

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE

TUESDAY 13 NOVEMBER 2018

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 11 September 2018** **3 - 14**

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.

CRIME AND DISORDER SCRUTINY COMMITTEE FOR ITEM 5 ONLY

5. **Safer Peterborough Partnership Priorities - Mid-Year Performance Report** **15 - 28**

6. **Community Asset Transfer Update Report** **29 - 34**



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11.	Date of Next Meeting	

28 November 2018 – Joint Scrutiny of the Budget

15 January 2019 – Adults and Communities Scrutiny Committee

Emergency Evacuation Procedure – Outside Normal Office Hours

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Committee Members:

Councillors: N Simons (Chairman) S Bashir, R Bisby (Vice Chairman), R Brown, R Ferris, J R Fox, S Hemraj, M Jamil, D King, L Serluca, A Shaheed

Co-opted Members:

Parish Councillor Neil Boyce
Parish Councillor James Hayes

Substitutes: Councillors: A Joseph, S Lane, J Lillis and G Nawaz

Further information about this meeting can be obtained from David Beauchamp, Democratic Services Officer on telephone 01733 384628 or by email – david.beauchamp@peterborough.gov.uk

**MINUTES OF THE ADULTS AND COMMUNITIES SCRUTINY COMMITTEE
MEETING
HELD AT 7PM ON
TUESDAY 11 SEPTEMBER 2018
BOURGES/VIERSEN ROOM, TOWN HALL, PETERBOROUGH**

Committee Members Present: Councillors N Simons (Chair), A Ali, S Bashir, R Bisby (Vice-Chairman), R Brown A Ellis, S Hemraj, J Stokes, Parish Councillors N Boyce, J Hayes.

Officers Present: Wendi Ogle-Welbourn - Corporate Director, People and Communities
Charlotte Black - Service Director, Adults and Safeguarding
Debbie McQuade - Asst. Director, Adults and Safeguarding
Helen Duncan - Head of Adult Safeguarding
Russell Wate QPM - Chair of Peterborough Safeguarding Adult Board
Sarah Ferguson - Assistant Director, Housing Communities and Youth
Sean Evans, Head of Housing Needs
Paulina Ford - Senior Democratic Services Officer
David Beauchamp - Democratic Services Officer

13. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr L Serluca (Councillor J Stokes in attendance as a substitute), Cllr D King, Cllr John Fox and Cllr A Shaheed

14. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS

There were no declarations of Interest or whipping declarations

15. MINUTES OF THE ADULTS AND COMMUNITIES SCRUTINY COMMITTEE MEETING HELD ON 10 JULY 2018

The minutes of the meeting held on 10 July 2018 were agreed as a true and accurate record.

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

There were no requests for call-in to consider.

17. ADULT SOCIAL CARE ANNUAL COMPLAINTS REPORT 2017/18

The report was introduced by the Assistant Director, Adult Operations, Adult Social Care, accompanied by the Service Director, Adults and Safeguarding introduced the report which provided information on Adult Social Care complaints and compliments received between 1 April 2017 and 31 March 2018.

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

- The Council had a responsibility for complaints relating to independent providers as they commissioned these services. Complaints must be investigated with the provider. Common areas of complaint included late or missed calls and the quality of care provided. The Council had a quality improvement team to work with providers to ensure the standards of care were improved.
- More detailed information on staff attitude and conduct would have been useful. These complaints were not concentrated in any particular staff age bracket and Peterborough was lucky to have a stable workforce with a mix of age ranges.
- There would be less complaints in this area if communication with customers was improved. Customers who report concerns informally were sometimes not followed up on.
- Although no formal data was available on the demographic diversity of complainants, officers were aware through reviewing complaints that the diversity of the population was not reflected in complaints received. This could reflect the fact that the numbers of people from diverse communities having care and support were low.
- A large number of compliments were received through the reablement service and recorded in its own report but they had not been captured in this Adult Social Care Complaints report. Officers wanted to avoid 'double-counting' so this report reflects the majority of compliments but not all.
- Although many compliments were exceptional, the service provided by the council was an expectation for many people.
- The complaints were mostly from well-established providers. Very few new providers had entered the market recently. However, a new framework was now in place and the council had gone out to the market again so there would be new providers again.
- Members requested more information about the how the complaints and compliments process was promoted. Officers responded that the complaints procedure was promoted more effectively than its compliments procedure, for example workers routinely take complaints leaflets but not compliment leaflets on visits and this could be an area of improvement to be considered for the future.
- Members asked if staff workload was increasing, if this was having an effect on complaints and if so, what was being done about it. Officers responded that they tried not to overload front line staff. A typical figure was between 25 and 27 allocated with the caseload being reduced in more complex cases involving mental capacity and safeguarding this would be reduced. The increased demand, caused by an ageing population for example, meant that there was a waiting list and triaging system was used to prioritise work and some complaints were caused by customers not receiving an immediate response. Crisis cases were dealt with immediately. Demands on staff workload were actively managed.

ACTIONS AGREED:

The Adults and Communities Scrutiny Committee considered the report and **RESOLVED** to scrutinise and review the Adult Social Care Annual Complaints Report for 2017/18.

18. CAMBRIDGESHIRE AND PETERBOROUGH SAFEGUARDING ADULT BOARD ANNUAL REPORT 2017-18

The Head of Adult Safeguarding and the Chair of Cambridgeshire & Peterborough Safeguarding Adult board introduced the report which made members aware of the work and progress of the Cambridgeshire and Peterborough Safeguarding Adult Board.

The Adults and Communities Scrutiny Committee debated the report and in summary, key point raised and responses to questions included. Please note references to 'officers' also include Russell Wate QPM, the Chair of the Peterborough Safeguarding Adult Board.

- The Chairman thanked officers for producing a comprehensive report.
- Members noted that Fenland had higher rates of depression, epilepsy and all learning disabilities than the national average with Peterborough also being higher than the national average for epilepsy and all learning disabilities and requested further information.
- The Chair of the Safeguarding Board responded that they addressed more severe cases and were using a 'zero suicide' strategy and had reviewed 10 adolescent and 2 adult suicides in the last few months. The Board were trying to learn lessons and intervene before people got to the stage of committing suicide.
- It was agreed that The Chair of Cambridgeshire & Peterborough Safeguarding Adult Board to provide a briefing note explaining the reasons for the distribution of rates of abuse among different age groups found on Page 43 of the reports pack.
- The Chair of the Board stated that all of the safeguarding reviews undertaken in the last few years 3-4 years were in the upper end of the age range
- Officers suggested that the apparently higher rates of abuse among older people might be caused by the ageing population and underreporting among younger age groups and the difficulties found in identifying abuse among people not receiving formal care.
- Members expressed concerns that that 30% of abuse occurs in care homes (page 45) and asked what was being done to tackle this. Officers responded that this data was from Cambridgeshire although the figures were similar in Peterborough. Officers mentioned that work had been done with care homes five years ago and referred to 5 Safeguarding Adults Review that had taken place, focussing on particular on discharge from care homes to hospitals and vice versa. . An action plan had been developed. The quality improvement team and the Peterborough quality assurance team were working towards the same objective. A particular focus was on medication management and the treatment of ulcers. Recent reports from the Care Quality Commission (CQC) had looked more positive.
- In relation to the above point, officers commented that work was underway regarding pressure care and when this becomes a safeguarding issue or an issue about the quality of care. Safeguarding concerns were more likely to be received if a person was in a care home which could contribute to the high percentage of abuse that the figures suggest takes place there.
- Members commented that many people accessing services later in life had inherited property but were 'cash poor' and expressed concerns that many people in their later years were unable to cope with that level of financial responsibility. Members asked what the Council could do to support them and if providing them with independent advice would be beyond the Council's remit. Officers responded that they received a number of financial abuse enquiries, often involving a family member of carer appropriating funds from the person being cared for. However, the person often does not want anything done about it. Officers stated that they were working on how to support and encourage people to get out of the situation and there had been successes in Cambridgeshire within the last 12 months. Officers acknowledged that this was an issue.
- Officers also stated that prevention was key to tackling financial abuse and that the Council were getting better at future planning and the Adult Social Care team would start to talk to families about these issues. The Mental Capacity Act introduced good safeguards against financial abuse. Making people feel comfortable discussing these issues was important so that the council can be informed about cases of financial abuse. Information and advice could be distributed via other bodies e.g. doctors surgeries. The Council only receives a small number of reports about the issue.
- Members suggested that the process for reporting financial abuse needs to be made more straightforward and caring.

- Officers highlighted the importance of families having conversations regarding end of life issues, e.g. 'do not resuscitate' instructions and reviews had highlighted that this needed to be improved in care homes and acute hospitals. It was important that professionals encourage these difficult discussions to take place early and families' saw the importance of doing so once this had taken place. Improvements were being made in this area.
- Members asked at what stage the Council could make an intervention and what strategies were in place to communicate with the public about this.
- Officers stated that the process of safeguarding adults could be difficult because they had the right to make unwise decisions, unlike children. There was sometimes confusion between adult safeguarding and the Council's duty to keep adults safe. Developing a relationship with the person was important and was responding in a manner proportionate to their needs to help them make decisions. Decisions would only be made on their behalf when they lost the mental capacity to do so.
- Members mentioned the importance of having lines of communication to have an assigned individual to work with the person so that support could be given. Officers agreed and stated that building trust between the person and the professional was important so that the professional's advice would be listened to rather than waiting until the person had lost capacity.
- Partnership working was going well and OFSTED had reviewed the Children's Safeguarding who said that the partnership was strong and Peterborough should be pleased with this. This would cross over into adults.
- Officers stated that more work needed to be done and they were trying to make an impact in areas such as human trafficking.
- The Chairman offered her congratulations to officers on the progress made in relation to children's safeguarding.

