

SCRUTINY COMMISSION FOR RURAL COMMUNITIES

MONDAY 11 JULY 2016
7.00 PM

Forli 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 Meeting Held on 7 March 2016** 3 - 8
4. **Appointment of Co-opted Members** 9 - 10
5. **Review Of 2015/2016 And Future Work Programme 2016/2017** 11 - 22
6. **Forward Plan of Executive Decisions** 23 - 48
7. **Date of the next Meeting**

Tuesday, 6 September 2016

Recording of Council Meetings: Any member of the public may film, audio-record, take photographs and use social media to report the proceedings of any meeting that is open to the public. A protocol on this facility is available at:

<http://democracy.peterborough.gov.uk/documents/s21850/Protocol%20on%20the%20use%20of%20Recording.pdf>



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

Emergency Evacuation Procedure – Outside Normal Office Hours

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

Committee Members:

Councillors: D Over (Chairman), R Brown (Vice Chairman), S Allen, H Fuller, D Fower, J R Fox and J Whitby

Substitutes: Councillors: S Lane, A Shaheed and J Bull

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

**MINUTES OF A MEETING OF THE
SCRUTINY COMMISSION FOR RURAL COMMUNITIES
HELD IN THE
BOURGES & VIERSEN ROOMS, TOWN HALL, PETERBOROUGH
ON 7 MARCH 2016**

Present: Councillors: Harrington (Chairman), Murphy (Vice-Chairman), Brown, Sanders, Okonkowski, and J R Fox.

Also Present: Keith Lievesley Independent Co-opted Member
Philip Nuttall Independent Co-opted Member
Cllr Thulbourn Chairman of the Design and Implementation Group

Officers in Attendance:

Gary Goose	Head of Communities
Oliver Hayward	Head of Business Management and Commercial Operations
Cate Harding	Community Capacity Manager
Charlotte Palmer	Environment, Transport and Future City Manager
Richard Mayes	Principal Passenger Transport Contracts and Planning Officer
Alison Stuart	Assistant Director, Legal and Democratic Services
Paulina Ford	Senior Democratic Services Officer

1. Apologies for Absence

Apologies for absence were received from Councillor Stokes and the following Independent Co-opted Members: Henry Clark and Joe Dobson.

2. Declaration of Interest and Whipping Declarations

There were no declarations of interest or whipping declarations.

2. Minutes of Meeting Held on 11 January 2016

The minutes of the meeting held on 11 January 2016 were approved as a true and accurate record.

4. Customer Experience Programme – Investment In Communities

The Head of Business Management and Commercial Operations supported by the Community Capacity Manager introduced the report. The report provided the Commission with an overview of the Investment in Communities Programme (IIC) which was part of the Customer Experience Programme. Members were informed that there were three main things supporting the IIC which were:

- People and Communities Strategy
- Parish Charter
- Customer Experience Programme

Members were advised that four pilot initiatives would be developed to test the focus on community investment which were:

- Primary Prevention
- Selective Licensing
- Assistive Technology
- Development of Social Enterprises

Questions and comments were raised around the following areas:

- Members sought clarification as to what would happen if the pilots did not work. *Members were informed that a range of comparative areas would be identified. An assessment of the capacity that already exists in these communities would be carried out. In areas where there are no existing community groups other structures that might already be in place like Parish Councils will be asked to assist with creating a community group. The pilots were in place to test if this methodology would work and there were different pathways that could be explored to find the best way to proceed.*
- What will happen if there is insufficient capacity within the voluntary sector to support this? *Members were advised that currently there was a great commitment from the specialist professionals and the voluntary sector who all worked together for the greater good of the community. Investing in the community involved more than identifying volunteers and before moving forward a mapping exercise would take place to find out what was currently available.*
- How is the plan for Assisted Technology working and have any gaps been identified? *Members were informed that some homes had been identified however the technology had not yet been installed and it was therefore too early to assess the quality of the service.*
- With reference to diverting delivery of services out to Parish Councils. Members wished it noted that Parish Councils also had diminishing resources and were therefore concerned that the expectation was that Parish Councils would now have to deliver services on behalf of the council. *Members were informed that the expectation was not that the Parish Councils would deliver the services but that they would work with the council to provide the infrastructure of support. The council would therefore like to work with Parish Councils to explore their willingness to look at different ways of working and to work collaboratively to deliver services in clusters if appropriate.*
- Members expressed concern that there will be difficulty recruiting volunteers in this area, particularly if there was a lot of paperwork involved. Support would need to be offered to organisations who find volunteers to make the process easier. *Members were advised that the mapping exercise would highlight the work already carried out by volunteers in the community and beyond and put measures in place to support this further. The aim was to harness what was already happening and encourage volunteers to do more although it was recognised that this cannot be forced.*
- The local community may wonder why this is being done now, how will you convince them to engage in the programme and ensure the volunteers have the capabilities to deliver? *Members were informed that the situation in Peterborough was not unique and that the same issues were affecting other local authorities across the country. It is not assumed that volunteers were willing or have the necessary capabilities required however further investment is being considered to increase the capacity and work will take place at a pace acceptable to the local community. Members were also advised that there had been interest in the programme at a national level from organisations such as the YMCA and Banardos who have secured funding and were specialists in social enterprise.*
- How will the funding be used? *Members were advised the money would go towards supporting activities around recruitment and training of volunteers and co-ordinating volunteers to prevent volunteers being isolated.*
- With voluntary sector funding being cut why are we recruiting in this area? *Members were informed that this is exactly the reason investment in this scheme had occurred and the need to invest in the local community has been recognised. It is intended to build on existing organisations already in place. The role of Parish Councils has been recognised in the part they play in understanding and presenting information on the demographics of their area and it is hoped that work would continue with them to develop the infrastructure.*

