

## SCRUTINY COMMISSION FOR RURAL COMMUNITIES

**TUESDAY 6 SEPTEMBER 2016**

**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 Meeting Held on 11 July 2016**

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4. **Housing Strategy and Rural Implications**

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5. **Prevention and Enforcement Service**

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6. **Forward Plan of Executive Decisions**

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7. **Work Programme 2016/2017**

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8. **Date of the next Meeting**

Monday, 7 November 2016

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



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### **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

### **Independent Co-opted Members:**

Joe Dobson, Helpston Parish Council  
Keith Lievesley, Ufford Parish Council  
Henry Clark, Peakirk Parish Council  
Philip Nuttall, Marholm Parish Council

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



**MINUTES OF A MEETING OF THE  
SCRUTINY COMMISSION FOR RURAL COMMUNITIES  
HELD IN  
THE FORLI ROOM, TOWN HALL  
ON 11 JULY 2016**

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

**Also Present:** Henry Clark Independent Co-opted Member  
Keith Lievesley Independent Co-opted Member  
Philip Nuttall Independent Co-opted Member

**Officers Present:** Gary Goose, Head of Community Services  
Paulina Ford, Senior Democratic Services Officer

**1. Apologies for Absence**

Apologies were received from Joe Dobson, Independent Co-opted Member.

**2. Declarations of Interest and Whipping Declarations**

There were no declarations of interest or whipping declarations.

**3. Minutes of Meeting held on 7 March 2016**

The minutes of the meeting held on 7 March 2016 were approved as an accurate record.

**4. Appointment of Co-opted Members**

The report was introduced by the Chairman. The purpose of the report was for the Commission to consider whether they would wish to retain the four Independent Co-opted Member positions appointed from the Parish Liaison Forum. The Chairman highlighted the following areas for discussion:

- The number of Co-opted Members and whether this should be retained at four.
- Where Co-opted Members should be recruited from and if the Parish Liaison Forum should nominate Members.
- Should Co-opted Members be recruited from a wider field, e.g. by advertising through the council website.
- Should other interested parties be invited to make nominations?
- If the Co-opted Members continue to be nominated from the Parish Liaison Forum should they solely be from rural parishes.
- How the original Members were recruited.
- Replacement of Members who leave mid-term.

Comments and observations were made around the following areas:

- Members felt that it was essential to continue with the four Co-opted Members from rural areas of the Parish Liaison Forum as their input had been invaluable to the work of the Rural Commission.
- It was suggested that the number of Co-opted Members could be increased however the Senior Democratic Services Officer advised the Commission that to increase the number from four per Scrutiny Committee would involve a change to the constitution.
- It was suggested that Co-opted Members could be recruited from other interest groups.
- Police attendance and community association member attendance was also raised.
- It was recognised that Parish Councils did have rural representation and this was helpful as the work of the Rural Commission was to represent rural communities. It was therefore important to nurture the relationship between the Parish Liaison Forum and the Rural Commission.
- One of the current Independent Co-opted Members present commented that he was the Chairman of the Parish Liaison Working Party that organised the agenda for the Parish Liaison meetings, the Parish Conference and monitored the urban Parish areas. The work of the Rural Commission would be explained at the next meeting of the Parish Liaison Forum and felt that it was important that any Co-opted Member of the Commission should be a representative of a rural parish.

Councillor Fuller, seconded by Councillor Fower recommended that the current number of four Independent Co-opted Members remain the same. A vote was taken and unanimously agreed.

Councillor Allen, seconded by Councillor Fuller recommended that the four Co-opted Members be nominated by the Parish Liaison Forum. A vote was taken and unanimously agreed.

Councillor Whitby, seconded by Councillor Fower recommended that if four Independent Co-opted Members were not forthcoming from the Parish Liaison Forum, the Community Capacity Manager should approach alternative organisations to seek nominations for the additional member(s). A vote was taken and unanimously agreed.

## **RECOMMENDATION**

1. The Commission agreed to retain four Independent Co-opted Members as part of the membership of the Commission with no voting rights for the 2016-2017 municipal year and that this arrangement be reviewed on an annual basis.
2. The Commission further recommended that the four Independent Co-opted Members be nominated by the Parish Liaison Forum and that if any or all of the nominations were not forthcoming then the Community Capacity Manager should seek nominations from other organisations.

## **5. Review of 2015/2016 and Future Work Programme 2016/17**

The Senior Democratic Services Officer introduced the report which provided the Committee with a review of work undertaken during 2015/16 and sought approval of the draft work programme for 2016/2017.

The Chairman went through Appendix 1, Recommendations made during 2015/2016 and sought views from the Committee on any recommendations that might require further monitoring. Members also considered the draft work programme for 2016/17 and discussed possible items for inclusion.

Discussion took place around the following areas:

- Concern was raised regarding the state of overgrown hedges and verges and it was highlighted that in some cases road signs were being obstructed and hidden from view due to the overgrowth of vegetation. Concern was expressed that the contractors Amey were not being thorough enough in the maintenance of these areas.
- Members requested that a briefing note be provided with details of the Amey contract which refers to the maintenance of rural verges and roadsides.
- Members suggested that the re-siting of signs, both directional and speed signs could improve safety by avoiding the overgrowth and consideration could be given to the long driving view when positioning road signs in future which would be an improvement moving forward.
- The Head of Community Services informed Members that a national road safety campaign was due to start which would focus on driving in rural areas and the hazards of driving on country roads.
- Emergency stopping places for travellers. The Head of Community Services advised Members that the arrangements for handling unauthorised encampments would be discussed at the Strong and Supportive Communities Scrutiny Committee on 20<sup>th</sup> July 2016. There was currently one designated Emergency Stopping Place in the city.
- Superfast broadband had still not been provided to some rural areas and Members requested an update. It was noted that an item had been placed on the work programme for 7 November meeting covering this subject.
- An update on the Farms Estate Strategy action plan was requested and it was noted that an item had been placed on the work programme for the 7 November meeting.
- Devolution and the effect on rural communities and Parish Councils. It was noted that there was a public consultation underway and anyone could feed into this.
- Rural economy. The impact of the Leader Fund following Britain's decision to leave the EU in the short and medium term was discussed.
- School standards in rural areas.