ACTIONS AGREED:

The Children and Education Scrutiny Committee considered the report and **RESOLVED** to receive and note the content of the Cambridgeshire and Peterborough Safeguarding Adult Board Annual Report 2017-2018 and for The Chair of Cambridgeshire & Peterborough Safeguarding Adult Board to provide a briefing note explaining the reasons for the distribution of rates of abuse among different age groups found on Page 43 of the reports pack.

19. COMMUNITY RESILIENCE: A SHARED APPROACH

The Assistant Director, Housing Communities and Youth introduced the report which presented the proposed Cambridgeshire and Peterborough partnership approach to community resilience, the principles and expected outcomes and set out the next steps for this shared approach.

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

- A member raised concerns about the poor condition of sports fields operated by management agencies on behalf of the Council potentially causing a risk of injury, especially to children. Concerns were also raised about the Council potentially being liable for claims in the event of an injury. Officers responded that they were not directly responsible for this but would contact the member after the meeting to direct them to the responsible officer.

- Responding to members' concerns about levels service provision to young people to discourage gang membership, drug use and antisocial behaviour, officers responded that there were three areas of focus:
 - A review of targeted youth support services with a focus on community and intervention activities. This has not increased the resource available but a different commitment had been made to work with wider third sector partners to develop different long term solutions to young people's needs that are not solely dependent on the City Councils resources. This links to:
 - A successful bid for a significant amount of funding for young people's activities at the Peterborough Council for Voluntary Service (PCVS) via the Youth Investment Fund. This was about reaching out to young people and tackling issues such as anti-social behaviour
 - The Integrated Communities Strategy as part of the national pilot. One of the four themes was Young People and how to engage with those affected by integration issues and alienation. This would be coming to Peterborough if the submission to the Ministry of Housing, Communities and Local Government was successful.
- Members enquired about the success of the National Citizen Service (NCS) and if there were plans to work with schools other than the Thomas Deacon Academy. Officers responded that they were worked with all secondary schools and all schools were able to nominate and support students on the scheme and other schools were participating in the programme. There had been particular success at the Thomas Deacon Academy because a whole year group was participating. They had also worked with the council to help develop activities for the Integrated Communities Strategy.
- Officers were not aware of aware of plans for any additional regeneration areas in the city.
- Some members felt that Bretton had been 'abandoned' by the City Council and expressed concern about the development of community projects and events being restricted by lack of funding, despite active grassroots projects, e.g. an active Facebook page, a CV writing class and support for people with learning disabilities. Members requested additional information about how to find appropriate buildings for events and obtain funding and what could be done if local authority support was not available.
- Officers responded that PCVS were an important part of this conversation and it was important to work with the local infrastructure organisation to support community groups to access resources and develop solutions. Officers sought feedback from members of the committee on barriers they faced and how the City Council could address them in a more systematic way. Although nothing could be promised, there was the possibility of renegotiating a different relationship with the council's partners to help that.
- Members stated that many community initiatives came from well-meaning residents and not parish councillors.
- Members suggested that the provision of classes on how to apply for grants would be beneficial.
- Members raised several issues including Peterborough City Council's lack of a community regeneration department which used to exist, a desire to expand the 'can do' area across the city, concerns around derelict buildings and over reliance on the private sector to redevelop these sites and a desire for better engagement with parish councillors to avoid simple issues regarding enablement taking too long to deal. Members would be pleased to see improvements in this areas, especially with regard to infrastructure.
- Officers could not comment on historical levels of service provision by the council. The paper was written within the context of the resource levels that were presently available to examine how the council can work with its public sector partners

differently to focus the activity of willing volunteers around the needs of communities. The key question to take forward in the strategy was how can the council better describe the help that communities needed in order to offer better support

- Members commented that it was important for parishes and the city council to build a two way relationship to build a better understanding of each other's situation. Members praised the Cabinet Member for Communities and the Assistant Director for Housing Community and Youth for the help given in this area.
- The issues discussed at this meeting would be discussed at the Parish Conference with Neil Boyce being one of the speakers and this would be a good opportunity to look at addressing the issues raised by the committee more systematically.
- Members asked if officers would consult with community groups, parish councils and the Parish Council Liaison Committee about the issues that affect them. Officers responded that this report was focussed on reaching an agreement with partner organisations for the Think Communities approach. Work would be done at the local level once this was completed. This was about the how parts of the public sector could work together differently in the future and was not a community resilience strategy. Engaging with communities was of critical importance to ensure that any intervention was done in collaboration with them.
- Members suggested that this was a good opportunity to connect with parish councils to let them know where the help was and who they needed to contact. Communication with community groups was needed to provide support and guidance on where they needed to go to receive support.
- The committee agreed to request that the Assistant Director of Housing Communities and Youth work to improve communication with Councillors, Parish Councils, Neighbourhood Watch groups and other community groups to provide support and inform them about where they can receive help and who they need to contact regarding this.
- The Chairman stated that communication with parish councils was good in his ward were good and all three ward councillors tried to attend every parish council meeting.
- Members stated that they were sometimes frustrating complaints they receive about young people in general when only a small number of young people caused problems and should not all be accused of being criminals. Members suggested the Peterborough Council for Voluntary Service (PCVS) could use its funding to engage in outreach work with small groups of young people who do cause difficulties.
- In response officers suggested that they produce a briefing note to members of the committee on the Youth Investment Fund work and the work of the Peterborough Council for Voluntary Service (PCVS) in relation to youth outreach. This was agreed by the committee.
- Members stated that some issues such as youth work and engagement with marginalised groups needed to be tackled by Peterborough City Council and not from the community level despite some good work in this area by parish councils.
- Member requested clarification that the draft Think Communities approach the committee were being asked to recommend was still going to be subject to consultation from other bodies. Officers confirmed that this was the case and further work on the detail of needed to be done.
- In response to members' query about the proposed recommendation to Cabinet, officers stated they were seeking a 'signing up' to a loose agreement across the public sector. Further work on the detail of active community activity would be done afterwards.

RECOMMENDATION:

The Adults and Communities Scrutiny Committee considered the report and **RESOLVED** to recommend the draft of the Think Communities Shared approach to Cabinet for approval, as set out in Appendix One.

ACTIONS AGREED

The Adults and Communities Scrutiny Committee considered the report and **RESOLVED** to

1. Consider the draft single Community Resilience shared approach across Cambridgeshire and Peterborough
2. Comment on the principles for a single shared Community Resilience approach, as set out in paragraph 4.5
3. Scrutinise the draft of the Think Communities shared approach, as set out in Appendix One.
4. Request that the Assistant Director of Housing Communities and Youth work to improve communication with Councillors, Parish Councils, Neighbourhood Watch groups and other community groups to provide support and inform them about where they can receive help and who they need to contact regarding this.
5. Request that the Assistant Director of Housing, Communities and Youth distributes a briefing note to members of the committee on the Youth Investment Fund work and the work of the Peterborough Council for Voluntary Service (PCVS) in relation to youth outreach.

20. SAFER OFF THE STREETS

The Head of Housing Needs, accompanied by the Assistant Director of Housing, Communities and Youth introduced the report which provided the committee with details of the Safer off the Streets partnership work, which has come about following the recommendations of the cross-party Task and Finish Group's work reviewing the management of rough sleepers in early 2017.

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

- Members welcomed the report, applauded officers' proactive approach to tackling rough sleeping and offered their support. Officers expressed their thanks but stated that the Safer off the Street works was a collective effort and no one person could take full credit for it.
- Members stated that the majority of rough sleepers were in this position due to difficult circumstances, employing security guards to move them on was not a good solution and praised the proactive multi-agency approach to tackling the issue.
- Members agreed to share details of contacts within neighbourhood watch groups with officers as these groups were keen to help tackle rough sleeping. Members also suggested that the Department for Work and Pensions could be involved and the City Council should look at jobs it could offer.
- Members referred to discussions they had had with outreach officers, in particular regarding different groups on the street or may or may not be genuine rough sleepers
- Work was underway to bring additional accommodation on-stream.
- Members made a variety of comments:
 - It was not good that rough sleeping remains an issue in Peterborough
 - Rough sleeping was linked to homelessness and lack of housing, high rents, evictions etc.

