

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE

TUESDAY 14 NOVEMBER 2017

7.00 PM

Bourges/Viersen Room - Town Hall

AGENDA

Page No

1. **Apologies for Absence**

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

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

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

3. **Minutes of the Adults and Communities Scrutiny Committee Meeting Held on** 3 - 10

- 12 September 2017

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

The decision notice for each decision will bear the date on which it is published and will specify that the decision may then be implemented on the expiry of 3 working days after the publication of the decision (not including the date of publication), unless a request for call-in of the decision is received from any two Members of the relevant Scrutiny Committee. If a request for call-in of a decision is received, implementation of the decision remains suspended for consideration by the relevant Scrutiny Committee.

5. **Portfolio Progress Report Of The Cabinet Member For Integrated Adult Social Care And Health** 11 - 32



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6.	Impact Of Transformation And Savings Programme On Adult Social Care Service Users	33 - 38
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CRIME AND DISORDER SCRUTINY COMMITTEE - SITTING FOR ITEM 7 ONLY

7.	Report On Victim Based Crime In Peterborough	39 - 46
8.	Homelessness Prevention Interim Update	47 - 54
9.	Monitoring Scrutiny Recommendations	55 - 60
10.	Forward Plan of Executive Decisions	61 - 108
11.	Work Programme 2017/2018	109 - 118
12.	Date of Next Meeting	

- Joint Scrutiny of the Budget – 29 November 2017
- Adults and Communities Scrutiny Committee – 16 January 2018

Emergency Evacuation Procedure – Outside Normal Office Hours

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Committee Members:

Councillors: H Fuller (Chair), J Bull (Vice-Chair), R Brown, D King, L Serluca, N Simons, S Martin, A Ali, M Hussain, A Shaheed, J R Fox

Parish Councillor Co-opted Member: N. Boyce

Substitutes: Councillors: A. Bond, Ellis, S Lane and G Nawaz

Further information about this meeting can be obtained from Joanna Morley on telephone 01733 452468 or by email – joanna.morley@peterborough.gov.uk

**MINUTES OF THE ADULTS AND COMMUNITIES SCRUTINY COMMITTEE
MEETING
HELD AT 7PM ON WEDNESDAY 12 SEPTEMBER 2017
BOURGES VIERSEN ROOMS, TOWN HALL, PETERBOROUGH**

Committee Members Present: Councillors H Fuller (Chairman), A Ali, R. Brown, M Hussain, D King
S. Martin, J Whitby, JR Fox, A. Shaheed, K. Aitken, B. Rush

Also Present: Councillor Murphy Labour Party Group Leader
Dr. Russell Wate QPM Chair of the Peterborough Safeguarding
Adults Board

Officers in Attendance: Wendi Ogle-Welbourn Executive Director, People and Communities
Cambridgeshire and Peterborough Councils
Sean Evans Housing Needs Manager
Clair George Prevention & Enforcement Service Manager
Rob Hill Assistant Director: Community Safety
Joanna Morley Democratic Services Officer

12. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Bull, Councillor Serluca and Parish Councillor Neil Boyce. Councillor Rush attended as substitute for Councillor Bull and Councillor Aitken attended as substitute for Councillor Serluca.

13. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS

There were no declarations of Interest or whipping declarations.

14. MINUTES OF THE ADULTS AND COMMUNITIES SCRUTINY COMMITTEE MEETING HELD ON 21 JUNE 2017

The minutes of the meeting held on 21 June 2017 were agreed as a true and accurate record.

15. CALL IN OF ANY CABINET, CABINET MEMBER OR KEY OFFICER DECISIONS

There were no requests for call-in to consider.

16. ANNUAL REPORT OF THE PETERBOROUGH SAFEGUARDING ADULT BOARD 2016 - 2017

The Chairman of the Peterborough Safeguarding Adult Board introduced the report which covered the period from April 2016 to March 2017. The report was brought before the Committee as there

was a statutory requirement of Safeguarding Adult Boards, under section 14 of the Care Act 2014, to publish an Annual report detailing the work of the board.

The Adults and Communities Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- In Peterborough there had previously been a Safeguarding Adults Board (SAB) but it was very much Authority led.
- The role of the board was to ensure the safeguarding of adults at risk in Peterborough and to prevent and abuse and neglect happening both within the Community and in service settings.
- The six main principles of the Care Act 2014 were Empowerment, Protection, Prevention, Proportionality, Partnerships and Accountability.
- In the last 12 months the Board had focussed on making safeguarding personal and making sure that this ethos went through everything that the Board and service providers did.
- Wherever possible, Adults had to consent and agree to what was being done to them.
- In January 2017 an Executive Safeguarding Adult Board was set up which was made up of senior statutory members from Peterborough and Cambridgeshire.
- The Safeguarding Adult Board in Peterborough sat four times a year and had a number of subgroups which helped inform the Board's processes.
- The Safeguarding Adults Review (SAR) was a subgroup of the Board that investigated when an adult died as a result of abuse or neglect or where it was known that an adult had not died but had experienced serious abuse or neglect. Adults with learning difficulties or disabilities who suffered abuse were also investigated.
- The SAB worked with other boards including the Health and Wellbeing Board, the Safer Peterborough Partnership, the Domestic Abuse Governance Board, the Children and Families Joint Commissioning Group and the Strategic MAPPA (Multi-Agency Public Protection Arrangements) Board
- The first business priority of the Board was to work in partnership with all agencies to safeguard adults at risk of abuse and neglect.
- The SAB held a conference looking at domestic abuse with particular emphasis on abuse within the older population and what they could do as a partnership to combat this. All those involved said that it had been a very successful and valuable event.
- The Local Government Association conducted a peer review which was very complimentary of the work that the SAB was doing in relation to safeguarding. The SAB was considered to be working well with good attendance from partners and strategic focus.
- The SAB had statutory partnerships with the Cambridgeshire Constabulary, Peterborough County Council, and Cambridgeshire and Peterborough Clinical Commissioning Group who had all undergone an internal audit to check what they had done to improve the safeguarding and welfare of adults in Peterborough.
- Three priorities had been set for the year ahead and these were; Domestic Abuse, Self-neglect (including hoarding) and Adults living with mental health issues.
- The report outlined a case of an elderly lady who had died and where the neglect of her health needs was suspected. Although this review had started in 2015, conclusions were yet to be drawn as SAR was still waiting for the Coroner's inquest report.
- Councillors asked whether there had been any particular challenges from the Asian communities in Peterborough and were advised that time was spent with the communities informing them of their role and work and emphasising the need for early intervention if any abuse or welfare issue was suspected.

ACTION AGREED

The Committee RESOLVED to note and comment upon the work and progress of the Peterborough Safeguarding Adult Board.

17. UPDATE ON THE MANAGEMENT OF ROUGH SLEEPERS: MONITORING OF RECOMMENDATIONS

The Housing Needs Manager introduced the report which provided the Committee with an update of progress on the recommendations of the Task and Finish group which were agreed by Cabinet on the 20 March 2017.

The Adults and Communities Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- A strategic group had been set up to review what services and resources were available to rough sleepers and to help develop a rough sleeper strategy. Once any gaps in or duplication of services were found a re-alignment of resources could take place.
- The officer dedicated to supporting rough sleepers had gone on maternity leave but recruitment was taking place to fill her post.
- Housing Officers and representatives from the Light Project, Peterborough had visited local schemes to ascertain the availability of suitable all year round night shelter. The Light Project were currently debating whether they had enough spare resources to increase their own provision.
- The Council was looking at its own provision to see whether it could accommodate extra rough sleepers, particularly those with dogs
- The flexible approach to activating severe weather emergency provision (SWEP), which meant that other weather conditions could be taken into consideration rather than having a fixed temperature level which instigated the provision, was unique to Peterborough City Council.
- The Council was examining its contract with Aspire to see whether support for rough sleepers with drug and alcohol issues could be increased.
- A bid had been submitted to the Department for Communities and Local Government (DCLG) Control and Migration Fund in order to secure funding for three extra members of staff over two years.
- There would be more engagement with rough sleepers when the temperature started to drop, however the housing team were relatively confident that the number of rough sleepers had stabilised and would not reach the high level of last winter when the Task and Finish group had undertaken their review.
- Councillors debated whether the increase of boats and barges moored on the River Nene was due to rough sleepers taking up residence there. Housing officers stated that this was not a preferred option for rough sleepers as boats would have to have the correct mooring permissions and officers would have to be satisfied that they were fit for purpose.
- The Light Project accommodated rough sleepers with low to medium needs in a dormitory style setting at eight churches around the City.
- Axiom Housing and hostels at New Haven and Fairview Court had agreed that its communal areas could be opened up to provide additional, dormitory style accommodation at times of increased demand.
- There was no specific reference in the report to the treatment of Veterans as all rough sleepers were treated exactly the same.
- Councillors expressed concern that the sense of urgency, which had first instigated the review into rough sleepers, was now being lost and that little had been achieved since March when the Cabinet had agreed the Task and Finish group's recommendations.
- Many of the actions and recommendations would be driven from the work of the strategic group which was meeting in October.
- Officers were confident that the current officer dedicated to supporting rough sleepers would be replaced in the next few weeks.
- The success of the review into rough sleepers would be judged on having good resources in place. Officers felt that there would be enough provision and resource if rough sleepers chose to take it up

- More engagement with rough sleepers would take place as the temperatures started to drop and therefore the effectiveness of the review and its recommendations could be better assessed then.
- Housing officers were not in favour of enforcement action and would rather engage with rough sleepers in attempts to move them off the streets. The priority was always to support rough sleepers rather than to drive them away.
- A Mental Health Team worker would be part of the strategic group that had been set up to review services for rough sleepers
- Businesses that had a night-time economy were bearing the brunt of the City's rough sleepers as in some instances rough sleepers had entered restaurants and pubs and caused a disturbance. This had resulted in some businesses threatening to withhold their rates unless the Council took action.
- Communications had gone out to businesses informing them how they could report rough sleepers.
- Support was primarily for local people who were rough sleepers although support was given to others from outside of the area who were unable to return home. Individuals were given assistance to help them reconnect with their home areas.

ACTION AGREED

The Committee RESOLVED to consider and comment on the updates provided on the recommendations agreed by Cabinet on 20 March 2017.

RECOMMENDATION

The Committee RESOLVED to recommend that an alternative strategy or option 'B' be developed **if** funding is denied following the submission of a bid to the DCLG for extra funds to recruit 3 additional workers. This bid would provide the required resources to progress many of the recommendations.

18. HOMELESSNESS AND HOMELESSNESS PREVENTION

The Housing Needs Manager introduced the report which was submitted to the Adults and Communities Scrutiny Committee to provide an update on the levels of homelessness and homelessness prevention taken by the Housing Needs team in 2016/17.

The Adults and Communities Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- The Committee called for this report as it was a matter of great concern for them and also as it had been highlighted by the Cabinet Member for Growth, Planning, Housing and Economic development as an issue that needed urgent review.
- There had been 1586 homelessness presentations in 2016/17 which was a 43% increase on last year. These presentations were people who were homeless or who believed they would be in the next 28 days.
- In the last year the Council had bought into use additional self-contained temporary accommodation to try and reduce the amount of B&B type accommodation used. In total 216 units of temporary accommodation was now available at St. Michaels Gate, Elizabeth Court and Cross Keys hostel.
- There has been a significant increase in the number of households requiring temporary accommodation; up from 97 households two years ago to 300 households currently.

- It was predicted that, even with Council's temporary accommodation being fully utilised, there would still be an extra 90 – 100 households every year who would need to be accommodated in B&B type accommodation.
- A major driver of the increased need was the lack of supply of social and affordable accommodation for families to move on into. The number of affordable rentals as part of the new build programme had been reducing year on year and additionally Housing Associations were finding it more difficult to evict people. This was double edged as although it meant people were kept in their homes it did mean that there were fewer homes available for those who had been made homeless.
- As rental costs in the private sector had risen, the majority of private rental properties were no longer affordable for those households who relied on benefits to pay their rents.
- The shrinking number of properties in the private rental sector added additional pressure on the housing situation.
- Landlords were now unable to claim tax relief on their mortgages and so many were selling their properties as they had become financially unviable.
- Landlords were becoming increasingly reluctant to accept households who were in receipt of benefits as tenants. As benefits were paid in arrears, any issues that arose which resulted in payments being suspended or reduced meant Landlords then suffered financially.
- The number of evictions had increased as Landlords could bring tenancies to an end using a section 21 notice which didn't have to state reasons or be presented at court.
- The Council had been successful, in a joint bid with the other Cambridgeshire authorities, in securing funding to tackle some of the causes of homelessness. The increased funding would enable the creation of a homelessness prevention hub which would allow landlords and other agencies to highlight those who were at potential risk of becoming homeless. A multi-disciplinary team would then work with clients to formulate an action plan and prevent them becoming homeless. Additionally, the funds would assist the Council in working with private sector landlords to prevent the eviction of tenants by taking over the management of their properties and by creating a private landlord liaison service which would support landlords who were experiencing problems.
- Two officers were currently working north and south of the City to encourage private landlords to bring their properties into use.
- There had been significant changes since 2014 when the Housing Allocations Policy had first been adopted. At that time the Council had not been facing the demand that it was now and so it had not factored in how some would be disadvantaged. The Council and partner Housing Associations had therefore made a number of recommendations to change the policy to try and alleviate some of the pressures that they were facing.
- Under the Homelessness Reduction Act which would be implemented in April 2018, the Council would have a duty to support people who were at danger of being made homeless at an earlier stage; 56 days instead of the current time of 28 days.
- The requirements of the new Homelessness Reduction Act would significantly increase the workload of the Housing team and have an impact on other resources and the delivery of services. In order to meet the new challenges, the Cabinet Member for Growth, Planning, Housing and Economic Development requested that a new Homelessness Reduction strategy be developed and that a Task and Finish group be created to assist and work alongside officers.
- Although the cost of B&B accommodation seemed high and Members could see cheaper headline B&B rates, the pricing was driven by availability and so often fluctuated. The Council was also hindered by the fact that unfortunately the majority of establishments did not want to deal with and accommodate the homeless.
- Members discussed the need for more permanent homes for families to move on to in order to try and clear the bottleneck situation that existed. In addition to tackling the immediate problem of homelessness, the Council needed to be looking for longer term solutions which could include, in addition to more houses being built, the use of pre-fab housing or the conversion of business premises to provide more permanent affordable accommodation.

- Alternatives to the use of B&B as emergency accommodation, such as disused industrial units that could be subdivided, needed to be considered. Any alternative provision needed to have flexibility to be used in other ways so that if demand dropped it could still be utilised.
- The average time taken to re-house people out of B&B accommodation and into permanent accommodation depended on the size of the household to be rehoused. The biggest demand in Peterborough was for two bedroomed houses. If you were a single person looking for accommodation it would take on average six weeks. A family looking for a 4/5 bedroom house could be re-homed in 6-12 months but people waiting for a two bedroomed property could be waiting in excess of a year.
- Members expressed concern about the length of time that families stayed in B&B accommodation and the effect that it must have had on their school, work and family life. Behind these statistics were personal tragedies and the Committee was determined to do something to help those affected.

ACTIONS AGREED

1. The Committee RESOLVED to consider, scrutinise and comment on the contents of the report *and*
2. requested that the Corporate Director of Growth and Regeneration provide a comprehensive briefing note on the current plans for the additional provision of both temporary accommodation and permanent/move-on accommodation

RECOMMENDATIONS

- 1) The Committee RESOLVED to agree to the recommendation to establish a Cross Party Task and Finish Group to support the development of a new homelessness reduction strategy as outlined in paragraph 4.47 of the report
- 2) The Committee RESOLVED to endorse the terms of reference for the Task and Finish group as stated in paragraph 4.49 of the report subject to the following addition:
 - that the Task and Finish group, in developing a new homelessness strategy, give particular consideration to the medium and long term solutions to homelessness and take into account if there is a link between homelessness and the lack of affordable housing.
- 3) The Adults and Communities Scrutiny Committee RESOLVED to agree to the proposed amendments to the Housing Policy as listed below:

Under occupation

To allow households with a 2 bedroom need, with 2 children, who are working and will not be affected by the removal of the spare room subsidy to express interest in and be housed in 3 bedroom accommodation.

Additional Preference

As demand for accommodation has grown it has become apparent that households to which the Council owes a full housing duty but who do not have additional preference through a strong local connection, face the prospect of not being successful for an allocation of accommodation as they are always considered after a household who does. It is proposed that a category of accepted homeless households who have been accepted for at least 3 months is added as an additional preference category.

Refusals and non-attendance at viewings

The demand for accommodation is now so great that we now no longer have the luxury that we are able to give applicants extensive choice when it comes to allocations. Applicants are currently permitted to refuse up to 3 offers of accommodation before they are penalised. It is proposed that this be reduced to 2 offers for general applicants. No change is proposed for applicants who are accepted as homeless, they must still accept the 1st offer of suitable permanent accommodation.

Number of bids

Currently applicants are able to bid on up to 3 properties per week. They could also shortlist for up to 3 properties per week. This has often resulted in delays in lettings and some applicants bidding for properties without any knowledge of the area the property is located in as they face no penalty. It is proposed that the number of bids applicants can place be reduced from 3 to 1. This should encourage applicants to review all properties in more detail and to place their bids on properties they are really interested in securing.

19. UPDATE ON EMERGENCY STOPPING PLACE PROVISION FOR GYPSIES AND TRAVELLERS WITHIN PETERBOROUGH

The Prevention and Enforcement Service Manager introduced the report which was submitted to the Adults and Communities Scrutiny Committee to provide them with an update on the review of emergency stopping provision for gypsies and travellers within Peterborough and the progress made against recommendations agreed by Cabinet on 20 March 2017.

The Adults and Communities Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- The Council had submitted a planning application to convert the existing emergency stopping place in Dogsthorpe into a temporary site. This would mean that the site could be used for 365 days a year rather than the current 28 days. The application had gone out to consultation and it was hoped that planning would be granted by the beginning of November.
- Since the report had been published, 2 families had used the emergency stopping place this month.
- Of the 30 unauthorised encampments this year, 9 had been on private land and 21 on Council land. A section 77 notice which is used by the Police to move on travellers and gypsies had been issued 12 times and summons to court had been used 9 times.
- It was felt that the length of time for moving on an illegal encampment had reduced this year because the Council had made more visits, gathered more evidence, applied to the courts more quickly and worked more closely with the Police.
- Members agreed that it seemed that there had been a much better response time, with Police taking more action and illegal encampments moved on much more quickly.
- The Council had allocated a budget of £50,000 to deal with unauthorised encampments which was split between the clearing of the site and legal costs. If there was any budget remaining the Council looked at where it could defend sites and hinder access.
- The Task and Finish group that had been set up to review emergency stopping provision had been unable to identify any other suitable Council owned sites. Although the Cabinet had been asked to consider purchasing other non-Council owned sites in the City the decision was made to develop the Dogsthorpe site and then to wait and review how that was being used and the impact that had before considering any alternative.
- There had been a reduction in the number of unauthorised encampments this year, down from 50+ to 30.

