

SCRUTINY COMMISSION FOR RURAL COMMUNITIES

MONDAY 20 OCTOBER 2014
7.00 PM

Bourges/Viersen Room - Town Hall

AGENDA

Page No

1. **Apologies for Absence**
2. **Declaration 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 the Meeting Held on 1 September 2014** 3 - 6
4. **Parish Council Roles, Responsibilities and Sustainability** 7 - 10
5. **Forward Plan of Key Decisions** 11 - 28
6. **Work Programme** 29 - 30
7. **Date of the next Meeting**

17 November 2014



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 Dania Castagliuolo on 01733 452347 as soon as possible.

Emergency Evacuation Procedure – Outside Normal Office Hours

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

Committee Members:

Councillors: J Stokes (Chair), R Brown (Vice Chairman), D Sanders, E Murphy, D Harrington,
J Okonkowski and J R Fox

Substitutes: Councillors: J Johnson, S Lane, B Rush and A Miners

Further information about this meeting can be obtained from Dania Castagliuolo on telephone
01733 452347 or by email – danica.castagliuolo@peterborough.gov.uk

- Members commented that the cost of housing in rural communities was considerably higher than in urban areas and queried whether this was taken in to account with people on benefits. *Members were advised that benefit claimants renting from the private sector in a rural area would receive the same Local Housing Allowance (LHA) payment rates (relevant to the property size) as benefit claimants in the rest of the city, despite the potential for higher market rent levels in some villages. This may result in a shortfall between the LHA received and the rent charged. Benefit claimants in affordable housing receive Housing Benefit which is not subject to the same restrictions as LHA and therefore if the claimant is not under-occupying or subject to any other restrictions they should get their full rent paid on an affordable property in a rural location, even if the rent is higher than for a comparable property in another part of the city’.*
- Members queried whether new builds developed for a rural exception site would consist solely of affordable housing or if private housing would be included in these projects. *Members were informed that the national requirement for projects could now be mixed tenure. It could be considered, in order to make a site more sustainable, to have some market on the site even if it was just one or two market units. This could prove more attractive to villagers and housing associations. Peterborough was yet to develop a rural exception site. At present the stated policy for Peterborough was 100% affordable.*
- Members commented that sometimes RAF Wittering could produce a blip in housing need and Peterborough would need to be mindful of this as it was now a busy time for them.
- Members queried whether agricultural tenancies were still a priority and if not could this be reflected in the Housing Allocations Policy. *The Assistant Director for Communities and Targeted Services informed Members that there was no specific provision for agricultural tenancies, they would be subject to the same statutory tests for homelessness as non-agricultural tenancies. Any request for preference of rural needs within the Housing Allocations Policy would need to go back to the Social Landlords for consideration as the policy was agreed by them.*
- Members commented that there would always be a struggle with this subject as the logistics and infrastructure of rural areas did not fit in well with social housing.

ACTION AGREED

The Commission agreed for the Housing and Strategic Planning Manager to check that the Housing Strategy and Planning Policy Guidance had measures in place to protect rural land when considering new developments.

5. Forward Plan of Key Decisions

The Commission received the latest version of the Council’s Forward Plan of Key Decisions, which contained key decisions that the Leader of the Council anticipated the Cabinet or individual Cabinet Members would make during the course of the forthcoming month. Members were invited to comment on the Plan and, where appropriate, identify any relevant areas for inclusion in the Commission’s work programme.

ACTION AGREED

The Commission noted the latest version of the Council’s Forward Plan of Key Decision and requested further information on the Care and Repair Framework Agreement.

6. Work Programme

Members considered the Commission’s Work Programme for 2014/15 and discussed possible items for inclusion.

AGREED ACTION

Members noted the work programme and agreed for the following items to be added to the Work Programme:

- The Flood Risk Strategy and Emergency Planning
- Libraries and Community Centres (with rural consideration)

7. Date of the Next Meeting

The next meeting was scheduled for Monday 20 October 2014.