- It was good that the Council was taking action. Working with homeless people was important to help them back into housing.
- Aggressive begging was not acceptable but the prevalence of beggars who are not actually homeless should not be overstated
- Many rough sleepers had alcohol or drug issues and these could be exacerbated by their situation as alcohol but might be used to try to keep warm.
- The closure of centres for the homeless was backwards step
- Providing contactless terminals in rough sleeping 'hot spots' to offer members of the public a positive alternative to giving a rough sleeper money directly was a good thing.
- There needed to be better communication with the public around how they can best help rough sleepers including who they should donate to as people may not wish to engage with rough sleepers directly as it may not be socially acceptable for them to do so.
- Officers stated that the provision of emergency hostel accommodation was being increased so that rough sleepers would have an offer to leave the street on any given night. This was the result of increased funding from the Ministry of Housing, Communities and Local Government and would be launched around the same time as Safer off the Streets.
- Many charities working with rough sleepers had an oversupply of donations of tents, sleeping bags, coats etc. so the decision was taken not ask for these donations. Online advice would be provided about the best ways in which members of the public could help. Monetary donations were more helpful because this gives the charity the freedom to take actions that would most help rough sleepers.
- Members asked if there were plans to work again with the North West Anglia NHS Trust as patients were presently discharged to Bayard Place. Officers stated that it was frustrating to see a person being discharged from a caring environment like a hospital to Bayard Place. The Homelessness Reduction Act 2017 created a duty to for organisations to refer people at risk of homelessness and this would be in place from October 2018. The Council is working with hospitals to amend their discharge protocols and work with them further upstream to try to limit the problem of homeless people being discharged from hospital to Bayard Place. Unfortunately this would not always be successful and people without accommodation were sometimes discharged. Officers would do everything they could to prevent this and would aim to be involved whenever there was a planned discharge within the resources available to both the council and the hospital. The previous funding from the government for hospitals' work on discharging homeless people was unlikely to be forthcoming again
- The number of rough sleepers changes frequently. At the last meeting with the outreach team there were approximately 45 across the whole city.
- Officers stated that a few issues needed to be overcome with colleagues in Planning. A building had been offered by the cathedral.
- There had been previous issues regarding the location of day centres and there had been problems with anti-social behaviour at St. Theresa's day centre at Manor House Street. The new centre would be a supported environment for people to be given support to leave the streets when they were ready to do so, not somewhere for general recreation. It would be operated by the Light Project Peterborough. Peterborough City Council would place some of its outreach officers at the new centre as a neutral location for supporting people.
- Outreach officers on the street could sometimes face barriers to engagement with rough sleepers due to the perception that they were in a position of authority. It was hoped that the adoption of the 'Safer off the Streets' identity across organisations would help to change this.
- The location in the cathedral grounds was a neutral location away from residential and business areas to minimise the number of complaints compared with St.

Theresa's. The cathedral grounds had the perception of being a protected environment so officers were confident that people would feel comfortable going there for assistance.

- Members requested that the Head of Housing Needs advises parish councils of the correct procedure for reporting concerns about someone who is sleeping rough or homeless.
- It was important that outreach officers were able to have an effective 'offer' for rough sleepers to help them leave the streets although this was not necessarily an offer of accommodation. Every rough sleeper was different and the amount of time taken to build a relationship of trust varied considerably. Sometimes it would not work at all and people would resist working with an outreach officer due to poor previous experiences. If someone refused an offer and caused a nuisance then enforcement action would be necessary.
- Members suggested that it would be more useful for the Prevention and Enforcement Service Officer (PES) to target begging rather than cycling. Officers responded that it was difficult to catch begging while it is taking place and nobody reported these incidents at the time. If a begging incident was reported immediately, the enforcement officer could intervene but not later on.
- Members requested that the Head of Housing Needs liaises with the Assistant Director of Community Safety and Prevention and Enforcement to investigate the possibility of increasing enforcement against professional beggars who are not actually homeless as well as improving communication with members of the public about how they can report these incidents.
- People being released from prisoners at short notice continued to be an issue although the new duty to refer would help with this as there would be a requirement for the prison to notify the City Council of this as soon as they could. The limited amount of money provided to prisoners upon release was a problem but this was unlikely to be increased. It was important to ensure that services were as accessible as possible. The additional funding received from the Ministry of Housing, Communities and Local Government and the additional recruitment of outreach officers would go to increase the hours and days covered, improving the ability of the Council to help someone access services if they were released when Bayard Place was not open.
- Officers mentioned that a large amount of work had been done across Cambridgeshire and Peterborough to look at the 'offender pathway' in relation to housing and homelessness.
- The possibility of using posters in a variety of locations, e.g. shops to advertise the new contactless donation terminals was being explored. Talks were underway at Queensgate and officers were seeking a contact at Brotherhoods Shopping Park in Peterborough. Officers had not previously considered Bretton Centre but this could be an option. The contactless windows would not be the only way of donating. Printed materials would be distributed in a variety of locations and donations could also be made online. Work would be done with pubs, bars and clubs to enable cash donations.
- The Chairman thanked officers for their work.

ACTIONS AGREED:

The Adults and Communities Scrutiny Committee considered the report and **RESOLVED** to review and comment on the proposals and ambitions of the Safer off the Streets partnership and:

1. Requested that the Head of Housing Needs advise parish councils of the correct procedure for reporting concerns about someone who is sleeping rough or homeless.

2. Requested that the Head of Housing Needs liaises with the Assistant Director of Community Safety and Prevention and Enforcement to investigate the possibility of increasing enforcement against professional beggars who are not actually homeless as well as improving communication with members of the public about how they can report these incidents

21. MONITORING SCRUTINY RECOMMENDATIONS

The Senior Democratic Services Officer introduced the report which provided the Committee with a record of recommendations made at the previous meeting and the outcome and progress of those recommendations to consider if further monitoring was required.

Members referred to the committee's recommendation from the meeting on 10 July 2018 that those areas of enforcement currently carried out by Kingdom Environmental Services should be brought in-house and operated directly by the Council once the trial period had concluded.

- Members felt that while the update provided by the Cabinet Member for Communities said the recommendation was being considered, it did not give provide sufficient information on the progress of what was happening. Members noted that the Kingdom contract was due to keep going until the end of the year and expressed concern that the contract might be extended. Members were also concerned about the number of appeals received and those that had been upheld and the felt that the service could be delivered more effectively by the City Council.
- Members requested that the Service Director - Community and Safety provides the committee with a briefing note providing more detail about the plans for Environmental Enforcement after the expiration of the Kingdom Contract. This issue would also be discussed at the next meeting of the committee

ACTIONS AGREED:

The Adults and Communities Scrutiny Committee considered the report and **RESOLVED** to

1. Consider the responses from Cabinet members and officer to recommendations made at the previous meetings as attached in Appendix 1 to the report and;
2. Request that the Service Director - Communities and Safety provides the committee with a briefing note providing more detail about the plans for Environmental Enforcement after the expiration of the Kingdom Contract. This issue will also be discussed at the next meeting of the committee

22. FORWARD PLAN OF EXECUTIVE DECISIONS

The Senior Democratic Services Officer introduced the report which invited members to consider the most recent version of the Forward Plan of Executive Decisions and identify any relevant items for inclusion within the Committee's work programme or to request further information.

ACTIONS AGREED:

The Committee noted the Forward Plan of Executive Decisions and requested further information on the following Key Decision:

- Affordable Warmth Strategy - KEY/17APR17/03

23. WORK PROGRAMME 2018/2018

The Senior Democratic Services Officer introduced the item which gave members the opportunity to consider the Committee's Work Programme for 2018/19 and discuss possible items for inclusion.

ACTIONS AGREED

The Committee noted the work programme for 2018/19

24. DATE OF NEXT MEETING

13 November 2018

7.00pm – 8.45pm
CHAIRMAN

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ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 5
13 NOVEMBER 2018	PUBLIC REPORT

Report of:	Rob Hill, Assistant Director Community Safety	
Cabinet Member(s) responsible:	Cllr Irene Walsh, Cabinet Member for Communities	
Contact Officer(s):	Rob Hill, Assistant Director Community Safety	Tel. 01733 864112

SAFER PETERBOROUGH PARTNERSHIP - MID YEAR PERFORMANCE REPORT

RECOMMENDATIONS	
FROM: <i>Rob Hill, Assistant Director Community Safety</i>	Deadline date: <i>N/A</i>
<p>It is recommended that the Adults and Communities Scrutiny Committee</p> <p>1. Consider and scrutinise this performance report and endorse the approach being taken by the Safer Peterborough Partnership</p>	

1. ORIGIN OF REPORT

1.1 This report is presented at the request of the Adults and Communities Scrutiny Committee

2. PURPOSE AND REASON FOR REPORT

2.1 The intention of this report is to provide a mid year performance update on the priority areas of the Safer Peterborough Partnership, and to allow the committee to scrutinise activities being undertaken by them leads to meet the agreed outcomes.

2.2 This report is for the Adults and Communities Scrutiny Committee to consider under its Terms of Reference Part 3, Section 4 - Overview Scrutiny Functions, paragraph No. 2.1,

Functions determined by the Council

4. Neighbourhood and Community Support (including cohesion, community safety and youth offending)

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 is linked to 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	NA
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4. BACKGROUND AND KEY ISSUES

- 4.1** The Safer Peterborough Partnership is a multi-agency statutory board set up in accordance with the Crime and Disorder Act 1998. The partnership is built on the premise that no single agency alone can deal with, or be responsible for dealing with, complex community safety issues. These issues can be addressed more effectively and efficiently through working in partnership.
- 4.2** The Safer Peterborough Partnership is made up of a number of responsible authorities (statutory) who work together to deliver the partnership priorities. These organisations are:
- Peterborough City Council
 - Cambridgeshire Constabulary
 - Cambridgeshire Fire and Rescue Service
 - Cambridgeshire and Peterborough Clinical Commissioning Group
 - National Probation Service
 - Bedfordshire, Northamptonshire, Cambridgeshire and Hertfordshire Community Rehabilitation Company
- 4.3** The Partnership is also supported by key local agencies from both the public and voluntary sectors. Registered Social Landlords have a key role in addressing crime and disorder and they are represented by Cross Keys Homes.
- 4.4** The Scrutiny Committee previously endorsed the following partnership priorities:
- Offender Management - addressing victim based crime by reducing reoffending and protecting our residents and visitors from harm
 - Domestic Abuse and Sexual Violence
 - Building Resilient Communities
 - Tackling Anti-Social Behaviour and Environmental Crime
 - Cross cutting priorities:
 - Substance Misuse
 - Mental Health