- Councillors expressed concern that by turning Dogsthorpe from an emergency site into a temporary site, the police would be unable to use their powers as effectively, as there was a need for an immediately available place that was not blocked up by temporary users.
- It was always preferable to have more than one site for unauthorised encampments as occasionally the site would not be suitable if for example it meant that two families would clash.

ACTION AGREED

The Committee RESOLVED to consider and comment on the updates provided on the recommendations made by Cabinet on 20 March 2017.

20. MONITORING SCRUTINY RECOMMENDATIONS

The Committee received the latest report outlining the responses to recommendations made at the previous meeting. Members were invited to comment on the report and identify any recommendations they felt required further monitoring.

ACTIONS AGREED

The Committee RESOLVED to consider the response from Cabinet Members and Officers to the recommendations made at the previous meeting, as attached in Appendix 1 of the report and agreed that no further monitoring of the recommendations was required.

21. FORWARD PLAN OF EXECUTIVE DECISIONS

The Committee received the latest version of the Council's 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 forthcoming month. Members were invited to comment on the Plan and where appropriate identify any relevant areas for inclusion in the Committee's work programme

ACTION AGREED

The Committee noted the Forward Plan of Executive Decisions.

22. WORK PROGRAMME 2017 – 2018

Members considered the Committee's Work Programme for 2016/17 and discussed possible items for inclusion.

ACTION AGREED

The Committee noted the work programme for 2017/18

23. DATE OF NEXT MEETING:

- 14 November 2017
- Joint Scrutiny of the Budget: 29 November 2017

7.00pm - 8.45pm
CHAIRMAN

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 5
14 NOVEMBER 2017	PUBLIC REPORT

Report of:	Charlotte Black, Service Director, Adults and Safeguarding	
Cabinet Member(s) responsible:	Cllr Wayne Fitzgerald, Cabinet Member for Integrated Adult Social Care and Health	
Contact Officer(s):	Debbie McQuade, Assistant Director, ASC Operations	Tel. 01733 452440

PORTFOLIO PROGRESS REPORT: CABINET MEMBER FOR INTEGRATED ADULT SOCIAL CARE AND HEALTH

R E C O M M E N D A T I O N S	
FROM: Service Director for Adults and Safeguarding	Deadline date: N/A
<p>It is recommended that Adults and Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> Note and comment upon the progress made against the September Performance Dashboard, note the priorities, challenges and opportunities facing Adult Social Care (ASC) and any specific areas that the Committee may wish to scrutinise during 2017/18. 	

1. ORIGIN OF REPORT

- 1.1 This report has been requested by the Committee as part of its annual work planning process, to help inform those aspects of Adult Social Care that it wishes to scrutinise.

2. PURPOSE AND REASON FOR REPORT

- 2.1 This report provides an overview of the work of the Adult Social Care service which forms part of the Adults and Communities Department, and the progress in delivering Adult Social Care focusing on specific areas from the overall Performance Dashboard for Adults. Adult Social Care sits within the portfolio of the Cabinet Member for Integrated Adult Social Care and Health.
- 2.2 This report is for the Adults and Communities Scrutiny Committee to consider under its Terms of Reference No.2.1, Functions determined by Council, 1. Adult Social Care.
- 2.3 *How does this report link to the Corporate Priorities?*
Adult Social Care links to the corporate priority to safeguard vulnerable children and adults, and contributes to the priorities (i) to keep our communities safe, cohesive and healthy, and (ii) to achieve the best health and wellbeing for the city.

Integration of health and social care through the Sustainable Transformation Plan (STP) and the Better Care Fund (BCF) help the Council manage demand for services and to improve the experience of people when accessing key services.

2.4 *How does this report link to the Children in care Pledge?*

The 0 to 25 service social work team and residential short breaks sits within the Adult Social Care directorate developing a model that will ensure children, young people and their families receive effective person centred transition planning to prepare for adulthood

3. **TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	N/A
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4. **BACKGROUND AND KEY ISSUES**

4.1 In 2015/16 Adult Social Care was reformed through the implementation of the Care Act which has delivered the most fundamental changes to health and social care for a generation or more.

In June 2017, the Executive Director for People & Communities became the Executive Director for both Peterborough and Cambridgeshire Councils. This was followed by the restructuring of the senior leadership team across Peterborough and there is now a shared director for Adults and Safeguarding working across Cambridgeshire County Council and Peterborough City Council supported by an Assistant Director in each authority.

The Council continues to establish closer working with Cambridgeshire County Council (CCC), Cambridgeshire and Peterborough Foundation Trust (CPFT), Cambridgeshire and Peterborough Clinical Commissioning Group, North West Anglia Foundation Trust (NWAFT), Primary Care and Voluntary Sector organisations to improve outcomes for people who are currently living independently but are vulnerable to becoming frail or needing higher levels of support or intervention in the future and for those people that have significant ongoing needs and receive support from a range of organisations.

All of this is being addressed within the context of increasing demand and financial challenge faced by the Council but provides a unique opportunity to think differently about the way services are delivered, alongside our commitment to becoming a commissioning council.

The Council has a comprehensive performance dashboard for Adult Social Care which factors in regional benchmarking. There is also an active Quality Assurance Team running regular themed audits and in addition quarterly customer experience feedback from analysis of surveys, compliments and complaints and web activity. As such the Council is able to take a more holistic overview of performance than just data based KPI monitoring and we have used the opportunity to identify the key priorities that will deliver services effectively and sustainably, each building on the good work already being delivered across the service.

4.2 **Key Work Streams** as previously reported are:

- To continue to improve and enhance our relationship with providers and build capacity for the provision of care
- To continue to support the improvement of quality in the care system working closely with the CCG and other key partners
- To continue to create a stronger focus on preventative work through creative and innovative projects, including comprehensive advice and information, making full use of digital technologies and ensuring a knowledgeable and skilled workforce with the Adult Social Care

front door offer - Adult Early Help

- To continue to create a stronger focus on maintaining independence through the Home Services Delivery Model
- To continue to work closely with the Carers Trust to further improve our support to carers
- To continue to review safeguarding and quality assure practice to ensure it is robust but proportionate
- To review the Multi-Agency Safeguarding Hub to consider a future co -located model with Cambridgeshire County Council and the police ensuring there is not a negative impact on the local model of early resolution
- To identify opportunities to work more effectively together and deliver the Sustainability and Transformation Plans with a focus on alignment of relevant services to further develop Multi-Disciplinary work within neighbourhood teams.
- To ensure opportunities for integration across health and wider social care systems are identified and pursued with a focus on developing a robust reablement and intermediate care pathway as part of a Single Point of Access.
- To measure and monitor performance, both quantitative and qualitative, robustly to ensure that potential issues and risks are identified early and, where possible, prevented
- To continue to be recognised as a good performer in terms of the numbers of delayed transfers of care from hospital attributable to Adult Social Care

4.3 Key issues and areas of performance as previously identified for further scrutiny (Amber or Red on the performance dashboard) are summarised in more detail below:

4.3.1 Number of Requests for support received for new clients aged 18 and over per 100,000 population is Amber.

The Eastern Region annual rate per 100,000 population for 2015-16 was 3225 and Peterborough achieved 3212 and this has further reduced to 2745 in 2016 -17.

The initial contact with the Council is triaged within Adult Early Help (front door service). The front door was re launched on 2 October 2017 following an extensive review and solution focussed training for all staff. There are a range of options, including information and advice, voluntary sector support, reablement and assistive technology that can be put in place without the requirement to undergo a full assessment. This supports the Council to manage demand and ensures that resources are available to undertake urgent assessments and reviews where long term significant or urgent complex needs are clearly identified.

4.3.2 Outcomes for clients of reablement is Amber and the percentage of over 65's at home 91 days after discharge from hospital is Amber

Adult Social Care is committed to achieving a stronger focus on prevention and early intervention. The reablement service enables people to remain in their own home by enabling people to regain/retain skills and confidence and reduces the number of people requiring longer term care and support.

The Eastern Region average for people requiring no ongoing long term support or reduced long term support was 73% which Peterborough had achieved as reported in the September dashboard. In the latest period of reporting the service has achieved 86% and therefore on target to achieve 90%. However, it is for the Committee to note that people using the service have more complex needs and therefore the target may need to be reviewed for 2018-19 in line with the Eastern Region.

The Eastern Region average for people at home 91 days after discharge is 69%, Peterborough is achieving 75% with a target of 83%.

4.3.3 The proportion of service users accessing long term support receiving a Direct Payment is Amber.

Whilst the target is 25% and Adult Social Care is currently achieving 27%, the Eastern Region benchmark is 62%. It is recognised that the number of people receiving a Direct Payment has been static for a number of years. There are key areas of work underway to deliver the vision of increased Direct Payment uptake to include; procurement of an enhanced Direct Payment Support Service, development of a Personal Assistant market and raising awareness of Direct Payments. There is currently an open tender for service delivery with 5 interested providers; the contract will be awarded in December.

4.3.4 The percentage of people in long term services that received an annual review year to date is Amber.

The current performance year to date is 74% against a target of 90% year end. Peterborough achieved 77% against the Eastern Region benchmark of 69% for 2015-16. Peterborough continues to perform reasonably well and agreed a stretch target for 17/18 as best practice would see all people accessing long term services receiving an annual review. The demand for unplanned reviews continues to rise which impacts significantly on planned annual reviews.

4.3.5 Proportion of adults in contact with secondary mental health in paid employment is Amber

The target achieved year to date is 11.7% against 13% and therefore going in the right direction. The cohort of people known to secondary mental health have complex and enduring mental health. People are supported by the Recovery Coach Team who work with individuals to access organisations that can work with them to develop confidence to access the community, voluntary and paid work.

4.3.6 Residential/nursing care clients and permanent admissions (65+)

Peterborough performs well against the Eastern Region for permanent admissions to care homes. The Eastern Region benchmark is 545 per 100,000 population and Peterborough reported 125 per 100,000 population however, overall Peterborough had agreed a Better Care Fund target of 128 permanent admissions for 2016-17 and there were 135 admissions. The operational teams continue to strive to minimise the number of permanent admissions and will consider all available options before considering for example, minor and major adaptations with care and support and/or Extra Care Housing.

4.3.7 Non-elective admissions as part of the Sustainable Transformation Plan (STP) is Red.

Whilst the target is not directly related to Adult Social Care, the performance dashboard reports on this target as part of a system wide approach (STP) to reduce avoidable admissions to hospital. There are a number of key initiatives that health partners have commissioned to reduce non-elective admissions and Adult Social Care has commissioned the British Red Cross (BRC) to have a presence in the Emergency Department working alongside a social worker for those people with low level needs that can return home and do not need to be admitted to a ward. The BRC can support directly or utilise the wider voluntary sector and the social worker can access preventative services such as Assistive Technology and reablement. The next phase will see the Joint Emergency Team (JET) (nurse led step up service) working with the BRC and the social worker to offer a coordinated joint approach in the Emergency Department.

4.3.8 Safeguarding - the percent of people who use services who say that services have made them feel safer is Amber.

The target is 83% and Peterborough achieved 77%. Following historical high percentages of service users specifying that they did not feel safe in the Adult Social Care User Survey, Peterborough led some regional benchmarking into the reasons for this. This benchmarking revealed that for Older People the key reason for feeling unsafe was a fear of falling. This has fed directly into the Better Care Fund (BCF) falls prevention work and ensured that work stream has a higher profile and further investment.

Care and Repair delivered 3,427 handy person cases in 2016/17 and 1,077 Minor Aids and Adaptations to support people to remain in their own homes and an emphasis of preventing falls.

4.4 **Self-Assessment**

Adult Social Care is currently completing the Association of Directors of Adult Social Service (ADASS) self- assessment tool which will be submitted at the end of October 2017. The self- assessment provides self-awareness for Adults and enables risk areas to be identified.

The Local Account for Adult Social Care 2016-17 will be completed by the end of the year.

The service user survey 2016 - 17 is attached below as an appendix.

4.5 **Future Priorities**

The Adult Social Care service has undergone significant change. However, this work is not yet complete and so much of the focus for the coming year will be to continue with this programme. Specifically:

- The integration/alignment of health and social care where it is appropriate and adds value and benefit as part of the BCF/STP
- The delivery of the Transforming Care Programme
- The delivery of Adult Early Help to make it easier for people to access adult social care information and advice, access preventative services and provide support in a timely manner
- The continued development of our relationships with the care provider market and the building of capacity
- The development of our workforce to ensure they are the best they can be
- To continue to strive to improve performance
- Delivering financial efficiencies
- Closer alignment with Cambridgeshire County Council where it is appropriate and adds value and benefit

We also need to consider the impacts of growing demand on our services caused by both population growth and demographic change. This coupled with the impact of the Living Wage and lack of capacity in the system for those with more complex needs adds significant pressure to our services. Throughout 2017/18 we will continue to plan for and mitigate these pressures whilst continuing to support those people most in need and to protect our care market from failure.

5. **CONSULTATION**

5.1 Not Applicable

6. **ANTICIPATED OUTCOMES OR IMPACT**

6.1 This report sets out details of the Adult Social Care current position and progress against those areas within the performance dashboard that were or continue to be Amber or Red

7. **REASON FOR THE RECOMMENDATION**

7.1 Report requested by the Adults and Communities Scrutiny Committee to inform their work programme for the 2017/18 year.

8. **ALTERNATIVE OPTIONS CONSIDERED**

8.1 N/A

9. **IMPLICATIONS**

9.1 **Financial Implications**

N/A

9.2 **Legal Implications**

The report evidences how Adult Social Care complies with its statutory duties as determined by the Care Act 2014.

9.3 **Equalities Implications**

N/A

9.4 **Rural Implications**

N/A

10. BACKGROUND DOCUMENTS

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

10.1 None.

11. APPENDICES

11.1 *Appendix 1 - Performance Dashboard - September*
Appendix 2 - Service User Survey 2016-17 Public Report

**Adults and Communities Scrutiny Committee
Performance Dashboard
September 2017**

Adult Social Care

Adult Social Care Theme	Direction of Travel	RAG	Target	Previous Period February 2017	Latest Period July 2017
Case Management					
Number of requests for support received for new clients aged 18 and over per 100,000 population	↓		658	706	758
Outcomes for clients of reablement*	↓		90%	-	73%
<i>Analysis: Last year's regional average was 73%. New 'end reasons' have been introduced as of April to gain a more detailed picture of those completing reablement.</i>					
Proportion of service users accessing long-term support receiving a direct payment	↑		25%	27%	27%
% of people in long term services that received a review year to date from 1 April	↓		90%	77%	74%
<i>Analysis: Since the Care Act all clients receiving long term support have to receive a review within 12 months. The numbers have been reworked for the last month assuming all mental health clients have had a review - as there is no obligation for CPFT to note these on Frameworki - this would account for a couple of percentage point increases.</i>					
Proportion of service users accessing long-term support receiving a direct payment	↓		25%	27%	
Proportion of adults who are satisfied with the care and support they receive*	↑		62%	64%	66%
<i>Analysis: Target is currently eastern region benchmark 62%</i>					
Commissioning and Service Delivery					
Proportion of adults with a learning disability in paid employment*	-		8.0%	9.5%	10%
<i>Analysis: the Eastern Region benchmark 8.3%</i>					
Proportion of adults in contact with secondary mental health in paid employment*	-		13%	9%	11.7%
Proportion of adults in contact with secondary mental health who live independently*	↓		75%	82%	80%
Residential/nursing care clients and permanent admissions (18-64)*	-		13	-	11
<i>Analysis: Establishing Permanency remains an issue. There were 11 clients admitted to residential/nursing during the reporting period 2016-17.</i>					

Residential/nursing care clients and permanent admissions (65+)	↑		128	122	135
<i>Analysis: Eastern Region Benchmark 584 per 100,000, Better Care Fund target of 128 for 16-17. There were 135 admissions to residential/nursing for over 65s during 2016-17</i>					
Integration					
Non-elective admissions (STP)	↓		793	-	791.4
% over 65s at home 91 days after discharge from hospital into reablement*	↑		83%	88%	78%
Safeguarding					
% of people who use services who say that services have made them feel safer	↑		83%	77%	77%

*Adult Social Care Outcomes Framework Measures

Safer Peterborough Partnership

Safer Peterborough Partnership Theme	Direction of Travel	RAG	Previous Period (June 2017)	Latest Period (July 2017)
Reducing Offending				
Reducing the number of people who become victims of crime ¹	↓		1924	1559
Improve our position in our most similar group	↑		21.38%	24.1%
Increase the number of offenders participating in community resolutions	↑		71	New data unavailable
Reduction in the number of proven offences for offenders managed through the Integrated Offender Management Programme	↓		70%	70% (no new data)
<i>Analysis: In July there were a total of 1559 victim based crimes for the month, which is a 18% decrease compared to June 2017, where exceptionally high levels of victim based crime were recorded. There have been significant reductions in robbery and violence against the person offences which are the result of the arrest of some key nominals who were engaged in a series of offences across the city.</i>				
Building Resilient Communities				
Increase the number of hate crimes reported	↑		74	New data unavailable
Increase the number of hate incidents reported	↑		59	New data unavailable

¹ Victim Based Crime includes: All violence against the person, all sexual offences, all theft, all robbery, all criminal damage and arson.

Increase the proportion of Police detections for hate crime offences	↑		24.3%	New data unavailable
Improve the number of victims of hate crime who are at least fairly satisfied with the service received from the Police	↑		100.0%	New data unavailable
<p><i>Analysis: The recent terror attacks nationally have focused the work of the Hate Crime Officer. The work has focused around faith establishments and talking with communities to both reassure and inform people in terms of reporting; work also support by the Cohesion Team. We have identified that more work needs to be done around all faith establishments and a consistent approach should they be targeted and this will be picked up via the Hate Crime Task and Finish Plan.</i></p> <p><i>At an information drop on Lincoln Road, shopkeepers and their customers were pleased with the information around reporting and shopkeepers have taken more information to pass onto customers. A victim of hate crime has also volunteered to be a Hate Crime Ambassador which is a great start to the partnership building more capacity within our communities.</i></p> <p><i>Further Hate Crime drop in sessions are going ahead at the Gladstone Community Centre and at Herlington and work is ongoing with service users at PARCA to continue to build confidence and trust. Should information be given, there is then further follow up such as issues that were raised behalf of residents in one area. However, on that occasion the residents themselves have not shared any concerns when spoken to.</i></p>				
Prevention and Enforcement Service	Direction of Travel	RAG	Previous Period (June 2017)	Latest Period (August 2017)
Fixed Penalty Notices (FPNs) Issued by Kingdom Officers	-		747 (cumulative, since June 2017)	2214 (cumulative, since June 2017)
<p><i>Analysis: Since the Kingdom contract went live on 12 June 2017 2214 FPNs have been issued. and they are now achieving a 54% payment rate. Breakdown is as follows:</i></p> <p><i>City Centre</i></p> <ul style="list-style-type: none"> ● <i>Unauthorised cycling (on Bridge Street) = 802</i> ● <i>Failing to dismount from a cycle = 15</i> ● <i>Littering = 1130</i> ● <i>Spitting = 64</i> ● <i>Urination = 2</i> <p><i>Millfield</i></p> <ul style="list-style-type: none"> ● <i>Littering = 172</i> ● <i>Spitting = 24</i> ● <i>Urination = 1</i> ● <i>Dog Fouling = 1</i> 				
Fly-tipping reports investigated	↓		283	238
<p><i>Analysis: In August the Prevention and Enforcement Service received 238 fly tipping reports for investigation and have undertaken 5 Duty of Care investigations. The team also investigated 89 abandoned vehicles and 66 rubbish accumulations.</i></p>				
Unauthorised traveller encampments	↑		5	9
<p><i>Analysis: During August there have been 9 unauthorised encampments in Peterborough at the following locations:</i></p> <ul style="list-style-type: none"> ● <i>Ice Rink - private eviction</i> ● <i>Manor Grove Business Centre - private police issued Section 62 notice</i> ● <i>Land at back of Heltwate - Section 78</i> 				

- Goldhay Way - Section 78
- A47/A16 - Left after initial visit
- David's Lane - Section 78
- Ploverly, Werrington - police enforced outstanding Section 62
- Emergency Stopping Place - Stayed 2 days
- Emergency Stopping place - Stayed 6 days Section 77 issued

The Emergency Stopping Place has been used on 2 occasion during August for a total of 8 days.

