS) to help ensure the event is a successful one. CfPS are the national experts in matters associated with good scrutiny and governance, and we have secured three days of free advice from one of their Expert Advisers, Brenda Cook.
- 4.6 The Scrutiny in a Day event will be organised using the principles of the CfPS Return on Investment Model. This is a tool developed by CfPS that provides focus for intensive scrutiny of a single issue, whilst at the same time enabling the Council to determine the impact of and return on its investment from the scrutiny process. For example, it is anticipated that the event in January will produce a range of ideas, proposals, recommendations and actions; the Return on Investment model will ensure that the outcomes associated with these are properly understood and assessed and any consequential savings, efficiencies and other returns can be calculated.

5. KEY ISSUES

- 5.1 The working group has developed a draft programme for the day, and this is attached at appendix 1. It is proposed that the day is organised in two halves – the morning sessions will be development sessions and therefore closed to the public and media, whilst much of the afternoon sessions will be held in public.
- 5.2 The working group has been keen to develop an interactive and participatory programme which combines learning and experiential opportunities, as well as opportunities to engage direct with those already affected by the reforms.
- 5.3 Ahead of the event, further information will be issued to all Scrutiny Members setting out evidence, data and other information that will help inform the day itself. It will be vital that Members receive this in a timely manner in order to provide ample opportunity to read and absorb it, and to ask any questions ahead of the day. This evidence and information will be used to define the focus of the scrutiny discussions throughout the day.
- 5.4 In addition, Members are also now asked to suggest key themes relevant to their Committee or Commission, or that are drawn from their own experiences of their work in wards, that can be part of the focus of the day. The welfare reform agenda is extremely wide ranging and its impacts are cross-cutting. The working group have therefore recommended that each Committee or Commission, during the afternoon sessions, focus on two or three key lines of enquiry to retain focus and to achieve the best possible outcomes.

6. IMPLICATIONS

- 6.1 Focussing on a single cross-cutting theme in this way will ensure that the council's response to the opportunities and challenges presented by welfare reform is completely joined-up and has the highest possible impact.

7. CONSULTATION

- 7.1 The planning process for the Scrutiny in a Day event is being overseen by the working group described above. In addition, a number of key agencies from the wider public sector and the voluntary, community and faith sectors have also been consulted with a large number committing resource and time to the event. A small cross-departmental officer working group has also been formed to take any actions forward and to plan and implement the necessary detail.

8. NEXT STEPS

- 8.1 The working group will continue to plan the event, and will also consider all of the combined evidence, information and data alongside suggestions for key themes made from this committee or commission meeting.

9. BACKGROUND DOCUMENTS

- 9.1 None

10. APPENDICES

- 10.1 Appendix 1: Draft Programme

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Appendix 1

SCRUTINY IN A DAY

Understanding and Managing the Impacts of Welfare Reform on Communities in Peterborough

DRAFT PROGRAMME

9.00 – 9.30	Arrivals, registration and coffee
9.30 – 9.45	Welcome and introduction to the day
9.45 – 10.00	Overview of the Reforms
10.00 – 10.15	The wider context: Poverty in Peterborough
	<u>Participatory sessions:</u>
10.15 – 11.15	<u>Session 1</u> The Experience An interactive walk-through of the impacts of welfare reform, the support available and the temptations to individuals and families Impacts, e.g. Eviction Debt Health Crime and ASB Support, e.g. CAB Foodbank Credit Union Carezone Statutory services Temptations, e.g. Payday loans Loan sharks Benefit fraud
11.15 – 11.45	<u>Session 2a</u> <i>Members attend either session 2a or session 2b</i> The Evidence A workshop focussing on data and evidence showing: <ul style="list-style-type: none">• The impacts of reform so far• The potential future impacts of reform• The picture on poverty in Peterborough