The meeting began at 7.00pm and ended at 7.55pm

CHAIRMAN

This page is intentionally left blank

SCRUTINY COMMISSION FOR RURAL COMMUNITIES	Agenda Item No. 4
20 OCTOBER 2014	Public Report

Report of the Head of Community and Safety Services

Report Author – Cate Harding
Contact Details – 01733 317497

PARISH COUNCIL ROLES, RESPONSIBILITIES AND SUSTAINABILITY

1. PURPOSE

- 1.1 The purpose of this report is to provide members of the Rural Scrutiny Commission with an overview of the roles and responsibilities of Parish Councils. The report also highlights the current opportunities open to Parish Councils that will support their viability and financial sustainability

2. RECOMMENDATIONS

- 2.1 That the commission note and support the range of current activities underway, as highlighted in the content of this report.
- 2.2 That the commission offer observations and further recommendations for how the Council and its partners can actively ensure all is done to ensure their long term viability and sustainability

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

The Sustainable Community Strategy aims to deliver a bigger and better Peterborough through improving the quality of life for all. All policies, procedures and strategies that form part of the overall Community Strategy will be of relevance to the Scrutiny Commission for Rural Communities.

4. BACKGROUND (Information in part extracted from promotional leaflet of Peakirk Parish Council)

- 4.1 Parish councils are the first tier of government. They operate within a legal framework that defines their powers and duties.
- 4.2 In Peterborough there are currently 27 Parish Councils and each will vary in the makeup of numbers of elected members though each will have, as formally required, a part or full time clerk.
- 4.3 A Parish Council has an overall responsibility for the well-being of their local neighbourhood. Their work falls into three main categories:

- representing your local community
- delivering services to meet local needs
- striving to improve quality of life in the parish.

A Parish Council may also provide, maintain or contribute to the following services:

- Allotments & leisure facilities
- bus shelters & litter bins

- car parks & local illuminations
- community centres, parks and open spaces.
- community safety schemes planning
- community transport schemes
- public lavatories
- crime reduction
- street cleaning measures
- cycle paths & street lighting
- festivals and celebrations
- tourism activities
- traffic calming measures.

Parish Councils may often work with the Council and its partners to ensure the effective delivery of services to the local community.

- 4.4 Each year a sum of money called a 'precept' is collected through council tax. This money is invested back into the local neighbourhood by the parish = council to improve facilities and services for local people. The Parish can also apply for grants and loans and, if they own property, can receive money from rents or leases.
- 4.5 Many of Peterborough's Parish Councils are affiliated to Cambridgeshire and Peterborough Association of Local Councils (CPALC) which is a membership organisation that works with and supports local councils

5. KEY ISSUES – CURRENT & FUTURE OPPORTUNITIES

- 5.1 The community capacity team are currently working closely with CAPALC, with the support of representatives of existing Parish Councils in Peterborough, to promote the opportunity for additional local interest groups to explore the creation of new community or parish councils in their area. This programme of activity is being financially supported by DCLG to encourage un-parished areas to learn about the potential for greater local democracy and decision making by becoming a community or parish council.

Local groups in the following urban areas are interested in exploring this opportunity:

Paston
Walton
Stanground
West Town, Westwood & Ravensthorpe
Dogsthorpe
Fletton & Woodston

- 5.2 The above programme of activity promotes how parish or community councils can have a greater say over how their needs are met at a local level by becoming more involved in local decision making and having a greater control over how money raised locally is spent.
- 5.3 Of significance, the involvement and support of the existing, predominantly rural based parish councils, in the programme provides an additional opportunity to 're-market' amongst them, the current understanding of the roles of parish councils in the context of the Localism Act. This will also highlight the additional range of responsibilities now open to them via this legislation such as community asset transfer and/or community budgeting. Maximising these opportunities will ideally see the parishes becoming more enterprising and create interest from additional individuals in becoming involved in influencing local decisions in the area they live. Encouragement to have a more enterprising outlook would be a means to secure greater financial sustainability for the parish.
- 5.4 The community capacity team continue to work proactively with elected members and parish

councils to ensure that the community have a voice when investment opportunities arise in their area. A 'project bank' system has been put into place which records the needs of an area (e.g. physical improvements, new street furniture, play equipment or enhancements to existing facilities) identified following a community needs assessment or other form of local consultation. Additionally external funding can be proactively sought by Parish Councils to support the implementation of the feasible needs evidenced via their consultation process.

- 5.5 The council is committed to adopting CIL (Community Infrastructure Levy) from April 2015. CIL is a new method of collecting funding from developers to fund infrastructure provision. When CIL is introduced and where development takes place in a Parish area, the local Council will automatically receive 15% of the agreed allocation. In areas where Parish Councils have developed a Neighbourhood Plan, this amount will be increased to 25%.