Abandoned vehicle investigations	↓		92	89
Rubbish accumulation investigations	↓		70	66
Parking Contravention Notices Issued	↓		1829	1733

Analysis: Number of PCNs issued in August was 1733. Officers also assisted with education patrols in the new PSPO area in Millfield.

Selective Licensing Applications Processed	↓		257	196
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Analysis: During August 2017 the Housing Enforcement team received 92 complaints/requests for service. Of the 92 complaints, 43 were as a result of selective licensing inspections and 39 were regarding housing conditions within the areas that fall outside of selective licensing including 9 in Rutland. The rest were made up of HMO queries, illegal eviction/harassment investigations, overcrowding investigations and immigration assessments.

Additionally, the team processed 196 selective licensing applications and carried out 282 SL inspections.

In August the team achieved their first batch of prosecutions of landlords who had failed to licence their properties. Four landlords were found guilty at Peterborough Magistrates Court, each was fined £440.00 plus the Council's costs and a victim surcharge.

20

Please note the Safer Peterborough Partnership performance indicators for domestic abuse and sexual violence and mental health are yet to be agreed.

Housing

Housing Theme	Direction of Travel	RAG	Target	Previous Period (March 2017)	Latest Period (July 2017)
Housing Needs					
Total on Housing Register	↑		2500	2915	3016
New homeless presentations	↑		-	100	150

Waiting for homeless decision	↑		33 (per month)	256	322
Decisions - Accepted as Homeless	↓		-	64	32
Average time for all homeless decisions (days)	↑		28 days		48 days
Percentage of Decisions made within 33 Working Days	↓		85%		34%
Recorded Homeless Preventions & Relief	↓		40		9
Number in Bed & Breakfast including St Michael's Gate (SMG) & Elizabeth Court (EC)	↑		0	151	239 B&B: 128 SMG: 57 EC: 53
Bed & Breakfast Spend - Gross	-		0	£2.0m	No data

Analysis: The Housing Needs team continued to see a high volume of calls for service. There remains an unprecedented demand for 2 bedroom properties. The team continue to have to make use of B&B accommodation and have been fully occupied in the B&B's that we have arrangements with, which has meant that we have had to spot purchase B&B accommodation with other providers.

The table below shows that breakdown of the Housing Register by band and their bedroom requirements.

Bedroom Need	Band	1 AP	1	2 AP	2	3 AP	3	4 AP	4	5 AP	5	Total
1		90	33	328	278	43	22	172	100	93	73	1232
2		124	97	435	280	16	3	13	5	0	5	978
3		33	34	234	110	6	2	42	27	0	0	488
4		22	20	121	29	1	1	4	2	0	0	200
5		10	4	15	11	1	0	0	0	0	0	41
6		5	3	2	1	0	0	0	1	0	0	12
Total		284	191	1135	709	67	28	231	135	93	78	2951

Care and Repair

Handyperson Requests	↑		3000	3133 (full year)	919
Aids and Adaptations Requests	↓		1000	1053	407

Analysis: Steady start. We have changed the eligibility criteria to prevent an overspend, this reflects in the slightly reduced numbers. The charitable funding opportunities have not yet been available this year so scope has reduced too.

Analysis: Demand is still high despite reduction in O/T numbers and increased O/T waiting list. The target is being exceeded by a significant percentage.

Aids and Adaptations Completed	-		1000	-	559
<i>Analysis: Almost all the A&A that have been received this year have been completed. Urgents are done in 24hrs and non-urgents in 7 days. The invoices have been chased and have been received 14 June but have not been processed by BSO Serco. It is hoped that the cases will be closed shortly when the payments are processed. Over 290 jobs have been completed to date.</i>					
Repair Assistance Completed	-		100	95	20
<i>Analysis: As closure is retrospective we are looking at April's cases where the performance was x5 higher than last year. Next month, May's / June's closure should also increase.</i>					
Fee Income from Repair Assistance	↑		£125k	£10,080	£16,790
<i>Analysis: As closure is retrospective we are looking at April's cases where the performance was x5 higher than last year. Next month, May's / June's closure should also increase.</i>					
Disabled Facility Grant Completed	↓		250	260	64
<i>Analysis: A significant amount of invoices have been received. When these are processed the number of completions is likely to exceed last year for the 3rd month running. The issue is that cases are being closed retrospectively. When new software is received completion dates can be put in when work commences and the measure could be applied to practical completion.</i>					
Average time (days) for Disabled Facility Grants Under £10k	↓		-	90 (2016/17)	91
<i>Analysis: times are higher that we would like but will come down as more completions are input.</i>					
Fee Income from Disabled Facility Grant	↓		£240k		£48,095
<i>Analysis: Payments have been submitted and have gone through and are reflected in April & May. June's payments will catch up soon, we estimate an 8% improvement.</i>					
Straight stairlift (SSL)/curved stairlift (CSL) average time (days)	-		-	-	34 days (SSL) 92 days (CSL)
<i>Analysis: the number completed is starting to rise and exceed last year's numbers. The time taken is increasing which is not good but may relates to several factors some out of our control.</i>					
LAS Average Time (days) and total completed	-		-	143 (average days 2016/17) (2 completed)	96 (average days) 7 (completed)
<i>Analysis: When all the invoices are clear the number of closures will increase and the stats will be more relevant. A large number of invoice are being processed currently</i>					
Housing Programmes					
Empty Homes Brought Back into Use With LA Intervention	↓		120	135	63
<i>Analysis: June has been an excellent month for properties being brought back into use, largely due to the refurbishment and reinstatement of the flats at Elizabeth Court. A number of other properties being charged the premium were also reoccupied, meaning that all figures and statistics were positive. This could also be down to, in part, the issuing of the Council Tax bills for 2017/18. It is expected that this will continue into July, will more flats occupied at Elizabeth Court, but also due to these months being good for house sales generally.</i>					
% committed and % spend for repairs assistance	-		100%	33% Grant Committed 1% Grant Spent	38% Grant Committed 12% Grant Spent

Analysis: the budget for Repairs Assistance for 2017/2018 has been set at £1,272,394 which includes £262,394 carried forward from 2016/2017. This budget also funds Empty Homes Assistance, Discretionary DFGs to Top Up Mandatory DFGs, Discretionary DFGs to Support Health and Repairs Assistance to Private Landlord. As at 30/06/2017 the overall Repairs Assistance programme was 35% committed and 8% spent.

% committed and % spend for Disabled Facility Grant	-		100%	28% Grant Committed 2% Grant Spent	32% Grant Committed 13% Grant Spent
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Analysis: an extra £546,116 DFG Allocation from the BCF has been confirmed making the 2017/2018 budget for DFG's is £2,497,624. Cross Keys Homes initial budget is £398,469 and as at 30/06/2017 this is 51% committed and 25% spent. The Private and other Housing Association DFG budget is £2,099,155 and as at 30/06/2017 this budget is 24% committed and 7% spent. This means the overall DFG budget is 28% committed and 10% spent.

Hazards remedied for Housing Programmes and Housing Enforcement	↓		-	120 (2016/17)	23
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Analysis: Cat 1 hazard checks now to be completed monthly. 2016/2017 saw 183 properties identified with Cat 1 hazard(s) and 171 properties where Cat 1 hazard(s) were remedied

Youth Offending Service

Youth Offending Service Theme	Direction of Travel	RAG	Target	Annual Figure (2016/17)	Latest Period
Proven re-offending binary rate - % re-offending	-		-	39.6%	43.4%

Analysis: The binary rate for Peterborough has improved from 43.4% during Apr'14 - Mar'15 to 39.6% during Jul'14 - Jun'15. The statistical neighbour average has also decreased slightly to 36.2% and the national average has remained static at 37.7%. The variance percentage has decreased from 18% to 9% but remains positive, resulting in a red RAG rating.

Proven re-offending Frequency Rate - re-offences per Reoffender	-		-	1.26	1.29
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Analysis: The reoffending frequency rate for Peterborough decreased by 0.03, from 1.29 during Apr'14 - Mar'15 to 1.26 during Jul'14 - Jun'15. Both the stat neighbour and national averages increased slightly, to 1.16 and 1.26 respectively. Despite the decrease in frequency rate for Peterborough, this remains above the statistical neighbours average, resulting in a positive variance percentage and a red RAG rating.

NEET Number - Disposals / Orders Ending EET Status	-		85%	-	79%
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Analysis: The percentage of clients supported by the service who are NEET has increased by 1.2% to 51.2%. The total number of 16-18 year olds supervised by the YOS who are also NEET has remained the same at 21, 18 of which are available to the labour market. One young person is NEET due to illness, the remaining two are not available to the labour market under the category 'other reason'.

First time entrants - PNC Rate per 100,000 of 10-17 population	-		-	558	327
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Analysis: The First Time Entrants rate for Peterborough decreased by 55, from 375 during Oct 2015 - Sep 2016 to 320 during Jan 2016 - Dec 2016. The First Time Entrants rate for our statistical neighbours and England saw a smaller decrease during the same period (by 20 and 7 respectively), so that the variance between Peterborough's FTE rate and that of our statistical neighbours improved to -9%, resulting in an Green RAG rating.

Community Youth Work

Community Youth Project Delivery Attendance and (Sessions)	-		-	759 (49)	804 (52)
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Community Youth Work Delivery to Targeted Groups (e.g. in care, special educational need, youth offending service client)	-		-	-	70
National Citizenship Service (NCS) Summer 2017 completed programme	-		189	-	203

Analysis: The Youth Team ran 16 NCS teams between 26th June and 25th August. 227 young people started the programme over the summer against a target of 210 which = 108% of target. 203 young people completed the full 4 week programme which is a retention rate of 89%. As part of this programme, 6000 hrs of social action projects have been delivered by young people to support good causes in the City.

In a drive to raise the numbers of young people expressing an interest in participating in the Children in Care Council the Youth Team run yearly engagement activities over the summer holidays.

Through July and August 27 sessions of activity were run that were attended by 125 young people, 77 looked after children/care leavers, 4 on Special Guardianship Orders and 16 birth children. Key outcomes were that 10 young people expressed an interest in coming to the Children in Care Council and staff are working hard to convert these in to attendances.



Peterborough City Council Adult Social Care

**Personal Social Services:
Adult Social Care User Survey
in England
2016/17 - Summary of Results**

1

Introduction

This report contains findings from the Adult Social Care Survey 2016-17. This national survey takes place every year. This report shows the results for Peterborough City Council and how they compare to national results.

The survey seeks the opinions of service users aged 18 and over who are receiving support services funded by Peterborough City Council. It helps the council to understand more about how services are affecting people's lives and where improvements need to be made.

This report comes from information published by NHS Digital on 5 October 2017.



2



How is the survey carried out?

In February 2017 we sent out 1557 surveys in the post. There were four versions of the survey, for people in residential and nursing care and for those in the community, with two versions in Easy Read. We also produced the survey in large print.

We received back 803 surveys - a response rate of 51%. Our highest response rate yet!

**51%
response
rate!**



Overall Satisfaction

More service users than the national average were extremely or very satisfied with the support or services they receive

Peterborough's result was 65.5%

The England average was 64.7%

4

Quality of Life

65.4% of service users rated their quality of life as 'good' or better. This is better than the England average of 61.8%.

When asked about whether they had enough choice over care and support services, **74.6%** said yes. This is considerably better than the England average of 67.6%.



5

Positive Quality of Life Results

More people than the national average said:

- They had control over their daily life
- Care and support services helped them to have control over their daily life
- They were able to clean and present themselves the way they would like
- Care and support services helped them to be clean and present themselves the way they would like
- The got all the food and drink they wanted
- Their home was as clean and comfortable as they liked

6



Positive Quality of Life Results

More people than the national average said:

- They have as much social contact as they like
- They were able to spend their time doing things they value or enjoy
- Care and support services helped them to spend their time doing things they value or enjoy
- The help they have made them think and feel better about themselves
- The way they are helped and treated made them feel better about themselves

7



Less positive Quality of Life Results

Less people than the national average said:

- Care and support services helped them to have a better life
- Care and support services helped them to get all the food and drink they want
- Care and support services helped them to keep their home as clean and comfortable as they like
- Care and support services helped them in feeling safe
- Care and support services helped them to have social contact with people

8



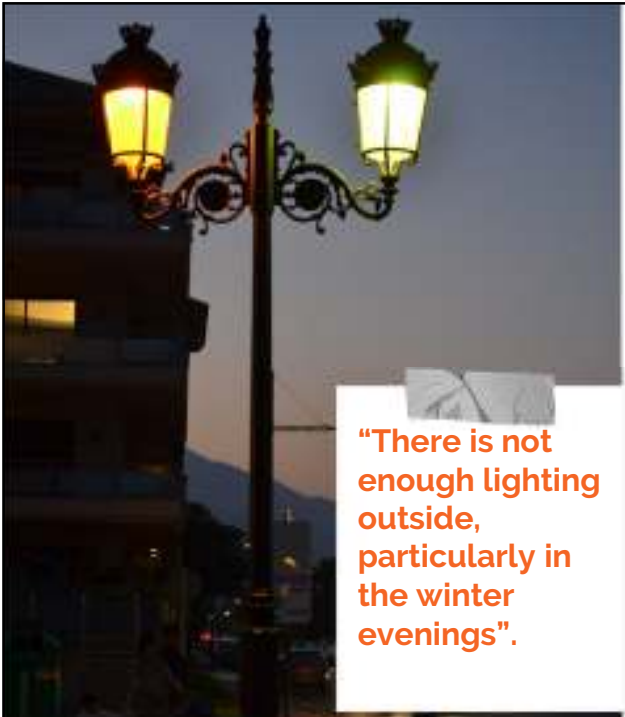
How safe do you feel?

70.9% of people said that they feel as safe as they want.

This is better than the England average of 70.1%.

"My husband or daughter are always with me. My carers make sure I am safe as well when they are around. When I am out, I am in a wheelchair or my husband/daughter hold my arms and I have a walking stick".

9



"There is not enough lighting outside, particularly in the winter evenings".

If you worry about your safety, what things concern you most?

People responded that the things that worried them most were:

- Falling over inside the house
- Falling over outside
- Uneven, dangerous pavements

10

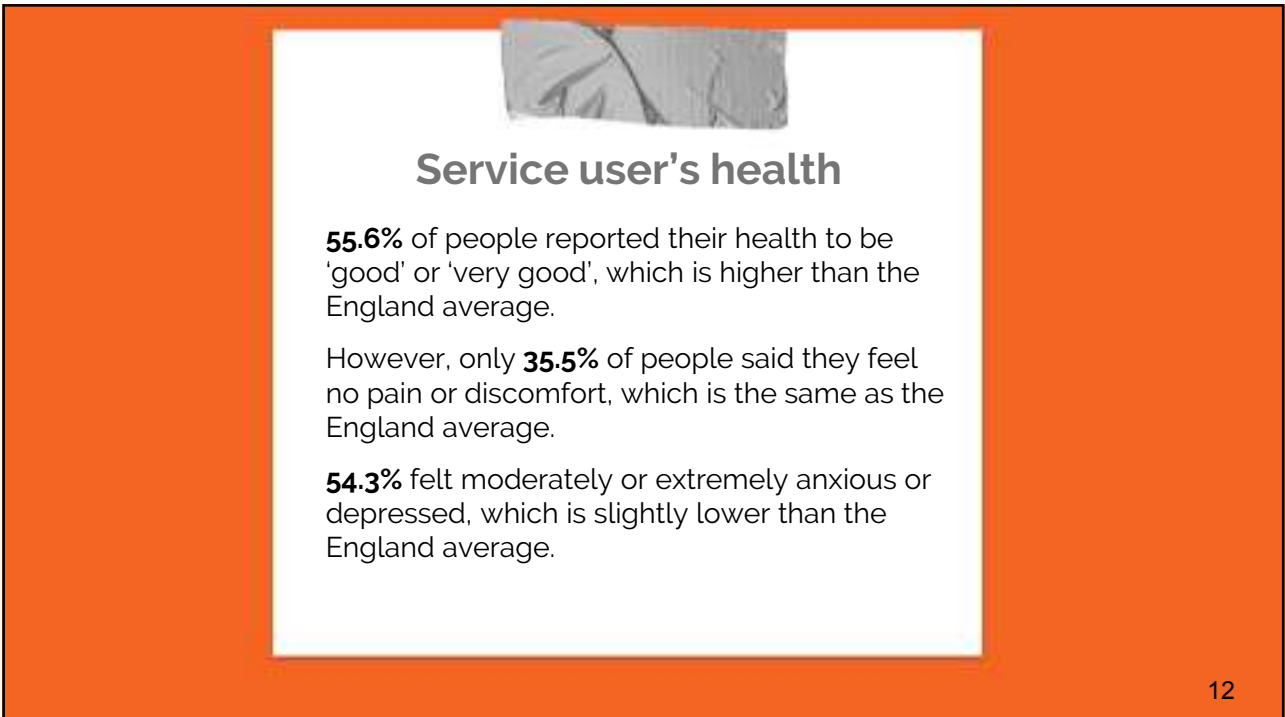


Information and Advice

78.6% of service users found it 'very' or 'fairly' easy to find information and advice about support, services or benefits.

This is better than the England average of **73.5%**.

11



Service user's health

55.6% of people reported their health to be 'good' or 'very good', which is higher than the England average.

However, only **35.5%** of people said they feel no pain or discomfort, which is the same as the England average.

54.3% felt moderately or extremely anxious or depressed, which is slightly lower than the England average.

12



Mobility and self care

More people than the England average were able to do the following:

- Get around indoors by themselves (except steps)
- Feed themselves
- Deal with finances and paperwork
- Use the toilet by themselves
- Wash their face and hands by themselves

Less people than the England average were able to do the following:

- Get in and out of bed or a chair
- Wash themselves all over
- Dress and undress themselves

13



How is your environment?

88.9% of respondents said that their homes are designed to meet most or all of their needs. This is better than the England average of 86.3%.