Appendix 1

11.15 – 11.45	<p><u>Session 2b</u> <i>Members attend either session 2a or session 2b</i></p> <p>The Reality An opportunity to meet some local residents who have been impacted by welfare reform in an informal setting, AND an opportunity to hear from and engage with those agencies providing frontline support to people facing up to the impacts of welfare reform:</p> <ul style="list-style-type: none"> • CAB • Foodbank • Carezone • Credit Union • PCVS • MIND • DIAL • Age UK • PCC services
11.45 – 12.15	<p><u>Repeat sessions 2a and 2b</u></p> <p><i>Members attend the alternative session to that attended previously</i></p>
12.15 – 1.00	<p><u>Session 3</u></p> <p>The Impacts An opportunity to watch and engage with a performance that aims to demonstrate some of the impacts of reform</p>
1.00 – 1.45	<p>Lunch</p>
1.45 – 2.00	<p>Introduction to the afternoon sessions</p> <p>A summary of the morning sessions and a reminder of the key themes for scrutiny</p>
2.00 – 3.00	<p>Joint Scrutiny Committee – the Big Debate</p> <p>All five Scrutiny Committees and Commissions combined to have a single debate</p>
3.00 – 4.00	<p>Individual Scrutiny Committee and Commission Meetings</p> <p>All Scrutiny Committees and Commissions meet separately to develop recommendations</p>
4.00 – 4.20	<p>Joint Scrutiny Committee – Feeding Back</p> <p>All five Scrutiny Committees and Commissions combined to provide feedback and to summarise the key recommendations</p>
4.20 – 4.30	<p>Final remarks, next steps and close</p>

Appendix 1

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SUSTAINABLE GROWTH AND ENVIRONMENT CAPITAL SCRUTINY COMMITTEE	Agenda Item No. 9
7 NOVEMBER 2013	Public Report

Report of the Head of Legal Services

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 Sustainable Growth and Environment Capital Scrutiny Committee outlining the content of the Forward Plan of Key Decisions.

2. RECOMMENDATIONS

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

3. BACKGROUND

- 3.1 The latest version of the Forward Plan of Key Decisions is attached at Appendix 1. The Forward Plan contains those key decisions, which the Leader of the Council believes that the Cabinet or individual Cabinet Member(s) can take and any new key decisions to be taken after 15 November 2013.
- 3.2 The information in the Forward Plan of Key Decisions provides the Committee with the opportunity of considering whether it wishes to seek to influence any of these key decisions, or to request further information.
- 3.3 If the Committee wished to examine any of the key decisions, consideration would need to be given as to how this could be accommodated within the work programme.
- 3.4 As the Forward Plan is published fortnightly any version of the Forward Plan published after dispatch of this agenda will be tabled at the meeting.

4. CONSULTATION

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

5. BACKGROUND DOCUMENTS

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

None

6. APPENDICES

Appendix 1 – Forward Plan of Key Decisions published on 18 October 2013

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PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF KEY DECISIONS

PUBLISHED: 18 OCTOBER 2013

FORWARD PLAN OF KEY DECISIONS

In the period commencing 28 days after the date of publication of this Plan, Peterborough City Council's Executive intends to take 'key decisions' on the issues set out below. Key decisions relate to those executive decisions which are likely to result in the Council spending or saving money in excess of £500,000 and/or have a significant impact on two or more wards in Peterborough.

If the decision is to be taken by an individual cabinet member, the name of the cabinet member is shown against the decision, in addition to details of the councillor's portfolio. If the decision is to be taken by the Cabinet, it's members are as listed below:

Cllr Cereste (Leader); Cllr Elsey; Cllr Fitzgerald; Cllr Holdich (Deputy Leader); Cllr North; Cllr Seaton; Cllr Scott; and Cllr Walsh.

This Plan should be seen as an outline of the proposed decisions for the forthcoming month and it will be updated on a fortnightly basis. Each new Plan supersedes the previous Plan and items may be carried over into forthcoming Plans. Any questions on specific issues included on the Plan should be included on the form which appears at the back of the Plan and submitted to 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.

Whilst the majority of the Executive's business at the meetings listed in this Plan will be open to the public and media organisations to attend, there will be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. In these circumstances the meeting may be held in private, and on the rare occasion this applies this is indicated in the list below. A formal notice of the intention to hold the meeting, or part of it, in private, will be given 28 clear days in advance of any private meeting in accordance with The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

The Council invites members of the public to attend any of the meetings at which these decisions will be discussed (unless a notice of intention to hold the meeting in private has been given).

You are entitled to view any documents listed on the Plan, or obtain extracts from any documents listed or subsequently submitted to the decision maker prior to the decision being made, subject to any restrictions on disclosure. There is no charge for viewing the documents, although charges may be made for photocopying or postage. Documents listed on the notice and relevant documents subsequently being submitted can be requested from Alex Daynes, Senior Governance Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 01733 452483), e-mail to alexander.daynes@peterborough.gov.uk or by telephone on 01733 452447. For each decision a public report will be available from the Governance Team one week before the decision is taken.

All decisions will be posted on the Council's website: www.peterborough.gov.uk/executivedecisions. If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the 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.