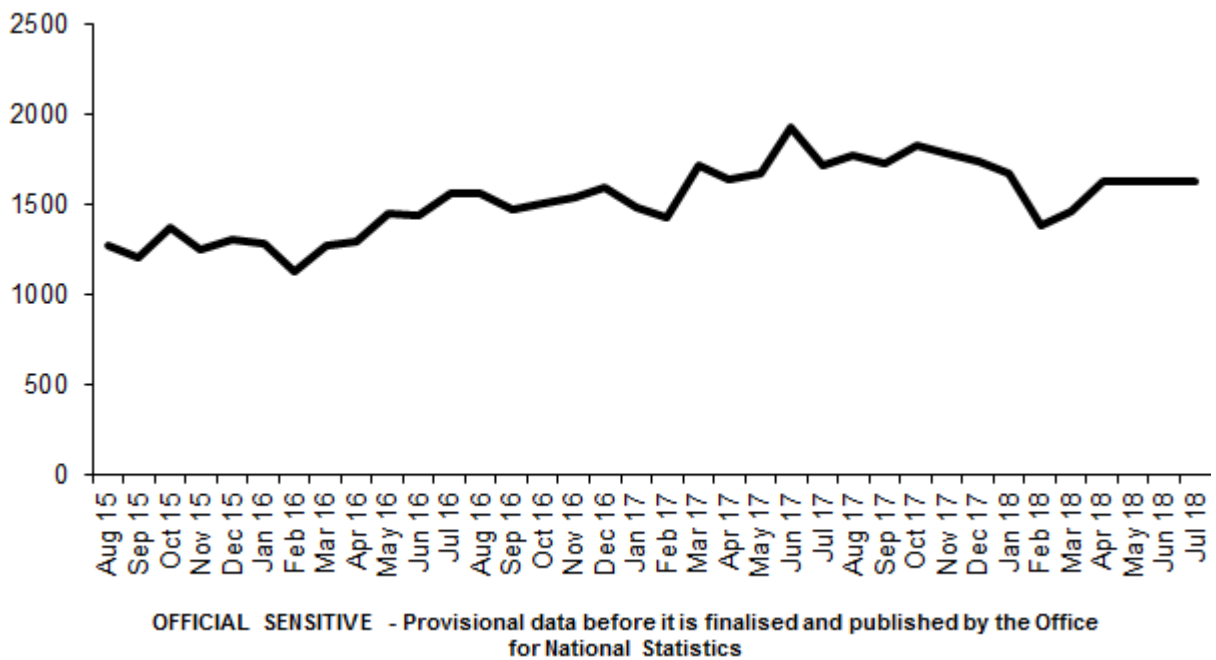
This performance report will provide an update in relation to each of these priorities

4.5 Priority 1: Addressing victim based crime by reducing reoffending and protecting our residents and visitors from harm

Theme lead - Chief Inspector Nicholas Church

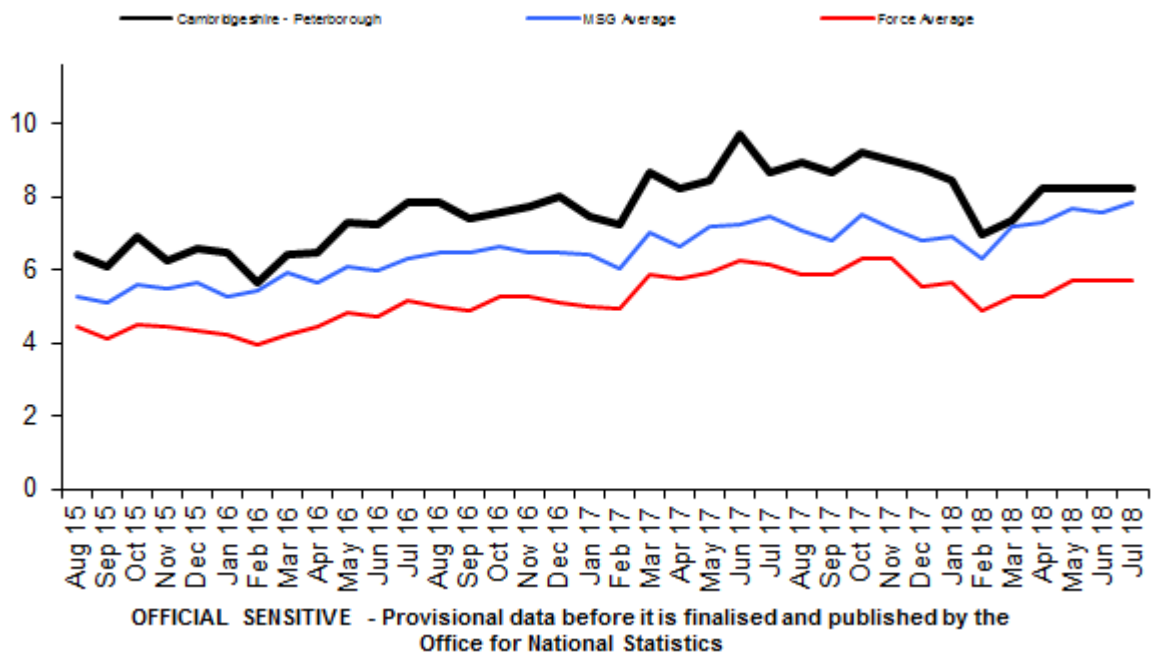
4.5.1 Outcome 1 - Reducing the number of people who become victims of crime

The graph below shows the number of victim based crimes as recorded by the Police (Source iQuanta), which have occurred in Peterborough up to July 2018. The data shows a 10% increase compared to the previous quarter, and a 3% year on year 12 month rolling increase. The most recent data showed a monthly count of 1633 Victim based crimes.



4.5.2 Outcome 2 - Improve our position in our most similar group

The graph below shows how Peterborough compares in its group of 15 statistical neighbours as a rate per 1,000 population (data up to July 2018). Accepting considerations regarding flaws in the reporting data, Peterborough now occupies a rate of 8.2 Victim Based Crimes per 1000 Population compared to the Most Similar Group Average of 7.8 per 1000 Population. This now places Peterborough tenth out of 15 with the % difference gap reduced to 4.85% above above the MSG average.

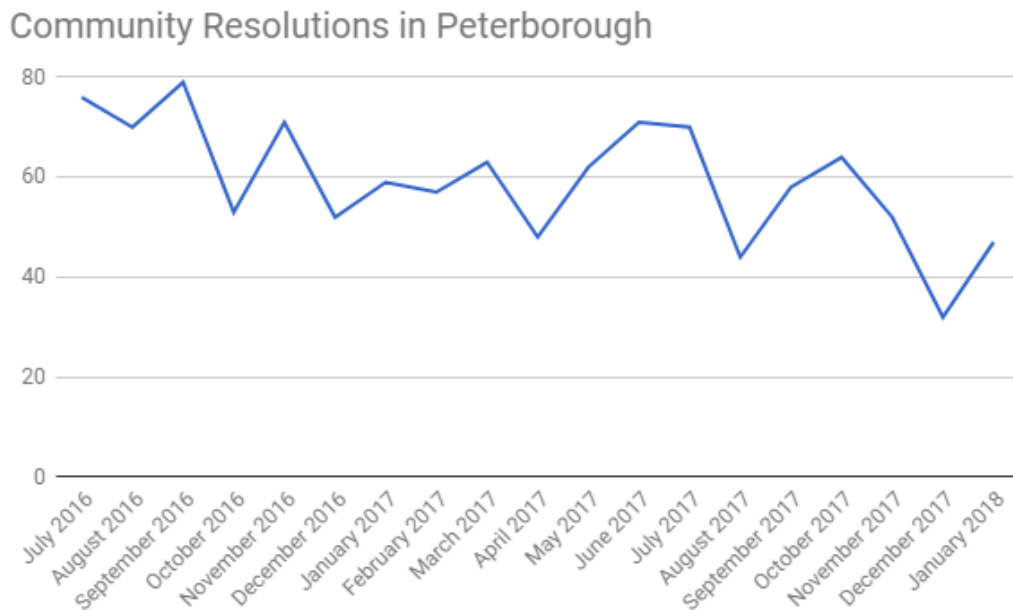


4.5.3 Outcome 3 - Reduce the number of first time entrants into the criminal justice system

There were 44 First Time Entrants (FTE) in the Criminal Justice System in Peterborough between April 2017 and March 2018 - resulting in a significantly reduced FTE rate of 235 per 100,000. This is below the England rate for the same period (276 per 100,000), and also below our Statistical Neighbour rate of 279 per 100,000.