35.6% of respondents said that they could get to the places in their local area that they want to get to. This is better than the England average of 29.3%.

14

Do you receive practical help from your family?

90.5% of service users receive practical help from their spouse, partner, family, friends or neighbours. This is slightly higher than the England average of 89.2%.

30% of service users pay for additional or 'top up' care themselves which is higher than the England average of 27.4%. However less families than the national average pay for this additional care and support



ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 6
14 NOVEMBER 2017	PUBLIC REPORT

Report of:	Executive Director People and Communities Cambridgeshire and Peterborough Councils	
Cabinet Member(s) responsible:	Councillor Wayne Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	
Contact Officer(s):	Will Patten, Director of Commissioning	Tel. 07919 365883

IMPACT OF TRANSFORMATION AND SAVINGS PROGRAMME ON ADULT SOCIAL CARE SERVICE USERS

R E C O M M E N D A T I O N S	
FROM: Executive Director People and Communities Cambridgeshire and Peterborough Councils	Deadline date: N/A
It is recommended that the Adults and Communities Scrutiny Committee notes the contents of this report for information.	

1. ORIGIN OF REPORT

1.1 This report is submitted to the Adults and Communities Scrutiny Committee at the request of the Committee.

2. PURPOSE AND REASON FOR REPORT

2.1 This report is being presented to provide information on the transformation and savings programme and the associated impact on vulnerable members of the community who qualify under the Care Act for support with their social care needs

2.2 This report is for the Adults and Communities Scrutiny Committee to consider under its Terms of Reference No.2.1, Functions determined by Council, 1. Adult Social Care.

2.4 This transformation and savings programme aligns to the Council's Medium Term Financial Strategy.

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	N/A
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4. BACKGROUND AND KEY ISSUES

4.1 In response to significant reductions in central government funding and unprecedented increases in demand, Peterborough has engaged in delivering a comprehensive programme of adult social care transformation and savings initiatives that contribute to balancing the Council's budget. Consideration has been given to the following set of principles when identifying key initiatives.

- **Demand management** - we will prioritise the commissioning of services and solutions that will prevent or delay escalating support and service needs;
- **Efficient and effective** - we will take an evidence based approach to commissioning services and solutions that demonstrate efficient and effective use of resources. Services and solutions will be commissioned on the basis of best value;
- **Value for money** - We will commission on the basis of a clear, whole-life costed benefits realisation for service users, Peterborough City Council (PCC) and other stakeholders. This will include analysis of the value of social and environmental outcomes;
- **Market Development** - We will work with providers and partners to ensure that activity across health and social care is coordinated and best value and outcomes are delivered;
- **Statutory duties** - We will ensure PCC complies with its legal duties within the statutory legislative and policy framework;
- **Policy** - Commissioning activity will take account of and be sensitive to national and local policy drivers; and
- **Collaborative commissioning** - We will work to commission services and co-produce solutions with service users and strategic partners where this best delivers PCC outcomes and objectives.

The programme has impacted on service users in a number of ways and the below provides an overview of the specific initiatives and their impacts:

1) Increased provision of free-of-charge early and preventative care services - including significantly more reablement and early-help therapy services to maximise independence and minimise demand for care.

Impacts:

Increased numbers of people are being helped to live at home to maintain their independence, with numbers almost doubling from 500 people in 2014/15 to 845 people in 2016/17. As a consequence, in 2017/18 year to date, 71% of those who received up-front, free-of-charge early support, did not have long term care needs. This represents improved performance from 65% in 2016/17. The number of longer term council-funded care packages has remained broadly stable at 1,400 per annum despite increased demographic pressures. Peterborough was listed by the 2016 Centres for Cities report 'Cities Outlook 2016' as the third-fastest growing city in the UK (behind Slough and Milton Keynes) and this presents unique opportunities and challenges for us as a Unitary Authority, particularly considering the number of people over the age of 65 within the city is expected to grow substantially over the next few years. The over 65 population in Peterborough is predicted to grow to 31,000 by 2020, just under half will be over 75, which is an 11% increase since 2015. Between 2016 and 2036 the 85+ population is forecasted to double. Programmes aimed at reducing funded care packages have been more closely targeted at meeting assessed needs and agreed outcomes in a personalised way. Numbers in care homes continue to remain at comparatively low levels (302 per 100,000 of population over 18, compared to 584 per 100,000 for the eastern region), as more people are supported to continue living in the community, and care home admissions are reserved only for those with the most serious/complex needs.

2) Increases in client contributions towards the cost of Adult Social Care (ASC) services, following a review of the Council's care charging policy

Impacts:

The introduction of the revised charging policy where previously disregarded disability benefits are now taken into account has resulted in a significant number of individual client charge

increases, equating to an additional estimated forecast of £81,300 in 2017/18. A very small number of home care service users have chosen to cancel their care packages and have opted to either arrange and pay for care themselves, draw support from their own family/support networks, or in some cases consciously choose to go without care at all. Numbers have been very low and represent less than 5% of the cohort. Follow up contact is made with clients who opt to cancel care, to ensure that the financially assessed charge has taken all relevant factors into account and is genuinely affordable, and that where possible their actions will not render them unsafe.

Charge increases have prompted a small number of complaints about the financial assessment (fewer than 10 since the introduction of the revised charging policy 2 years ago) and these have all been resolved to the satisfaction of the clients concerned. There has also been increased welfare benefit take-up, particularly disability benefits such as Attendance Allowance and Personal Independence Payments, and increasing numbers of entitlement to NHS funding of care packages.

There is an acknowledgement that where people are not eligible for financial assistance towards their care and support, and they choose not to involve the council in their care arrangements, we have limited ongoing knowledge of their care arrangements. In response to this, we are developing a Self-funder Strategy to reach out to individuals and to strengthen our understanding and knowledge.

3) Intensive review of care packages and costs has reduced the level of support some service users receive - this has been achieved through an intensive programme working with care providers and service users to ensure care packages meet needs more effectively, negotiate better care rates, make use of shared hours, deploy a range of assistive technology, and make greater use of the voluntary sector and informal support networks to maximise abilities and independence.

Impacts:

Service users continue to receive the care they require to meet their assessed needs and achieve agreed outcomes in accordance with the statutory requirements of the Care Act 2014. However, this support is delivered in a more targeted way; accessing voluntary and community support provision where available and making best use of individual's abilities to keep people as independent for as long as it is safe to do so. Due to the challenging financial environment, care providers nationally and locally have had to generate efficiencies. However, provision and capacity within Peterborough remains broadly stable.

4) Increased demands on informal care/family support, but Council offer increased support for carers

Impacts:

The burden on informal carers and recognition of the benefits they bring to the care economy were recognised within the Care Act, which created new rights for carer assessment and eligibility and entitlement for resources to support carers. In the last three years the numbers of Carers assessed and reviewed has more than doubled to over 900 a year. We are currently forecasting an estimated pressure to the Council for an additional £12,000 in 2017/18 as a result of additional carer package costs. These new assessments have prolonged the ability of carers to provide support, supporting carers who may have faced strains in their caring role.

5) Increased online/digital access to information, advice and initial support

Although there is an emphasis to provide more information through digital means, we are very careful to offer a variety of options best suited to meet the needs of individuals, including digital inclusion training for vulnerable people, to ensure people are not digitally excluded.

Impacts:

Requests for long term social care support have remained stable as a result of our universal and early intervention services, despite local demographic demands and increased demand on our front door services, indicating that we are managing contacts more effectively.

- As indicated by our recent annual Adult Social Care Survey, 78.6% of service users found it 'very' or 'fairly' easy to find information and advice about support, services or benefits. This is better than the England average of 73.5%. The Council is addressing this through the continued roll out of digital inclusion workshops to vulnerable people and further work to enhance the website and digital options to ensure client needs are being addressed.

Performance indicators:

The below performance indicators provide a high level overview of customer satisfaction.

- The majority of our clients are extremely or very satisfied with the care and support they receive, as indicated by our recent Annual Adult Social Care Survey where 65.5% of responders indicated so (the England average was 64.7%).
- 70.9% of people who use services report that they feel safe (the England average was 70.1%). An additional question was included in the recent Annual Adult Social Care Survey, which asked people the question: 'If you worry about your safety, what things concern you most?'. The main reasons given were 'falling over inside the house', 'falling over outside the house' and 'uneven dangerous pavements'. The Council, working jointly with health, is investing in the enhancement of local falls prevention services.
- 80% of people consistently say that services have made them feel safer.
- Safeguarding referrals increased significantly after the Care Act became law in April 2015 due to increased public awareness and more onerous reporting responsibilities. Since April 2015, safeguarding referrals have increased from an average of 70 a month to an average of over 160 a month, although the number that progress to full investigations /enquiries have fallen in recent months to around 15 a month. Strengthened quality improvement systems within the Council have improved the effectiveness and speed of response to care quality issues and there have been no large scale safeguarding investigations undertaken by the Council since 2015/16 and the Council continues to be vigilant of local issues.

5. CONSULTATION

5.1 Regular consultation is undertaken via the following forums:

Care Homes Forum

Older People's Partnership Board

Carer's Partnership Board

Learning Disabilities Partnership Board

Winter Pressures meeting has been established with home care providers to develop a joint approach to system demands/pressures.

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 Not applicable. The contents of this report provide an update for the Board to note.

7. REASON FOR THE RECOMMENDATION

7.1 The report is to provide information to the Adult and Communities Scrutiny Committee.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 Not applicable.

9. IMPLICATIONS

Financial Implications

9.1 The transformation and savings programme is a critical element for delivering the Council's Medium Term Financial Strategy.

Legal Implications

9.2 There are no legal implications related to this report. The Care Act 2014 provides the legal framework for the provision of Adult Social Care services.

Equalities Implications

9.3 There are no equalities implications related to this report.

Rural Implications

9.4 There are no rural implications related to this report.

10. BACKGROUND DOCUMENTS

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

10.1 N/A

11. APPENDICES

11.1 N/A

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 7
14 NOVEMBER 2017	PUBLIC REPORT

Report of:	Adrian Chapman, Service Director, Communities and Safety	
Cabinet Member(s) responsible:	Cllr Irene Walsh, Cabinet Member for Communities	
Contact Officer(s):	Rob Hill, Assistant Director, Communities and Safety Hayley Thornhill, Senior Policy Manager	Tel. 01733 864112

REPORT ON VICTIM BASED CRIME IN PETERBOROUGH

R E C O M M E N D A T I O N S	
FROM: Adrian Chapman, Service Director, Communities and Safety	Deadline date: n/a
<p>It is recommended that Adults and Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Endorse the approach taken by the Safer Peterborough Partnership to reduce victim based crime in Peterborough. 2. Agree to scrutinise the Safer Peterborough Partnership's Reducing Re-Offending Strategy at a future meeting. 	

1. ORIGIN OF REPORT

1.1 The Adults and Communities Scrutiny Committee, in its capacity as the Crime and Disorder Scrutiny Committee, requested regular reports on the crime and quality of life issues that are having a significant impact on the people of Peterborough.

2. PURPOSE AND REASON FOR REPORT

2.1 To allow the Committee, in their role as the Crime and Disorder Scrutiny Committee, to understand the extent of victim based crime (including domestic abuse) occurring in Peterborough and the interventions that are in place to reduce offending.

2.2 This report is for the Adults and Communities Scrutiny Committee, sitting as the Crime and Disorder Scrutiny Committee to consider under its Terms of Reference No 2.2 Functions determined by Statute: To review and scrutinise crime and disorder matters, including acting as the Council's crime and disorder committee in accordance with Sections 19 of the Police and Justice Act 2006

2.3 This report links into the following corporate priorities:

- Keeping our communities safe, cohesive and healthy, *and*
- Safeguarding children and vulnerable adults.

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	
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4. BACKGROUND AND KEY ISSUES

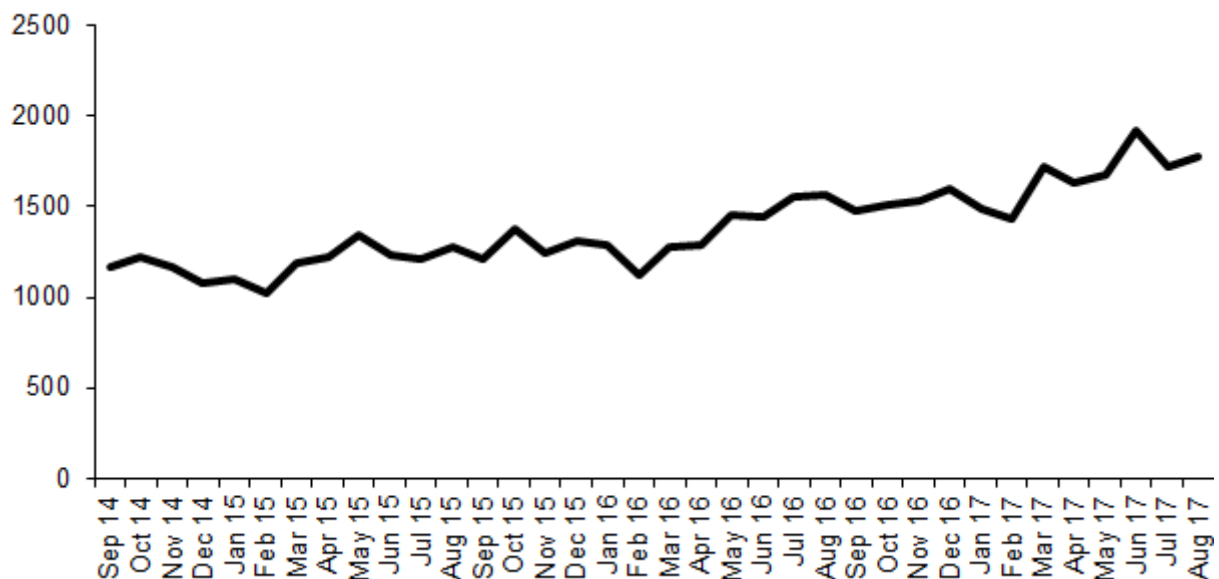
4.1 Victim Based Crime

Victim based crime is a category of crime which includes offences where there is a specific, identifiable victim. Offences include:

- Violence against the person
- Sexual Offences
- Theft offences,
- Robbery
- Criminal Damage
- Arson.

It therefore does not include offences 'against society' such as drug or public order offences.

4.2 The graph below shows the trend for victim based crime levels in Peterborough since 2014.



4.3 Over the last 12 months (1st October 2016 - 30th September 2017), there were 19,781 victim based crimes recorded in Peterborough, which is an increase of 20.6% (or n=3,378) when compared to the previous year. This has largely been driven by increases in violent crime, which has increased by 30.7% (or 1,404). Nationally violent crime has seen an annual rise of approximately 24%.

4.4 Police crime figures around violent crime are particularly hard to interpret. At first sight, they appear to show substantial and worrying increases in a wide range of violent crime. However, process improvements in the wake of the renewed focus on the quality of crime recording and an increase in the proportion of violent crimes reported to the police are thought to be largely responsible for the apparent growth in violence. This is further endorsed by findings from the Crime Survey for England and Wales (CSEW), which shows no significant change in the levels of violence compared with the previous survey year.

4.5 A significant proportion of violent crime can be linked to domestic abuse; in the last year domestic abuse accounted for almost 14% of total victim based crime. Peterborough has notably the highest rates of domestic abuse incidents within Cambridgeshire, there were 2,750 domestic abuse offences in Peterborough between 1st October 2016 and 30th September 2017, an increase of 35.2% compared to the previous year.

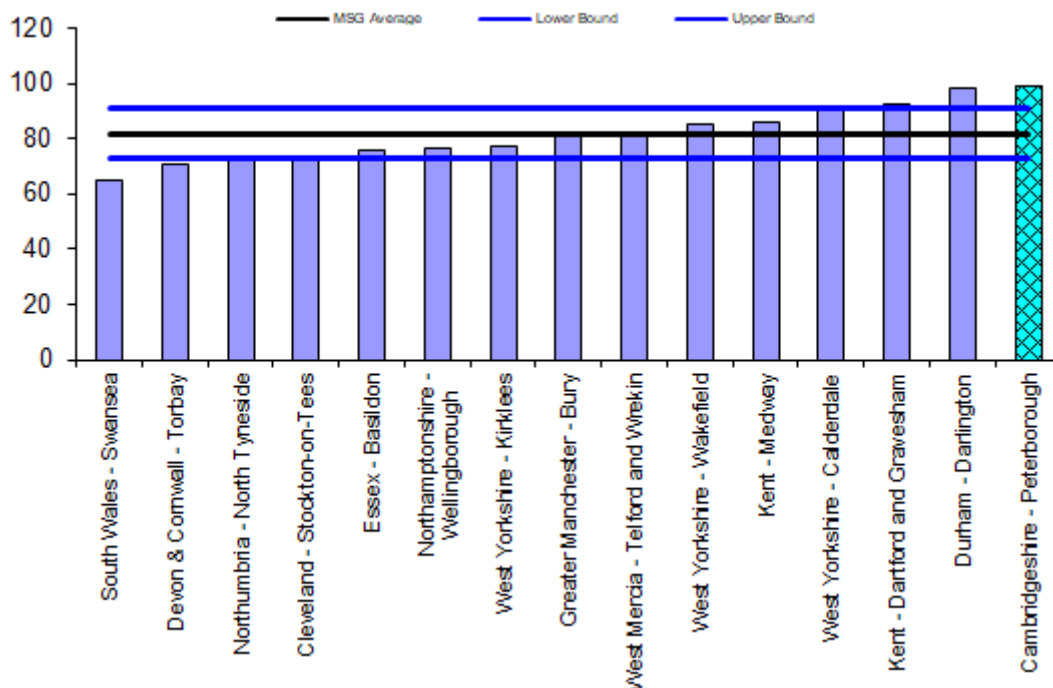
4.6 The recently produced Violence Against Women and Girls Needs Assessment outlines the extent of domestic abuse occurring across Peterborough and Cambridgeshire. This is available to members of the committee on request. The findings of the Needs Assessment will be taken forward by the new Violence Against Women and Girls Strategy 2017-2021 for Cambridgeshire and Peterborough.

4.7 Domestic abuse is a high risk / harm / cost issue which impacts all communities, individuals and agencies across Cambridgeshire. The most recent data (Cambridgeshire Violence Against Women and Girls (VAWG) Needs Assessment, 2017) shows that:

- There were 12,300 police recorded incidents of domestic abuse in 2015/16, with 80% of victims being female. Investigating domestic abuse crimes is now the force’s single largest workload
- There were 7,900 VAWG-related crimes recorded by the Constabulary in the same year
- Around 20% of all reported incidents of domestic abuse feature a male victim
- One in ten Year 10 girls report that they have been put under pressure to have sex or do sexual things with a previous or current boyfriend
- Around 50% of children’s social care caseloads across the county reflect some form of domestic / sexual abuse element
- An estimated 80% of domestic abuse and sexual violence crimes are never reported.