- How will the community understand what the programme is about, what the council do, what the council will not do and what is expected of the community and how much will it cost compared to previous years? *Members were informed that £200,000 of new money had been earmarked for the first phase of the project to be phased in as existing contracts expire and £1 million a year would be forthcoming from Adult Social Care and Health.*
- Under Building Block 10 Health and Social Care Services, Barnack Ward fits into Stamford, how will this work? *Officers present did not have the information available and informed Members that this element was being covered by the Adult Social Care team.*
- What was the timeframe for the project? *Members were advised that pilot studies were in hand and results would be known in June/July 2016. Depending on the results of the pilots it was anticipated that implementation would take place in August 2016.*
- Members commented that voluntary groups had not been consulted with regard to the People and Communities Strategy and wanted to know if a consultation would take place prior to the pilot? *Members were informed that the pilots were already underway. It was explained to Members that the Innovation Partnership which was a group of people representing all organisations including voluntary groups and therefore a co-production group would help to design the building blocks and detail. Whilst there had not been a formal consultation other organisations had been involved in this piece of work.*
- How will external bodies be able to have full input without a consultation? *Members were informed that the pilots would be evaluated with sector partners who specialised in this area of work.*
- Members discussed at length if a recommendation to go out to consultation should be put forward. *Members were informed that the Communities Strategy which had been produced in conjunction with a cross party Task and Finish Group had already been through the appropriate governance process and had been to the Strong and Supportive Communities Scrutiny Committee for approval before going to Cabinet. One of the recommendations of that Committee to Cabinet was that further consultation was required. However the report being discussed at this meeting was not the People and Communities Strategy but part of the Customer Experience Programme which was Investment in Communities. Officers confirmed that representatives from the voluntary sector were involved in the groups working on the Investment in Communities Programme.*
- After further discussion Members decided that the item should be noted and that no recommendation would be made at this time.

ACTION AGREED

The Committee noted the report.

5. Rural Transport

The Environment, Transport and Future City Manager accompanied by the Principal Passenger Transport Contracts and Planning Officer introduced the report which provided the Commission with a short overview on rural transport in relation to the Local Transport Plan. The report included information on:

- Road Safety
- School Travel
- Sustainable Travel
- Business Transport and Passenger Transport

Questions and comments were raised around the following areas:

- How much of the £100,000 available will be diverted to Rural Transport? *Members were informed that the £100,000 would cover a number of measures and about a third would go on the route into the rural areas.*
- Members asked for an update on the Call Connect Service which operated in the west of Peterborough? *Members were advised that Call Connect was put in place following the*

Bus Service Review in 2013. Since then there had been an increase in demand which had resulted in the purchase of an additional 20 seater bus. There were initial concerns when Call Connect replaced the traditional timetabled bus service but the call centre that handled the service had received positive feedback from service users. Service users could now travel between 7am and 7pm Monday to Saturday which was an improvement on the timetabled service.

- How does the Call Connect Service compare with the limited scheduled service in the other rural areas? *Members were informed that each service has its own advantages. Call Connect was better able to cope with a change in demand. Most noticeable was that commuters have been reluctant to change to a demand responsive service however where the change had occurred response had over time been positive.*
- Has the Number 22 service been monitored for capacity and would Call Connect be able to accommodate this? *Members were informed that figures within the Route 22 area would need to be analysed in order to answer this.*
- Could Kingfisher buses, mainly used for transporting the disabled be utilised during the day in between dropping people off in the morning and returning for them at night? *Members were advised that information regarding this would need to be looked into.*
- Members commented that a resident had called the council following an operation which rendered her unable to drive and she was given the number for Dial a Ride. When she contacted them they were unable to accommodate her. Why was this? *Members were informed that there are two sections to Dial a Ride one for urban areas and one for rural areas called Octaine. Officers requested further information to enable them to be investigate the issue further.*
- An update was requested on road traffic accidents. *Members were advised that this information was not available but could be provided. Members were informed that last year had seen a downward trend in road traffic accidents however this year it had been stable. A lot of work was being done in rural areas targeting young drivers.*
- Members referred to paragraph 4.5.3, Children and Young People and commented that young mother's needed to be educated in driving in rural areas. Councillor Harrington, seconded by Councillor Sanders recommended that a targeted piece of work be done on educating young mothers with regard to driving in rural areas. *Members were informed that this issue had not been identified as an issue or priority but a piece of work could be done to see if this was an issue and target this group of drivers.*

ACTION AGREED

The Commission agreed to note the report and requested further information on the following:

1. A report on route 22 specific area and travel patterns.
2. Information on whether Kingfisher Buses could be used during the day.
3. Data with regard to the number of road traffic accidents in rural areas.

RECOMMENDATION

The Commission recommended that a targeted piece of work is undertaken to educate young mothers driving in rural areas.

8.10pm at this point Councillor Sanders left the meeting

6. Alternative Governance Arrangements

The Assistant Director of Legal and Democratic Services accompanied by Councillor Thulbourn introduced the report which provided the Committee with an update on the next steps following Council's decision on 27 January 2016 to confirm its earlier decision to adopt a hybrid model of governance to take effect from the Annual Council meeting in May 2016.

