

## PARISH COUNCIL LIAISON MEETING

WEDNESDAY 20 SEPTEMBER 2017

6.30 PM

Bourges/Viersen Room - Town Hall

### AGENDA

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|--|---------|
| 1. <b>Apologies for Absence</b>                                    |         |
| 2. <b>Minutes of the Meeting Held on 5 July 2017</b>               | 3 - 10  |
| 3. <b>Cohesion Work In The City</b>                                |         |
| To be presented by Jawaid Khan, Community Cohesion Manager         |         |
| 4. <b>Co-opted Members Feedback Session</b>                        |         |
| To be presented by the Co-opted Members of the Scrutiny Committees |         |
| 5. <b>Parish Liaison Working Group Update</b>                      |         |
| 6. <b>Date of Next Meeting</b>                                     |         |
| 20 December 2017   |         |

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Committee Members:

Councillors: A Sylvester and I Walsh (Chairman)

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

**MINUTES OF A MEETING OF THE  
PARISH COUNCIL LIAISON COMMITTEE  
HELD AT 6.30PM ON WEDNESDAY 05 JULY 2017  
BOURGES VIERSEN ROOMS, TOWN HALL, PETERBOROUGH**

**MEMBERS PRESENT:**

|                                    |                                   |
|------------------------------------|-----------------------------------|
| Parish Councillor Jane Hill        | Deeping Gate Parish Council       |
| Parish Councillor Philip Thompson  | Deeping Gate Parish Council       |
| Parish Clerk Sandra Hudspeth       | Deeping Gate Parish Council       |
| Parish Councillor Harry Brassey    | Barnack Parish Council            |
| Parish Councillor Margaret Palmer  | Barnack Parish Council            |
| Parish Councillor Ian Allin        | Orton Longueville Parish Council  |
| Parish Councillor Vince Moon       | Werrington Neighbourhood Council  |
| Parish Councillor Geoff Smith      | Werrington Neighbourhood Council  |
| Parish Councillor Vivien Thorley   | Wansford Parish Council           |
| Parish Councillor John Bartlett    | Thorney Parish Council            |
| Parish Councillor Jean Mead        | Helpston Parish Council           |
| Parish Councillor Susie Lucas      | Bainton and Ashton Parish Council |
| Parish Councillor Neil Boyce       | Castor Parish Council             |
| Parish Councillor Dawn Magnus      | Eye Parish Council                |
| Community Volunteer, Paul Froggitt | Orton Waterville Parish Council   |
| Councillor Ann Sylvester           | Peterborough City Council         |

**OFFICERS PRESENT:**

|                             |  |
|-----------------------------|--|
| Chief Inspector Rob Hill    | Prevention and Enforcement Head of Service |
| Inspector Kieran Mylchreest | Northern/Eastern/Southern Sector Lead      |
| Cate Harding                | Prevention and Enforcement Officer         |
| Sylvia Radouani             | Parish Council Community Co-ordinator      |
| Joanna Morley               | Democratic Services Officer                |

**1. Appointment of Chairman (for this meeting only)**

The Democratic Services Officer opened the meeting and advised the Committee that as the Chairman was unable to attend, a new Chairman for the meeting would need to be appointed. Nominations were sought from the members of the Committee who were present. Councillor Lucas was nominated by Paul Froggitt and seconded by Councillor Boyce and there being no further nominations Councillor Lucas was appointed Chairman.

**2. Apologies Received**

Apologies were received from the Chairman, Councillor Walsh.

Apologies were also received from Parish Councillors Henry Clark, Pamela Blades, Keith Lievesley, Richard Clarke, Peter Lee, John Haste and Parish Clerks, Sarah Rodgers and Syd Smith.

**3. Minutes of the Meeting Held on:**

**3.1 29 March 2017**

The minutes of the meeting held on 29 March 2017 were agreed as a true and accurate record.