4.8 In terms of other crime types which impact on overall victim based crime, theft offences have increased by 15.5% (n=1,315) over the last year in Peterborough to a total of 9,825. This increase has been driven by an increase in shoplifting offences, which has also been noted nationally. There were 517 more shoplifting offences than the previous 12 months in Peterborough. Dwelling burglary, which also forms part of the ‘theft’ category has increased, albeit at a much lower rate, increasing by 1% compared to the previous year.

4.9 It is possible to compare Peterborough to a group of statistical neighbours, which are other areas of the country which are demographically similar to Peterborough and include places like Wellingborough, Swansea, Wakefield, Bury and Darlington. Peterborough continues to show higher levels of victim based crime when compared to the average for the group and is currently placed 15th out of 15 statistically similar areas, recording 98.8 crimes per 1000 population, compared to the group average of 81.4 crimes per 1000 population¹. This is illustrated in the graph below.



4.10 Interventions to address victim based crime

There are a number of interventions in place, across the partnership, to reduce victim based crime. This includes projects run by the Youth Offending Team, HMP Peterborough, Probation and the Community Rehabilitation Company (BeNCH). Below is a snapshot of two of those schemes which are working well, however resources only allow the schemes to manage around 150 offenders

collectively as the work is so intensive. These schemes are:

- Integrated Offender Management Scheme (IOM)
- Integrated Recovery Offender Programme (IROP)

4.11 The IOM Scheme

Integrated Offender Management (IOM) brings a cross-agency response to the crime and reoffending threats faced by local communities. The most persistent and problematic offenders are identified and managed jointly by partner agencies working together. The scheme in Peterborough is currently managing 79 offenders who have committed offences such as burglary, robbery, theft from vehicles, possession of drug offences, theft and shoplifting.

4.12 The Home Office has a method of measuring the scheme which looks at the cost of crime that individuals place on society before they enter the scheme, whilst they are on the scheme and once they have been discharged from the scheme. The latest local data is illustrated in the table below and shows positive results for those who are managed by the scheme.

Area	Total cost of crime before and during the scheme	Total cost of crime after de-selection from the scheme	Percentage cost reduction
Peterborough	£1,811,374	£447,221	75.31%
Cambridgeshire (including Peterborough)	£4,369,656	£757,025	82.68%

4.13 Information from offenders on the scheme reveals that their offending behaviour is often driven by a lack of secure accommodation. Once offenders are released from prison a lack of suitable housing can mean that they sleep rough or sofa surf, both of which may mean associating with other drug users. In addition, a number of offenders have been placed in temporary accommodation out of the area which has major complications for those who have to dispense prescriptions to address their substance misuse, as they can't make the necessary arrangements in time.

4.14 Another issue which is often highlighted by offenders is in relation to their attitudes, thinking and behaviour which plays a major part in their reoffending. Cognitive skills programmes aim to replace negative and ingrained thinking patterns with thoughts that promote positive behaviour choices. These programmes aim to assist offenders in becoming more reflective and considerate of others in their response to potential problems and more open-minded, reasoned and deliberate in their thinking. Access to interventions to address this, such as counselling, is very limited, with long waiting lists and whilst offenders wait, the cycle of offending continues.

4.15 IROP

IROP is an intensive support programme for those in the criminal justice system who are repeat offenders (low level crime, such as shoplifting) as a result of their substance misuse (drug and alcohol) problems. CGL Aspire (Peterborough's drug and alcohol treatment service) provide an intensive support model with the aim of empowering individuals to address their often complex needs, in order to maximise engagement in treatment and challenge offending behaviour. IROP provides support to offenders to get into education, training and employment, as well as providing stable accommodation and finance, benefit and debt advice.

4.16 This form of intensive casework, as demonstrated in the IOM scheme, has shown similar positive results in breaking the cycle of offending. Data for June 2017 shows reduced Police custody costs from £102,440 to £36,192 for those offenders managed by the scheme. This only relates to costs of each individual being in custody and does not include wider costs of crime so the impact is potentially even more significant.

4.17 Other Schemes

There are a number of other interventions on offer in Peterborough which impacts significantly on victim based crime and those who perpetrate these offences. The Youth Offending Service and a number of other organisations adopt restorative approaches to dealing with offenders, which brings those harmed by crime or conflict and those responsible for the harm into communication, enabling everyone affected by a particular incident to play a part in repairing the harm and finding a positive way forward.

4.18 Interventions to specifically address victims of domestic abuse

The outcomes of the Needs Assessment will now inform development of a new Cambridgeshire and Peterborough wide Strategy & Action Plan, expected to be signed off by the Partnership Board in November 2017. The strategy will reflect national and local priorities.

4.19 The aim of the strategy and supporting action plan is to 'reduce the harms associated with Violence Against Women & Girls (VAWG) to prevent these crimes from occurring in our communities'.

4.20 To achieve this aim, the Domestic Abuse and Sexual Violence Partnership will work, according to the national serious / organised crime strategy, to:

- Prevent people from becoming perpetrators and victims of VAWG
- Protect victims and their families, whether or not they choose to report crimes to the police
- Pursue perpetrators through the criminal justice system and ensure that they face the consequences of their actions
- Prepare and support victims to recover from the impacts of violence and abuse.

4.21 This vision is supported by three countywide priority areas (2017-21) established through the needs assessment and strategy development processes, where we want to make a significant impact through the partnership. These priorities are:

- To develop a specialist countywide, outreach provision (beyond July 2018) which is community-based and accessible to all (this includes requests for service from internal and external partners)
- To develop a countywide, multi-agency domestic abuse unit to facilitate a 'single point of entry' to local specialist services, and to rationalise existing provision and pathways
- To ensure that accessible awareness-raising and community development / resilience-building resources and activities are developed and supported, especially those targeting specific demographics, such as young people and children, those from A8 communities (especially Lithuania), those from Black Minority Ethnic and Refugee (BMER) or Lesbian, Gay, Bisexual, Trans and Queer (LGBTQ) communities, older people, and those with disabilities.

4.22 Work already commenced at a County level to address these areas of need are:

- Commissioning a countywide outreach service (until July 2018 only) via the Department for Communities and Local Government (DCLG) grant award
- Developing a common accommodation-based approach to tackling domestic abuse across Cambridgeshire and Peterborough via Domestic Abuse Housing Alliance (DAHA) accreditation, via the DCLG grant award
- Providing community-based trauma therapy for young people aged 13-19 via a Home Office grant award (2017 – 2020) for VAWG transformation
- Providing schools, special schools, Pupil Referral Units, Further Education and Higher Education colleges with awareness and support services via CCC, PCC, Centre 33, YMCA, SexUality, and other partners
- Developing community-based projects to address the needs of young people who use violence and abuse in their relationships with Youth Offending Service, Ormiston Families, and YMCA
- Developing community-based awareness and prevention projects to address the needs of young victims / those at risk of victimisation in partnership with CCC, PCC, and YMCA
- Providing extra dedicated resource at the Victim and Witness Hub (including the provision of Community Psychiatric Nurses) to support victims of VAWG

- Developing a single, countywide Independent Domestic Violence Advisory Service and Multi-Agency Risk Assessment Conference (MARAC) process.

4.23 Our approach moving forwards

The Safer Peterborough Partnership has an officer who is currently working with partners to produce a Reducing Re-Offending Strategy, which is a statutory requirement for every community safety partnership. The strategy will outline the partnership's approach to reducing re-offending, and therefore victim based crime.

4.24 Recorded crime and the cost of crime to victims and communities is increasing and this is unacceptable. This strategy will focus on how collaborative working can be enhanced, thereby ensuring we each target our finite resources to their maximum effect. The Safer Peterborough Partnership recognises that further reductions in crime can only be achieved via integrating our work to manage offenders in a way which gives them the best opportunity to abandon criminality and help their communities by leading law abiding lives.

4.25 Peterborough City Council stakeholders will continue to work closely with regional partners and colleagues to ensure that local needs and resources are acknowledged and resources allocated onto domestic abuse / violence against women and girls.

5. **CONSULTATION**

5.1 There is no requirement for formal consultation in relation to this matter, however this issue has been discussed at length by the Safer Peterborough Partnership Board and will be discussed again at the meeting in November.

6. **ANTICIPATED OUTCOMES OR IMPACT**

6.1 It is anticipated that the Reducing Re-Offending Strategy will form part of a multi-agency response to reduce victim based crime.

7. **REASON FOR THE RECOMMENDATION**

7.1 That the committee endorse the approach being taken by the Safer Peterborough Partnership in their efforts to reduce victim based crime and for the committee to agree to scrutinise the Reducing Re-Offending Strategy at a future committee meeting.

8. **ALTERNATIVE OPTIONS CONSIDERED**

8.1 No alternative options have been considered at this stage.

9. **IMPLICATIONS**

Financial Implications

9.1 None.

Legal Implications

9.2 None.

Equalities Implications

9.3 The Council has a duty to provide appropriate services to vulnerable groups, as established by the Equality Act 2010. Most relevant to the provision of outreach services are duties to provide for:

- Women
- Those with disabilities
- Age

- Ethnicities
- Sexuality.

The recent (2017) VAWG needs assessment has shown that the above groups constitute the greatest cohorts of need across the county.

Rural Implications

9.4 There are no specific rural implications.

10. BACKGROUND DOCUMENTS

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

10.1 None.

11. APPENDICES

11.1 None.

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ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 8
14 NOVEMBER 2017	PUBLIC REPORT

Report of:	Service Director for Communities and Safety	
Cabinet Member(s) responsible:	Councillor Peter Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development	
Contact Officer(s):	Sean Evans, Housing Needs Manager	Tel. 01733 864083

HOMELESSNESS PREVENTION INTERIM UPDATE

R E C O M M E N D A T I O N S	
FROM: Service Director for Communities and Safety	Deadline date: N/A
It is recommended that Adults and Communities Scrutiny Committee consider the update on homelessness prevention that has taken place since September 2017 and provide scrutiny and comment.	

1. ORIGIN OF REPORT

1.1 This report is submitted following a request at the last meeting of the Adults and Communities Scrutiny on 12 September to provide an interim update on homelessness prevention.

2. PURPOSE AND REASON FOR REPORT

2.1 The report is presented at the request of the Adults and Communities Scrutiny Committee to receive an update on homelessness prevention.

2.2 This report is for the Adults and Communities Scrutiny Committee to consider under its Terms of Reference No.2.1, Functions determined by Council: 3. Housing need (including homelessness, housing options and selective licensing);

2.3 This report links to the following corporate priorities

- Keeping our communities safe, cohesive and healthy
- Safeguarding children and vulnerable adults

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	n/a
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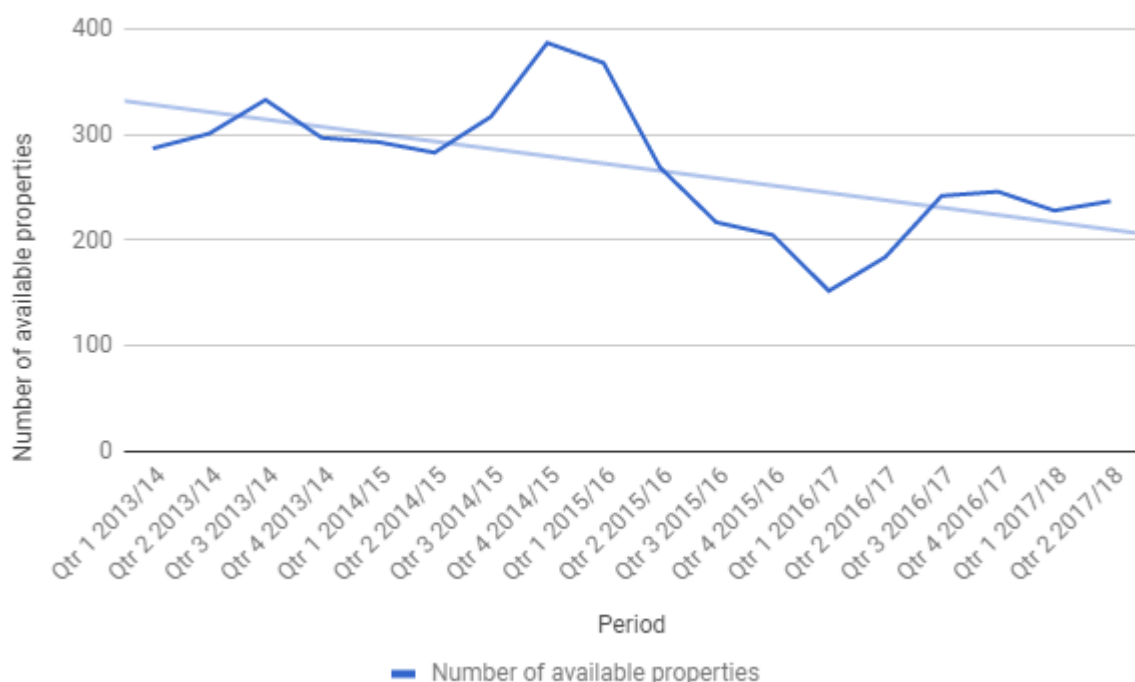
4. BACKGROUND AND KEY ISSUES

4.1 At its meeting on 12th September, the Committee considered a [report](#) on homelessness prevention. The report outlined the growing demand for housing services following a 43% increase in homelessness presentations to the Council in the previous year. The Committee agreed to establish a cross party working group to look at the issues, report its findings, and develop a new Homelessness Prevention Strategy. The group has now met twice and will report to the Committee in early 2018.

- 4.2 Depending on an individual's circumstances, the Council may have a duty to provide temporary accommodation until permanent accommodation can be allocated. Traditionally, the Council used hostel accommodation for homeless households while investigations were ongoing and until suitable permanent accommodation could be secured. Where hostel accommodation was fully occupied B&B type accommodation would be used as a short term emergency placement until a hostel vacancy could be secured. B&B type accommodation is only meant as a short term option, but as the numbers of households presenting to the Council has been increasing, use of this type of accommodation has increased as no alternative accommodation options were available.
- 4.3 In recognition of the increases in demand, the Council has taken steps to reduce the use of B&B type accommodation by securing use of alternative self-contained temporary accommodation options at St Michael's Gate (leased accommodation from a private accommodation provider) and bringing Elizabeth Court back into use in partnership with Cross Keys Homes. Along with the Hostel accommodation owned and managed by Cross Keys Homes, when fully available, this increases the contracted provision to 216 units of available temporary accommodation

Availability of Social Housing

- 4.4 Generally, those households to whom the Council accepts a full housing duty will be allocated accommodation with a social landlord. The council has arrangements with 10 housing associations in the city to allocate its vacant properties through the Peterborough Homes Choice Based Lettings scheme. The Common Allocations Policy was developed to ensure that households who are accepted as homeless and therefore owed a full housing duty are given high priority in order to assist them with a prompt move into suitable permanent accommodation.
- 4.5 In addition to the Housing Register the Localism Act 2011 gave local authorities the power to discharge the full housing duty by securing suitable accommodation in the private sector. Previously the combination of these 2 options has been more than sufficient in meeting both the demand from households who have presented to the council as homeless and those living in unsuitable housing allocated through the Housing Register.
- 4.6 Unfortunately while the demand from households requiring assistance has been increasing the availability of permanent accommodation options has been decreasing. The graph below shows the number of properties which have been made available for allocation from our partner housing associations through the choice based lettings scheme:



- 4.7 There are a number of other changes within the housing landscape which are likely to present challenges to the Council in meeting housing demand. These include:
- the Homelessness Reduction Act
 - Universal Credit

4.8 **HOMELESSNESS REDUCTION ACT**

- 4.8.1 The Homelessness Reduction Bill received Royal Assent and therefore became an Act of Parliament on the 27 April 2017. The new Act places more emphasis on prevention activities by placing new legal duties on local authorities to provide meaningful support to everyone who is homeless or at risk of homelessness, regardless of whether they are in priority need or 'intentionally homeless', as long as they are eligible.

Details of the Homelessness Reduction Act 2017

4.8.2 **Threatened With Homelessness**

Current legislation (Housing Act 1996 as amended by Homelessness Act 2002) defines that a person is considered to be threatened with homelessness if it is likely that they will become homeless within 28 days.

The Homelessness Reduction Act 2017 doubles the number of days from 28 to 56, including those who have been served with a valid Section 21 notice (the legal notice that must be served by a landlord notifying the tenant that possession of the private sector property is required).

Anyone accepted by the Council as being threatened with homelessness will be owed the new prevention duty and we must take 'reasonable steps' to help them avoid becoming homeless. This could include placing them into temporary accommodation.

4.8.3 **Providing Advisory Services**

The Housing Act 1996 stipulates that local authorities must ensure advice and information about homelessness and preventing homelessness is available free of charge to everyone in their district. The new Act will require a more robust approach to advisory services with the need to provide information and advice on:

- Preventing homelessness
- Securing accommodation if homeless
- The rights of people who are homeless or threatened with homelessness, and
- Any other support (provided by the local authority or any other local organisations) that is available for people who are homeless or likely to become homeless as well as how to access that help.

- 4.8.4 Local authorities will also need to ensure that advisory services can be tailored to meet the needs of particular groups who are at increased risk of becoming homeless (e.g. care leavers, prison leavers, those in or leaving the armed forces, domestic abuse victims, hospital leavers and those suffering with a mental health issue).

4.8.5 **Duty to Assess and Agree a Plan**

The Act stipulates that the support offered to eligible applicants needs to be more robust than currently required. Once a local authority is satisfied that someone is homeless or threatened with homelessness and eligible for assistance, an assessment should be carried out which includes:

- The circumstances that have caused homelessness / potential homelessness
- The housing and other support needs of the applicant and their household
- A personalised plan, setting out steps for the applicant and the Council to take to ensure accommodation is secured and/or retained. An applicant's assessment and plan must be kept under review and updated as necessary, until the local authority has determined that no further duty is owed.

4.8.6 **Duty to Relieve Homelessness**

Under the Act, the council will have a duty to help all eligible homeless applicants to secure accommodation for a period of at least 6 months, regardless of whether they are 'intentionally homeless' or in priority need. Those in priority need will be provided with interim accommodation whilst steps are taking place to secure future accommodation.

4.8.7 **Failure to Co-operate**

This new provision within the Act will place a requirement on all applicants to co-operate with the Council's attempts to prevent or relieve their homelessness. If the Council considers that an applicant has deliberately or unreasonably refused to co-operate or take steps agreed as part of their assessment plan, a notice can be served to the individual informing them of the Council's decision, the consequences of it (e.g. ending of prevention / relief duty) and their right to request a review. This notice can only be served if a warning has been given to the applicant beforehand and a reasonable time period has elapsed since the warning was given.

4.8.8 **Right to Review**

The Act gives applicants the right to request a review of any decision made by the local authority (in addition to those laid down in current legislation) regarding:

- Steps set out in assessment plans
- Giving notice to withdraw prevention or relief duties
- Suitability of accommodation offered

4.8.9 **Public Authority Duty to Refer**

Under the Homelessness Reduction Act 2017, "specified public authorities" (e.g. NHS services) will be required to refer details of people who they consider being homeless or threatened with homelessness to their local authority (if the person agrees to the notification being made). The council will then need to make contact with this individual for assessment.