Questions and comments were raised around the following areas:

- Members noted that there would only be 3 committees with 10 members on each committee and asked what the other 30 councillors would be doing and was concerned that smaller political groups would not get a place on any of the committees. *Members were informed that there would still be the other regulatory committees and also there would be more task and finish groups formed where other councillors could get involved. Proportionality would be applied to each committee which may mean that smaller groups may have one member on each committee.*
- Members commented that 10 was too small a number and it might be more beneficial to have a larger number of Members and/or Co-opted Members on each committee.
- Members commented that they would not want the Parish Council Liaison meetings to replace the representation currently held on the Rural Commission by the four Co-opted Members.
- Members were assured that Paragraph 5.14 of the report recognised the importance of having Co-opted Members on the new Scrutiny Committees to reflect additional skills, knowledge and experience and outlined the ability to have up to four non-voting members in addition to the statutory co-opted Members.
- Members queried how the Co-opted Members would be appointed. *The Chairman of the Design and Implementation Group responded that the co-opted members would be invited by the committee to become a co-opted member and the best way to be chosen would be to engage with the Scrutiny Committees.*
- Members sought clarification as to whether the Scrutiny Committees would determine who their own Chairman would be and whether the Scrutiny Chairmen would be a member of the administration or the opposition? *The Chairman of the Design and Implementation Group responded that these issues would be decided by the Group Leaders and then presented before Full Council after the election.*
- Members commented that in order to scrutinise effectively the Scrutiny Chairmen should not be members of the ruling administration.
- Members queried when the Wandsworth Model which was originally put forward had been altered to form the Peterborough Model? *The Chairman of the Design and Implementation Group responded that the outcome of the process was what had been considered rather than the structure of the model. Although the Peterborough model differed in structure to the Wandsworth model, the outcome of both processes remained the same in that it would be pre-decision scrutiny. The new model would allow Members to focus on a few substantive issues over the year and would enable the Committees to undertake more intensive reviews. This would therefore decrease the amount of reports received by the Scrutiny Committees.*
- The Chairman of the Design and Implementation Group commented that Members would receive training on the new model and rural issues would be embedded in the three Scrutiny Committees.

Councillor Murphy, seconded by Councillor Fox, put forward a recommendation that the new Council in the new municipal year introduce a governance system that is more inclusive and collaborative than the current or proposed new hybrid system and that the Chairman of the Scrutiny Committees should not be members of the ruling administration.

The recommendation was put to the vote and agreed (4 in favour, 0 against, 1 abstention)

Councillor Harrington put forward a recommendation that one of the four co-opted members of each scrutiny committee is a rural Parish Councillor to ensure rural communities are represented.

The recommendation was unanimously agreed.

RECOMMENDATION

The Committee recommend that the new Council in the new municipal year:

- a) Introduce a governance system that is more inclusive and collaborative than the current or new hybrid model and that the Chairman of the Scrutiny Committees should not be members of the ruling administration.
- b) That one of the four Co-opted Members of each Scrutiny Committee is a Rural Parish Councillor to ensure that rural communities are represented.

7. Forward Plan of Executive Decisions

The Commission received the latest version of the Council's Forward Plan of Executive 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 Executive Decisions and requested further information on the following:

- Peterborough Highways Contract – Skanska – KEY/11JAN16/02
- Joint Enforcement Team – KEY/22FEB/16/03

The Chairman thanked the Commission for all the work that had been accomplished over the past year and said that it had been a privilege and pleasure to preside as Chairman of the Commission. The Commission had made some credible recommendations and had highlighted rural concerns. The Chairman also thanked officers for their work in supporting the Commission and thanked the Co-opted Members for their valuable contribution to the work of the Commission.

The meeting began at 7.00pm and ended at 9.15 pm

CHAIRMAN

SCRUTINY COMMISSION FOR RURAL COMMUNITIES	Agenda Item No. 4
11 JULY 2016	Public Report

Report of the Community Capacity Manager

Contact Officer(s) – Cate Harding

Contact Details - Tel: 01733 4317497 Email: cate.harding@Peterborough.gov.uk

APPOINTMENT OF CO-OPTED MEMBERS

1. PURPOSE

- 1.1 The purpose of this report is to request that the Commission consider whether they wish to retain the four co-optee positions appointed from the Parish Liaison Forum. These positions are currently occupied by Henry Clark, Philip Nuttall, Joe Dobson and Keith Lievesley.
- 1.2 The ability for the Commission to appoint co-optees is set out in the Constitution (Part 4, Section 8 – Scrutiny Committee and Scrutiny Commission Procedure Rules, paragraph 3: Co-optees):

3.1 The Scrutiny Committee or Scrutiny Commissions shall be entitled to co-opt, as non-voting members, external representatives or otherwise invite participation from non-members where this is relevant to their work.

2. RECOMMENDATIONS

- 2.1 It is recommended that the Commission consider the continued membership of up to 4 co-opted members from the Parish Liaison Forum. Henry Clark, Philip Nuttall, Joe Dobson and Keith Lievesley are currently co-opted to the Commission as Independent Co-optees with no voting rights.
- 2.2 As this is to be reviewed on an annual basis, it is further recommended that the Parish Liaison Forum have the opportunity to nominate, via their own voting processes, alternative members to be co-opted on their behalf.

3. BACKGROUND

- 3.1 Henry Clark, Philip Nuttall, Joe Dobson and Keith Lievesley became co-opted members of this Commission in January 2015 for the purpose of providing input to the development and review of the Rural Vision and Parish Charter and their term of office was for the remainder of the municipal year 2015/2016 to be reviewed at the first meeting of the new municipal year 2016/2017.
- 3.2 Henry Clark, Philip Nuttall, Joe Dobson and Keith Lievesley have provided valuable input into the production of the Rural Vision and Parish Charter and have been active and valuable members of the Commission providing effective and challenging scrutiny at meetings. The four co-opted members are representatives of the Parish Liaison Forum.

4. IMPLICATIONS

- 4.1 None

5. CONSULTATION

5.1 None

6. NEXT STEPS

6.1 If the Committee agree to retain up to four independent co-opted members and the Parish Liaison Forum agreed to the continuation of the current co-optees (Henry Clark, Philip Nuttall, Joe Dobson and Keith Lievesley) they can continue to attend all meetings of the Committee and any Task and Finish Groups that the Committee agree that they may be assigned to. The co-optees will however have no voting rights. If alternative nominations are put forward by the Parish Liaison Forum they will have the same rights as the current co-opted members.