### **ACTION AGREED**

The Committee noted the report and agreed the work programme for 2016/2017.

The Committee requested that the following briefing note be provided:

- Amey contract details regarding the maintenance of grass verges and hedgerows in rural areas.

### **6. Forward Plan of Executive Decisions**

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

### **AGREED ACTION**

The Commission noted the Forward Plan of Executive Decisions

The meeting began at 7.00pm and ended at 7.50pm.

CHAIRMAN

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<b>SCRUTINY COMMISSION FOR RURAL COMMUNITIES</b>	<b>Agenda Item No. 4</b>
<b>6 SEPTEMBER 2016</b>	<b>Public Report</b>

<b>Report of the Corporate Director of Growth and Regeneration</b>		
<b>Contact Officer</b>	Anne Keogh, Housing and Strategic Planning Manager	Tel. 863815
	Caroline Hannon, Senior Housing Strategy and Enabling Officer	Tel. 863818

## **HOUSING STRATEGY AND RURAL IMPLICATIONS**

### **1. PURPOSE**

- 1.1 The purpose of this report is to provide an update on the development of the Housing Strategy 2016-20 and to seek comments from committee on the proposed content, particularly regarding rural housing issues. A draft version of the Housing Strategy will be ready for comment at Sustainable Growth and Environment Capital Scrutiny Committee Cabinet on 25<sup>th</sup> October and presented to Cabinet on 7<sup>th</sup> November for the purposes of approval to commence a 4 week public consultation.

### **2. RECOMMENDATIONS**

- 2.1 It is recommended that the Commission make comments as they see fit on the proposed content and format of the draft Housing Strategy and highlight any specific rural issues that they would like to see covered in the document.

### **3. LINKS TO THE CORPORATE PRIORITIES AND RELEVANT CABINET PORTFOLIO**

- 3.1 The Housing Strategy cuts across all the corporate priorities but is particularly linked to
1. Driving growth, regeneration and economic development
  2. Implementing the Environment Capital agenda
  3. Keeping all our communities safe, cohesive and healthy
  4. Achieving the best health and wellbeing for the city
- 3.2 The Housing Strategy falls under the remit of the Cabinet Member for Growth, Planning, Housing and Economic Development.

### **4. BACKGROUND**

- 4.1 The Peterborough Housing Strategy is a major policy item for the council. It sets out the council's priorities and commitments for the period 2016-2020 for a broad range of Housing matters, including rural housing issues. The first draft of the Housing Strategy will be widely consulted on to ensure that all stakeholders and partners have an opportunity to influence the final report.

The Housing Strategy is intended to benefit everyone who lives within Peterborough City Council's area. The strategy will set out the key role that housing plays in improving the economic, social and environmental aspirations of the city as well as identifying and providing solutions to address the housing needs of current and future households.

For context, the Council's current Housing Strategy 2012-15 is available here:  
<https://www.peterborough.gov.uk/upload/www.peterborough.gov.uk/council/planning-and-development/HousingStrategy-housingstrategy2011-15.pdf?inline=true>

## 5. KEY ISSUES

### 5.1 Style of the draft strategy

The draft strategy is being prepared as a document that will be:

- Succinct, yet informative;
- Written in an easy reading style that will make it accessible to a range of audiences
- Clear as to what the council wants to achieve and what measures it will take to get there

### Structure of the draft Strategy

The Strategy will consist of four main parts:

- An introduction to the Strategy and an explanation as to how to submit comments on the draft during the consultation period (scheduled to commence towards the end of November, for a four week consultation period):
- A snapshot consisting of key statistics for Peterborough
- An overview of the National and Local legislative and policy context, including the Rural Vision and the Parish Charter for Peterborough and the opportunities and challenges they presents for housing in Peterborough
- A set of four priorities, each with their own set of specific measures that the council will implement to achieve them

### The Housing Strategy Priorities

There are four proposed headline priority areas within the Strategy. First, **supporting substantial and sustainable growth**. A range of key measures are identified to contribute to the delivery of growth in Peterborough. These include preparing a new Local Plan to ensure Peterborough is equipped to meet our growth needs, but also to ensure that growth is sustainable and responds to the demand for all types of housing including rural housing that is affordable to local residents. Supporting other important initiatives such as Peterborough's new housing Joint Venture with Cross Keys Homes which will deliver new housing of all types and tenures including affordable homes, and ring-fencing funding to support affordable housing providers to meet affordable housing needs in Peterborough, are also identified as key areas that can contribute to Peterborough's sustainable growth.

The second priority is **improving housing conditions to support health and wellbeing**. This priority focuses on utilising a range of preventative and proactive measures that will improve living conditions in Peterborough's existing homes. The key measures identified are tackling empty homes, addressing serious disrepair in the private sector through grants and through enforcement and providing aids and adaptations to enable frail elderly people and people with disabilities to remain safely in their homes. Maximising the energy efficiency of existing housing particularly in rural areas where there are a significant number of off-gas heated homes, is also identified as an important area for tackling indoor cold and fuel poverty.