4.8.10 **Impact to the Council**

There is a probability that the current homelessness advice and prevention caseloads will increase. The DCLG estimates that demand may increase by approximately 26% but it has the potential to be greater. There is likely to be increased demand for temporary accommodation as well as a potential increase in the time spent in temporary accommodation due to extended duties.

The government has announced a national £60m New Burdens Fund of which Peterborough will receive £366,443 between 2017 and 2020 to help manage these new services.

4.9 **UNIVERSAL CREDIT FULL SERVICE (UC)**

4.9.1 In November 2017, Universal Credit Full Service will be rolled out in Peterborough to include all new benefit claimants and those currently in receipt of benefits who have a change in circumstances (such as birth of a child, family separation, move from being sick to employment or vice versa). This will affect all claimants, including families, for the first time.

4.6.2 There are a number of changes which will affect claimants and could cause some challenges, at least in the short term. Whilst some aspects of UC are undoubtedly positive, particularly around making it easier for claimants to take on additional employment and simplifying a complex benefits system, there are nevertheless a number of issues and risks. The key points of UC are:

- Integration of six core benefits (including housing benefit) and tax credits into a single, monthly payment. This will apply to claimants both in and out of work
- Claimants will not receive any payment for a minimum of 42 days from the point of claim - although a limited advanced payment loan can be applied for
- A shift away from a mix of weekly, fortnightly, four-weekly and monthly payments to a standard monthly payment. Claimants will need to have budgeting skills to ensure that their money can last for a longer period and that debts and bills are prioritised

- All Universal Credit applications must be applied for and subsequently managed online. For claimants with limited digital skills and access, this will present a challenge
- Claimants enter into a Claimant Commitment with the Job Centre to demonstrate what they are doing to either enter work or increase their hours. Failure to comply with the commitment will see claimants sanctioned and benefits reduced or suspended
- One of the objectives of Universal Credit is that claimants are responsible for their finances and rent. In most cases, housing benefit payments will now be made to the claimant, rather than the landlord. Many claimants will be unfamiliar with and unaware of their rent obligations and will need to ensure that their rent is paid from their Universal Credit payment. In addition, claimants will need to have an up to date tenancy agreement in order to claim housing benefit
- Introduction of a single recipient model where the award is paid into one bank account. For couples and families, this will see one person in control of all Universal Credit payments

4.9.3 Experience from other areas which have already gone live with Universal Credit Full Service is that debt and rent arrears will increase, at least in the short term (although many clients will already be facing some form of debt and arrears). This can lead to increased evictions and further pressures on temporary accommodation and/or homelessness.

4.10 **PROPOSED ACTIONS**

Given the significant challenges outlined above, the council are exploring a number of potential solutions. This report presents an interim update on these developments, with further details to be presented to Adults and Communities Scrutiny Committee at its January 2018 meeting.

4.11 **Homelessness Prevention & Homelessness Trailblazer**

The Council continues to be proactive in the prevention of homelessness where the opportunity arises and officers in the housing needs team adopt a problem solving approach when presented with households at risk of homelessness. The primary aim of all preventative work is to support households to remain in their current accommodation or to find alternative accommodation prior to them having to leave the address they had been residing at. Work is underway to ensure there is a renewed and resourced focus on prevention as part of the core business of the Housing Needs team.

Recently the Council in partnership with the other Cambridgeshire housing authorities were successful in a bid for trailblazer funding to the DCLG who were providing £20 million of grant funding nationally across 2016/17, 2017/18 and 2018/19. Local authorities were invited to bid either singularly or in collaboration in order to provide the resources to ramp up prevention activities and take new approaches to reduce homelessness.

4.12 **Prevention Toolkit**

With affordability in the private sector becoming more of an issue when trying to prevent households from becoming homeless there is a need to improve the tools that officers have available to them to support their attempts to prevent homelessness.

This being the case officers have to focus more on keeping people in their current homes. The following prevention tools could potentially be used to help support people at risk of homelessness, and these ideas will be developed into detailed business cases over the coming weeks.

4.12.1 **Amended Discretionary Housing Payments (DHP) Policy.**

Currently the DHP policy is limited in the support it can offer to households to meet the financial shortfall between an applicant's benefit entitlement and their full rent. The DHP fund also allows the Council to pay a landlord in order to secure an alternative property for a household in order to prevent homelessness. This is increasingly more difficult as some landlords are no longer willing to accept applicants who will be receiving benefits.

Officers will review the DHP policy to allow the Council to make a payment to the current landlord in order to clear an amount of rent arrears in order to prevent the landlord from having to seek possession of his property. Applicants would still have to be a current Housing Benefit or Universal Credit claimant in order to be eligible.

4.12.2 ***Use of the Homelessness Prevention Fund***

The DHP fund is only accessible to applicants who are currently in receipt of Housing Benefits or Universal Credit. There is also a need for working households not in receipt of housing benefit to receive support where required.

Officers will therefore review ways in which the Homelessness Prevention Fund could be used for supporting households where the DHP policy does not allow.

4.12.3 ***Mortgage Rescue Fund***

The Government's Mortgage Rescue Fund was brought to a close 3 years ago. Peterborough was very successful in supporting households who were at risk of losing their homes as they were at risk of possession action from their landlords. The Mortgage Rescue Scheme had 2 benefits in that not only did it allow the householder to remain in their home and not become homeless, the property was also then brought into the ownership of the social sector.

Officers will therefore explore the possibility of establishing a similar scheme.

4.12.4 ***Landlord Incentives Scheme***

Many landlords are reporting significant concern about benefit changes, and in some cases are refusing to accept tenants who are likely to be in receipt of Housing Benefit or Universal Credit. They report they are concerned about the introductory period of 42 days under Universal Credit. Officers are exploring ways in which landlords might be incentivised to continue to accept tenants in receipt of benefits, for example where the Council makes an initial payment to cover any period where the tenant is unable to pay rent due to delays in receiving their benefit payment.

Any payments under the scheme could be in exchange for the landlord offering a longer fixed term of 12 months to applicants and notifying us of any issues with rent payments at the earliest stage in order for us to intervene in an attempt to prevent a repeat homelessness situation.

4.13 **The Peterborough Homes Housing Allocations Policy**

As discussed at the September 2017 Scrutiny Committee meeting it is proposed to amend the Housing Allocations policy in order to increase the chances of families in temporary accommodation being offered permanent accommodation. This recommendation is now making its way through the Council's governance process.

4.14 **Increased housing supply**

The Council is exploring buying a number of properties throughout the city in order to reduce the pressures on temporary accommodation and/or move more people into permanent accommodation. A number of sites are being reviewed for suitability and affordability and further details regarding the numbers of properties and their locations will be presented in January 2018 to the Committee.

Financial modelling will be completed to ensure that the capital purchase is cost effective when taking into account both rental income that could be achieved, the cost of borrowing and the alternative cost of placements into private sector temporary accommodation.

Any purchase will be subject to full due diligence, as well as commercial and legal scrutiny before the Council moves to purchase.

5. **CONSULTATION**

5.1 None at this stage.

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 None at this stage, although the full report in January will outline the impacts that the various approaches being considered will achieve.

7. REASON FOR THE RECOMMENDATION

7.1 This report provides the committee with an interim update on the work that is being developed to help address the growing problems of homelessness within Peterborough. The Committee's scrutiny and recommendations on the work being developed is welcomed.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 None at this stage.

9. IMPLICATIONS

Financial Implications

9.1 Capital resource to increase housing supply in the city may be required in due course, and this will be subject to a separate decision making process.

Investment to increase resource within the Housing Team has previously been agreed.

The financial implications of any of the other measures set out in this report will be subject to separate scrutiny as the individual business cases are brought forward.

Legal Implications

9.2 Full legal advice will be sought prior to any additional property being acquired.

Equalities Implications

9.3 None

Rural Implications

9.4 None

10. BACKGROUND DOCUMENTS

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

10.1 None

11. APPENDICES

11.1 None

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ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 9
14 NOVEMBER 2017	PUBLIC REPORT

Report of:	Stephen Gerard, Interim Director of Law and Governance	
Contact Officer(s):	Paulina Ford, Senior Democratic Services Officer Joanna Morley, Democratic Services Officer	Tel. 01733 452508 Tel: 01733 452468

MONITORING SCRUTINY RECOMMENDATIONS

R E C O M M E N D A T I O N S	
FROM: Director of Governance	Deadline date: N/A
<p>It is recommended that the Adults and Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Considers the responses from Cabinet Members and Officers to recommendations made at previous meetings as attached in Appendix 1 to the report and provides feedback including whether further monitoring of each recommendation is required. 	

1. ORIGIN OF REPORT

1.1 The Adults and Communities Scrutiny Committee agreed at a meeting held on 12 September that a report be provided at each meeting to note the outcome of any recommendations made at the previous meeting held thereby providing an opportunity for the Committee to request further monitoring of the recommendation should this be required.

2. PURPOSE AND REASON FOR REPORT

2.1 The report enables the Scrutiny Committee to monitor and track progress on recommendations made to the Executive or Officers at previous meetings.

2.2 This report is for the Adults and Communities Scrutiny Committee to consider under its Terms of Reference No. *Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 3.3:*

The Scrutiny Committees will:

- (a) *Review and scrutinise the Executive, Committee and officer decisions and performance in connection with the discharge of any of the Council's functions;*
- (b) *Review and scrutinise the Council's performance in meeting the aims of its policies and performance targets and/or particular service areas;*
- (c) *Question Members of the Executive, Committees and senior officers about their decisions and performance of the Council, both generally and in relation to particular decisions or projects;*
- (d) *Make recommendations to the Executive and the Council as a result of the scrutiny process*

3. **TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	N/A
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4. **BACKGROUND**

4.1 Appendix 1 of the report sets out the recommendations made to Cabinet Members or Officers at previous meetings of the Scrutiny Committee. It also contains summaries of any action taken by Cabinet Members or Officers in response to the recommendations.

4.2 The progress status for each recommendation is indicated and if the Scrutiny Committee confirms acceptance of the items marked as completed they will be removed from the list. In cases where action on the recommendation is outstanding or the Committee does not accept the matter has been adequately completed it will be kept on the list and reported back to the next meeting of the Committee. It will remain on the list until such time as the Committee accepts the recommendation as completed.

5. **ANTICIPATED OUTCOMES OR IMPACT**

5.1 Timelier monitoring of recommendations made will assist the Scrutiny Committee in assessing the impact and consequence of the recommendations.

6. **REASON FOR THE RECOMMENDATION**

6.1 To assist the Committee in assessing the impact and consequence of recommendations made at previous meetings.

7. **BACKGROUND DOCUMENTS**

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

7.1 Minutes of meeting held on 12 September 2017

8. **APPENDICES**

8.1 Appendix 1 – Monitoring Recommendations

RECOMMENDATIONS MONITORING REPORT

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
12 September 2017	Cabinet Member for Communities/ Adults and Communities	6.Update On The Management of Rough Sleepers: Monitoring of Recommendations	The Committee RESOLVED to recommend that an alternative strategy or option 'B' be developed if funding was denied following the submission of a bid to the DCLG for extra funds to recruit 3 additional workers. This bid would provide the required resources to progress many of the recommendations.	The DCLG bid was successful and three additional workers are being recruited.	Complete
12 September 2017	Cabinet Member for Communities/ Adults and Communities	7. Homelessness and Homelessness Prevention	<p>The Adults and Communities Scrutiny Committee resolved to agree to the proposed amendments to the Housing Policy as listed below:</p> <p>Under occupation - To allow households with a 2 bedroom need, with 2 children, who are working and will not be affected by the removal of the spare room subsidy to express interest in and be housed in 3 bedroom accommodation.</p> <p>Additional Preference - As demand for accommodation has grown it has become apparent that households to which the Council owes a full housing duty but who do not have additional preference through a strong local connection, face the prospect of not being successful for an allocation of accommodation as they are always</p>	As the Peterborough Homes Allocation Policy is part of the major policy framework, the changes have to be approved by Council. The item has therefore been included as a non-key decision on the Forward plan ahead of the next Council meeting on the 12 December.	A report is expected to go before Cabinet on 20 November, ahead of the Council meeting on 12 December

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
			<p>considered after a household who does. It is proposed that a category for accepted homeless households who have been accepted for at least 3 months is added as an additional preference category.</p> <p>Refusals and non-attendance at viewings - The demand for accommodation is now so great that we now no longer have the luxury that we are able to give applicants extensive choice when it comes to allocations. Applicants are currently permitted to refuse up to 3 offers of accommodation before they are penalised. It is proposed that this be reduced to 2 offers for general applicants. No change is proposed for applicants who are accepted as homeless, they must still accept the 1st offer of suitable permanent accommodation.</p> <p>Number of bids - Currently applicants are able to bid on up to 3 properties per week. They could also shortlist for up to 3 properties per week. This has often resulted in delays in lettings and some applicants bidding for properties without any knowledge of the area the property is located in as they face no penalty. It is proposed that the number of bids applicants can place be reduced from 3 to 1. This should encourage applicants to review all properties in more detail and to place their bids on properties they are really interested in securing.</p>		

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
12 September 2017	Cabinet Member for Communities/ Adults and Communities	7. Homelessness and Homelessness Prevention	The Committee recommended the establishment of a Cross Party Task and Finish Group to support the development of a new homelessness reduction strategy as outlined in paragraph 4.47 of the report and endorsed the terms of reference for the Task and Finish group as stated in paragraph 4.49 of the report	The first meeting of the newly established Task and Finish group was convened on 16 October 2017	Complete
			<p>The Committee RESOLVED to endorse the terms of reference for the Task and Finish group as stated in paragraph 4.49 of the report subject to the following addition:</p> <ul style="list-style-type: none"> - that the Task and Finish group, in developing a new homelessness strategy, give particular consideration to the medium and long term solutions to homelessness and take into account if there is a link between homelessness and the lack of affordable housing. 	The terms of reference for the newly established task and finish group were amended to reflect this recommendation and adopted by the Task and Finish group.	Complete

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ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 10
14 NOVEMBER 2017	PUBLIC REPORT

Report of:	Interim Director of Law and Governance		
Cabinet Member(s) responsible:	Cabinet Member for Resources		
Contact Officer(s):	Joanna Morley, Democratic Services Officer	Tel. 01733 452468	

FORWARD PLAN OF EXECUTIVE DECISIONS

R E C O M M E N D A T I O N S	
FROM: Democratic Services Officer	Deadline date: N/A
<p>It is recommended that the Adults and Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Considers the current Forward Plan of Executive Decisions and identifies any relevant items for inclusion within their work programme or request further information. 	

1. ORIGIN OF REPORT

1.1 The report is presented to the Committee in accordance with the Terms of Reference as set out in section 2.2 of the report.

2. PURPOSE AND REASON FOR REPORT

2.1 This is a regular report to the Adults and Communities Scrutiny Committee outlining the content of the Forward Plan of Executive Decisions.

2.2 This report is for the Adults and Communities Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 3.3:

The Scrutiny Committees will:

(f) Hold the Executive to account for the discharge of functions in the following ways:

ii) By scrutinising Key Decisions which the Executive is planning to take, as set out in the Forward Plan of Executive Decisions;

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	N/A
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4. BACKGROUND AND KEY ISSUES

4.1 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 27 November 2017.

4.2 The information in the Forward Plan of Executive Decisions provides the Committee with the opportunity of considering whether it wishes to seek to influence any of these executive decisions, or to request further information.

4.3 If the Committee 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.

4.4 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.

5. CONSULTATION

5.1 Details of any consultation on individual decisions are contained within the Forward Plan of Executive Decisions.

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 After consideration of the Forward Plan of Executive Decisions the Committee may request further information on any Executive Decision that falls within the remit of the Committee.

7. REASON FOR THE RECOMMENDATION

7.1 The report presented allows the Committee to fulfil the requirement to scrutinise Key Decisions which the Executive is planning to take, as set out in the Forward Plan of Executive Decisions in accordance with their terms of reference as set out in Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 3.3.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 N/A

9. IMPLICATIONS

Financial Implications

9.1 N/A

Legal Implications

9.2 N/A

10. BACKGROUND DOCUMENTS

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

10.1 None

11. APPENDICES

11.1 Appendix 1 – Forward Plan of Executive Decisions

FORWARD PLAN

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

PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS

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 Ayres, Cllr Elsey; 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 philippa.turvey@peterborough.gov.uk, Democratic and Constitutional Services Manager, Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388039). Alternatively, you can submit your views via e-mail to or by telephone on 01733 452460. For each decision a public report will be available from the Democratic Services 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 Philippa Turvey, Democratic and Constitutional Services Manager, Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388038), e-mail to philippa.turvey@peterborough.gov.uk or by telephone on 01733 452460.