In relation to actions agreed, the following key points were raised:

- Some Councillors had not yet seen the Council's protocol for the removal of unauthorised travellers and gypsies.
- Councillors also stated that they were interested in the recommendations of the recent Task and Finish group that looked into emergency stopping places for Travellers and Gypsies and the Cabinet's response.

## **AGREED ACTIONS**

The Parish Council Liaison committee agreed:

1. That the Parish Council Community Co-ordinator would circulate the Prevention and Enforcement Services flow chart which detailed the process of dealing with unauthorised encampments from assessment to removal.
2. That the Democratic Services Officer would circulate the recommendations of the Adults and Communities Scrutiny Committee Task and Finish Group that looked into Emergency Stopping Places for Travellers together with the Cabinet's response to those recommendations

## **4. Neighbourhood Policing Within Urban and Rural Areas: Prevention and enforcement Service Update on Fly-Tipping and Speeding**

The Prevention and Enforcement Head of Service gave a presentation on neighbourhood policing and the issues currently facing the service. Fly-tipping and speeding were also addressed by the Prevention and Enforcement Officer and the Northern, Eastern and Southern Sector Lead. Discussion, comments and responses were as follows:

- With limited resources and funds the service was currently being stretched to the limit.
- Peterborough had a 30% increase in crime in the last month.
- The nature of crimes had changed from traditional offences to much more serious and unusual crimes such as cyber-crime and trafficking. These crimes took longer to resolve and used up more resources.
- Peterborough had one of the largest growing populations but was one of the lowest funded areas.
- In the current climate the service had to be prioritised and at times of peak demand, work that was deemed low- risk was collapsed.
- The introduction of the Prevention Enforcement Service (PES) was seen as one of the solutions to the current crisis situation.
- The PES fulfilled traditional neighbourhood and Community functions for the Police, Fire and Council and were the tactical arm of the Safer Peterborough Partnership, working towards the objectives of the SPP plan.
- Measurable areas of their activities included: Anti-social behaviour reduction, flytipping, enforcement activities eg. Penalty Charge Notices (PCN's), hate crime investigation satisfaction and the reduction of accidental and deliberate fires.
- Kingdom was a third party organisation which was currently being trialled by the Council in the City centre. The Kingdom staff were authorised to issue tickets for littering, drinking, urination and cycling on the streets. In the first two weeks of operation Kingdom had issued 612 tickets, more than 300 of which were for littering. The income generated went towards paying for their services but the PES had to monitor their work to make sure the fines were just and ethical.
- The operational pressures that the service was under meant that resources allocated for speeding offences had to be placed where there were most incidents
- The PES was trying to reduce speeding levels by getting communities to buy into initiatives such as Speedwatch and to also look at opportunities for traffic calming.
- Fly-tipping was an environmental crime that blighted people's quality of life.
- Although only established in April of this year, the PES was looking to produce a very

robust action plan to tackle environmental crime with an emphasis on early intervention and prevention and the involvement of local communities.