7. BACKGROUND DOCUMENTS

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

7.1 None

8. APPENDICES

8.1 None

SCRUTINY COMMISSION FOR RURAL COMMUNITIES	Agenda Item No. 5
11 JULY 2016	Public Report

Report of the Director of Governance

Contact Officer – Paulina Ford, Senior Democratic Services Officer

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

REVIEW OF 2015/2016 AND FUTURE WORK PROGRAMME 2016/2017

1. PURPOSE

- 1.1 To provide the Commission with a review of the work undertaken during 2015/16.

2. RECOMMENDATIONS

- 2.1 That the Commission considers the 2015/2016 year in review and makes recommendations on the future monitoring of these items where necessary.

3. REVIEW OF 2015/16

- 3.1 The Scrutiny Commission for Rural Communities was established by Council at its annual meeting on 18 May 2009. During the year 2015/2016, the Commission considered the following issues:

Information / Update

- Review of 2014/15 and Future Work Programme
- Appointment of Co-opted Members
- East Coast Main Line (ECML) Level Crossing Closure Programme
- Rural Communities: Introduction, Overview and Work programme

Monitoring / Calling to Account

- UnitingCare Partnership
- Environmental Aspect of Rural Areas
- Educational Attainment in Rural Schools
- Rural Transport
- Customer Experience Programme

Policy / Plans / Consultation

- Carers in Rural Communities including the Care Act for Carers
- Enabling Youth Work in Rural Communities
- Rural Road Safety
- Developing a Rural Vision and Parish Charter for Peterborough
- Joint Scrutiny of the Budget 2016/17 and Medium Term Financial Plan – Phase One
- Joint Scrutiny of the Budget 2016/17 and Medium Term Financial Plan – Phase Two
- Alternative Governance

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

4. WORK PROGRAMME 2016/2017

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

The Commissions remit is:

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

A draft work programme which shows the items identified for scrutiny at the work programming session held on 13 June is attached at Appendix 2.

5. BACKGROUND DOCUMENTS

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

- 5.1 Minutes of the Scrutiny Commission for Rural Communities held on 16 June, 13 July, 7 September, 3 November 2015 and 11 January, 7 March 2016.

6. Appendices

- 6.1 Appendix 1 - Recommendations made during 2015/2016
Appendix 2 – Draft Work Programme 2016/2017

MEETING DATE / ITEM	RECOMMENDATION	REFERRED TO	RESPONSE TO RECOMMENDATIONS
13 July 2015			
Rural Overview	The Commission recommends to the Parish Council Liaison that the group encourages Parish Councils to invite the Head of Community and Safety Services to their Parishes to give a presentation on the safety schemes available to help keep rural communities safe.	Parish Councils	The recommendation was presented to Parish Councils and the Parish Council Liaison Group.
7 September 2015			
Developing a Rural Vision and Parish Charter for Peterborough	The Commission endorse the Rural Vision and Parish Charter and recommend the document to Cabinet for approval	Cabinet	Cabinet considered the report at its meeting on 25 November 2015 and RESOLVED to approve the Rural Vision and Parish Charter for adoption and implementation across the Council services.
Enabling Youth Work in Rural Communities	The Commission recommends to the Service Director for Adult Services and Communities that an implementation plan is produced based on the two models proposed within the report, relating to targeted youth work in rural communities, along with various part funded pilot projects which are to be agreed by the Commission at the meeting on 3 November 2015 for implementation.	Service Director for Adult Services and Communities	Update on actions taken to follow.

MEETING DATE / ITEM	RECOMMENDATION	REFERRED TO	RESPONSE TO RECOMMENDATIONS
11 January 2016			
Environment Aspect of Rural Areas	<p>The Commission recommended that the areas of priority for the Alternative Activities Business Case should focus on the following areas:</p> <ol style="list-style-type: none"> 1. Rural Watch Patrols; 2. The implementation of the Wildlife Camera proposals; and 3. Incorporate measures to be put in places to improve environmental aspects within rural areas, such as the litter and fly-tipping issues currently being experienced. <p>The Commission also recommended that consideration be given to implement within the forthcoming proposals for the Joint Community Enforcement Team, a permanent resource for a dedicated Rural Warden to patrol rural areas.</p>	Karl Bowden	Update on actions taken to follow.
Carers in Rural Communities & the Care Act	The Commission recommended that the Adult Social Care team work with Parish Councillors to consider how local carer forums for rural areas could be established.	Cate Harding	This is part of the Investing In Communities programme which has been included in the draft work programme for Rural Scrutiny. A full update on this will therefore be provided at the November meeting.

MEETING DATE / ITEM	RECOMMENDATION	REFERRED TO	RESPONSE TO RECOMMENDATIONS
7 March 2016			
Alternative Governance Arrangements	<p>The Committee recommend that the new Council in the new municipal year:</p> <p>a) Introduce a governance system that is more inclusive and collaborative than the current or new hybrid model and that the Chairman of the Scrutiny Committees should not be members of the ruling administration.</p> <p>b) That one of the four Co-opted Members of each Scrutiny Committee is a Rural Parish Councillor to ensure that rural communities are represented.</p>	Alternative Governance Working Group	<p>Following the outcome of the Elections in May 2016 a motion was put forward by the Leader, Councillor Holdich at Full Council on 23 May 2016 to continue with the current Scrutiny Committee arrangements and not move to the new Hybrid model agreed in January 2016. It was also proposed that a cross party working group be formed to undertake a further review and look at a new model as he believed the number of Scrutiny Committees under the proposed Hybrid model to be insufficient.</p> <p>A report will be presented to the first meeting of the year which proposes the continuation of four co-opted members from the Parish Liaison Forum.</p>
Rural Transport	The Commission recommended that a targeted piece of work is undertaken to educate young mothers driving in rural areas.	Clare George/Gary Goose	Update on action taken to follow.