The above system (5.4) for recording the priorities and needs of the community will be a valuable and transparent tool for determining how to utilise the spending of these funds. Parish Councils will be required to publish an annual report to demonstrate the amount of CIL received and spent each year, together with a summary of how this was spent.

6. IMPLICATIONS

Not applicable

7. CONSULTATION

Not applicable

8. EXPECTED OUTCOMES

- 8.1 That the commission accept the content of this report.

9. NEXT STEPS

- 9.1 That any comment or further recommendation of the commission is duly noted and recorded.

10. BACKGROUND DOCUMENTS

- 10.1 N/A

11. APPENDICES

- 11.1 N/A

This page is intentionally left blank

SCRUTINY COMMISSION FOR RURAL COMMUNITIES	Agenda Item No. 5
20 OCTOBER 2014	Public Report

Report of the Director of Governance

Report Author – Dania Castagliuolo, Governance Officer

Contact Details – 01733 452347 or email Dania.castagliuolo@peterborough.gov.uk

FORWARD PLAN OF KEY DECISIONS

1. PURPOSE

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

2. RECOMMENDATIONS

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

3. BACKGROUND

- 3.1 The latest version of the Forward Plan 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 31 October 2014.
- 3.2 The information in the Forward Plan of Key Decisions provides the Commission with the opportunity of considering whether it wishes to seek to influence any of these key decisions, or to request further information.
- 3.3 If the Commission wished to examine any of the key decisions, consideration would need to be given as to how this could be accommodated within the work programme.
- 3.4 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

This page is intentionally left blank

PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS

PART 1 – 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 in **Part 1**. Key decisions relate to those executive decisions which are likely to result in the Council spending or saving money in excess of £500,000 and/or have a significant impact on two or more wards in Peterborough.

If the decision is to be taken by an individual Cabinet Member, the name of the Cabinet Member is shown against the decision, in addition to details of the Councillor's portfolio. If the decision is to be taken by the Cabinet, this too is shown against the decision and its members are as listed below:
Cllr Cereste (Leader); Cllr Elsey; Cllr Fitzgerald; Cllr Hiller, Cllr Holdich (Deputy Leader); Cllr North; Cllr Seaton; Cllr Serluca and Cllr Scott.

This Plan should be seen as an outline of the proposed decisions for the forthcoming month and it will be updated on a fortnightly basis to reflect new key-decisions. Each new Plan supersedes the previous Plan and items may be carried over into forthcoming Plans. Any questions on specific issues included on the Plan should be included on the form which appears at the back of the Plan and submitted to Gemma George, Senior Governance Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388039). Alternatively, you can submit your views via e-mail to gemma.george@peterborough.gov.uk or by telephone on 01733 452268.

PART 2 – NOTICE OF INTENTION TO TAKE DECISION IN PRIVATE

Whilst the majority of the Executive's business at the Cabinet meetings listed in this Plan will be open to the public and media organisations to attend, there will be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. In these circumstances the meeting may be held in private, and on the rare occasion this applies, notice will be given within **Part 2** of this document, 'notice of intention to hold meeting in private'. A further formal notice of the intention to hold the meeting, or part of it, in private, will also be given 28 clear days in advance of any private meeting in accordance with The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

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

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

For complete transparency relating to the work of the Executive, this Plan also includes an overview of non-key decisions to be taken by the Cabinet or individual Cabinet Members, these decisions are listed at **Part 3** and will be updated on a weekly basis.

You are entitled to view any documents listed on the Plan, or obtain extracts from any documents listed or subsequently submitted to the decision maker prior to the decision being made, subject to any restrictions on disclosure. There is no charge for viewing the documents, although charges may be made for photocopying or postage. Documents listed on the notice and relevant documents subsequently being submitted can be requested from Gemma George, Senior Governance Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388038), e-mail to gemma.george@peterborough.gov.uk or by telephone on 01733 452268. 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 31 OCTOBER 2014