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 and Constitutional 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 27 NOVEMBER 2017

PREVIOUSLY ADVERTISED DECISIONS

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION	
1.	Direct Payment Support Service – KEY/11DEC15/02 To approve the direct payment support service.	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	November 2017	Adult and Communities Scrutiny Committee	All wards	Relevant internal and external stakeholders.	Gary Jones Lead commissioner for Older people Tel: 452450 Email: gary.jones@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>

51

KEY DECISION REQUIRED		DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
2.	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.	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	January 2018	Adult and Communities Scrutiny Committee	All wards	Relevant internal and external stakeholders	Rajnish Ahuja Procurement Project Manager (Interim) Tel: 01733 317471 Email: rajnish.ahuja@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
3.	Uncollectable debts in excess of £10,000 – KEY/28NOV16/01 Council Tax, Housing Benefits, Sundry and Business Rates	Councillor David Seaton Cabinet Member for Resources	November 2017	Growth, Environment & Resources Scrutiny Committee	All wards	Relevant internal and external stakeholders.	Marion Kelly Interim Service Director, Financial Services Tel: 01733 384564 Email: marion.kelly@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	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
4.	Peterborough Serco Strategic Partnership Contract Amendments – KEY/28NOV16/02 To agree amendments to the Serco Partnership Contract	Councillor David Seaton Cabinet Member for Resources	November 2017	Growth, Environment & Resources Scrutiny Committee	All wards	Relevant stakeholders and Serco.	Marion Kelly Interim Service Director, Financial Services Tel: 01733 384564 marion.kelly@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
5.	Serco ICT Contract Amendments – KEY/28NOV16/03 To agree amendments to the Serco ICT Contract.	Councillor David Seaton Cabinet Member for Resources	November 2017	Growth, Environment & Resources Scrutiny Committee	All wards	Relevant stakeholders and Serco.	Marion Kelly Interim Service Director, Financial Services Tel: 01733 384564 marion.kelly@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	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
6.	Affordable Warmth Strategy 2017 – 2019 KEY/17APR17/03 Recommendation to approve the Affordable Warmth Strategy 2017 - 2019	Councillor Walsh, Cabinet Member for Communities	November 2017 Adults and Communities Scrutiny Committee	All wards	Relevant internal and external stakeholders. The draft strategy will be placed on PCC Consultation pages for 3 week consultation period	Sharon Malia - Housing Programmes Manager, Tel: 01733 863764 sharon.malia@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. BRE Integrated Dwelling Level Housing Stock Modelling Report July 2016 Housing Renewals Policy 2017 - 2019

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
7.	Town Hall South – remodelling - KEY/01MAY17/04 To award the contract for the remodelling of the area in the Town Hall to be let.	Councillor Seaton, Cabinet Member for Resources	November 2017 Growth, Environment and Resources Scrutiny Committee	Central ward	Relevant internal and external stakeholders Consultation with Ward Councillors and usual internal and external stakeholders	Jane McDaid, Head of Property, 01733 384540, jane.mcdaid@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>
8.	Authorise the award of the Nene Bridge Bearings Scheme - KEY/01MAY17/07 Authorise the award of the Nene Bridge Bearings bridge works to Skanksa Construction UK Ltd through the Council's Peterborough Highway Services Contract 2013-	Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development	November 2017 Growth, Environment and Resources Scrutiny Committee	All wards	Relevant internal and external stakeholders	Peter Tebb, Network and Traffic Manager, Tel:01733 453519, Email: peter.tebb@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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9.	<p>Real Time Passenger Information - KEY/15MAY17/02 Award of the Contract along with the agreement to sign the partnership and data sharing agreements with neighbouring local authorities and bus operators associated with this contract</p>	<p>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</p>	<p>November 2017</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.</p> <p>Consultation has taken place with bus operators in the city and will continue to do so for the duration of the tender process</p>	<p>Peter Tebb Network and Traffic Manager Tel: 01733 453519 Email: Peter.tebb@peterborough.gov.uk</p> <p>Amy Pickstone Senior ITS Officer 5 317481 Email: amy.pickstone@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>

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<p>10. Approval to early infrastructure works to facilitate the design and build of two new schools on the Paston Reserve site – KEY/15MAY17/03 There is a requirement for infrastructure works to be undertaken on land identified under a S106 Agreement to accommodate a new 2 form entry primary school and an 8 form entry secondary school at the Paston Reserve site. These works include a new access road into the site from Newborough Road, relocation of overhead power cables and fencing to secure the site upon transfer to the Council. These works must be completed ahead of the programme to deliver the new school.</p>	<p>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development in consultation with Councillor Holdich, Leader of the Council</p>	<p>November 2017</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Gunthorpe</p>	<p>Relevant internal and external stakeholders.</p>	<p>Emma Everitt Capital Projects and Assets Officer Tel: 01733 863660 Email: emma.everitt@pet-erborough.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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<p>72</p> <p>11. Paston Reserve Primary School - New school build project - KEY/15MAY17/04 School Organisation Plan 2012-17, EFA Contractors Framework Guidance, Guidance for LAs seeking to deliver free school projects</p>	<p>Councillor Lynne Ayres Cabinet Member for Education, Skills and University</p>	<p>November 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Gunthorpe</p>	<p>Relevant internal and external stakeholders.</p> <p>There will be public consultation on the plans for the new school. Ward Cllr consultation</p>	<p>Emma Everitt Capital Projects and Assets Officer Tel: 01733 863660 Email: emma.everitt@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>12. Paston Reserve Secondary School - New build project - KEY/15MAY17/05 Authorise the Director People and Communities to approve the construction of a new secondary school at the Paston Reserve site up to the value of £xm. Authorise the Director to award the design and build contract. Authorise the Director to enter into the 125 year lease of the school site with the Academy Trust.</p>	<p>Councillor Lynne Ayres Cabinet Member for Education, Skills and University</p>	<p>July 2018</p>	<p>Children and Education Scrutiny Committee</p>	<p>Gunthorpe</p>	<p>Relevant internal and external stakeholders.</p> <p>There will be a public consultation on the plans for the new school. Ward Cllr consultation.</p>	<p>Emma Everitt Capital Projects and Assets Officer Tel: 01733 863660 Email: emma.everitt@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>School Organisation Plan 2012-17. EFA Contractors Framework Guidance. Guidance for LAs seeking to deliver free school projects</p>

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<p>73</p> <p>13. Enterprise Managed Services Contract - KEY/15MAY17/06 Termination of the current 23 year contract with Enterprise Managed Services (Amey) and future service delivery</p>	Cabinet	15 January 2018	Growth, Environment and Resources Scrutiny Committee	All Wards	Relevant internal and external stakeholders.	James Collingridge, Amey Partnership Manager, Tel: 01733 864736 Email: james.collingridge@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>14. Approval to award places on the Pseudo DPS for Residential Care Providers - KEY/29MAY17/04 Provide permission for the Council to enter into contractual arrangements with Residential Care Providers following the publication of a PIN notice inviting providers to submit prices and sign up to the Council's Residential Care Terms and Conditions. This ensures compliance with the Public Procurement Regulations 2015 and the Care Act 2014</p>	Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	November 2017	Adults and Communities Scrutiny Committee	All wards	Relevant internal and external stakeholders.	Helene Carr, Head of Commissioning Social Care Tel: 01733 863901, Email: Helene.carr@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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15. Woodston Expansion – KEY/26JUNE17/01 Award of Contract for the expansion of Woodston Primary School to accommodate an additional 210 children	Councillor Lynne Ayres, Cabinet Member for Education, Skills and University	November 2017	Children and Education Scrutiny Committee	Fletton & Woodston	Relevant internal and external stakeholders. Public consultation to be held July 2017	Sharon Bishop, Capital Projects & Assets Officer, Tel: 01733 863997, Email: sharon.bishop@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. School Organisational Plan 2015 - 2020
16. St George's (Heltwate) remodelling – KEY/26JUNE17/02 Award of Contract for the remodelling and refurbishment of part of the St George's School site to accommodate up to 40 KS4 children from Heltwate School	Councillor Lynne Ayres, Cabinet Member for Education, Skills and University	November 2017	Children and Education Scrutiny Committee	Park Ward	Relevant internal and external stakeholders.	Sharon Bishop. Capital Projects & Assets Office, Tel: 01733 863997, Email: sharon.bishop@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. School Organisational Plan 2015 – 2020

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<p>17. Approval of Sharing Officers between Peterborough City Council & Cambridgeshire County Council -KEY/10JUL17/01 Under s113 of the 1972 Local Government Act a Council can place officers at the disposal of another Council. The Council is currently in the process of establishing a shared management team for People & Communities with Cambridgeshire County Council which may result in one or more officers of the City Council being shared across both Councils.</p>	<p>Councillor Seaton, Cabinet Member for Resources</p>	<p>November 2017</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>ALL</p>	<p>Relevant internal and external stakeholders.</p> <p>Officers affected, Trades Unions, Employment Committee, Members of both Councils</p>	<p>Paul Smith HR Advisor Tel: 01733863629 Email: paul.smith2@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>Consultation document and reports to Employment Committee setting out rationale and proposals</p>

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18.	Award of Contract - Social Care Platform - KEY/24JULY17/01 To approve the award of a contract to develop and implement a technology platform that would sit across the current adult and children's social care IT systems	Councillor David Seaton Cabinet Member for Resources	November 2017 Growth, Environment & Resources Scrutiny Committee	All Wards	N/A	Vicki Palazon Head of Finance (Business Operations & Development) Email: vicki.palazon@peterborough.gov.uk Tel:01733 864104	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>

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19.	Award of Contract - Social Care e-marketplace – KEY/24JULY17/02 To approve the awarding of a contract to provide a social care e-marketplace IT system	Councillor David Seaton Cabinet Member for Resources	November 2017 Growth, Environment & Resources Scrutiny Committee	All Wards	N/A	Vicki Palazon Head of Finance (Business Operations & Development) Email: vicki.palazon@peterborough.gov.uk Tel:01733 864104	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>

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<p>20. Enabling Works To Celta Road and Re-modelling of Car Park at Belsize Community Centre – KEY/24JULY17/04 To approve enabling works to Celta Road enabling the carriageway to be widened allowing a two way flow of traffic. Inclusion of laybys for parking. Expansion of the car park at Belsize Community Centre and white-lining to give defined spaces. This will aid with any future expansion of Woodston Primary School</p>	<p>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development, in consultation with Councillor Lynne Ayres Cabinet Member for Education, Skills and University</p>	<p>November 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Woodston and Fletton</p>	<p>Meeting to be held on 10th July at Belsize Community Centre</p>	<p>Sharon Bishop, Capital Projects & Assets Officer, 01733 863997 Sharon.bishop@peteborough.gov.uk</p>	<p>SOP 2012-2017 (and addendum) Medium Term Financial Plan</p>

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<p>21.</p>	<p>Award of Contract - Social Care Operating Model – KEY/24JULY17/05 To approve the awarding of a contract to develop a social care operating model</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>November 2017</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>N/A</p>	<p>Vicki Palazon Head of Finance (Business Operations & Development) Email: vicki.palazon@peterborough.gov.uk Tel:01733 864104</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>

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22.	Acquisition of Regeneration Site – KEY/24JULY17/06 To approve the acquisition of a loKEY/07AUG17/02cal regeneration site.	Councillor David Seaton Cabinet Member for Resources	November 2017 Growth, Environment & Resources Scrutiny Committee	Central	Relevant Internal and External Stakeholders.	Jane McDaid Head of Peterborough Property services Tel: 01733 384540 Email: Jane.mcdaid@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>
23.	Construction of new school building - Heltwate School – KEY/24JULY17/08 Construction of a new school building to accommodate the expansion of Heltwate School	Councillor Lynne Ayres, Cabinet Member for Education, Skills and University	November 2017 Children and Education Scrutiny Committee	East	Public Consultation Autumn 2017	Sharon Bishop, Capital Project & Assets Officer sharon.bishop@peterborough.gov.uk	School Organisational Plan 2017

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<p>24. Academy Conversion (Jack Hunt Group) of Jack Hunt School – KEY/07AUG17/02 To approve the closure of a maintained school and authorise the execution and completion of a Commercial Transfer Agreement with the Academy Trust and the grant of a 125 year lease of the land</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>November 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Ravensthorpe</p>	<p>Consultation with staff, parents, Ward Cllrs and relevant council departments</p>	<p>Sharon Bishop Capital Projects and Assets Officer, Tel No.01733 863997 sharon.bishop@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>25. Academy Conversion (Jack Hunt Group) of Middleton Primary School – KEY/07AUG17/03 Conversion of a maintained primary school to an Academy. To authorise the execution and completion of a Commercial Transfer Agreement (CTA) between the Council and the Academy trust and to authorise the grant of a 125 year lease to the Academy Trust</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>November 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Bretton</p>	<p>Consultation with staff, parents, Ward Cllrs and relevant council departments</p>	<p>Sharon Bishop Capital Projects and Assets Officer, Tel No.01733 863997 sharon.bishop@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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<p>26. Academy Conversion (Jack Hunt Group) of Longthorpe Primary School – KEY/07AUG17/04 Academy conversion of maintained primary school. To authorise the execution and completion of a Commercial Transfer agreement (CTA) between the Council and the Academy Trust and to authorise a 125 year lease to the Academy Trust.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>November 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>West</p>	<p>Consultation with staff, parents, Ward Cllrs and relevant council departments</p>	<p>Sharon Bishop Capital Projects and Assets Officer, Tel. No: 01733 863997 sharon.bishop@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>27. Academy Conversion (Jack Hunt Group) of Thorpe Primary School – KEY/07AUG17/05 Academy conversion of maintained primary school. To authorise the execution and completion of a Commercial Transfer agreement (CTA) between the Council and the Academy Trust and to authorise a 125 year lease to the Academy Trust.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>November 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Ravensthorpe</p>	<p>Consultation with staff, parents, Ward Cllrs and relevant council departments</p>	<p>Sharon Bishop Capital Projects and Assets Officer, Tel No: 01733 863997 sharon.bishop@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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<p>28. Academy Conversion (Jack Hunt Group) of Ravensthorpe Primary School – KEY/07AUG17/06 Academy conversion of maintained primary school. The execution and completion of a Commercial Transfer agreement (CTA) between the Council and the Academy Trust. The authorisation of a 125 year lease to the Academy Trust.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>November 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Ravensthorpe</p>	<p>Consultation with staff, parents, Ward Cllrs and relevant council departments</p>	<p>Emma Everitt Email:emma.everitt@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>29. Academy Conversion (Soke Educational Trust) Werrington Primary School – KEY/07AUG17/07 Academy conversion of maintained primary school. The execution and completion of a Commercial Transfer agreement (CTA) between the Council and the Academy Trust. The authorisation of a 125 year lease to the Academy Trust.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>November 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Werrington</p>	<p>Consultation with staff, parents, Ward Cllrs and relevant council departments</p>	<p>Emma Everitt Email:emma.everitt@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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30. Academy Conversion (Soke Educational Trust) of Gunthorpe Primary School – KEY/07AUG17/08 Academy conversion of maintained primary school. The execution and completion of a Commercial Transfer agreement (CTA) between the Council and the Academy Trust. The authorisation of a 125 year lease to the Academy Trust.	Councillor Lynne Ayres, Cabinet Member for Education, Skills and University	November 2017	Children and Education Scrutiny Committee	West	Consultation with staff, parents, Ward Cllrs and relevant council departments	Emma Everitt Email:emma.everitt@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
31. Academy Conversion (Soke Educational Trust) of John Clare Primary School – KEY/07AUG17/09 Academy conversion of maintained primary school. The execution and completion of a Commercial Transfer agreement (CTA) between the Council and the Academy Trust. The authorisation of a 125 year lease to the Academy Trust.	Councillor Lynne Ayres, Cabinet Member for Education, Skills and University	November 2017	Children and Education Scrutiny Committee	Barnack	Consultation with staff, parents, Ward Cllrs and relevant council departments	Emma Everitt Email:emma.everitt@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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<p>32. Academy Conversion (Soke Educational Trust) of Wittering Primary School – KEY/07AUG17/10 Academy conversion of maintained primary school. The execution and completion of a Commercial Transfer agreement (CTA) between the Council and the Academy Trust. The authorisation of a 125 year lease to the Academy Trust.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>November 2017</p>	<p>Children and Education Scrutiny Committee</p>	<p>Ravensthorpe</p>	<p>Consultation with staff, parents, Ward Cllrs and relevant council departments</p>	<p>Emma Everitt Email:emma.everitt@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>33. Replacement Social Care System For Adult Social Care – KEY/21AUG17/01 Approval for purchase and implementation of replacement social care system for adult social care.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>November 2017</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.</p>	<p>Caroline Townsend, Programme Manager, Tel. No: 07920 160512, Email:caroline.townsend@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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<p>34. Approval of Entering Into Contracts With Residential and Nursing Home Providers In Accordance With Service User Choice of Home Via The Pseudo Dynamic Purchasing System as recommended by the PCC Legal Department – KEY/21AUG17/02 The Pseudo DPS will be opened for 4 years. PCC needs to be able to call off the selected list as/when required for the entire 4 year period that PSEUDO DPS is opened.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>November 2017</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders. ADASS Eastern Region</p>	<p>Helene Carr, Head of Commissioning Social Care Tel:01733 863901, Email: helene.carr@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>35. Award of Insurance Contract – KEY/18SEP17/01 Evaluation of insurance tenders received to be reviewed and award of contract to be made.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>23 February 2018</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>All</p>	<p>None.</p>	<p>Steve Crabtree, Chief Internal Auditor, 01733 384557, steve.crabtree@Peterborough.gov.uk</p>	<p>Evaluation of insurance tender submissions prepared by the Council's brokers, JLT.</p>

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<p>36. Continuation of Housing Renewal Policy grants through the Care & Repair Agency – KEY/18SEP17/02 Permission is sought to continue to use the current tendering processes for non framework works funded through Repairs Assistance Grants and Disabled Facility Grants. A full procurement process is being undertaken to introduce frameworks for all of this work which is aimed to be in place by the 1st May 2018. This interim arrangement will allow the capital programme to be continued</p>	<p>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</p>	<p>November 2017</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All</p>	<p>CMDN published on website</p>	<p>Sharon Malia Housing Programmes Manager sharon.malia@peterborough.gov.uk</p>	<p>None</p>

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<p>37. Award of contract for the expansion and partial remodelling of Ken Stimpson Community School – KEY/18SEP17/03 The intention is to expand the school by 2 forms of entry (300 additional pupils plus 150 sixth form) to meet the growing need for secondary school places. A new building block is planned on the site with an extension to the dining hall and minor remodelling to an adjacent building. As part of the remodelling the on site library will be demolished - following its relocation to a suitable site close by.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>February 2018</p>	<p>Children and Education Scrutiny Committee</p>	<p>Werrington</p>	<p>Consultation will include: Senior School Management team, Sport England, local residents and the Department For Education</p>	<p>Stuart Macdonald. Schools Infrastructure . 07715 802 489. stuart.macdonald@peterborough.gov.uk</p>	<p>School Organisation Plan 2015 -2022</p>
<p>38. Expansion of Lime Academy Parnwell – KEY/16OCT17/01 Approval for the expansion of Lime Academy Parnwell from 1.5 form entry to 2 form entry. Construction of double Multi –use games area (MUGA) and additional classrooms</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>January 2018</p>	<p>Children and Education Scrutiny Committee</p>	<p>East</p>	<p>Public consultation</p>	<p>Sharon Bishop, Capital Projects and Assets Officer, sharon.bishop@peterborough.gov.uk</p>	<p>School Organisation Plan 2015 - 2020 and School Organisation Plan 2016 updated</p>

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>39. Section 256 with the Cambridgeshire and Peterborough Clinical Commissioning Group – KEY/16OCT17/03 Approval to enter into a Section 256 agreement with the Cambridgeshire and Peterborough Clinical Commissioning Group, for receipt of funding to deliver health support to children and young people and their families</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>November 2017</p>	<p>Children and Education</p>	<p>All Wards</p>	<p>Consultation held with the CCG and Cambridgeshire County Council</p>	<p>Pam Setterfield, Commissioner, Child Health and Well Being, Tel 01733 863897, pam.setterfield@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>40. Approval of Contract of Generalist Advice Services – KEY/16OCT17/04 To approve the contract to deliver general advice services to clients requiring help particularly around welfare benefits, debt and money management.</p>	<p>Councillor Seaton, Cabinet Member for Resources</p>	<p>March 2018</p>	<p>Adults and Communities</p>	<p>City wide service provision</p>	<p>Voluntary sector advice agencies consulted in service design. Market testing of providers has also taken place.</p>	<p>Ian Phillips, Senior Policy Manager ian.phillips@peterborough.gov.uk 863849</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	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
41. Entering into a Section 75 with Cambridge County Council – KEY/13NOV17/01 Entering into a Section 75 with Cambridge County Council for the provision of joint commissioning of a Recovery and inclusion tender	Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	November 2017	Adults and Communities Scrutiny Committee	All Wards	Legal and Finance departments	Janet Warren, Assistant Commissioner, 01733 863865, janet.warren@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
42 ICT Infrastructure works for Fletton Quays – KEY/13NOV17/02 To agree to the procurement of ICT infrastructure works for Fletton Quays	Councillor David Seaton, Cabinet Member for Resources	November 2017	Growth, Environment & Resources Scrutiny Committee	N/A	Relevant internal and external stakeholders	Jane McDaid, Head of Property Jane.mcdaid@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. 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).