KEY DECISIONS FROM 15 NOVEMBER 2013

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	MEETING OPEN TO PUBLIC	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER (IF ANY OTHER THAN PUBLIC REPORT)
<p>Long Causeway Public Realm Improvements - KEY/15NOV13/01 To award the contract to undertake engineering works as part of the Long Causeway Public Realm Improvement works.</p>	<p>Councillor Gr. Uff. Marco Cereste Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement</p>	<p>December 2013</p>	<p>N/A</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Simon Mullins Project Engineer/Development Engineer Tel: 01733 453548 simon.mullins@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>The Future Direction of Children's Centres Delivery - KEY/15NOV13/02 To confirm the direction of the delivery of children's centres in the city.</p>	<p>Cabinet</p>	<p>16 Dec 2013</p>	<p>Yes</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Legal Services, Human Resources and other internal and external stakeholders.</p>	<p>Pam Setterfield Assistant Head of Children & Families Services (0-13) Tel: 01733 863897 pam.setterfield@peterborough.gov.uk</p>	<p>Consultation Document</p>

<p>S256 Agreement between the Council and Cambridgeshire and Peterborough CCG - KEY/15NOV13/03 To agree the transfer of funding for social care.</p>	<p>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</p>	<p>November 2013</p>	<p>N/A</p>	<p>Health Issues</p>	<p>Relevant stakeholders.</p>	<p>Paul Stevenson Interim Head of Finance Tel: 01733 452306 paul.stevenson@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>PREVIOUSLY ADVERTISED DECISIONS</p>							
<p>Delivery of the Council's Capital Receipt Programme through the Sale of Dickens Street Car Park - KEY/03JUL/11 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 Dickens Street Car Park.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>October 2013</p>	<p>N/A</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Consultation will take place with the Cabinet Member, Ward councillors, relevant internal departments & external stakeholders as appropriate.</p>	<p>Richard Hodgson Head of Strategic Projects Tel: 01733 384535 richard.hodgson@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p>Care and Repair Framework Agreement - KEY/18DEC12/01 To approve a framework agreement and schedule of rates to deliver disabled facility grant work, specifically providing disabled access to toilet and washing facilities and associated work in domestic properties.</p>	<p>Councillor Nigel North Cabinet Member for Environment Capital and Neighbourhoods</p>	<p>Between 2 Nov 2013 and 31 Dec 2013</p>	<p>N/A</p>	<p>Strong and Supportive Communities</p>	<p>Relevant Internal Departments.</p>	<p>Russ Carr Care & Repair Manager Tel: 01733 863864 russ.carr@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>Environment Capital Action Plan - KEY/24JAN13/02 Approve the Plan for public consultation.</p>	<p>Cabinet</p>	<p>16 Dec 2013</p>	<p>YES</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Four week public consultation.</p>	<p>Charlotte Palmer Climate Change Team Manager charlotte.palmer@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>Fletton Parkway Junction 17 to 2 improvement scheme - KEY/24JAN13/07 To agree funding is brought forward between 2012 and 2015 in Medium Term Financial Strategy and to agree the contract awarded for the works.</p>	<p>Councillor Gr. Uff. Marco Cereste Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement</p>	<p>December 2013</p>	<p>N/A</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Mark Speed Transport Planning Team Manager Tel: 317471 mark.speed@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p>Sale of Craig Street Car Park - KEY/25MAR13/01 To approve the sale of land known as Craig Street Car Park.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>October 2013</p>	<p>N/A</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant Internal and External Stakeholders and ward councillors.</p>	<p>David Gray Capital Projects Officer Tel: 01733 384531 david.gray@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>The Expansion of Fulbridge Academy to four forms of entry - KEY/25JUL13/02 Award of Contract for the Expansion of Fulbridge Academy, including the approval of property, legal and financial arrangements for various enabling agreements with third parties.</p>	<p>Councillor John Holdich OBE Cabinet Member for Education, Skills and University, Cabinet Member for Resources</p>	<p>Before 31 Oct 2013</p>	<p>N/A</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders.</p>	<p>Brian Howard Programme Manager - Secondary Schools Development Tel: 01733 863976 brian.howard@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>The Expansion of Ravensthorpe Primary School to two forms of entry - KEY/08AUG13/02 Award of Contract for the Expansion of Ravensthorpe Primary School, including the approval of property, legal and financial arrangements for various enabling agreements with third parties.</p>	<p>Councillor John Holdich OBE Cabinet Member for Education, Skills and University</p>	<p>Before 31 Oct 2013</p>	<p>N/A</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders including ward councillors.</p>	<p>Brian Howard Programme Manager - Secondary Schools Development Tel: 01733 863976 brian.howard@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents</p>