The third priority is **ensuring the provision of a range of supported and specialist accommodation**. The key measure identified to contribute to achieving this priority is ensuring the suitability of accommodation for households with specific housing needs both within the existing stock and within future stock by supporting the provision of a range of property types that will cater for different specialist needs. This involves partnership working with key stakeholders including Adult and Children's services, private sector housing and care providers, affordable housing registered providers and health.

The fourth priority is **meeting housing need and ensuring affordability**. The key measures identified in this section are; ensuring a balanced mix of property types and tenures



particularly recognising the likely reduction in the provision of new rented affordable homes as a result in changes to national policy and funding priorities ; ensuring the sustainability of rural communities through affordable housing provision to address local need; supporting community led housing solutions in rural neighbourhoods such as rural exception sites; and ensuring that allocation policies and tenure policies for social housing promote mixed and sustainable communities in the light of Government's social housing and welfare reforms.

## 6. IMPLICATIONS

- 6.1 **Financial:** Preparation of the Housing Strategy at this stage only involves staffing resource costs that are met within existing budgets. However, the Housing Strategy, once adopted, will commit the council to undertaking various activities in the future, each of which have varying cost implications. These tasks however, will have been agreed with the applicable service areas, and therefore it is anticipated that the budgets will be in place in order to achieve the measures proposed. As such, there will be no new financial implications directly arising from the strategy, other than those already accounted for in existing budgets.

**Legal Implications:** Local authorities in England are no longer required to have a Housing Strategy (Deregulation Act 2015 amendments apply) however, it is an important strategy to deal with the housing needs of the growing population and an important part of the major policy framework and local plan framework. There are no Legal implications involved in the development of the draft strategy The bigger risk in not achieving what we set out in the Strategy is a reputational risk, rather than any legal risk.

**Environmental:** sections of the Strategy relate to environmental issues, such as tackling fuel poverty and bringing empty housing back into use. Overall, the Strategy can be regarded as having a positive impact on tackling environmental issues.

## 7. CONSULTATION

- 7.1 The Housing Strategy and Enabling team (part of Sustainable Growth Strategy within Growth and Regeneration) is coordinating the preparation of the Strategy in association with the service areas within the council, which reflect the wide range of issues which the Strategy covers. Therefore officers across the council are consulted and involved in the development of areas of the strategy that reflect their service areas.

Comments of this Scrutiny Commission for Rural Communities will help to inform the draft version of the Strategy currently in development that will be presented to Cabinet in November 2016.

Assuming the draft Housing Strategy is approved by Cabinet on 7th November for public consultation a four week consultation will take place on the attached document during November and December 2016. Issues raised during that consultation period will be fully considered, and changes made to the Strategy where appropriate, before submitting the final version of the Strategy to Cabinet in the new year.

## 8. NEXT STEPS

- 8.1 To finalise the draft Housing Strategy document and to seek comments from Sustainable Growth and Environment Capital Scrutiny Committee Cabinet on 25<sup>th</sup> October 2016. To present the strategy to Cabinet on 7<sup>th</sup> November 2016 for the purposes of approval to commence a 4 week public consultation. As this is a Major Policy Item, Council will ultimately be asked to formally adopt the finalised Housing Strategy.

**9. BACKGROUND DOCUMENTS**

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

9.1 None

**10. APPENDICES**

10.1 None

<b>SCRUTINY COMMISSION FOR RURAL COMMUNITIES</b>	<b>Agenda Item No. 5</b>
<b>6 SEPTEMBER 2016</b>	<b>Public Report</b>

<b>Report of the Service Director for Adult Services and Communities</b>		
<b>Contact Officer</b>	Gary Goose	Tel: 863903
	Head of Community Services	

## **PREVENTION AND ENFORCEMENT SERVICE**

### **1. PURPOSE**

- 1.1 To provide Members with details of the development of the multi-agency Prevention and Enforcement Service with a particular focus on rural communities.

### **2. RECOMMENDATIONS**

- 2.1 Members are asked to scrutinise this report, to challenge where necessary and to suggest ideas and initiatives which will assist the Prevention and Enforcement Service to address issues and challenges in rural communities.

### **3. LINKS TO THE CORPORATE PRIORITIES AND RELEVANT CABINET PORTFOLIO**

- 3.1 This report links to the Corporate Priority of delivering safe and cohesive communities.
- 3.2 The responsibility for the Prevention and Enforcement Service sits within the portfolio of the Cabinet Member for Communities and Environment Capital.

### **4. BACKGROUND**

- 4.1 The City's statutory Community Safety Partnership is known as 'The Safer Peterborough Partnership (SPP)'. The partnership is clear that its aim is to bring 'long-term sustainable reductions in crime and disorder and lead in the creation of stronger, supportive and cohesive communities'. The SPP is a strong, vibrant and active body that benefits from close working relationships between partner agencies.
- 4.2 A main delivery arm of the SPP is the Community Safety Service located within the council, which was initially conceived in 2009 as a collaboration of senior management between police and council but has since evolved to become a wider service comprising staff from the council, police, fire and rescue service and the prison service. In addition the service has strong working links with other bodies such as Cross Keys Homes through their Neighbourhood Teams.
- 4.3 On 19<sup>th</sup> February 2016, Cabinet approved the next steps in the joint service's evolution by approving the creation of a Prevention and Enforcement Service for the Authority's area. Key to the Service is shared cross-agency management arrangements, shared priorities and the sharing of powers cross agency to make the service more efficient for all.
- 4.4 The first phase of the multi-agency Prevention and Enforcement Service (PES) came into effect on the 1st April 2016 and builds upon the work of the Community Safety Service in tackling crime, community safety and quality of life issues. In the service's short time, it has already

demonstrated the effectiveness of employing staff from the agencies identified within 4.2 above work alongside Council officers, sharing information and intelligence and collectively tackling issues which impact and undermine an individual's sense of well-being and public safety in our communities.