- Parish Councils had been very pro-active organising community skips which were paid for through the parish precept. This was a very visible way of showing how funds were being used to help communities.
- The PES was examining its use of covert CCTV and trialling it in a test area of the City. Depending on its success, the PES would roll out the covert CCTV initiative to include parish communities.
- The use of covert CCTV was dependent on a suitable location being found that would take the equipment.
- Despite the strain on resources, 92% of residents surveyed said they felt safe in their own homes. This figure was the best that had been recorded for a number of years.
- The cost of using Kingdom did not come out of the Council budget, instead it paid for itself by using a percentage of the tickets issued to self-fund. A percentage of ticket revenue was also paid back into the Council.
- Kingdom was a complimentary service and was not a replacement for police officers or for the PES.
- The work that Kingdom undertook relieved pressure on the PES whose time and resources were being used up by the amount of investigative work they had to do.
- Fly-tipping could be reported using the My Peterborough app or by calling 01733 747474.
- At present, Amey was responsible for removal of items however, negotiations were underway on a new contract which was likely to be in place by September.
- Any evidence found when items were being removed was reported.
- The lorry for rubbish collection provided at the Orton Centre had been a great success. Lorries provided by Amey tended to be more successful than skips as skips that were left unattended often got contaminated. Additionally if parish councils operated the skips there were insurance problems rather than the liability being Amey's.
- The Parish Councillor from Wansford expressed an interest in using covert CCTV at the layby on the A47 in Wansford in order to deter its use for illegal sexual activities.
- There was a huge amount of legislation that governed the use of covert cameras that the Council had to be mindful of.
- In order to justify the cost of cameras a bank of evidence would need to have been created.
- Parishes that felt they had a CCTV need could pay for it themselves but they would still need to go through the evidential process.
- The primary contact for parish councils should be the PES officers who could be contacted directly on their mobiles. There should be no need to go through the Council switchboard.
- PES officers did not work 24/7 so if a sooner response was required outside of office hours then the number to call was still 101 or in an emergency, 999.
- The Adults and Community Scrutiny Committee had been asked to set up a task and finish group to look at greater community involvement
- The Police and Crime Commissioner was well aware of the pressures on the service and was working hard to gain additional funding for the area to help alleviate the strain.
- The website [www.police.uk](http://www.police.uk) could be used to easily access data about the number and type of crimes occurring in each neighbourhood.
- Crimes were distinct from incidents reported.

## **AGREED ACTION**

The Parish Council Liaison meeting agreed that:

1. The Parish Council Community Co-ordinator would re-circulate the PES officers' mobile numbers.
2. The Chief Inspector would go back to the Adults and Communities Scrutiny Committee to request that Parish Councillors be consulted on the work done by the Task and Finish Group and that any recommendations made reflected their views.

## 5. Co-opted Members' Feedback Session

Councillor Susie Lucas presented feedback from the Children and Education Scrutiny Committee meeting. Discussions, comments and responses were as follows:

- It was agreed to appoint Alistair Kingsley and Rizwan Rehmatullah as co-opted members without voting rights.

### Reading Strategy

- Reading attainment in Peterborough, as measured by 2016 KS2 national test outcomes was very low.
- The reading strategy was to be delivered with Peterborough County Council (PCC) working with Vivacity and the National Literacy Trust.
- The anticipated impact of the reading strategy was an improvement in reading, improved community cohesion, an increase in the number of children using local libraries and reading for pleasure, and improved educational and employment opportunities for children and young people.
- The introduction of the reading strategy would not incur any additional costs for PCC.
- The strategy would be presented to Cabinet and schools in September.
- The co-opted member emphasised the importance of maintaining the mobile library service to enable access to books for children and families in rural areas. Assurances were given that there were no plans to reduce the mobile library service.
- A recommendation was made to note the content of the report and schedule an additional report to come before the committee in the Autumn term.

### School Organisation Plan 2015-2020

- PCC was working in partnership with Cambridgeshire County Council (CCC) to increase staff capacity in order to manage school place planning.
- The major challenge facing the service was 'in year' applications, particularly in KS1.
- The potential expansion at John Clare Primary School was included in the plan. However, the new housing development of 80 new homes in neighbouring Barnack had not been included. Using the council formula, the new development at Barnack could result in an additional 52 primary age children and 20 secondary age children for which Barnack School did not currently have sufficient places.
- Brian Howard, who presented the report to the Committee had visited Barnack School and confirmed that the site was not suitable for further growth.
- A number of children who attended Barnack school were from outside the catchment area and the city. Admissions would therefore prioritise those living nearest to the school, and within catchment.
- No decisions were required as a result of the report but a recommendation to note the report was agreed.