This page is intentionally left blank

SCRUTINY COMMISSION FOR RURAL COMMUNITIES
DRAFT WORK PROGRAMME 2016/17

Meeting Date	Item	Indicative Timings	Comments
11 July 2016 <i>Draft report 17 June</i> <i>Final report 29 June</i>	Appointment of Co-opted Members The Commission to consider the continued membership of up to four co-opted members from the Parish Liaison Forum. Contact Officer: Cate Harding		
	Forward Plan of Executive Decisions That the Commission identifies any relevant items for inclusion within their work programme which is relevant to the remit of this Commission. Contact Officer: Paulina Ford, Senior Democratic Services Officer		
	Review of 2015/16 and Draft Work Programme 2016/17 To review the work undertaken during 2015/16 and to consider the work programme of the Commission. Contact Officer: Paulina Ford, Senior Democratic Services Officer		
6 September 2016 <i>Draft report 16 Aug</i> <i>Final report 24 Aug</i>	Housing Strategy To scrutinise the revised Housing Strategy to ensure rural issues are addressed throughout. Contact Officer: Anne Keogh		

Meeting Date	Item	Indicative Timings	Comments
	<p>Prevention and Enforcement Service (PES) and Rural Crime Action Team (RCAT)</p> <p>To scrutinise the effectiveness of combating rural crime and anti-social behaviour.</p> <p>Contact Officer: Karl Bowden</p>		
	<p>Emergency Stopping Places</p> <p>Contact Officer: Sean Evans</p>		
	<p>Digital Connectivity of Parish Councils and Rural Community facilities</p> <p>To scrutinise the progress of enabling this vision following presentation in 2015.</p> <p>Contact Officer:</p>		
	<p>Forward Plan of Executive Decisions</p> <p>That the Commission identifies any relevant items for inclusion within their work programme which is relevant to the remit of this Commission.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
	<p>Work Programme 2016/2017</p> <p>To consider the Work Programme for 2016/2017.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		

Meeting Date	Item	Indicative Timings	Comments
7 November 2016 <i>Draft report 14 Oct</i> <i>Final report 26 Oct</i>	Investing In Communities To scrutinise the progress of how Parish Councils can support Carers in their community Contact Officer: Cate Harding		
	Farm Estate Action Plan Contact Officer:		
	Devolution Contact Officer:		
	Forward Plan of Executive Decisions That the Commission identifies any relevant items for inclusion within their work programme which is relevant to the remit of this Commission. Contact Officer: Paulina Ford, Senior Democratic Services Officer		
	Work Programme 2016/2017 To consider the Work Programme for 2016/2017. Contact Officer: Paulina Ford, Senior Democratic Services Officer		
16 November 2016 (Joint Meeting of the Scrutiny Committees and Commissions)	Budget 2017/18 and Medium Term Financial Strategy to 2026/27 Phase One To scrutinise the Executive's proposals for the Budget 2017/18 and Medium Term Financial Plan 2026/27. Contact Officer: John Harrison/Steven Pilsworth		

Meeting Date	Item	Indicative Timings	Comments
9 January 2017 <i>Draft report 8 Dec</i> <i>Final report 20 Dec</i>	School Standards To scrutinise the performance of rural schools Contact Officer: Gary Perkins		
	Road Scene To scrutinise the Council's forward plan for highway & public realm improvements Contact Officer: Andy Tatt		
	Rural Economy Contact: Opportunity Peterborough		
	Forward Plan of Executive Decisions That the Commission identifies any relevant items for inclusion within their work programme which is relevant to the remit of this Commission. Contact Officer: Paulina Ford, Senior Democratic Services Officer		
	Work Programme 2016/2017 To consider the Work Programme for 2016/2017. Contact Officer: Paulina Ford, Senior Democratic Services Officer		

Meeting Date	Item	Indicative Timings	Comments
(Joint Meeting of the Scrutiny Committees and Commissions) 8 February 2017	Budget 2017/18 and Medium Term Financial Strategy to 2026/27 Phase Two To scrutinise the Executive's proposals for the Budget 2017/18 and Medium Term Financial Plan 2025/26. Contact Officer: John Harrison/Steven Pilsworth		
20 March 2017 <i>Draft report</i> <i>24 Feb</i> <i>Final report</i> <i>8 March</i>	Leisure and Recreation in the Countryside Contact: Lisa Roberts		
	Forward Plan of Executive Decisions That the Commission identifies any relevant items for inclusion within their work programme which is relevant to the remit of this Commission. Contact Officer: Paulina Ford, Senior Democratic Services Officer		

Possible Items for Future Meetings	Contact Officer
Portfolio Progress Report from Cabinet Member for Communities and Environment Capital (Progress on the Rural Communities aspect)	

SCRUTINY COMMISSION FOR RURAL COMMUNITIES	Agenda Item No. 6
11 JULY 2016	Public Report

Report of the Director of Governance

Report Author – Paulina Ford, Senior Democratic Services Officer

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

FORWARD PLAN OF EXECUTIVE 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 Executive 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 Executive Decisions is attached at Appendix 1. The Forward Plan contains those executive decisions, which the Leader of the Council believes that the Cabinet or individual Cabinet Member(s) can take and any new key decisions to be taken after 25 July 2016.
- 3.2 The information in the Forward Plan of Executive Decisions provides the Commission with the opportunity of considering whether it wishes to seek to influence any of these executive decisions, or to request further information.
- 3.3 If the Commission wished to examine any of the executive decisions, consideration would need to be given as to how this could be accommodated within the work programme.
- 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 Executive 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 Executive Decisions

This page is intentionally left blank

PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS

PUBLISHED: 24 JUNE 2016

PART 1 – KEY DECISIONS

In the period commencing 28 clear days after the date of publication of this Plan, Peterborough City Council's Executive intends to take 'key decisions' on the issues set out below in **Part 1**. Key decisions relate to those executive decisions which are likely to result in the Council spending or saving money in excess of £500,000 and/or have a significant impact on two or more wards in Peterborough.