- 4.5 Having established the principle of co-operative and collaborative working, we are now further advancing the PES model with the second phase of development. This comprises the development of a single management structure, led by managers from the council and a range of partner organisations and being directed and governed by one collective leadership arrangement. The service will work towards a single set of jointly agreed priorities (these will be evidence-based, meaning that the service will respond to issues wherever there is an identified need) and we will look to streamline the range of prevention and enforcement teams from across organisations into this single structure.
- 4.6 The following Council services form part of the PES:
- Anti-Social Behaviour
  - CCTV Management and Operations
  - Civil (Parking) Enforcement
  - Community Safety and Tasking Management
  - Housing Enforcement including Selective Licensing
  - Neighbourhood Environmental Enforcement (littering, graffiti,
  - Road Safety
  - Traveller Liaison and Enforcement.
- 4.7 The following Police and Fire services form part of the PES:
- Police Neighbourhood Officers (14 PCs and 29 PCSOs)
  - Safer Schools Teams
  - Crime Reduction Officers (Fire and Police)
  - Police Licensing teams
- 4.8 This continued development of the PES directly aligns to the agreed SPP priorities and details our continuing commitment to building cohesive, safer and confident communities by:
- Addressing victim based crime by reducing re-offending and protecting our residents and visitors from harm
  - Tackling anti-social behaviour and quality of life issues
  - Building stronger and more supportive communities, and
  - Supporting high risk and vulnerable victims, particularly in poor quality housing
- 4.9 The PES staffing structure is detailed in Appendix 1 and illustrates a tiered management structure between the Council, Police, Fire and Rescue Service, Cross Keys Homes and HMP Peterborough. The service will be led by a new post of Assistant Director for Communities who will have responsibilities for the PES and other services across the Communities Directorate. Supporting the proposed Assistant Director will be two Heads of Service from the Police and Fire and Rescue Service.
- 4.10 Delivery of the service will be undertaken by the newly created PES Officers and PES Senior Officers roles, being overseen by the newly created cross organisational PES Managers. Police and non-specialist enforcement staff will be required at times, and where appropriate, to wear high visibility uniforms. Case studies where this approach has been adopted in different areas of the UK clearly demonstrate that the wearing of high visibility uniforms increases compliance and the feeling of safety from the community. The wearing of such high visibility uniforms will allow for a greater number of staff to be deployed for specific periods of time (i.e. during weeks of action). Staff will also be equipped with body-worn cameras and radios which will assist with their protection, compliance and evidence gathering responsibilities.
- 4.11 It is proposed that governance will be overseen by the board that currently forms the Safer

Peterborough Partnership (SPP). It is envisaged this will form a separate element to the SPP board, operating in a similar fashion to the Strong and Supportive Communities Scrutiny Committee which dedicates part of each meeting to its statutory role as the Crime and Disorder Scrutiny Committee.

- 4.12 A full training package is being delivered to ensure that all staff are equipped with the right skills to support their new role (e.g. communication, conflict resolution, radio procedure techniques, etc.). This training is being obtained from our partner agencies, most notably Cambridgeshire Constabulary and HMP Peterborough (Sodexo) as well as being commissioned by specialist providers.
- 4.13 All staff within the PES are subject to non-police personnel vetting level 3 (MV-NPPV3 Vetting). This is required to allow the Chief Constable of Cambridgeshire Constabulary to fulfil a statutory obligation to run an efficient and effective Police service. To meet this obligation, we must provide for the safety of our staff, and to ensure that those with access to Police data are trustworthy and unlikely to breach confidence.
- 4.14 In due course, these officers will be uniformed and (subject to the Chief Constable's approval) have a greater range of powers available to them. These additional powers may include (but are not limited to):
- Issuing fixed penalty notices for fly-posting, graffiti, dog fouling, littering, etc
  - Powers to deal with begging
  - Powers to require people drinking in designated places to surrender alcohol
  - Powers to stop cycles, and
  - Powers to remove abandoned vehicles
- 4.15 These new powers sit alongside those some officers already have to address issues around housing, parking and/or environmental enforcement. The PES Officers will, therefore, significantly enhance our ability to prevent and enforce community safety and quality of life issues by having full access to the wide ranging powers.
- 4.16 Tactical direction and control will be provided through the tasking and co-ordination hub (TaCoH). The TaCoH will harness cross-agency information and use evidence based data to inform the short and long term activity of the PES. Development work is ongoing that will ensure this process fully exploits new technology, aligning cross agency ICT resources to enhance the value of information and better inform activity.