### Attendance at School - Outcomes 2016.

- The rate of attendance at schools in Peterborough in 2015-16 had improved to the level of the national average for the first time. Overall attendance was 95.4%; exactly matching the national average.
- The data presented was for the City as a whole. Each school held its own information which was then monitored by the Governing Board.
- The recommendation to give full support to the actions taken by officers was agreed.

### Corporate Parenting 6 Monthly Report

- The report advised the Children and Education Scrutiny Committee of the activities carried out by the Corporate Parenting Committee since its first meeting in August 2016.
- The committee met six times a year; three meetings formally and three informally. These

meetings provided an opportunity for young people to participate and have a say over the care that the Council provided.

- It was agreed that in future, reports from the Corporate Parenting Committee would be presented to Scrutiny on an annual basis.

Councillor Kieth Lievesley sent in a report to the committee outlining the issues raised at the Growth, Environment, and Resources Scrutiny Committee. The main points contained within the report were as follows:

#### Annual Report of Peterborough Highways Services

- A partnership between Peterborough City Council and Skanska had been formed in October 2013.
- In 2016 a new Highways Depot was opened and this facility would remain as a legacy of the contract.
- The new salt barn, which was part of the depot, was much larger than the previous one and meant that more than enough salt could be stored to cope with severe winter conditions.
- The partnership between Skanska and PCC also facilitated access to new equipment and materials which could be trialled and/or acquired to make maintenance more efficient.
- The LED street-lighting replacement project was currently running behind schedule but an increase in resources would bring it back on track in the near future.
- When finished, technology within the lighting columns would report failures to a number of distributed base-stations and so improve repair response rates.

Members of the Parish Council Liaison committee commented that the new LED street lighting was very modern and stark and not in keeping with many village atmospheres

#### Technology Strategy and Digital Up-date.

- The Front Door project would encourage residents to access information and services via the PCC web-site. It involved creating an online customer account whereby people could log-in and access services. It was hoped that these improvements would free up more time for vulnerable residents to receive a better quality of service. Access would also be available at community centres and libraries.
- Overall, the report stated that there were no direct implications for rural areas.
- Over 97% of Peterborough residents now had internet connection.
- The co-opted member pointed out that BT had not shown great enthusiasm for reaching rural areas until competition had emerged.
- The Ward Councillor for Hampton observed that the internet system in Hampton was far from successful.

Councillor Neil Boyce presented feedback from the Adults and Communities Scrutiny Committee and the following points were made:

#### Update Report on Adult Social Care.

- The update report identified the issues and pressures within the service and would enable the committee to manage agendas for future meetings.
- The report identified the following priorities:
  1. The integration/alignment of health and social care where it was appropriate and where it added value and benefit.
  2. The delivery of the Customer Experience programme which would make it easier for people to access adult social care information, advice or support in a timely manner and which included the development of the Digital Front Door.

3. The continued development of relationships with the care provider market and the building of capacity.
  4. The development of the City Councils workforce to ensure they were the best they could be.
  5. The delivery of financial efficiencies.
  6. The redesign of the 0 to 25 service, (Children and Young Adults)
  7. The consideration of the impact of growing demand on the services caused by both population growth and demographic change.
- A seventh recommendation was proposed by the scrutiny committee which was the lack of capacity in the system for those with more complex needs.
  - The scrutiny committee requested that the results of the audit carried out into the effectiveness of the Local Authority in safeguarding and the promotion of welfare of adults, children and young people be shared in order to ensure that through further scrutiny, this could be improved going forward.

#### Performance Dashboard

- A proposal was made to provide a performance dashboard to allow the scrutiny committees to see the trend in performance on items covered by that committee. These items included:  
*Adult Social Care*  
 (Case Management, Commissioning and Service Delivery, Integration and Safeguarding)  
*Safer Peterborough Partnership.*  
 (Offender Management and Building Resilient Communities)  
*Housing.*  
 (Housing Needs, Care and Repair and Housing Programmes)  
*Youth Offending Service.*  
 (Offending rates)
- The dashboard would be amended to cover any other items which the committee felt required further performance scrutiny.
- The committee requested that the data populating the dashboard should be the most up to date information available prior to each scrutiny meeting.
- The dashboard would show the performance of each category and would also show if any item required further scrutiny due to a downward trend in the performance.
- The scrutiny committee agreed with the performance dashboard proposal.