If the decision is to be taken by an individual Cabinet Member, the name of the Cabinet Member is shown against the decision, in addition to details of the Councillor's portfolio. If the decision is to be taken by the Cabinet, this too is shown against the decision and its members are as listed below:
Cllr Holdich (Leader); Cllr Fitzgerald (Deputy Leader); Cllr Elsey; Cllr Goodwin; Cllr Hiller, Cllr Lamb; Cllr Smith; Cllr Seaton 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 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, Democratic Services Manager, Governance 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. For each decision a public report will be available from the Governance Team one week before the decision is taken.

PART 2 – NOTICE OF INTENTION TO TAKE DECISION IN PRIVATE

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

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

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

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

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

All decisions will be posted on the Council's website: www.peterborough.gov.uk/executivedeisions. If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the Democratic Services Manager using the form attached. For your information, the contact details for the Council's various service departments are incorporated within this Plan.

PART 1 – FORWARD PLAN OF KEY DECISIONS

KEY DECISIONS FROM 25 JULY 2016

<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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
1. Business Advice Charging Policy – KEY/25JUL16/01 To approve the charging policy.	Councillor Irene Walsh Cabinet Member for Communities and Environment Capital	August 2016	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Peter Gell Head of Regulatory Services Tel: 01733 453419 Peter.gell@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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
------------------------------	-----------------------	-------------------------------	------------------------------------	---------------------	---	---

PREVIOUSLY ADVERTISED DECISIONS

1.	<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, Corporate Director 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.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>August 2016</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 documents other than the report and relevant appendices to be published.</p>
----	--	--	---------------------------	---	--	---	--

<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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
2. 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 Eley Cabinet Member for Waste and Street Scene	July 2016	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.
3. 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	July 2016	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Vicki Palazon Financial Services Manager – Planning and Reporting Tel: 01733 864104 Vicki.palazon@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
4. Real Time Passenger Information – KEY/10JUL15/02 To approve the expansion and maintenance contract.	Councillor Peter Hiller Cabinet Member for Growth, Planning, Housing & Economic Development	August 2016	Sustainable Growth and Environment Capital	Relevant internal and External stakeholders.	Amy Pickstone Senior ITS Officer Tel: 01733 317481 Amy.pickstone@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
<p>5. Delivery of the Council's Capital Receipt Programme through the sale of Welland House, Dogsthorpe – KEY/24JUL15/01 To authorise the sale of Welland House, Dogsthorpe – (non-key)</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>July 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</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 documents other than the report and relevant appendices to be published.</p>
<p>36. Sale of the Lindens, Lincoln Road – KEY/24JUL15/04 To authorise the Chief Executive, in consultation with the Solicitor to the Council, Corporate Director Resources, the Corporate Property Officer and the Cabinet Member Resources, to negotiate and conclude the sale.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>September 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Brian Davies Sales and Acquisitions Tel: 01733 384547 Brian.davies@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>

<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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
<p>7. Sale of Bretton Court, Bretton North – KEY/24JUL15/05 To authorise the Chief Executive, in consultation with the Solicitor to the Council, Corporate Director Resources, the Corporate Property Officer and the Cabinet Member Resources, to negotiate and conclude the sale.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>July 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Brian Davies Sales and Acquisitions Tel: 01733 384547 Brian.davies@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>8. Draft Housing Strategy – KEY/21SEPT15/03 For Cabinet to approve the Strategy for public consultation.</p>	<p>Cabinet</p>	<p>September 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Anne Keogh Housing and Strategic Planning Manager Anne.keogh1@peterborough.gov.uk Tel: 01733 863815</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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>9. Passenger Transport Services AMEY – KEY/27NOV15/01 To approve the award of six routes to Amey under the existing contract arrangements.</p>	<p>Councillor John Holdich Leader of the Council and Cabinet Member for Education, Skills and University</p>	<p>July 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Sara Thompson Team Manager, Passenger Transport Operations Tel: 01733 317452 Sara.thompson@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><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p>
<p>10. Intelligent Transport Systems Infrastructure – KEY/11DEC15/01 To introduce the use of Variable Message Signs (VMS) on the road network to provide real-time driver information.</p>	<p>Councillor Peter Hiller Cabinet Member for Growth, Planning, Housing and Economic Development</p>	<p>July 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Peter Tebb Network and Traffic Manager Tel: 01733 453519 Peter.tebb@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><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>11. Direct Payment Support Service – KEY/11DEC15/02 To approve the direct payment support service.</p>	<p>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>July 2016</p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders.</p>	<p>Richard Redmond Head of Commissioning – Older People, Physical Disability, Sensory Impairment, HIV and Carers Richard.redmond@petborough.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><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p>
<p>12. Offtake Arrangements for Power from the Energy Recovery Facility – KEY/25DEC15/01 To approve putting into place arrangements for the sale of heat and/or electricity from the Energy Recovery Facility.</p>	<p>Councillor Gavin Eley Cabinet Member for Waste and Street Scene</p>	<p>July 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Richard Pearn Waste Partnership Manager Tel: 01733 864739 Richard.pearn@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><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p>

<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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
<p>13. Delegation of Authority under the ASB, Crime and Policing Act 2014 to Registered Social Landlords – KEY/25DEC15/02 To authorise Peterborough City Council to designate authority to registered social landlords to enforce Part 4 Sections 43-48 of the Anti-social Behaviour, Crime and Policing Act 2014.</p>	<p>Councillor Irene Walsh Cabinet Member for Communities and Environment Capital</p>	<p>July 2016</p>	<p>Strong and Supportive Communities</p>	<p>Relevant internal and external stakeholders including social landlords through the Peterborough Registered Social Landlord Forum</p>	<p>Laura Kelsey Anti-Social Behaviour Co-ordinator Tel: 01733 453563 Laura.kelsey@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>14. Review of Emergency Stopping Places – KEY/25JAN16/02 For Cabinet to review existing and proposed emergency stopping places.</p>	<p>Cabinet</p>	<p>September 2016</p>	<p>Strong and Supportive Communities</p>	<p>Relevant internal and external stakeholders.</p>	<p>Belinda Child Head of Housing and Health Improvement Tel: 01733 863769 Belinda.child@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>