<p>Clare Lodge - KEY/22AUG13/01 To award a contract for the provision of services.</p>	<p>Councillor Sheila Scott OBE Cabinet Member for Children's Services</p>	<p>May 2014</p>	<p>N/A</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Internal and external stakeholders as appropriate.</p>	<p>Oliver Hayward Commissioning Officer - Aiming High Tel: 01733 863910 oliver.hayward@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>Dementia Resource Centre - KEY/06SEP13/01 Award of contract to a provider to run the Dementia Resource Centre.</p>	<p>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</p>	<p>October 2013</p>	<p>N/A</p>	<p>Health Issues</p>	<p>Consulted with older people's partnership board followed by mental health steering group.</p>	<p>Nick Blake Improvement & Development Manager Tel: 01733 452406 nick.blake@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>Personal Care and Support for Adults (Homecare) - KEY/06SEP13/03 Award of contract for the provision of Personal Care and Support services.</p>	<p>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</p>	<p>Between 14 Oct 2013 and 29 Nov 2013</p>	<p>N/A</p>	<p>Health Issues</p>	<p>Relevant internal and external stakeholders.</p>	<p>Nick Blake Improvement & Development Manager Tel: 01733 452406 nick.blake@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p>Transformation of Person Centred Activities for Younger Adults in Peterborough - KEY/20SEP13/01 Agree the consultation plan for the Transformation of Person Centred Activities for Younger Adults in Peterborough (Day and Employment services for people with learning and physical disabilities).</p>	<p>Cabinet</p>	<p>16 Dec 2013</p>	<p>Yes</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders including service users and staff.</p>	<p>Mubarak Darbar Head of Commissioning Learning Disabilities Tel: 01733 452509 mubarak.darbar@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>Materials Recycling Facility contract - KEY/20SEP13/02 Agree to joint procurement of MRF for bulking, sorting and onward processing and sale of recyclable materials, in collaboration with RECAP Partner Councils.</p>	<p>Councillor Gavin Elsey Cabinet Member for Culture, Recreation and Waste Management</p>	<p>October 2013</p>	<p>N/A</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Richard Pearn Programme Manager - Waste Infrastructure richard.pearn@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>City College Extension Project - KEY/20SEP13/03 Using Education Funding Agency grant to create a dedicated, customised space for students aged 16-19 with learning difficulties and disabilities.</p>	<p>Councillor John Holdich OBE Cabinet Member for Education, Skills and University</p>	<p>January 2014</p>	<p>N/A</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders.</p>	<p>Brian Howard Programme Manager - Secondary Schools Development Tel: 01733 863976 brian.howard@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p>Contract Award for the Provision of Domestic Abuse and Sexual Violence Services - KEY/04OCT13/01 To award the contract for the provision of Domestic Abuse and Sexual Violence Services.</p>	<p>Councillor Irene Walsh Cabinet Member for Community Cohesion, Safety and Public Health</p>	<p>October 2013</p>	<p>N/A</p>	<p>Strong and Supportive Communities</p>	<p>Safer Peterborough Partnership.</p>	<p>Karen Kibblewhite Safer Peterborough Manager - Cutting Crime Tel: 01733 864122 karen.kibblewhite@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>Amendments to the Affordable Housing Capital Funding Policy - KEY/04OCT13/02 To agree the amendments to the Affordable Housing Capital Funding Policy.</p>	<p>Cabinet</p>	<p>16 Dec 2013</p>	<p>Yes</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Richard Kay Policy and Strategy Manager richard.kay@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>Bourges Boulevard Improvement Scheme: Bright Street to Crescent Bridge - KEY/04OCT13/04 To award a contract for the urban realm improvement works to Bourges Boulevard, including implementation of two pedestrian crossings.</p>	<p>Councillor Gr. Uff. Marco Cereste Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement</p>	<p>October 2013</p>	<p>N/A</p>	<p>Sustainable Growth and Environment Capital.</p>	<p>Relevant internal and external stakeholders.</p>	<p>Mark Speed Transport Planning Team Manager Tel: 317471 mark.speed@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p>Strategy for People with Dementia and their Carers - KEY/04OCT13/05 To approve the Dementia Strategy.</p>	<p>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</p>	<p>November 2013</p>	<p>N/A</p>	<p>Health Issues</p>	<p>Service users, relevant departments and Scrutiny Commission for Health Issues.</p>	<p>Rob Henchy Commissioning Manager Tel: 01733 452429 rob.henchy@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p>Strategic Infrastructure Partnership - KEY/04NOV13/01 To enter into a strategic partnership to improve the communication infrastructure in Peterborough.</p>	<p>Cabinet</p>	<p>4 Nov 2013</p>	<p>No.</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal departments & external stakeholders as appropriate.</p>	<p>Richard Godfrey ICT and Transactional Services Partnership Manager Tel: 01733 317989 richard.godfrey@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