## **5. KEY ISSUES FOR THE RURAL COMMUNITIES**

- 5.1 For the avoidance of doubt, the Prevention and Enforcement Service is a Peterborough-wide resource. It is as responsible for issues within our rural communities as it is for those within the City.
- 5.2 Staff will be structured into teams that will have geographic responsibility for problem solving longer term issues. This model offers a welcome return to providing localised resources and identified points of contact for rural communities, Councillors and Parish Councils.
- 5.3 Whilst those teams will have geographic responsibility, the whole service will be available for operational deployment for 'here and now' issues and specific targeted campaigns.
- 5.4 Complementing the PES is the work of the police's Rural Crime Action Team. Formed in April 2016, this service provides a dedicated response to the County's rural crime needs, with emphasis on the following:
- Hare coursing
  - Agricultural theft and non-dwelling burglary
  - Enforcement of the Hunting Act 2004 and engagement with all concerned groups
  - Daily engagement with Countryside Watch
  - Promoting crime prevention in rural communities

- Active community engagement including maintenance of social media, rural crime newsletter and promotion of good-news stories to traditional media
- Promotion of partnership working for rural issues that are not the sole primary responsibility of the police including fly-grazing, fly tipping, wildlife crime and environmental crime
- Primacy in all heritage crime investigations (theft of lead or other items from churches)

5.5 Whilst RCAT are a countywide resource, they are deployable across the Peterborough rural community. The PES have ability to directly influence that deployment via the Police manager who sits in this service. Recent examples of activity include deployment to Thorney to combat hare coursing, and investigation of a church theft in Thornhaugh where their countywide knowledge has been able to tie this to an organised crime group and other offences elsewhere.

## **6. IMPLICATIONS**

6.1 There are no financial or legal implications arising from this report.

## **7. CONSULTATION**

7.1 The development of the PES has been subject to formal staff consultation with affected officers, and has also been scrutinised and debated through the Council's normal governance arrangements.

## **8. NEXT STEPS**

8.1 The next phase of the PES, including full accreditation from the Chief Constable and an increase in uniformed officers, will commence in September 2016.

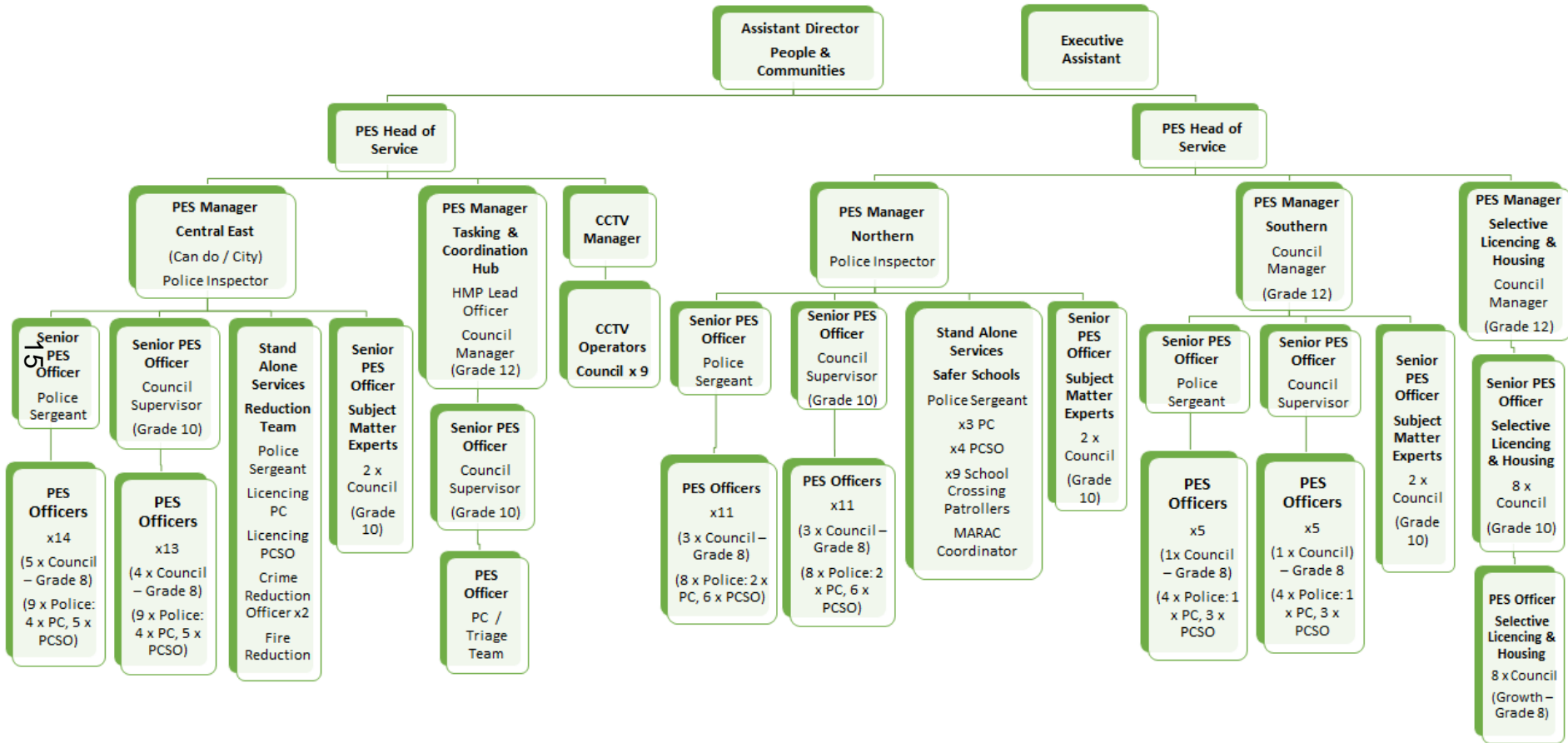
## **9. BACKGROUND DOCUMENTS**

9.1 None

## **10. APPENDICES**

10.1 Appendix 1 – PES Staff Structure Chart

# Prevention and Enforcement Service - 12/08/2016



**Note: The composition of each team will change in accordance with evidenced needs for the business**

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<b>SCRUTINY COMMISSION FOR RURAL COMMUNITIES</b>	<b>Agenda Item No. 6</b>
<b>6 SEPTEMBER 2016</b>	<b>Public Report</b>