#### Proposal For a Cross Party Task and Finish Group to Review Community Involvement in Neighbourhood Issues.

- During the all-councillor briefing it was recognised that more could be done to engage communities to help public services address some of the issues within neighbourhoods.
- A proposal was put forward to form a time limited cross party Task and Finish Group to investigate how this might be achieved and what practical ideas could be put in place to make a positive difference by building on the existing Council's Peoples and Communities Strategy. The types of issues which would be looked at included the following; Littering, Fly Tipping, Speeding, Verge Parking, Low Level Anti-Social Behaviour.
- It was expected that the time frame for this task and finish group should be no more than six months
- Concerns were raised by the scrutiny committee that should recommendations be made funding and resources would be made available.
- It was noted by the Committee that Councillor Walsh fully supported this proposal.
- It was also recommended that the Task and Finish group discussed this with the parishes via the Parish Liaison Working Group so that the views of all were taken into account.
- The scrutiny committee supported the proposal and nominations were sought for the Task and Finish group



## Review of 2016/17 and Work Programme 2017/18

- The scrutiny committee were provided with a review of the work undertaken during 2016 by the Strong and Supportive Communities Scrutiny Committee and the works undertaken during 2017 by the new Adults and Communities Scrutiny Committee and also the Crime and Disorder Scrutiny Committee.
- The Committee were also asked to approve the draft work programme for 2017/18.

## Safer Peterborough Partnership Plan 2017-2020

- The Committee were asked to further scrutinise the amended draft Safer Peterborough Partnership Plan 2017-2020.
- The original draft plan had been brought to the scrutiny committee in March when it was agreed that further works to the plan were required to address the issues raised by the residents.
- The priorities within the report were as follows:
  - Strategic.**
    - Offender Management.
    - Domestic Abuse and Sexual Violence.
    - Building Community Resilience.
    - Substance Abuse.
    - Mental Health.
  - Operational (Local Needs).**
    - Improving local confidence levels (Visibility and Contractibility).
    - Reducing overall crime levels.
    - Dealing with incidents efficiently (Calls for Service).
    - Hate crime.
    - Reducing anti-social Behaviour.
    - Reducing in deliberate and accidental fires.
    - Enforcement against perpetrators of crime.
    - Ensuring Private Landlords provide safe and good quality housing.
    - Improvement in local response to un-authorized encampments.
- Updates to the outlined priorities would be included in the performance dashboard.
- The scrutiny committee agreed the plan could go before cabinet after some minor word changes had been completed.

## **6. Digital Connectivity update**

The Parish Council Community Co-ordinator gave an update on the progress of the digital Connectivity project and highlighted the following points:

- The Parish Council Liaison Group had been consulting with the Council to create .gov email addresses and a website package that Parish councils could sign up to.
- Parishes could choose either a standard website design or just adopt the .gov email address.
- The website & .gov address would be supported by Peterborough City Council but the Parish Councils would need to pay a subscription.
- The advantages of having websites under the Council banner would be to provide a more robust security element to Parishes.

## **7. Any Other Business**

The Parish Council Community Co-ordinator informed parish councils of the Community Serve Programme which was administered by City College, Peterborough. Under this project

an amount of money had been put aside to finance any initiatives that were sustainable and community led. An example was given of a gardening project where tools and gardening courses had been provided and paid for by the college. Parish Councils were invited to put forward any new ideas and initiatives which they felt might meet the Community Serve criteria.

**8. Date of Next Meeting**

20 September 2017

CHAIRMAN  
6.30PM – 8.30PM