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

Communications
Strategic Growth and Development Services
Legal and Governance Services
Policy and Research
Economic and Community Regeneration
HR Business Relations, Training & Development, Occupational Health & Reward & Policy

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

CHILDREN'S SERVICES DEPARTMENT Bayard Place, Broadway, PE1 1FB

Safeguarding, Family & Communities
Education & Resources
Strategic Commissioning & Prevention

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

Planning Transport & Engineering (Development Management, Construction & Compliance, Infrastructure Planning & Delivery, Network Management, Passenger Transport)
Commercial Operations (Strategic Parking and Commercial CCTV, City Centre, Markets & Commercial Trading, Tourism)
Neighbourhoods (Strategic Regulatory Services, Safer Peterborough, Strategic Housing, Cohesion, Social Inclusion, Neighbourhood Management)
Operations Business Support (Finance)

ADULT SOCIAL CARE Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG

Care Services Delivery (Assessment & Care Management; Integrated Learning Disability Services and HIV/AIDS; Regulated Services)
Strategic Commissioning (Mental Health & Integrated Learning Disability; Older People, Physical Disability & Sensory Impairment; Contracts, Procurement & Compliance)
Quality, Information and Performance (Performance & Information; Strategic Safeguarding; Business Support & Governance; Business Systems Improvement; Quality and Workforce Development)

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**SUSTAINABLE GROWTH AND ENVIRONMENT CAPITAL SCRUTINY COMMITTEE
WORK PROGRAMME 2013/14**

Updated: 25 October 2013

Meeting Date	Item	Progress
<p>12 June 2013 <i>Draft Report 24 May</i> <i>Final Report 3 June</i></p>	<p>Establishment of a Scrutiny Task and Finish Group to Investigate the Benefits of extending 20mph Speed Limits across Residential Areas of Peterborough To agree to the establishment of the Task and Finish Group and agree Terms of Reference. Contact Officer: Paulina Ford</p> <p>Energy Performance Contract (EnPC) To receive an update on energy efficiency (EnPC) on council owned buildings and comment on the draft CMDN that relates to a contract award. Contact Officer: John Harrison</p>	<p>Task and Finish Group approved.</p>
	<p>Enterprise Peterborough Partnership Performance Progress Report To scrutinise the performance of the Enterprise Peterborough Partnership and make any recommendations. Contact Officer: Dominic Hudson</p> <p>Review of 2011/12 and Future Work Programme To review the work undertaken during 2011/12 and to consider the future work programme of the Committee. Contact Officer: Paulina Ford</p>	<p>Requested at 18 March 2013 meeting</p> <p>Items from this report to be programmed into the work programme.</p>
<p>11 July 2013 <i>Draft Report 26 June</i> <i>Final Report 3 July</i></p>	<p>Call-In of Executive Decision – Passenger Transport – Subsidised Service Provision – JUL13/CAB/059</p>	

Meeting Date	Item	Progress
	<p>Peterborough – Serco Strategic Partnership Performance Report Annual Report</p> <p>To scrutinise the Serco Strategic Partnership Performance and make any recommendations.</p> <p>Contact Officer: Dominic Hudson</p> <p>Household Recycling Centre</p> <p>To comment on the planned relocation of the Household Recycling Centre.</p> <p>Contact Officer: Paul Robertson</p> <p>Energy from Waste Update</p> <p>To receive an update and comment on the progress of the development of the Energy from Waste (EfW) Facility in Fengate.</p> <p>Contact Officer: Richard Pearn</p> <p>Scrutiny In A Day: A Focus on Welfare Reform</p> <p>To receive a report on a proposal for a Scrutiny in a Day review into the Impact of Welfare Reform.</p> <p>Contact Officer: Paulina Ford / Adrian Chapman</p>	
<p>5 September 2013 <i>Draft Report 21 Aug</i> <i>Final Report 27 Aug</i></p>	<p>Human Resources Monitoring Report – Six Monthly Progress Report</p> <p>Contact Officer: Mike Kealey</p> <p>Enterprise Peterborough Partnership Key Performance Indicators</p> <p>Contact: Dominic Hudson</p>	<p>Requested 18 March 2013 meeting.</p> <p>Requested at 12 June 2013 meeting</p>