<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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
<p>15. Provision of Non Social Care Temporary Agency Workers – KEY/25JAN16/04 To approve the provision of temporary agency workers.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>July 2016</p>	<p>Strong and Supportive Communities</p>	<p>Relevant internal and external stakeholders.</p>	<p>James Fordham Recruitment and Retention Officer Tel: 01733 864581 James.fordham@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>16. Provision of Permanency Services – KEY/21MAR16/01 To approve the award of the Provision of Permanency Services contract.</p>	<p>Councillor Sam Smith Cabinet Member for Children’s Services</p>	<p>July 2016</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders.</p>	<p>Lou Williams Service Director Children’s Services and Safeguarding Tel: 01733 864139 Lou.williams@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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>17. Traffic Signals Maintenance and Supply Contract – KEY/21MAR16/03 To jointly procure a Traffic Signal Maintenance and Supply and Installation Contract with Cambridgeshire County Council, Central Bedfordshire, Bedford Borough, Luton and Peterborough City Council (5 authorities) through a NEC 3 contract with a Single Supplier Framework with call off contract for 5 plus 3 years.</p>	<p>Councillor Peter Hiller Cabinet Member for Growth, Planning, Housing and Economic Development</p>	<p>July 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Peter Tebb Network and Traffic Manger Tel: 01733 453519 Peter.tebb@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><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p>
<p>18. Increased Number of Connectivity/Access Points (CityFibre) Within the Managed ICT Contract – KEY/21MAR16/04 To approve the number of connectivity/access points within the ICT contract.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>July 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Richard Godfrey Assistant Director Digital Tel: 01733 317989 Richard.godfrey@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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>19. Transfer of Housing Needs Staff to Serco – KEY/29MAR16/01 To approve the transfer of Housing Needs Staff to Serco as part of the Council's Customer Experience Front Door Programme.</p>	<p>Councillor David Seaton Cabinet Member for Resources in consultation with Councillor Peter Hiller Cabinet Member for Growth, Planning, Housing and Economic Development</p>	<p>July 2016</p>	<p>Strong and Supportive Communities</p>	<p>Relevant internal and external stakeholders.</p>	<p>Belinda Child Head of Housing and Health Improvement Tel: 01733 863769 Belinda.child@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><i>The decision will include an exempt annexe. By virtue of paragraphs 1&3, information relating an individual and to the financial or business affairs of any particular person (including the authority holding that information).</i></p>
<p>20. Personal Care and Support (Homecare) in Peterborough – KEY/02MAY16/01 To approve the awarding of a contract to an external provider following a competitive tender exercise.</p>	<p>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>December 2016</p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders</p>	<p>Karen Hodsdon Senior Category Manager Karen.hodsdon@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>

<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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
<p>21. Independent Advocacy Services in Cambridgeshire and Peterborough – KEY/02MAY/02 To approve the awarding of a contract to an external provider following a competitive tender exercise.</p>	<p>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>August 2016</p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders.</p>	<p>Richard Redmond Head of Commissioning – Older People, Physical Disability, Sensory Impairment, HIV and Carers Richard.redmond@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>22. Peterborough City Council Construction Framework – KEY/30MAY16/01 Approval of Peterborough City Council Construction Framework</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>August 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Brian Howard Head of Schools Infrastructure Tel: 01733 863976 Brian.howard@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><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p>
<p>23. Provision of Social Care Temporary Agency Staff – KEY/13JUN16/01 To approve the provision of Social Care temporary agency staff.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>July 2016</p>	<p>Scrutiny Committee for Health Issues</p>	<p>Relevant internal and external stakeholders</p>	<p>James Fordham Recruitment and Retention Manager Tel: 01733 864581 James.fordham@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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
24. Procurement Services – KEY/27JUN16/01 To approve updates to the Procurement Services provided by Serco.	Councillor David Seaton Cabinet Member for Resources	July 2016	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Steven Pilsworth Service Director Financial Services 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.
25. A1139 Junction 17-2 Widening Scheme – KEY/27JUN16/02 To approve the final accounts for the A1139 Jct 17-2 widening scheme.	Councillor Peter Hiller Cabinet Member for Growth, Planning, Housing and Economic Development	July 2016	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Andy Tatt Head of Peterborough Highway Services Tel: 01733 453469 Andy.tatt@peterborough.gov.uk Peter Garnham Highway Service Delivery Manager Tel: 01733 453458 Peter.garnham@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. <i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i>
26. Farm Estate Action Plan – KEY/27JUN16/03 To approve the Council Farm Estate Action Plan.	Cabinet	25 July 2016	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Jo Gresty Farms Manager Tel: 01733 384605 Jo.gresty@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
<p>27. East Anglia Devolution Agreement Governance Review – KEY/27JUN16/04 To agree to undertake a Governance Review.</p>	Cabinet	27 June 2016	Strong and Supportive Communities	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.
<p>28. East Anglia Devolution Agreement Scheme for Consultation – KEY/27JUN16/05 To agree to prepare and publish a scheme for consultation to establish a combined authority.</p>	Cabinet	27 June 2016	Strong and Supportive Communities	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.