## **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 19 September 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

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# PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS

## **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](mailto: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](mailto: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](http://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 19 SEPTEMBER 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>
<p>1. <b>Governance Arrangements for the Community Infrastructure Levy - KEY/19SEPT16/01</b> To approve the governance arrangements for the Community Infrastructure Levy (CIL) – IDS 2016.</p>	<b>Cabinet</b>	<b>7 November 2016</b>	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Anne Keogh Housing and Strategic Planning Manager Tel: 01733 863815 Anne.keogh@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>2. <b>Community Supported Living Services – KEY/19SEPT16/02</b> To approve the award of the contract for Community Supported Living Services for adults with complex learning disabilities.</p>	<b>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b>	<b>January 2017</b>	Scrutiny Commission for Health Issues	Engagement with service users, family members, carers and current provider.	Nigel Harvey-Whitten Head of Commissioning (Mental Health and Integrated Learning Disabilities) Tel: 01733 452509 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.

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
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**PREVIOUSLY ADVERTISED DECISIONS**

3.	<p><b>Delivery of the Council's Capital Receipt Programme through the Sale of Dickens Street Car Park - KEY/03JUL/11</b>            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><b>Councillor David Seaton            Cabinet Member for Resources</b></p>	<p><b>September 2016</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Consultation will take place with the Cabinet Member, Ward Councillors, relevant internal departments &amp; 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>
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<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>
4. <b>Print Managed Services - KEY/13JUN14/01</b> To enable Council officers to be able to print, copy and scan.	<b>Councillor David Seaton Cabinet Member for Resources</b>	<b>September 2016</b>	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.
5. <b>Real Time Passenger Information – KEY/10JUL15/02</b> To approve the expansion and maintenance contract.	<b>Councillor Peter Hiller Cabinet Member for Growth, Planning, Housing &amp; Economic Development</b>	<b>September 2016</b>	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.
6. <b>Delivery of the Council's Capital Receipt Programme through the sale of Welland House, Dogsthorpe – KEY/24JUL15/01</b> To authorise the sale of Welland House, Dogsthorpe – (non-key)	<b>Councillor David Seaton Cabinet Member for Resources</b>	<b>September 2016</b>	Sustainable Growth and Environment Capital	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.

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>7. <b>Sale of the Lindens, Lincoln Road – KEY/24JUL15/04</b> 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><b>Councillor David Seaton Cabinet Member for Resources</b></p>	<p><b>September 2016</b></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>8. <b>Sale of Bretton Court, Bretton North – KEY/24JUL15/05</b> 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><b>Councillor David Seaton Cabinet Member for Resources</b></p>	<p><b>September 2016</b></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>9. <b>Draft Housing Strategy – KEY/21SEPT15/03</b> For Cabinet to approve the Strategy for public consultation.</p>	<p><b>Cabinet</b></p>	<p><b>7 November 2016</b></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>

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<p><b>10. Passenger Transport Services AMEY – KEY/27NOV15/01</b> To approve the award of six routes to Amey under the existing contract arrangements.</p>	<p><b>Councillor John Holdich</b> <b>Leader of the Council and Cabinet Member for Education, Skills and University</b></p>	<p><b>September 2016</b></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><b><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></b></p>
<p><b>11. Intelligent Transport Systems Infrastructure – KEY/11DEC15/01</b> To introduce the use of Variable Message Signs (VMS) on the road network to provide real-time driver information.</p>	<p><b>Councillor Peter Hiller</b> <b>Cabinet Member for Growth, Planning, Housing and Economic Development</b></p>	<p><b>September 2016</b></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><b><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></b></p>

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<p>12. <b>Direct Payment Support Service – KEY/11DEC15/02</b> To approve the direct payment support service.</p>	<p><b>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b></p>	<p><b>October 2016</b></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><b><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></b></p>
<p>13. <b>Offtake Arrangements for Power from the Energy Recovery Facility – KEY/25DEC15/01</b> To approve putting into place arrangements for the sale of heat and/or electricity from the Energy Recovery Facility.</p>	<p><b>Councillor Gavin Eley Cabinet Member for Waste and Street Scene</b></p>	<p><b>September 2016</b></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><b><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></b></p>

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<b>14. Review of Emergency Stopping Places – KEY/25JAN16/02</b> For Cabinet to review existing and proposed emergency stopping places.	<b>Cabinet</b>	<b>7 November 2016</b>	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.
<b>15. Provision of Non Social Care Temporary Agency Workers – KEY/25JAN16/04</b> To approve the provision of temporary agency workers.	<b>Councillor David Seaton Cabinet Member for Resources</b>	<b>September 2016</b>	Strong and Supportive Communities	Relevant internal and external stakeholders.	James Fordham Recruitment and Retention Officer Tel: 01733 864581 James.fordham@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>16. Provision of Permanency Services – KEY/21MAR16/01</b> To approve the award of the Provision of Permanency Services contract.	<b>Cabinet</b>	<b>26 September 2016</b>	Creating Opportunities and Tackling Inequalities	Relevant internal and external stakeholders.	Lou Williams Service Director Children's Services and Safeguarding 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.