Meeting Date	Item	Progress
	<p>Overview of Environment Capital Programmes/Projects</p> <p>To receive an update and comment on the Environment Capital Programmes and Projects currently in place.</p> <p>Contact Officer: Charlotte Palmer</p>	Deferred from July meeting.
<p>15 October 2013 (additional meeting)</p> <p><i>Draft Report 27 Sept</i> <i>Final Report 4 Oct</i></p>	<p>Peterborough City Centre Development Plan Document</p> <p>Contact Officer: Gemma Wildman</p> <p>Growth Strategy – Report on Progress</p> <p>Contact Officers: Simon Machen / Andrew Edwards</p>	
<p>7 November 2013</p> <p><i>Draft Report 22 Oct</i> <i>Final Report 29 Oct</i></p>	<p>Environment Capital Action Plan</p> <p>To Scrutinise and provide comments on the Environment Capital Action Plan prior to approval.</p> <p>Contact Officer: Charlotte Palmer</p> <p>Carbon Emissions Management Action Plan - Annual Update</p> <p>To Scrutinise the Peterborough City Council's 2012/13 carbon dioxide emissions report and make any recommendations necessary.</p> <p>Contact Officer: Charlotte Palmer</p> <p>Amey Partnership (formerly Enterprise) KPI's</p> <p>To scrutinise and comment on the new KPI's for the Amey Partnership</p> <p>Contact Officer: Dominic Hudson</p>	

Meeting Date	Item	Progress
	<p>Scrutiny in a Day: Understanding and Managing the Impacts of Welfare Reform on Communities in Peterborough</p> <p>To provide the Committee with an update on the progress being made towards organising the Scrutiny in a Day event on 17th January 2014</p> <p>Contact Officer: Adrian Chapman / Paulina Ford</p>	
<p>8 or 20 January 2014 (Joint Meeting of the Scrutiny Committees and Commissions)</p>	<p>Budget 2014/15 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>17 January 2014 (Joint Meeting of Scrutiny Committees and Commissions)</p>	<p>Scrutiny in a Day: Focus on Impact of Welfare Reform</p> <p>To conduct an in depth one day review with a focus on the impacts of Welfare Reform across all scrutiny agendas and make recommendations to mitigate those impacts.</p> <p>Contact officers: Paulina Ford / Adrian Chapman</p>	
<p>10 February 2014 <i>Draft Report 23 Jan</i> <i>Final Report 30 Jan</i></p>	<p>Local Transport Plan</p> <p>Contact Officer: Mark Speed</p>	
	<p>PCC Biodiversity Strategy 2012/13 Progress Report</p> <p>Contact Officer: James Fisher</p>	

Meeting Date	Item	Progress
	<p>Opportunity Peterborough – Report on Progress</p> <p>Contact Officer: Neil Darwin</p>	
<p>7 April 2014</p> <p><i>Draft Report 20 Mar</i></p> <p><i>Final Report 27 Mar</i></p>	<p>Annual Human Resources Monitoring Report</p> <p>To scrutinise the Annual HR Monitoring Report.</p> <p>Contact Officer: Mike Kealey</p>	
	<p>Corporate Complaints Annual Monitoring Report 2012/13</p> <p>To scrutinise the complaints monitoring report 2011/12 and identify any areas of concern.</p> <p>Contact Officer: Mark Sandhu/Belinda Evans</p>	

TO BE PROGRAMMED 2013/2014

Item	Comments
Local Flood Risk Management Draft Strategy - Contact Officer: Julia Chatterton	Date to be advised by Richard Kay.
Community Infrastructure Levy (CIL) Final Draft, Contact Officer: Steve Winstanley	Deferred from October meeting
Developer Contributions Supplementary Planning Document, Contact Officer: Steve Winstanley	Deferred from October meeting
Affordable Housing Capital Funding Policy, Contact Officer: Anne Keogh	Deferred from November meeting

TO BE PROGRAMMED 2014/2015

Item	Comments
Report on impact of Subsidised Bus Service cuts	Requested by Cllr Sandford

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