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
Libraries and Community Services Review KEY/03NOV14/01 For Cabinet to consider future options for service delivery.	Cabinet	3 November 2014	Strong and Supportive Scrutiny Committee	Consultation will take place with the Cabinet Member, Ward councillors, relevant internal departments & external stakeholders as appropriate.	Paul Stevenette Programme Manager Tel: 01733 452475 Paul.stevenette@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
PREVIOUSLY ADVERTISED DECISIONS						
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. For Cabinet to consider future options for service delivery.	Councillor David Seaton Cabinet Member for Resources	October 2014	Sustainable Growth and Environment Capital	Consultation will take place with the Cabinet Member, Ward councillors, relevant internal departments & external stakeholders as appropriate.	Richard Hodgson Head of Strategic Projects Tel: 01733 384535 richard.hodgson@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
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.	Councillor Nigel North Cabinet Member for Communities and Environment Capital	October 2014	Strong and Supportive Communities	Relevant Internal Departments.	Russ Carr Care & Repair Manager Tel: 01733 863864 russ.carr@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Section 75 Agreement with the Clinical Commissioning Group (CCG) for the Provision of a Joint Child Health and Wellbeing Commissioning Unit - KEY/21FEB14/01 Authorisation for the entry into a statutory Section 75 Agreement, for an initial two year period, with the CCG for the provision of a borderline and Peterborough joint child health and wellbeing commissioning unit.	Councillor Marco Cereste Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement	October 2014	Scrutiny Commission for Health Issues	Relevant internal and external stakeholders.	Oliver Hayward Head of Business Management Tel: 01733 863910 oliver.hayward@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Sale of Greenwood House - KEY/21MAR14/02 Delivery of the Council's Capital Receipt Programme through the sale of Greenwood House, South Parade.	Councillor David Seaton Cabinet Member for Resources	October 2014	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Simon Webber Capital Projects Officer Tel: 01733 384545 simon.webber@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
<p>Sale of the Herlington Centre - KEY/21MAR14/03 Delivery of the Council's capital receipts programme through the sale of the Herlington Centre, Orton Malborne.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>October 2014</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Simon Webber Capital Projects Officer Tel: 01733 384545 simon.webber@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Peterborough City Council Customer Strategy 2014 - KEY/21MAR14/06 To approve the Customer Strategy. The vision is to provide a range of high-quality services whilst maximising customer satisfaction and delivering these services through different channels at the lowest reasonable cost, whilst also reducing or diverting demand.</p>	<p>Cabinet</p>	<p>3 November 2014</p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Relevant internal and external stakeholders.</p>	<p>Ricky Fuller Head of Strategic Commissioning/Transformation Tel: 01733 452482 ricky.fuller@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Formalise Integrated Community Equipment Service Funding and Commissioning Arrangements - KEY/18APR14/01 To formalise integrated community equipment service joint funding arrangements.</p>	<p>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</p>	<p>October 2014</p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders.</p>	<p>Nick Blake Head of Commissioning for Older People, Physical Disabilities and Sensory Impairment Tel: 01733 452406 nick.blake@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