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<b>17. Personal Care and Support (Homecare) in Peterborough – KEY/02MAY16/01</b> To approve the awarding of a contract to an external provider following a competitive tender exercise.	<b>Councillor Wayne Fitzgerald</b> <b>Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b>	<b>May 2017</b>	Scrutiny Commission for Health Issues	Relevant internal and external stakeholders	Karen Hodsdon Senior Category Manager Karen.hodsdon@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>18. Independent Advocacy Services in Cambridgeshire and Peterborough – KEY/02MAY16/02</b> To approve the awarding of a contract to an external provider following a competitive tender exercise.	<b>Councillor Wayne Fitzgerald</b> <b>Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b>	<b>September 2016</b>	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.

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19.	<b>Peterborough City Council Construction Framework – KEY/30MAY16/01</b> Approval of Peterborough City Council Construction Framework	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>September 2016</b>	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Brian Howard Head of Schools Infrastructure Tel: 01733 863976 Brian.howard@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>
20.	<b>Procurement Services – KEY/27JUN16/01</b> To approve updates to the Procurement Services provided by Serco.	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>September 2016</b>	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.

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<p><b>21. A1139 Junction 17-2 Widening Scheme – KEY/27JUN16/02</b> To approve the final accounts for the A1139 Jct 17-2 widening scheme.</p>	<p><b>Councillor Peter Hiller</b> <b>Cabinet Member for Growth, Planning, Housing and Economic Development</b></p>	<p><b>September 2016</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>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</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><b>22. Amendment of Existing Loan Arrangements to Empower – KEY/05JUL16/01</b> To agree the amendment to existing arrangements to Empower.</p>	<p><b>Cabinet</b></p>	<p><b>26 September 2016</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>John Harrison Corporate Director Resources John.harrison@peterborough.gov.uk Tel: 01733 452520</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p><b>23. Business Advice Charging Policy – KEY/25JUL16/01</b> To approve the charging policy.</p>	<p><b>Councillor Irene Walsh</b> <b>Cabinet Member for Communities and Environment Capital</b></p>	<p><b>September 2016</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Peter Gell Head of Regulatory Services Tel: 01733 453419 Peter.gell@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>

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<b>24. Market Position Statement – KEY/08AUG16/01</b> To approve the market position statement.	<b>Councillor Wayne Fitzgerald</b> <b>Deputy Leader and Cabinet Member for Integrated Social Care and Health</b>	<b>September 2016</b>	Scrutiny Commission for Health Issues	Relevant internal and external stakeholders.	Oliver Hayward Assistant Director of People Commissioning and Commercial Operations Oliver.hayward@peterborough.gov.uk Tel: 01733 863708	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>25. Local Plan - KEY/22AUG16/01</b> To approve the Plan for public consultation in December 2016.	<b>Cabinet</b>	<b>7 November 2016</b>	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Gemma Wildman Principal Planner Tel: 01733 863824 Gemma.wildman@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>26. Integrated Healthy Lifestyles Service - KEY/05SEPT/01</b> To award a contract for the Integrated Healthy Lifestyles Service in Peterborough.	<b>Councillor Diane Lamb</b> <b>Cabinet Member for Public Health</b>	<b>November 2016</b>	Scrutiny Commission for Health Issues	Relevant internal and external stakeholders.	Julian Base Head of Health Strategy Tel: 01733 207180 Julian.base@peterborough.gov.uk  Oliver Hayward Assistant Director: People Commissioning and Commercial Operations 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.



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<p>28. <b>Award of Contract for Construction and Operation of Fengate Household Recycling Centre – KEY/05SEPT16/02</b> To approve the award of contract for construction and operation of Fengate Household Recycling Centre.</p>	<p><b>Councillor Gavin Eley</b> <b>Cabinet Member for Waste and Street Scene</b></p>	<p><b>February 2017</b></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 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>
<p>1. <b>Potential Energy Joint Venture – KEY/07MAR16/04</b> For Cabinet to consider and approve a potential energy joint venture.</p>	<p><b>Cabinet</b></p>	<p><b>26 September 2016</b></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>
35 <b>1. Opportunity Peterborough Business Plan 2016/17 –</b> For Cabinet to endorse the Opportunity Peterborough 2016/17 business plan.	<b>Cabinet</b>	<b>26 September 2016</b>	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Steve Bowyer Chief Executive Opportunity Peterborough Tel: 01733 317489 Steve.bowyer@opportunitypeterborough.co.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

**PREVIOUSLY ADVERTISED DECISIONS**

<b>2.</b>	<b>Request for Public Consultation for Public Space Protection Orders –</b> To authorise the commencement of public consultation for public space protection orders.	<b>Councillor Irene Walsh Cabinet Member for Communities and Environment Capital</b>	<b>August 2016</b>	Strong and Supportive Communities	Police, Fire Service, internal PCC departments.	Laura Kelsey Anti-Social Behaviour Co-ordinator Tel: 01733 453563 Larua.kelsey@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
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<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>	
3.	<b>Section 113 Agreement for the role of Monitoring Officer at Rutland County Council</b> – To approve a Section 113 agreement with Rutland County Council, to allow for the Director of Governance to fulfil the role of Acting Monitoring Officer at Rutland County Council.	<b>Councillor David Seaton, Cabinet Members for Resources</b>	<b>August 2016</b>	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Philippa Turvey Senior Democratic Services Officer Tel: 01733 452560 Philippa.turvey@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
4.	<b>Food Safety Service Plan</b> – To approve the service plan.	<b>Councillor Irene Walsh            Cabinet Member for Communities and Environment Capital</b>	<b>August 2016</b>	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.