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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
29.	Amendment of Existing Loan Arrangements to Empower – KEY/05JUL16/01 To agree the amendment to existing arrangements to Empower.	Cabinet	July 2016	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	John Harrison Corporate Director Resources John.harrison@peterborough.gov.uk Tel: 01733 452520	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

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>1. Creating a Housing Delivery Company and the Reallocation of Corporate Affordable Housing Funds – KEY/31MAY16/02 For Cabinet to agree to the establishment of a new joint venture for the delivery of all types and tenure of housing and related accommodation and review corporate affordable housing funding allocations processes.</p>	<p>Cabinet</p>	<p>July 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Simon Machen Corporate Director for Growth and Regeneration Tel: 01733 453475 Simon.machen@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><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p>
<p>2. Potential Energy Joint Venture – KEY/07MAR16/04 For Cabinet to consider and approve a potential energy joint venture.</p>	<p>Cabinet</p>	<p>September 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Richard Pearn Waste Partnership Manager Tel: 01733 864739 Richard.pearn@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><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p>

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

NON-KEY DECISIONS

<i>DECISION REQUIRED</i>		<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
43	1. Food Safety Service Plan – To approve the service plan.	Councillor Irene Walsh Cabinet Member for Communities and Environment Capital	August 2016	Strong and Supportive Communities	Relevant internal and external stakeholders.	Peter Gell Head of Regulatory Services Tel: 01733 453419 Peter.gell@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
	2. Safer Peterborough Partnership Plan – To approve the Safer Peterborough Partnership Plan and recommend its adoption by Full Council.	Cabinet	July 2016	Strong and Supportive Communities	Relevant internal and external stakeholders.	Gary Goose Head of Community Services Tel: 01733 863901 Gary.goose@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<i>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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
3. Transforming Care Plan – To approve the Plan which has been produced by the Transforming Care Partnership and as required by DOH by July 2016.	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	July 2016	Scrutiny Commission for Health Issues	Relevant internal and external stakeholders.	Nigel Harvey-Whitten Interim Head of Mental Health and Learning Disability Commissioning Tel: 01733 452474 Nigel.harvey-whitten@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
4. Contract for Personal Care and Support Transfer - Agreement to assign the contract for personal care and support from Housing and Care 21 to Carewatch Care Services Limited	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	July 2016	Scrutiny Commission for Health Issues	Relevant internal and external stakeholders.	Richard Redmond Head of Commissioning – Older People, Physical Disability, Sensory Impairment, HIV and Carers Richard.redmond@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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
5.	Child Poverty Strategy To approve the Child Poverty Strategy.	Cabinet	September 2016	Creating Opportunities and Tackling Inequalities	Consultation to take place in June 2016 with voluntary and community sector partners.	Ian Phillips Social Inclusion Manager Tel: 01733 863849 ian.phillips@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
6.	To Adopt the Highway Asset Management Policy and Strategy To approve the adoption of the Highway Asset Management Policy and Strategy.	Councillor Peter Hiler Cabinet Member for Growth, Planning, Housing and Economic Development	July 2016	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Lewis Banks, Principal Transport Planning Officer Tel: 01733 317465 Lewis.banks@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
7.	Empty Homes Strategy – To approve the Empty Homes Strategy.	Councillor Peter Hiler Cabinet Member for Growth, Planning, Housing and Economic Development	September 2016	Strong and Supportive Communities	Relevant internal and external stakeholders.	Belinda Child Head of Housing and Health Improvement 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.

<i>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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
8. Vivacity Funding – To fund Vivacity £1278 until March 2016 (via DWP grant funding) to provide digital support for UC claimants to make benefit claims online at Central Library.	Councillor David Seaton Cabinet Member for Resources	July 2016	Strong and Supportive Communities	Relevant internal and external stakeholders.	Ian Phillips Social Inclusion Manager Tel: 01733 863849 ian.phillips@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
46 9. Vivacity Premier Fitness Invest to Save Scheme - To authorise investment in developing Vivacity Premier Fitness on an invest to save basis	Councillor David Seaton Cabinet Member for Resources	July 2016	Strong and Supportive Communities	Relevant internal and external stakeholders.	John Harrison Corporate Director Resources Tel: 01733 452520 John.harrison@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. <i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i>

DIRECTORATE RESPONSIBILITIES

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

City Services and Communications (Markets and Street Trading, City Centre Management including Events, Regulatory Services, Parking Services, Vivacity Contract, CCTV and Out of Hours Calls, Marketing and Communications, Tourism and Bus Station, Resilience)

Strategic Finance

Internal Audit

Schools Infrastructure (Assets and School Place Planning)

Waste and Energy

Strategic Client Services (Enterprise Peterborough / Vivacity / SERCO including Customer Services, ICT and Business Support)

PEOPLE AND COMMUNITIES DEPARTMENT Corporate Director's Office at Bayard Place, Broadway, PE1 1FB

Adult Services and Communities (Adult Social Care Operations, Adult Social Care and Quality Assurance, Adult Social Care Commissioning, Early Help – Adults, Children and Families, Housing and Health Improvement, Community and Safety Services, Offender Services)

Children's Services and Safeguarding (Children's Social Care Operations, Children's Social Care Quality Assurance, Safeguarding Boards – Adults and Children's, Child Health, Clare Lodge (Operations), Access to Resources)

Education, People Resources and Corporate Property (Special Educational Needs and Inclusion, School Improvement, City College Peterborough, Pupil Referral Units, Schools Infrastructure)

Business Management and Commercial Operations (Commissioning, Recruitment and Retention, Clare Lodge (Commercial), Early Years and Quality Improvement)

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

Legal and Democratic Services

Human Resources (Business Relations, HR Policy and Rewards, Training and Development, Occupational Health and Workforce Development)

Performance and Information (Performance Management, Information Governance, Systems Support Team, Coroner's Office, Freedom of Information)

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

Development and Construction (Development Management, Planning Compliance, Building Control)

Sustainable Growth Strategy (Strategic Planning, Housing Strategy and Affordable Housing, Climate Change and Environment Capital, Natural and Built Environment)

Opportunity Peterborough

Peterborough Highway Services (Network Management, Highways Maintenance, Street Naming and Numbering, Street Lighting, Design and Adoption of Roads, Drainage and Flood Risk Management, Transport Policy and Sustainable Transport, Public Transport)

Corporate Property

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

Health Protection, Health Improvements, Healthcare Public Health.

THIS PAGE IS LEFT INTENTIONALLY BLANK