KEY DECISION REQUIRED	DECISION MAKER	Date decision expected	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
Award of Contract for Build of a Waste Transfer Station - KEY/18APR14/02 To award a contract for the build of a waste transfer station.	Councillor Gavin Elsey Cabinet Member for Street Scene, Waste Management and Communications	October 2014	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Paul Robertson Waste Project Officer Tel: 01733 864740 paul.robertson@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Award of Contract for Build of a Household Recycling Centre - KEY/18APR14/03 To award a contract for the build of a household recycling centre.	Councillor Gavin Elsey Cabinet Member for Street Scene, Waste Management and Communications	October 2014	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Paul Robertson Waste Project Officer Tel: 01733 864740 paul.robertson@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Future of the Eight Former Play Centres - KEY/02MAY14/01 To approve the recommendations for the eight former play centres.	Councillor Nigel North Cabinet Member for Communities and Environment Capital	October 2014	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Cate Harding Neighbourhood Manager Tel: 317497 cate.harding@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHOR	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
Print Managed Services - KEY/13JUN14/01 To enable Council officers to be able to print, copy and scan.	Councillor David Seaton Cabinet Member for Resources	November 2014	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Ricky Fuller Head of Strategic Commissioning/Transformation Tel: 01733 452482 ricky.fuller@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Joint Venture Implementation - KEY/25JUL14/02 To approve the implementation of the Joint Venture.	Councillor Marco Cereste Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement	October 2014	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Simon Machen Director of Growth and Regeneration Tel: 01733 453475 simon.machen@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHOR	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
<p>Installation of Solar Voltaic (PV) Panels to Schools - KEY/25AUG14/01</p> <p>To award a contract for the installation of Solar Voltaic (PV) Panels and energy performance measures to schools under the renewable energy and energy efficiency scheme and energy performance contracts (ENPC)</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>October 2014</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Steven Morris Client Property Manager Tel: 01733 384657 steven.morris@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>New Model for Transforming Day Opportunities for Adults Under 65 - KEY/25AUG14/02</p> <p>To approve the proposed model for implementation.</p>	<p>Cabinet</p>	<p>3 Nov 2014</p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders.</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 documents other than the report and relevant appendices to be published.</p>
<p>Residential and Nursing Care Contracts - KEY/22AUG14/03</p> <p>To seek approval for the award of contracts to providers of 24 hour residential and nursing care support.</p>	<p>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</p>	<p>October 2014</p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders.</p>	<p>Nick Blake Head of Commissioning for Older People, Physical Disabilities and Sensory Impairment Tel: 01733 452406 nick.blake@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHOR	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
Southfields Primary School Expansion - KEY/05SEP14/01 To authorise the construction of an extension to accommodate the expansion of Southfields Primary School.	Councillor John Holdich Cabinet Member for Education, Skills and University	October 2014	Creating Opportunities and Tackling Inequalities	Relevant internal and external stakeholders.	Emma Everitt Project Support Officer Tel: 01733 863660 emma.everitt@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Renewable Energy and Energy Efficiency Scheme - KEY/05SEP14/03 Installation of Solar Photovoltaic (PV) Panels to PCC's Commercial Properties including industrial estates.	Councillor David Seaton Cabinet Member for Resources	October 2014	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Steven Morris Client Property Manager Tel: 01733 384657 steven.morris@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Care and Repair Heating Framework Agreement – KEY19SEP14/01 To approve a framework agreement and schedule of rates to deliver Repairs Assistance grant work, specifically the installation of central heating systems in domestic properties.	Councillor Peter Hiller Cabinet Member for Planning and Housing Services	October 2014	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders	Russ Carr Care and Repair Manager Tel: 01733 863864 Russ.carr@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Fit to Rent Scheme – KEY/17OCT14/01 To improve standards and management of properties in the private rented sector.	Cabinet	3 November 2014	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders	Belinda Child Housing Strategic Manager Tel: 01733 863769 Belinda.child@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHOR	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
Invest to Save Scheme – KEY/17OCT14/02 To approve investment in housing in Peterborough.	Councillor Marco Cereste Leader of the Council and Cabinet Member for Growth, Strategic Planning and Housing	October 2014	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders	Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.pilsworth@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Sale of Former London Road Allotments – KEY/17OCT14/03 To authorise the negotiation and conclusion of the sale of the former London Road Allotments, Peterborough.	Councillor David Seaton Cabinet Member for Resources	October 2014		Relevant internal and external stakeholders	David Gray Capital Projects Officer Tel: 01733 384531 David.gray@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

PART 2 – NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE

KEY DECISIONS TO BE TAKEN IN PRIVATE

<i>KEY DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i>
NONE AT THE CURRENT TIME						

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

NON-KEY DECISIONS

DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
Anti-Bribery Policy To approve the Anti-Bribery Policy	Councillor David Seaton Cabinet Member for Resources	October 2014	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders	Kim Sawyer Director of Governance Tel: 01733 452361 Kim.sawyer@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
ND18 Discretionary Rate Relief To approve award of Discretionary Rate Relief for charities and similar organisations and to reject applications as appropriate.	Councillor David Seaton Cabinet Member for Resources	October 2014	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders	Richard Godfrey ICT Strategy, Infrastructure and Programmes Manager Tel: 01733 317989 Richard.godfrey@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Reform to Assessments and Service Provision For Children and Young People who have Special Educational Needs and/or Disabilities, Resulting from the Children and Families Act 2014 To approve the implementation of the changes arising from the Children and Families Act 2014.	Councillor John Holdich Cabinet Member for Education, Skills and University	October 2014	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders	Lou Williams Assistant Director for Commissioning Tel: 01733 864139 Lou.williams@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
Personal Budgets in Peterborough To agree to adopt Peterborough's Personal Budget Policy Statement as part of the revised statutory duties that apply to the Council as part of the SEND reforms, under the Children and Families Act 2014.	Councillor John Holdich Cabinet Member for Education, Skills and University	October 2014	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders	Carrie Gamble Commissioner Tel: 01733 863931 Carrie.gamble@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Peterborough District Hospital Site To approve the acquisition of part of the former Peterborough District Hospital site as a school site and payment of £300k to Land Improvement Holdings.	Councillor John Holdich Cabinet Member for Education, Skills and University	October 2014	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders	Alison Chambers Assets and School Place Planning Officer Tel: 01733 863975 Alison.chambers@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Council Tax Benefit Consultation To agree the consultation on Council Tax Benefit	Cabinet	3 November 2014	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders	Steven Pilsworth Head of Corporate Finance Tel: 01733 684564 Steven.pilsworth@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