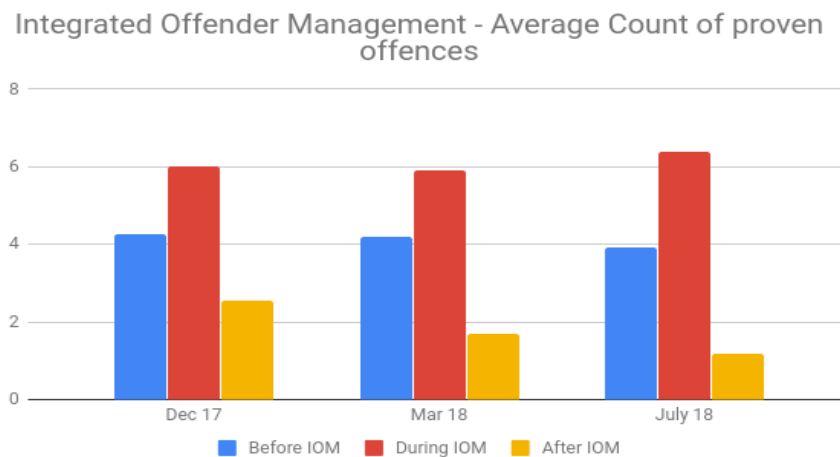
4.5.4 Outcome 4 - Increase the number of offenders participating in restorative interventions

The graph below shows the number of community resolutions that the Police had undertaken in Peterborough up to January 2018. At that time there were 47 resolutions in January 2018, which is a slight decrease when compared to the 12 month average of 56.



4.5.5 Outcome 5 - Reduction in the number of proven offences for offenders managed through the Integrated Offender Management programme who have been deselected from the scheme

The graph below shows the count of proven offences for those offenders on the Integrated Offender Management Scheme (IOM), before and during their time on the scheme, and 18 months after being deselected from the scheme.



This data is based on 69 individuals who have been deselected from the scheme in Peterborough. The information shows a reduction in the proven offences for those offenders managed through the scheme, decreasing from 3.94 average offences to 1.19 average

offences per offender.

4.5.6 Overall approach to addressing victim based crime

In its broadest sense the management of offenders is subject to all the activities that are being undertaken to progress quality and proportionate investigations into reported offences and the arrest of outstanding suspects. The threat posed by these suspects is assessed and high risk suspects across a number of offending types are prioritised for arrest activity.

Case Study:

A male wanted for domestic violence offences is identified as a high risk suspect due to the risk of continuing offences against the victim. He was highlighted through the briefing process and this was then handed from one responsible officer to another across three briefings per day (morning, afternoon and night). After repeated physical arrest attempts and enquiries are made, officers from the Impact Team who are experienced in manhunt activity assist and exploit other investigative techniques and options to get a location for the suspect who is arrested overnight several days later.

With the Constabulary's focus on understanding and mitigating threat, risk and harm and in line with the Force Priorities of:

- Child Abuse (Including Child Sexual Exploitation (CSE))
- Modern Slavery (Including Labour, Sexual and Child Exploitation (ie County Lines).
- Domestic Abuse
- Dwelling Burglary.

The Neighbourhood Policing Offender Management Teams:

- Community Action Team (CAT)
- Impact Team
- Integrated Offender Management Team (IOM)
- Public Protection Unit (PPU)

Focus on delivering risk identification and management amongst the highest risk offenders and through this protecting the most vulnerable in society.

Case Study : County Lines:

County lines activity by the CAT has, in the last two months led to 47 arrests, 18 warrants executed, 8 vehicles seized, 8 x S8 notices £5,250 cash seize, estimated value of drugs £16,500. Northern now has a much clearer picture of the drugs lines operating & those posing the most risk. The Community Action Team are working closely with internal and external partners including: housing, immigration & British Transport Police (BTP) to tackle this issue & those exploited in a multi-faceted approach.

Case Study: Management of Sex Offenders

The PPU team have worked tirelessly to mitigate our highest risk sex offenders and have in the last 2 months charged & remanded 1 very high risk & 7 high risk sex offenders with breaches of their Sexual Harm Prevention Orders (SHPOs), as well as ensuring 2 others were recalled to prison.

Case Study : Management of Violent Offenders

Impact team have successfully managed & mitigated the risk around 2 x MAPPA level 3 nominals (The high risk offenders in the criminal justice system) ensured that the threats they pose to our communities are managed whilst they live within it. They are also taking a pro-active role in the management of violent offenders in support of The Probation Service

4.6 Priority 2 : Domestic Abuse and Sexual Violence

Theme Lead - Julia Cullum Domestic Abuse and Sexual Violence Manager

4.6.1 Outcome 1 - Increased input into local schools, educating young people on healthy relationships

Relationships and Sex Education (RSE) will be made mandatory in schools from September 2019. At the moment provision in schools is inconsistent. Primary schools are using the Primary Personal Development Programme from the PSHE Service. A countywide Healthy Relationships group for providers of healthy relationships work has recently been extended to include Peterborough.

A Domestic Abuse and Sexual Violence Champions Network has been established with champions from a range of organisations. Quarterly network meetings are held; the first meetings focused on specialist DA services and the second looked at services for children experiencing domestic abuse. The October meetings will focus on mental health. To date over 40 professionals from Peterborough have attended and an evaluation is currently taking place.

Within Peterborough City Council training on Domestic Abuse is not being offered this year, due to low take up last year. Training is available through the Safeguarding Board who offer a range of courses - an introduction to the effects of domestic abuse, using DASH to risk assess situations, forced marriage and honour based violence and safeguarding adults and domestic abuse and also at a charge from LGSS.

4.6.2 Outcome 2 - Number of Victims and perpetrators accessing commissioned services and completion of programmes provided

Outreach provision for victims of Domestic Abuse is provided through Refuge. Since 1st April 2018 they have had 71 referrals from the Peterborough area. 38 have been given full support and all others (33) have been contacted and have either declined support or have been given short term advice, guidance or signposted. Refuge are also in the process of developing a group programme for victims. Referrals have decreased from 2017-18 and work is underway to raise awareness of the outreach service through GPs, Children's Centres and other universal services.

The Family Safeguarding model has been set up with Children's Social Care. There are two teams that include two DA victims workers (employed by Barnardo's) and two DA perpetrator workers (from Probations). The perpetrator workers have only just started in post at the end of September/beginning of October. A group programme for victims has also been developed.

4.6.3 Outcome 3 - Reduced number of repeat incidents of domestic by individual perpetrators

Currently, a full picture cannot be obtained because of a change to police data systems. However, the Independent Domestic Violence Advisory Service (IDVA) report that repeat rates are reducing across Peterborough: (2018 data)

	Q1	Q2
Number of referrals	135	117
Engagement Rate	73%	73%
Repeat Rate	29%	26%

4.6.4 Overall approach to addressing domestic abuse and sexual violence

The partnership are focused on targeting education and intervention in areas where domestic violence features higher than in other groups. To date, this includes working with the Joint Mosque Group and the Children of Adam to develop new responses to domestic abuse and sexual violence within the Muslim community. This has led to a number of initiatives focussed on training, victim support and raising community awareness. A similar programme will be rolled out into other communities / groups over the coming months.

A current area of focus is to provide, in Peterborough, new specialist interventions for young people, those accessing A&E / maternity services, and those from minority ethnic groups affected as direct or indirect victims of VAWG. This will replicate the roles of the Young Person's IDVA, Health IDVA and A&E IDVA roles in Cambridgeshire. These roles work across all risk levels and as funding is currently not available the existing post holders in Cambridgeshire are providing consultancy for the Peterborough IDVAs. A 'Stalking and Harassment' Independent Domestic Violence Adviser has been recruited to bring improved focus to this area.

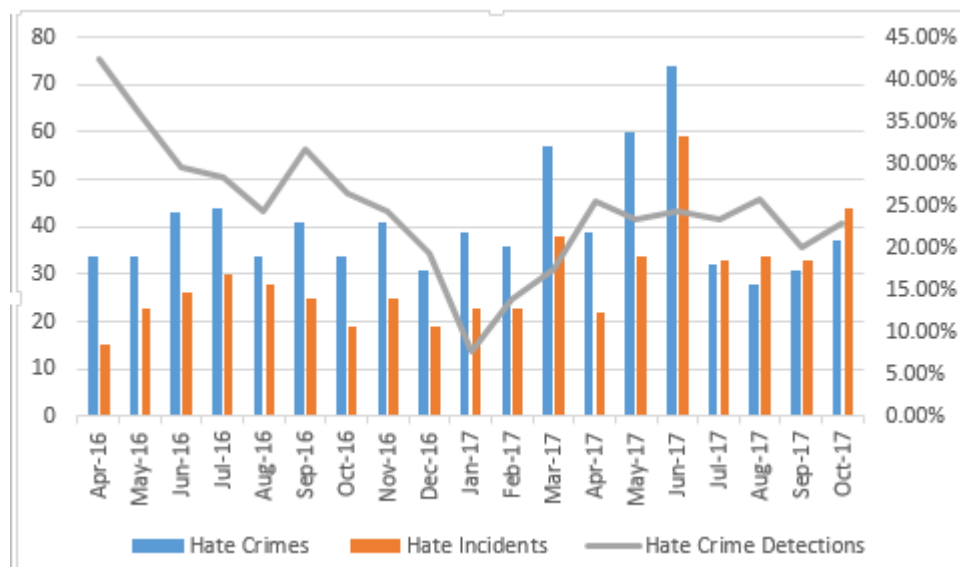
We are also developing approaches to specialist intervention for families – in particular services that consider children and young people together with their protective parent (where one exists) is another area of focus. Evaluation of the Family Safeguarding project will be key to taking this forward.

4.7 Priority 3 - Building Community Resilience

Theme Lead - Jawaid Khan Head of Community Resilience and Integration

4.7.1 Outcome 1 - Increase the number of hate crimes and hate incidents reported Outcome 2 - Increase the proportion of Police detections for hate crime offences

The chart below shows the number of hate crimes and hate incidents recorded by the Police over the 12 month period up to October 2017 (Mapped data not available beyond this period). The recorded data shows that levels of both incidents and crimes have decreased following substantial increases in May and June 2017. Whilst not reflected in this chart, 2018 has seen lower reporting of on average 30 hate and crime incidents per month.