<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>
5. <b>Transforming Care Plan</b> – To approve the Plan which has been produced by the Transforming Care Partnership and as required by DOH by July 2016.	<b>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b>	<b>August 2016</b>	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.
6. <b>Child Poverty Strategy</b> To approve the Child Poverty Strategy.	<b>Cabinet</b>	<b>26 September 2016</b>	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.
7. <b>To Adopt the Highway Asset Management Policy and Strategy</b> To approve the adoption of the Highway Asset Management Policy and Strategy.	<b>Councillor Peter Hiller Cabinet Member for Growth, Planning, Housing and Economic Development</b>	<b>August 2016</b>	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.

<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. <b>Empty Homes Strategy</b> – To approve the Empty Homes Strategy.	<b>Councillor Irene Walsh Cabinet Member for Communities and Environment Capital</b>	<b>September 2016</b>	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.
9. <b>Vivacity Funding</b> – 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.	<b>Councillor David Seaton Cabinet Member for Resources</b>	<b>August 2016</b>	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.

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>	
10.	<b>Vivacity Premier Fitness Invest to Save Scheme -</b> To authorise investment in developing Vivacity Premier Fitness on an invest to save basis	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>August 2016</b>	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.



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SCRUTINY COMMISSION FOR RURAL COMMUNITIES  
WORK PROGRAMME 2016/17

Meeting Date	Item	Indicative Timings	Comments
<b>11 July 2016</b>  <i>Draft report 17 June</i> <i>Final report 29 June</i>	<b>Proposal for continued membership of Co-opted Members</b>  <b>Contact Officer: Cate Harding</b>		Agreed.
	<b>Forward Plan of Executive Decisions</b>  That the Commission identifies any relevant items for inclusion within their work programme which is relevant to the remit of this Commission.  <b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b>		
	<b>Review of 2015/16 and Draft Work Programme 2016/17</b>  To review the work undertaken during 2015/16 and to consider the work programme of the Commission.  <b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b>		
<b>6 September 2016</b>  <i>Draft report 16 Aug</i> <i>Final report 24 Aug</i>	<b>Housing Strategy and Rural Implications</b>  To scrutinise the revised Housing Strategy to ensure rural issues are addressed throughout.  <b>Contact Officer: Anne Keogh</b>		
	<b>Prevention and Enforcement Service</b>  To scrutinise the effectiveness of combating rural crime and anti-social behaviour.  <b>Contact Officer: Gary Goose/Chief Inspector Rob Hill</b>		

Meeting Date	Item	Indicative Timings	Comments
	<p><b>Forward Plan of Executive Decisions</b></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><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<p><b>Work Programme 2016/2017</b></p> <p>To consider the Work Programme for 2016/2017.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
<p><b>7 November 2016</b></p> <p><i>Draft report 14 Oct</i></p> <p><i>Final report 26 Oct</i></p>	<p><b>Supporting Vulnerable Adults in Rural Areas</b></p> <p>To scrutinise the support available from the NHS and Adult Social Care in Rural Communities.</p> <p><b>Contact Officer: Cate Harding</b></p>		
	<p><b>Farm Estate Action Plan</b></p> <p>To scrutinise the progress made on the Farm Estate Action Plan.</p> <p><b>Contact Officer: Jo Gresty</b></p>		
	<p><b>Digital Connectivity of Parish Councils and Rural Community facilities</b></p> <p>To scrutinise the progress of enabling this vision following presentation in 2015.</p> <p><b>Contact Officer: Cate Harding</b></p>		

Meeting Date	Item	Indicative Timings	Comments
	<p><b>Forward Plan of Executive Decisions</b> That the Commission identifies any relevant items for inclusion within their work programme which is relevant to the remit of this Commission. <b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<p><b>Work Programme 2016/2017</b> To consider the Work Programme for 2016/2017. <b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
<p><b>16 November 2016</b> <b>(Joint Meeting of the Scrutiny Committees and Commissions)</b></p>	<p><b>Budget 2017/18 and Medium Term Financial Strategy to 2026/27 Phase One</b> To scrutinise the Executive's proposals for the Budget 2017/18 and Medium Term Financial Plan 2026/27. <b>Contact Officer: John Harrison/Steven Pilsworth</b></p>		
<p><b>9 January 2017</b> <i>Draft report 8 Dec</i> <i>Final report 20 Dec</i></p>	<p><b>School Standards</b> To scrutinise the performance of rural schools <b>Contact Officer: Gary Perkins</b></p>		
	<p><b>Road Scene</b> To scrutinise the Council's forward plan for highway &amp; public realm improvements <b>Contact Officer: Andy Tatt</b></p>		

Meeting Date	Item	Indicative Timings	Comments
	<b>Rural Economy</b>  <b>Contact: Opportunity Peterborough</b>		
	<b>Forward Plan of Executive Decisions</b>  That the Commission identifies any relevant items for inclusion within their work programme which is relevant to the remit of this Commission.  <b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b>		
	<b>Work Programme 2016/2017</b>  To consider the Work Programme for 2016/2017.  <b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b>		
<b>(Joint Meeting of the Scrutiny Committees and Commissions)</b>  <b>8 February 2017</b>	<b>Budget 2017/18 and Medium Term Financial Strategy to 2026/27 Phase Two</b>  To scrutinise the Executive's proposals for the Budget 2017/18 and Medium Term Financial Plan 2025/26.  <b>Contact Officer: John Harrison/Steven Pilsworth</b>		
<b>20 March 2017</b>  <i>Draft report</i> <i>24 Feb</i>  <i>Final report</i> <i>8 March</i>	<b>Leisure and Recreation in the Countryside</b>  <b>Contact: Lisa Roberts</b>		

Meeting Date	Item	Indicative Timings	Comments
	<p><b>Forward Plan of Executive Decisions</b></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><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		

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