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>43. ESPO Trading Company – KEY/13NOV17/03 To approve the establishment of a new trading company 'ESPO Trading Limited', to delegate authority to fulfil the requirements necessary to bring this into effect and to note the associated recommendations of the ESPO Management Committee in relation to these proposals.</p>	<p>Cabinet</p>	<p>20 November 2018</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>N/A</p>	<p>Amy Brown 01733 452617, amy.brown@peterborough.gov.uk</p>	<p>Cabinet report only</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>WARD</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i>
NONE							

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

NON-KEY DECISIONS

PREVIOUSLY ADVERTISED DECISIONS

DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>63</p> <p>1. Vivacity Funding – To fund Vivacity £1278 until March 2017 (via DWP grant funding) to provide digital support for UC claimants to make benefit claims online at Central Library.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>November 2017</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.</p>	<p>Ian Phillips Social Inclusion Manager Tel: 01733 863849 ian.phillips@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>2. Vivacity Premier Fitness Invest to Save Scheme - To authorise investment in developing Vivacity Premier Fitness on an invest to save basis</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>November 2017</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.</p>	<p>Marion Kelly Corporate Director Resources Tel: 01733 452520 Email: marion.kelly@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. <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>

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3. Delivery of the Council's Capital Receipt Programme through the sale of Welland House, Dogsthorpe - To authorise the sale of Welland House, Dogsthorpe	Councillor David Seaton Cabinet Member for Resources	November 2017	Growth, Environment & Resources Scrutiny Committee	Dogsthorpe Councillors: Ash, Saltmarsh, Sharp	Relevant internal and external stakeholders.	David Gray Capital Projects Officer Tel: 01733 384531 Email: 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.
4. Proposal for Loan of Senior Management Staff Under Joint Arrangements – To approve a sharing agreement for senior management staff.	Councillor David Seaton Cabinet Member for Resources	November 2017	Growth, Environment & Resources Scrutiny Committee	All	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.
5. Funding of Information, Advice and Guidance services within the voluntary sector - To authorise award of grants.	Councillor David Seaton Cabinet Member for Resources	November 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders	Ian Phillips Senior Policy Manager Tel: 01733 863849 Email: 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.

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6.	<p>Daily cleanse around Gladstone Street and nearby streets - Daily mechanical cleanse in the area focused around Gladstone Street and other nearby streets. This will encompass a mechanical sweeper and operative.</p>	<p>Councillor Elsey, Cabinet Member for Waste and Street Scene</p>	<p>November 2017</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>Central Ward Cllrs Hussain, Amjad Iqbal, Jamil</p>	<p>Relevant internal and external stakeholders.</p> <p>Cross party task and finish group report which went to the Growth, Environment and Resources Scrutiny Committee it was also part of the full council decision to implement as part of the budget for 2017-18.</p>	<p>James Collingridge, Amey Partnership Manager, Tel: 01733 864736 Email: james.collingridge@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>DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>WARD</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. A Lengthmans to be deployed on Lincoln Road Millfield - There will be a daily presence along Lincoln Road, the operative will litter pick, empty bins as well as report fly-tips and other environmental issues.</p>	<p>Councillor Elsey, Cabinet Member for Waste and Street Scene</p>	<p>November 2017</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>Central Ward Cllrs Hussain, Amjad Iqbal, Jamil</p>	<p>Relevant internal and external stakeholders.</p> <p>Cross party task and finish group report which went to the Growth, Environment and Resources Scrutiny Committee and it was also approved at Full Council as part of the 2017-18 Budget.</p>	<p>James Collingridge, Amey Partnership Manager, Tel: 01733 864736 Email: james.collingridge@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. 2017/18 VCS grant funding - Award of grant to VCS organisations to provide Information, Advice and Guidance services</p>	<p>Councillor Seaton, Cabinet Member for Resources</p>	<p>November 2017</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Ian Phillips Senior Policy Manager Tel: 863849 Email: ian.phillips@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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9.	Council Tax Support Scheme consultation - Consultation on the council tax support scheme for 2018/19	Cabinet	20 November 2017	Growth, Environment and Resources Scrutiny Committee	All wards	Relevant internal and external stakeholders	Vicki Palazon, Head of Finance (Business Operations and Development) Tel:01733 864104, Email: 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

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<p>10. Recommendation to Council to Adopt the Castor Neighbourhood Plan - The Castor Neighbourhood Plan has been produced by Castor Parish Council and members of the community to be used in making planning decisions in Castor Parish. This plan has been subject to a number of stages of consultation and has been independently examined. The plan will have been subject to a local referendum and, if more than 50% of those voting choose for the plan to be used in making planning decisions in Castor, the Council will need to adopt the plan to make it part of the Development Plan for Peterborough.</p>	<p>Cabinet</p>	<p>20 November 2017</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Glington and Castor</p>	<p>There have been a number of informal consultations on this plan and two formal, six-week consultations prior to the plan being examined. It will also have been subject to a local referendum (date TBC) where more than 50% will have to vote for the plan in order for it to be considered by Council</p>	<p>Phil Hylton, Senior Strategic Planning Officer, 01733 863879.</p>	<p>The Castor Neighbourhood Plan; The Examiner's Report; The Decision Statement; The Results of the Referendum.</p>

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66	<p>11. Recommendation to Council to Adopt the Ailsworth Neighbourhood Plan - The Ailsworth Neighbourhood Plan has been produced by Ailsworth Parish Council and members of the community to be used in making planning decisions in Ailsworth Parish. This plan has been subject to a number of stages of consultation and has been independently examined. The plan will have been subject to a local referendum and, if more than 50% of those voting choose for the plan to be used in making planning decisions in Ailsworth, the Council will need to adopt the plan to make it part of the Development Plan for Peterborough.</p>	Cabinet	20 November 2017	Growth, Environment and Resources Scrutiny Committee	Glington and Castor	There have been a number of informal consultations on this plan and two formal, six-week consultations prior to the plan being examined. It will also have been subject to a local referendum (date TBC) where more than 50% will have to vote for the plan in order for it to be considered by Council	Phil Hylton, Senior Strategic Planning Officer, 01733 863 879.	The Ailsworth Neighbourhood Plan; The Examiner's Report; The Decision Statement; The Results of the Referendum.

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12.	Peterborough Trees and Woodland Strategy - To approve the draft Trees and Woodland strategy prior to public consultation	Cabinet	15 January 2018	Growth, Environment and Resources Scrutiny Committee	All Wards	Consultation will follow Cabinet approval to commence consultation	Darren Sharpe, Natural & Historic Environment Manager darren.sharpe@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
13.	Discretionary rate relief - From business rates for charities, similar organisations not established or conducted for profit and rural businesses	Councillor David Seaton Cabinet Member for Resources	November 2017	Growth, Environment & Resources Scrutiny Committee	All wards	Relevant internal and external stakeholders	Vicki Palazon Head of Finance (Business Operations & Development) Email: vicki.palazon@peterborough.gov.uk Tel:01733 864104	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>

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<p>14. Locally designed and administered business rates relief scheme - The government announced in its spring budget a number of reliefs for businesses including a £300m discretionary sum to be allocated by individual Local authorities based on their own scheme. The government subsequently consulted on this and in April confirmed the scheme would continue and announced individual authority allocations, although there remain some outstanding issues. The decision required will be to approve the scheme of allocation of funds for those ratepayers who have faced high increases in rate bills for 2017/18.</p>	Councillor Seaton, Cabinet Member for Resources	November 2017	Growth, Environment and Resources Scrutiny Committee	All	Relevant Internal and External Stakeholders	Bruce Bainbridge, Finance Manager, 01733 384583, bruce.bainbridge@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

15.	Draft Flood and Water Supplementary Planning Document (SPD) - To approve the draft Flood and Water SPD for public consultation	Cabinet	15 January 2018	Growth, Environment and Resources	City Wide	This draft document is coming to Cabinet for approval to go out for public consultation	Anne Keogh Housing and Strategic Planning Manager tel: 01733 863815 anne.keogh1@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
16.	Draft Developers Contribution Supplementary Planning Document (SPD) - To approve the draft Developers Contribution SPD for public consultation	Cabinet	15 January 2018	Growth, Environment and Resources	City Wide	This draft document is coming to Cabinet for approval to go out for public consultation	Anne Keogh Housing and Strategic Planning Manager tel: 01733 863815 anne.keogh1@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
17.	Draft Biodiversity Strategy - To approve the draft Strategy prior to consultation	Cabinet	15th Jan 2018	Growth, Environment and Resources Scrutiny Committee	All Wards	Consultation will follow Cabinet approval to consult	James Fisher, Wildlife Officer, 01733 453543, james.fisher@peterborough.gov.uk	Biodiversity Strategy

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18.	Draft Peterborough Green Infrastructure and Biodiversity SPD - To approve the draft document prior to consultation	Cabinet	15th Jan 2018	Growth, Environment and Resources Scrutiny Committee	All Wards	Consultation not yet undertaken	James Fisher, Wildlife Officer, 01733 453543, james.fisher@peterborough.gov.uk	Supplementary Planning Document (SPD)
19.	Amendments to the Peterborough Homes Allocations Policy - To recommend to Council amendments to the Peterborough Homes Allocations Policy order to help manage demand on services. Amendments proposed will include changes to sections of the policy dealing with under occupation, additional preferences, refuse and non attendance at viewings and number of bids.	Council	December 2017	Adults and Communities Scrutiny Committee	City Wide	N/A	Sean Evans 01733 864083 sean.evans@peterborough.gov.uk	Cabinet report and amended allocations policy

<i>DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>WARD</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>
20. Budget Proposals First Tranche Consideration – To approve the consultation on the first tranche of Budget Proposals.	Cabinet	20 November 2017	Sustainable Growth and Environment Capital	All Wards	Relevant Internal and External Stakeholders	Peter Carpenter, Service Director – Financial Services 01733 384564 Peter.carpenter@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
21. August 2017 Budgetary Control Monitoring – For Cabinet to consider and note the current budgetary control position	Cabinet	20 November 2017	Sustainable Growth and Environment Capital	All Wards	Relevant Internal and External Stakeholders	Peter Carpenter, Service Director – Financial Services 01733 384564 Peter.carpenter@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
22. Budget Proposals First Tranche Recommendation - To recommend the first tranche of budget proposals to Council.	Cabinet	4 December 2017	Sustainable Growth and Environment Capital	All Wards	Relevant Internal and External Stakeholders	Peter Carpenter, Service Director – Financial Services 01733 384564 Peter.carpenter@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>WARD</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>
23. November 2017 Budgetary Control Monitoring - For Cabinet to consider and note the current budgetary control position	Cabinet	15 January 2017	Sustainable Growth and Environment Capital	All Wards	Relevant Internal and External Stakeholders	Peter Carpenter, Service Director – Financial Services 01733 384564 Peter.carpenter@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
24. Peterborough Local Plan Proposed Submission - Cabinet to consider and recommend to Council the approval of the Proposed Submission Local Plan for public consultation	Cabinet	20 November 2017	Sustainable Growth and Environment Capital	All Wards	Relevant Internal and External Stakeholders	Richard Kay, Head of Sustainable Growth Strategy Tel: 01733 863795; Email: richard.kay@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

PART 4 – NOTIFICATION OF KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES

KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES

<i>DECISION TAKEN</i>	<i>REASON FOR URGENCY</i>	<i>DECISION MAKER</i>	<i>DATE DECISION TAKEN</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>WARD</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>Award of Contract For Remodelling South Side Town Hall – KEY/02OCT17/01 Parts of the Town Hall are being vacated by the council and let for occupation by external organisations. This is part of the Councils move to the new office at Fletton Quays. In readiness for the letting of the south side of Town Hall refurbishment works are required. The award of contract is to Coulson and Sons Limited to enable the delivery of these works.</p>	<p>The waiver of the consideration period is requested because the council runs the risk of a financial penalty from the contractor resulting from any delay in delivering the agreed programme. Equally importantly it will delay the completion of the project to enable the new tenant to take up occupancy of the Town Hall South.</p>	<p>Councillor Seaton, Cabinet Member for Resources</p>	<p>6 October 2017</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>No external consultation (Ward Councillors notified via email)</p>	<p>Stuart Macdonald Tel:07715 802489 Email: stuart.macdonald@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>

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

Electoral 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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**ADULTS AND COMMUNITIES SCRUTINY COMMITTEE / CRIME AND DISORDER SCRUTINY COMMITTEE
WORK PROGRAMME 2017/18**

109

Meeting Date	Item	Indicative Timings	COMMENTS
20 June 2017 <i>Draft Report 20 May</i> <i>Final Report 7 June</i>	Update Report on Adult Social Care Adult Social Care to be the main theme for the 2017/2018 work programme. The Scrutiny Committee to receive an overview of Adult Social Care at its first meeting of the year to assist the Committee in deciding which areas require further scrutiny throughout the year. Contact officer: Debbie McQuade/Oliver Hayward		
	Adults and Communities Performance Report Framework Contact Officer: Adrian Chapman		
	Proposal for A Cross Party Working Task and Finish Group To Review Community Involvement in Neighbourhood Issues Contact officer: Rob Hill		
	CRIME AND DISORDER SCRUTINY COMMITTEE		
	Safer Peterborough Partnership Plan 2017-2020 Contact Officer: Hayley Thornhill		
	Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their work programme which is relevant to the remit of this Committee. Contact Officer: Joanna Morley, Democratic Services Officer		
	Review of 2016/17 and Work Programme 2017/18 To review the work undertaken during 2016/17 and to consider the work programme of the Committee for 2017/2018 Contact Officer: Paulina Ford, Senior Democratic Services Officer		

Meeting Date	Item	Indicative Timings	COMMENTS
<p>12 September 2017 <i>Draft Report 18 Aug</i> <i>Final Report 31 Aug</i></p>	<p>Annual Report of The Peterborough Safeguarding Adult Board 2016-17 To comment on the Annual Report of the Safeguarding Adults Board. Contact Officer: Joanne Procter / Dr. Russell Wate: Independent Chair, Peterborough Safeguarding Adults Board</p>		
	<p>Update on the Management of Rough Sleepers: Monitoring of Recommendations To monitor the progress being made on the recommendations from the Rough Sleepers Review. Contact Officer: Sean Evans</p>		
	<p>Homelessness And Homelessness Prevention A report on homelessness and it's prevention and a request from Cllr Peter Hiller for the committee to form a Task & Finish group to support the development of a new homelessness reduction strategy. Contact Officer: Sean Evans`</p>		
	<p>Update On Emergency Stopping Place Provision For Gypsies And Travellers Within Peterborough To monitor the progress being made on the recommendations from the Emergency Stopping Places Review. Contact Officer: Clair George</p>		

Meeting Date	Item	Indicative Timings	COMMENTS
12 September 2017	<p>Monitoring Scrutiny Recommendations</p> <p>To monitor progress made on recommendations made at the previous meeting.</p> <p>Contact Officer: Joanna Morley</p>		
	<p>Forward Plan of Executive Decisions</p> <p>That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p>Contact Officer: Joanna Morley, Democratic Services Officer</p>		
	<p>Work Programme 2017/2018</p> <p>To consider the Work Programme for 2017/2018</p>		

Meeting Date	Item	Indicative Timings	COMMENTS
<p>14 November 2017 <i>Draft Report 23 Oct</i> <i>Final Report 2 Nov</i></p>	<p>5. Portfolio Progress Report: Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health Portfolio</p> <p>To note the priorities, challenges and opportunities facing Adult Social Care (ASC) and any specific areas that the Committee may wish to scrutinise during 2017/18.</p> <p>Contact Officer: Debbie McQuade</p>		
	<p>6. Impact Of Transformation and Savings Programme On Adult Social Care Service Users</p> <p>To note the contents of the report which provides information on the transformation and savings programme and the associated impact on vulnerable members of the community who qualify under the Care Act for support with their social care needs</p> <p>Contact Officer: Will Patten / Mark Gedney</p>		
	<p>7. Report on Victim Based Crime In Peterborough</p> <p>To allow the Committee, in their role as the Crime and Disorder Scrutiny Committee, to understand the extent of victim based crime (including domestic abuse) occurring in Peterborough and the interventions that are in place to reduce offending.</p> <p>Contact Officer: Hayley Thornhill</p>		

Meeting Date	Item	Indicative Timings	COMMENTS
<p>14 November 2017</p>	<p>8. Homelessness Prevention Interim Update</p> <p>For the Adults and Communities Scrutiny Committee to receive an update on homelessness prevention</p> <p>Contact Officer: Sean Evans / Adrian Chapman</p>		
	<p>9. Recommendations Monitoring Report</p> <p>To monitor progress made on recommendations made at the previous meeting.</p> <p>Contact Officer: Joanna Morley</p>		<p>If required.</p>
	<p>10. Forward Plan of Executive Decisions</p> <p>That the Committee identifies any relevant items for inclusion within their work programme which is relevant to the remit of this Committee.</p> <p>Contact Officer: Joanna Morley, Democratic Services Officer</p>		
	<p>11. Work Programme 2017/2018</p> <p>To consider the Work Programme for 2017/2018</p>		

Meeting Date	Item	Indicative Timings	COMMENTS
<p>29 November 2017 (Joint Meeting of the Scrutiny Committees and Commissions)</p>	<p>Budget 2018/19 and Medium Term Financial Strategy to 2027/28 Phase One To scrutinise the Executive's proposals for the Budget 2018/19 and Medium Term Financial Plan 2027/28. Contact Officer: Marion Kelly/Peter Carpenter</p>		
<p>16 January 2018 <i>Draft Report 15 Dec</i> <i>Final Report 4 Jan</i></p>	<p>Adult Social Care item</p>		
	<p>Recommendations Monitoring Report To monitor progress made on recommendations made at the previous meeting. Contact Officer: Joanna Morley</p>		<p>If required.</p>
	<p>Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their work programme which is relevant to the remit of this Committee. Contact Officer: Joanna Morley, Democratic Services Officer</p>		
	<p>Work Programme 2017/2018 To consider the Work Programme for 2017/2018</p>		

Meeting Date	Item	Indicative Timings	COMMENTS
<p>8 February 2018 (Joint Meeting of the Scrutiny Committees and Commissions)</p>	<p>Budget 2018/19 and Medium Term Financial Strategy to 2027/28 Phase Two To scrutinise the Executive’s proposals for the Budget 2018/98 and Medium Term Financial Plan 2027/28. Contact Officer: Marion Kelly/Peter Carpenter</p>		
<p>13 March 2018 <i>Draft Report 19 Feb</i> <i>Final Report 1 March</i></p>	<p>Adult Social Care item</p>		
	<p>Recommendations Monitoring Report To monitor progress made on recommendations made at the previous meeting. Contact Officer: Joanna Morley</p>		<p>If required.</p>
<p>Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their</p>			

Meeting Date	Item	Indicative Timings	COMMENTS
	work programme which is relevant to the remit of this Committee. Contact Officer: Paulina Ford, Senior Democratic Services Officer		

Possible Items for Future Meetings	Contact Officer
Collaboration of Road Safety between PCC and Cambs	
Road Safety around Schools	
Portfolio Report: Councillor Irene Walsh, Cabinet Member for Communities and Environment Capital	

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