The detection rate is also illustrated in this graph. Following a downward trend in detections to January 17, there has been an upward trend up to October 2017 when detection stood at 22.9%. (Current data is unavailable due to issues with police systems)

4.7.2 Outcome 3- Increase the number of victims of hate crime who are at least fairly satisfied with the service received from the Police

The number of victims of hate crime who have been at least fairly satisfied with the service they received from the Police over from October showed that 67.3% of respondents questioned were at least fairly satisfied with the service received from the Constabulary.

4.7.3 Overall approach to building community resilience

Overall hate crime/incidents reported remain around average of 30 per month. The bulk of the cases involve verbal abuse during a dispute which could involve road use or neighbourhood issues. No specific problem area has been noted.

A series of publicity activities were delivered as part of the national hate crime awareness week from 13th-20th October 2018. Events were held at key locations including major supermarkets, Registered Social Landlords, the City Hospital and community centres. A number of academies, schools and colleges were actively involved in promoting hate crime awareness.

4.8 Priority 4 - Tackling Anti-Social Behaviour and Environmental Crime

Theme lead - Clair George Head Of Service Prevention and Enforcement

4.8.1 Anti-Social Behavior

Most ASB cases can be divided into either locational ASB, nuisance or personal (between one or two people for example neighbour disputes). Over the last six months the PES have dealt with 295 reported cases of ASB with 114 cases pending. All cases are risked assessed to identify if a case is standard, medium or high risk. At the last multi-agency case review 2 cases were deemed high risk, 5 medium risk and 10 low risk. This compares to 234 for the previous six months. The increase is down to the summer months where ASB incident usually see an increase during this time. (Currently no police data for ASB is available)

4.8.2 Public Space Protection Orders

The City Centre and Millfield, New England, Eastfield and Embankment PSPOs continue to be enforced by Kingdom Services. We have launched a public consultation in October to vary and extend the PSPO for Woodston, and it is proposed that the existing area is increased to cover more residential and public open spaces where there are currently issues or where they could be displaced to.

4.8.3 Homeless / Street Community

In September, a count identified 33 persons located around the city who were living on our streets. This is the same as were found in 2017.

We continue to provide daily outreach support to homeless persons and have recently opened a day centre in the Cathedral Precincts to provide enhanced support. In October 2018 we supported the launch of the 'Safer off the streets' campaign which brings together 17 different faith and community organisations to focus on improved support for the homeless. This encourages a donation of money to the partnership rather than giving on the street, monies that will be diverted into rehabilitation projects.

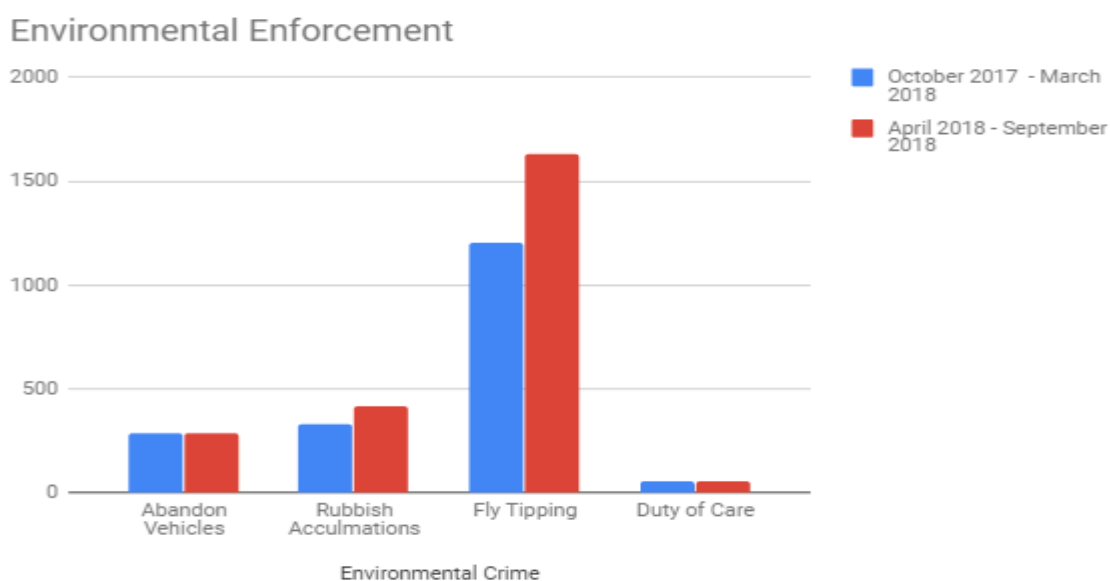
Where necessary, we continue to enforce street issues such as begging and ASB. Examples of the last 6 months include working closely with the police to obtain a Criminal Behavior Order or a male who persistently begs in the City Centre and Fletton/Woodston area in an aggressive manner often targeting elderly/vulnerable people, PES officers also assisted the British Transport Police with its application for a Criminal Behaviour Order or a male who persistently begs at Peterborough Train Station and commits antisocial behavior in the City Centre.

4.8.4 Young people and ASB

We continue to work in partnership to prevent and tackling youth related ASB and crime. The ranges from attending the Reducing Offending Group, multi agency meetings and making referrals to supporting victims of ASB committed by children and young people.

4.8.5 Environmental Crime

From 1st April 2016 to 30 September the PES received 1633 fly tipping reports for investigation and have undertaken 58 Duty of Care investigations. The team also investigated 286 abandoned vehicles and 418 rubbish accumulations. The below chart details how these figures compare to the previous 6 months.



Other activities include raising awareness via social media around duty of care, use of covert cameras, visits to business to check trade waste documentation and provide education and advice, and working with rural communities to prevent fly tipping. Officers represent the partnership on a number of groups including 'needless needles' enviro crime comms group and the Cross Party Fly Tipping Task and Finish Group. Investigation is currently on going around

the procurement of a number additional covert cameras with higher specification.

Norwood Lane has been on an ongoing issue in terms of the amount of fly tipping which has taken place over many years, and has placed a significant demand on services. The PES has installed concrete blocks along the length of the land reducing the width to single carriageway this was undertaken in full consultation with the Fire Service and residents. In the first 4 weeks the Fire Service has seen a significant decrease in the number of calls for service and fly tipping along the land has reduced significantly, although tipping is still occurring at the entrance further measures are currently being investigated. Officers are monitoring the surrounding area to deal with any displacement that may occur as a result of this action.

4.8.6

Deliberate Fires

Top 5 Wards

Ward	Previous Year	Current 12 months	Change
Paston	86	76	↓
East	50	40	↓
Central	39	35	↓
Dogsthorpe	30	26	↓
Bretton North	33	22	↓
District Total	482	348	↓

Type of deliberate fire

Type of Property	Previous Years	Current 12 months	Change
Buildings	113	50	↓
Road Vehicles	97	52	↓
Outdoor Fires	272	246	↓

In 2018 a restructure of PES (Prevention and Enforcement Service) took shape to allocate dedicated teams of officers from local public sector, working in collaboration to resolve local issues within the city wards.

The teams consisting of prevention and enforcement, police and fire officers have been allocated geographical areas and provided with information, data and intelligence to tackle anti social behavior and deliberate fires. This joint services approach of data and resource sharing has delivered a substantial decrease (27.8%) in the deliberate fires in Peterborough. As it can be seen from the stats above, the number of current 12 months deliberate fires is down to 348 compare to the previous 12 months at 482. It is also important to note the type of property. The number of deliberate fires were buildings were involved has seen a 55.8% decrease from 113 to 50 in the same time frame.

The structure of the PES and the proactive work that it conducts , is not only cost effective use

of public services but it has also provided the opportunity to find capacity to carry out reactive interventions when required. One of these interventions has been a campaign to reduce the number of fires and fly tipping on Norwood Lane. June, July and August this year saw an average of almost 10 fires each month at Norwood Lane, tying up appliances, personnel and resources. After intervention figures presently sit at an average of 2.5 per month.

4.8.7

Safety Challenge

Safety Challenge is an education awareness programme delivered by various agencies on behalf of the Safer Peterborough Partnership. This summer around 1000 year 6 pupils attended Dogsthorpe Fire Station to take part in various scenarios which covered a variety of issues including fire, water, road, cyber safety as well peer pressure and ASB. These workshop allow young people to explore potential outcome of behavior in safe environment.

4.9 Cross Cutting Theme - Substance Misuse

Theme lead - Joseph Keegan Public Health

4.9.1 Outcome - Increase the number of people successfully completing drug and treatment programmes.

SUCCESSFUL COMPLETIONS

1.2 Successful completions as a proportion of all in treatment

(n) = number of successful completions / all in treatment

Baseline period: Completion period: 01/04/2016 to 31/03/2017

Latest Period: Completion period: 01/07/2016 to 30/06/2017

Benchmarking comparison: (opiate, non-opiate and alcohol/non-opiate): Top quartile range for local comparators, (alcohol only): National average

Direction of travel (D.O.T): Current data measured against the baseline (B) and Last Quarter (LQ). Due to rounding small differences may not be visible in displayed percentages, but are taken into account in D.O.T. calculation.