DIRECTORATE RESPONSIBILITIES

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

Strategic Finance
Internal Audit
Schools Infrastructure (Assets and School Place Planning)
Corporate Property
Waste and Energy
Strategic Client Services (Enterprise Peterborough / Vivacity / SERCO including Customer Services, ICT and Business Support)

CHILDREN'S SERVICES DEPARTMENT Executive Director's Office at Bayard Place, Broadway, PE1 1FB

Safeguarding Family and Communities
Education
School Improvement
Special Educational Needs / Inclusion and the Pupil Referral Service

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

Care Services Delivery (Assessment and Care Management and Integrated Learning Disability Services)
Mental Health
Public Health (including Health Performance Management)

COMMUNITIES DEPARTMENT Executive Director's Office at Bayard Place, Broadway, PE1 1FB

Strategic Commissioning
Safer Peterborough, Cohesion, Social Inclusion and Neighbourhood Management

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

Communications
Legal and Governance Services
HR Business Relations (Training and Development, Occupational Health and Reward and Policy)
Strategic Regulatory Services
Performance Management

GROWTH AND REGENERATION DEPARTMENT Executive Director's Office Stuart House, St Johns Street, Peterborough, PE1 5DD

Strategic Growth and Development Services
Strategic Housing
Planning Transport and Engineering (Development Management, Construction and Compliance, Infrastructure Planning and Delivery, Network Management and Passenger Transport)
Commercial Operations (Strategic Parking and Commercial CCTV, City Centre, Markets and Commercial Trading and Tourism)

This page is intentionally left blank

**SCRUTINY COMMISSION FOR RURAL COMMUNITIES
WORK PROGRAMME 2014/2015**

Updated: 19 September 2014

Meeting Date	Item	Progress
<p>7 July 2014 <i>Draft report 18 June</i> <i>Final report 25 June</i></p>	<p>Review of 2013/2014 To review the work undertaken during 2013/14 and make any recommendations for future monitoring. Contact Officer: Dania Castagliuolo Work Programme 2014-2015</p>	
	<p>To discuss future items for the work programme for 2014-2015 Contact Officer: Adrian Chapman</p>	
<p>1 September 2014 <i>Draft report 12 August</i> <i>Final report 19 Aug</i></p>	<p>Housing in Rural Communities</p> <ul style="list-style-type: none"> • Social Housing Providers • Council Planning Services <p>To scrutinise the effectiveness of the Council's Housing Strategy, social housing allocations policy and relevant planning policies with a view to enabling young people and families to remain living in the rural community;</p> <p>Contact Officer: Anne Keogh/Belinda Child</p>	
<p>20 October 2014 <i>Draft report 1 October</i> <i>Final report 8 October</i></p>	<p>Parish Councils Roles, Responsibilities and Sustainability</p> <p>Contact Officer: Cate Harding/Ian Dewar, PALC</p>	
<p>17 November 2014</p>	<p>Development of Rural Strategy</p>	

Meeting Date	Item	Progress
Draft report 29 October Final report 5 November	Contact Officer: Adrian Chapman	
12 January 2015 Draft report 23 December Final report 30 December	Development of Rural Strategy Contact Officer: Adrian Chapman	
January or February 2015 (Joint Meeting of the Scrutiny Committees and Commissions) T.B.C.	Budget 2015/16 and Medium Term Financial Plan To scrutinise the Executive's proposals for the Budget 2015/16 and Medium Term Financial Plan. Contact Officer: John Harrison/Steven Pilsworth	
16 March 2015 Draft report 25 February Final report 4 March	Development of Rural Strategy Contact Officer: Adrian Chapman	
Possible items to be programmed in:		