	Baseline period		D.O.T		Latest period		Top Quartile range for Comparator LAs	Range to achieve Top Quartile
	(%)	(n)	B	LQ	(%)	(n)		
Opiate	5.6%	48 / 851	▲	▲	7.0%	62 / 884	8.27% - 12.99%	74 to 114
Non-opiate	34.0%	48 / 141	▲	▲	40.9%	63 / 154	44.94% - 58.41%	70 to 89
Alcohol	37.4%	126 / 337	▲	▲	39.5%	146 / 370	39.49%*	-
Alcohol and non-opiate	31.4%	43 / 137	▲	▲	34.6%	54 / 156	40.11% - 56.10%	63 to 87

Successful completion are the number of people who manage to reach their treatment goal. The latest quartile information available (Q1 17/18) shows an improvement across all substances. The performance has continued to improve in more recent quarters.

Across all treatment groups there has been an increase in the number of people accessing the service. The latest data available is from Q1 2017/18 and this is compared with the baseline period of 1st of April 2015 to the 31st of March 2016 shows the following:

- The number of opiate only clients has increased from 837 to 851 (up 1.7 %)
- The number of non-opiate clients has increased from 90 to 141 (up 57%)
- The number of alcohol only clients has increased from 320 to 337 (up 5%)
- The number of alcohol and non-opiate clients has increased from 57 to 137 (up 240%)

The trend of increasing numbers continued since 2017/18 and into 2018/19. There has also been a rebalancing of the service with a greater proportion of non-opiate and alcohol clients being supported.

Key Activities / Commentary

4.9.2

- Aspire now has 3 staff co-located as part of the multi-agency Family Safeguarding Project led by Peterborough City Council. Aspire staff were the first staff group to be seconded into and active in the Family Safeguarding Team
- On Wednesday 19th September, Public Health in partnership with Aspire held a Health & Wellbeing event to launch the newly developed Healthy Lifestyles booklet at Aspires offices, in Bridge St, Peterborough. The event included a marketplace of stall holders providing information about their services. These included, Mental health Services, Maternity Services, Age UK, Citizens Advice Peterborough, Housing professionals, Vivacity, Promoting Diversity, Peterborough Council for Voluntary Services, Alzheimer's Society, Healthwatch, City College and many more. Over 100 people took part in the event and the Deputy Mayor delivered a speech about the work undertaken in Peterborough to support people to improve their health and wellbeing.
- There are continuing issues with needles being found on the Riverbanks and in other parts of Peterborough. A working group is in place and is overseeing an action plan to focus on this. Progress is being made across all areas. Reporting mechanisms have been made easier for the public, service users have been reminded about the importance of safe disposal and there is a much clearer picture on hotspot areas. After receiving funding from SPP in July existing needle bins are being reconditioned and Amey are now funded to pick up needles from private householders and where the landowner re absent. There has been a number of training sessions with pharmacies. Needle returns to pharmacies have significantly increased since this work began.
- In January 2018 Aspire recruited a Polish Speaking Outreach Worker as part of additional funding received to address the impact of migration on Peterborough under the Controlling Migration Fund. The two year funding is being used to provide outreach work to street drinkers and provide support to those already in treatment. The worker is working closely with the City Council rough sleeping team and broader healthy lifestyle's services as well as part of a larger project to address migration issues.

4.10 Cross Cutting Theme - Mental Health

No data sets currently available.

The partnership acknowledge that there are difficulties in reporting on Mental Health and a lack of measures to analyse performance. The board is currently reviewing this area in order to improve linkage with health services. Details will be provided at the end of year update.

5. CONSULTATION

5.1 N/A

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 It is anticipated that the scrutiny of the mid-year performance report will enable officers to feedback to the community safety partnership, including specific areas of focus that they are requested to review.

7. REASON FOR THE RECOMMENDATION

7.1 Under the terms of the Crime and Disorder Act, the Scrutiny Committee has a statutory duty to scrutinise the performance of the community safety partnership.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 N/A

9. IMPLICATIONS

Financial Implications

9.1 No financial implications - The Partnership is not allocated any core funding. It holds a small pooled fund made up of contribution from to Police and Crime Commissioner and some partners. This is use to fund prevention activities identified by the board and in order to commission Domestic Homicide Reviews as when a need arises.

Legal Implications

9.2 There are no specific legal issues arising as a result of this report.

Equalities Implications

9.3 N/A

Rural Implications

9.4 N/A

10. BACKGROUND DOCUMENTS

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

10.1 Safer Peterborough Plan

11. APPENDICES

11.1 None

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ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 6
13 NOVEMBER 2018	PUBLIC REPORT

Report of:	Adrian Chapman, Service Director for Communities and Safety	
Cabinet Member(s) responsible:	Cllr Irene Walsh, Cabinet Member for Communities	
Contact Officer(s):	Sarah Ferguson - Assistant Director of Housing Communities and Youth Cate Harding - Community Capacity Manager Bill Tilah - Estates Surveyor - NPS Peterborough Ltd	Tel. 01733 317497

COMMUNITY ASSET TRANSFER UPDATE REPORT

R E C O M M E N D A T I O N S	
FROM: Service Director, Communities and Safety	Deadline date: N/A
<p>It is recommended that the Adults and Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Scrutinise the progress made to date regarding the properties in scope for community asset transfers, and agree the final steps required during the transition of management responsibilities through to the conclusion of the programme 	

1. ORIGIN OF REPORT

- 1.1 This report is presented to the Committee at the request of Cllr Irene Walsh, Cabinet Member for Communities.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The report is presented in order for the Committee to note the content and progress made to date regarding the properties in scope for community asset transfers, and agree the final next steps required for a period of transition of transferring management responsibilities through to the conclusion of the programme
- 2.2 This report is for the Adults and Communities Scrutiny Committee to consider under its Terms of Reference 1., Functions determined by Council
 4. Neighbourhood and Community Support
- 2.3 This report links to the following corporate priority:

Keep all our communities safe, cohesive and healthy

Community centres play a vital role within our communities, providing space for local communities to come together for social interaction and inclusion, helping to build strong, resilient and cohesive populations.

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 Peterborough City Council has many community facilities across the city which include community centres, village halls, youth centres, former play centres and sport & leisure associations. 47 of these facilities are currently in scope for community asset transfer. This number has increased from the original 32 when the programme commenced due to additional properties coming into scope for transfer which are mainly the youth, sports and leisure facilities.
- 4.2 These building have a long and strong history within their community and play a vital role in the delivery of services and community led activities. As importantly, they play an essential role in bringing together residents and small groups for a wide range of social, cultural and physical activities. Community buildings are often at the heart of the community for helping to find out basic information, running public services and fostering a real sense of belonging and community in a local area.
- 4.3 Whilst most of the community buildings are owned by the Council, they are managed by various community organisations on a voluntary basis. The management is through a variety of different arrangements which have developed over a number of years, with leases held on a broad range of terms and conditions. Broadly speaking, the Council is responsible for the repairs and maintenance of the buildings, and in some cases, due to long standing agreements, covers the utility and rental costs to a 3rd party property owner. Peterborough City Council funds repairs which pose a health or safety risk and items which ensure the building remains wind and watertight.
- 4.4 In 2013, the Council published its Community Asset Transfer Strategy which sets out the Council's vision for securing the long term future of our community buildings into community ownership. The Council remains committed to the principle that local communities should have the opportunity to own public buildings that are of local value and provide services for that community.
- 4.5 Community organisations that own community buildings have a number of significant advantages when compared to ongoing local authority ownership:
- Able to develop greater community empowerment in local communities
 - Able to respond much more effectively to the needs of local people and provide tailored community services
 - Building the capacity and skills of individuals and organisations
 - Increasing volunteering
 - Greater commercial and funding opportunities where communities can attract money that councils are unable to apply for
 - Reducing financial liability for the Council
- 4.6 As set out within the Community Asset Transfer strategy, the council is committed to supporting existing community organisations to take over the ownership of their buildings where they wish to do so. Over the last two years, extensive consultation and engagement has taken place with each organisation to explore the options open to them.
- 4.7 The key challenge to date has been the issue of buildings not considered to be in a fit state for transfer that could then become a significant liability to the new owners. The resultant due diligence work, property by property, coupled with the increase in in-scope buildings, has added to the overall programme timescale. However, this work is vital as we remain committed to ensuring that no community organisation becomes responsible for a building which is not fit for

purpose.

4.8 The scale of this work has led to significant council staff resource being allocated to the programme, which in turn has enabled significant progress to be made in the last few months resulting in more formal agreements being reached to lead to completion of the lease. In particular, the agreement for the council's capital expenditure programme to invest up to £100k to resolve long standing issues with buildings, where possible, has helped negotiations with the groups. Additionally, our property & legal teams have been able to offer a schedule of work as part of the lease which describes the property works that Peterborough City Council is obliged to complete within a given timeframe, in order to speed up the completion of the transfer. Finally, full support is offered to each community group via a commissioned 'support package' provided by the Peterborough Council for Voluntary Services (PCVS). This package includes a minimum of an organisational health check of policies and procedures, fundraising and business and financial planning.

4.9 At the time of writing five facilities have now fully completed the transfer process. The legal team have been instructed to complete on a further eleven. Fourteen facilities are engaged in advanced negotiations and a further fourteen are at an earlier point of their negotiations. Only one group to date has advised they do not wish to take on the additional responsibilities of the transfer, one other is yet to clarify their intentions and one other, due to their lease having been issued relatively recently, are not obligated to proceed with the change of lease terms.

4.10 **Next Steps**

4.10.1 Based on the current status of negotiations with the 47 properties now in scope, it is predicted that by the end of March 2019 the programme will be 67% completed (including those facilities with a known completion date). Completion reflects either a freehold transfer or lease in place with no on-going repairs and maintenance responsibilities for the council within the term of the lease.

4.10.2 The capital expenditure programme funding allocation is available until the end of March 2020 by which time it is anticipated all repair works will be complete and the remaining transfers fully completed.

4.10.3 With the new ability to agree a schedule of works for each of the remaining properties not predicted to have a completion date before the end of March 2019, the programme team will now be able to have a very clear indication by the end of this year of what works and associated costs will be required in 2019/20.

4.10.4 It is therefore recommended that the Committee supports a final one year period of transition to enable the completion of these works. As stated in 4.10.2 the capital funding for works is secure and the associated borrowing costs are budgeted for within the PCC property team. No further revenue liabilities will remain with the People & Communities department as the critical on-going support to the community will also continue but via the core business of the communities team and contracted services. Whilst this is not the completion rate or date predicted in the last update to the Scrutiny Committee, the process has shown that the trust and confidence within the community to take on the additional responsibilities does not come about quickly or without considerable guidance and support, and that we must resolve key building issues prior to completion.

4.10.5 It is therefore proposed that the following actions and timetable are implemented in order to see this transitional period through:

- *A forecast of property related revenue and capital expenditure expected in 19/20 for all properties with a completed lease but schedule of work commitment to be available by 21st December 2018 (costs already declared)*
- *A forecast of property related revenue and capital expenditure expected in 19/20 to enable the remaining lease completions to be available by 31st March 2019 (costs already declared)*
- *Properties for which PCC will retain corporate asset management responsibilities (those*

- *with a lease), are factored into future R&M budget planning as a contingency (on-going)*
- *Where no commitment to a community asset transfer is likely, requests for expressions of interest will be published by end December 2018*
- *Where no expression of interest is received, or if a community organisation withdraws from negotiation and the community and Council deem the building surplus to requirements, it will be considered for disposal*
- *On-going support for community groups completing the transfer process will be put in place*
- *Development of an information management system to record and monitor the occupancy agreement conditions for each centre to be embedded into the council's core functions of the communities team by 31 March 2019*

5. CONSULTATION

- 5.1 Extensive engagement and support is taking place with each community organisation on the options available and the Council's intentions.

Ward councillors are updated on progress with the centres in their area and active involvement and support requested where complex issues may occur.

A monthly working group, including representatives from Community Action Peterborough, receives regular updates from officers and partners. This regular meeting is Chaired by the Cabinet Member for Communities

6. ANTICIPATED OUTCOMES OR IMPACT

- 6.1 The programme is anticipated to secure the sustained asset transfer of community buildings currently in council ownership.

7. REASON FOR THE RECOMMENDATION

- 7.1 To ensure the effective and sustainable completion of the asset transfer programme for community buildings.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 Two options have been considered:
- A Trust Model: It was agreed that this was not viable due to the majority of community groups entering into individual negotiations with the council.
 - Disposal of all community buildings: Whilst this option would remove the financial liability from the Council and provide a capital receipt, it has been rejected. Such an option would lose vital services in the community, increase social isolation and reduce community resilience.

9. IMPLICATIONS

Financial Implications

- 9.1 Based on the current status of negotiations, it is predicted that by the end of March 2019 the programme will be 67% completed or an expected completion date known. This will realise a saving on PCC's revenue budgets that support property maintenance.

PCC will retain corporate asset management responsibilities as property owner/landlord.

Schedules of work appended to a lease will require the property team to forecast capital expenditure into 2019/20. These funds are already secured.

Legal Implications

- 9.2 The Council is obliged to obtain best value for any land transfer pursuant to s123 Local Government Act 1972. Ordinarily this is achieved by way of a transfer by the Council to provide a capital receipt. In the case of the community facilities, the transfer is unlikely to generate a capital receipt. However, market valuation calculations are undertaken to support any transfer which take into account the ongoing cost of maintenance and management to the Council and the value to the community in keeping the building in community use to ensure that the obligations under s123 are met.

Equalities Implications

- 9.3 An Equality Impact Assessment has been completed in relation to the identified savings in the October 2018 budget proposals

Rural Implications

- 9.4 N/A

10. BACKGROUND DOCUMENTS

- 10.1 Peterborough City Council Community Asset Transfer Policy

11. APPENDICES

- 11.1 N/A

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ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 7
13 NOVEMBER 2018	PUBLIC REPORT

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

CAMBRIDGESHIRE & PETERBOROUGH HEALTH AND SOCIAL CARE PEER REVIEW UPDATE

R E C O M M E N D A T I O N S	
FROM: Service Director, Adults & Safeguarding	Deadline date: N/A
<p>It is recommended that Adults and Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Consider the content of the report and raise any questions 	

1. ORIGIN OF REPORT

1.1 This report is presented to the Committee at the request of Charlotte Black, Service Director, Adults & Safeguarding.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this paper is to update Adults & Communities Scrutiny Committee members on the delivery of the Local Government Association (LGA) Health & Social Care System Peer Review.

2.2 This report is for the Adults and Communities Scrutiny Committee to consider under its Terms of Reference Part 3, Section 4 - Overview Scrutiny Functions, paragraph No. 2.1 Functions determined by Council:

1. Adult Social Care
2. Safeguarding Adults

2.3 This report links to the following corporate priority:

- **Safeguard vulnerable children and adults**
The peer review reviewed a number of adults services and processes to help us keep vulnerable adults safe.

3. TIMESCALES

3.1

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 Please refer to the Health & Social Care System Peer Review Briefing (Appendix 1) which includes background information to the Care Quality Commission (CQC) Local System Area Reviews, a link to CQC's Beyond Barriers Report (which details their findings from the 20 area reviews carried out), the scope and key lines of enquiry for the peer review and details on the peer review team members.

4.2 From the 20 areas reviewed, CQC found individual organisations working to meet the needs of their local populations. But they did not find that any had yet matured into joined-up, integrated systems. Health and care services can achieve better outcomes for people when they work together.

4.3 CQC looked for effective system-working and found examples of the ingredients that are needed. These included:

- A common vision and purpose, shared between leaders in a system, to work together to meet the needs of people who use services, their families and carers
- Effective and robust leadership, underpinned by clear governance arrangements and clear accountability for how organisations contribute to the overall performance of the whole system
- Strong relationships, at all levels, characterised by aligned vision and values, open communication, trust and common purpose
- Joint funding and commissioning
- The right staff with the right skills
- The right communication and information sharing channels
- A learning culture

4.4 Health and social care organisations should work together to deliver positive outcomes for people and ensure that they receive the right care, in the right place and at the right time.

4.5 In light of the findings CQC have made the following four recommendations to local and national leaders including government:

1. An agreed joint plan that sets out how older people are to be supported and helped which in turn, guides joint commissioning decisions over a multi-year period
2. A single framework for measuring the performance of how agencies collectively deliver improved outcomes for older people
3. The development of joint workforce plans with more flexible and collaborative approaches to staff recruitment, retention and development
4. New legislation to allow CQC to regulate systems and hold them to account for how they work together to support and care for older people.

4.6 The purpose of the peer review was to help prepare the 'system', for a Care Quality Commission (CQC) local system area review. The onsite programme took place between 24 and 27 September 2018 and involved Cambridgeshire County Council, Peterborough City Council, Cambridge University Hospital (CUH)/Addenbrookes, North West Anglian Foundation Trust, Cambridgeshire & Peterborough Foundation Trust, Cambridgeshire & Peterborough Clinical Commissioning Group, Healthwatch and number of other voluntary organisations.

4.7 The scope of the review was:

Is there a shared vision and system wide strategy developed and agreed by system leaders, understood by the workforce and co-produced with people who use services?

Key Lines of Enquiry (KLOEs)

- Is there clear leadership, vision and ambition demonstrated by the CEOs across the system
- Is there a strategic approach to commissioning across health and social care interface informed by the identified needs of local people (through the JSNA)
- How do system partners assure themselves that there is effective use of cost and quality information to identify priority areas and focus for improvement across the health and social care interface including delayed transfers of care

The people's journey: how does the system practically deliver support to people to stay at home, support when in crisis and support to get them back home?

KLOEs

- How does the system ensure that people are moving through the health and social care system are seen in the right place, at the right time, by the right person and achieve positive outcomes (will cover how people are supported to stay well in own homes - community focus, what happens at the point of crisis and returning people home which will include a look at reablement, rehabilitation and enabling people to regain independence)
- How do systems, processes and practices in place across the health and social care interface safeguard people from avoidable harm
- Does the workforce have the right skills and capacity to deliver the best outcomes for people and support the effective transition of people between health and social care services?

4.8 The peer review team were:

- Cathy Kerr, Lead reviewer Local Government Association (LGA) Associate
- Katherine Foreman, Lead Reviewer LGA Associate
- Avril Mayhew, Senior Adviser, LGA
- Rose O'Keeffe, Discharge Team Manager, Kings Hospital, London
- Sharon Stewart, Assistant Director, Southampton City Council
- Tanya Miles, Assistant Director Adult Social Care, Shropshire
- Lisa Christensen, Improvement Manager, ECIST

4.9 During the onsite programme, peers visited the CUH (Addenbrookes) in Cambridge and the City Care Centre in Peterborough, during which they looked at live patient records, visited wards and observed a range of meetings. The peer team also undertook a case file audit before they arrived onsite.

4.10 The peer review team fed back two key messages:

- From everything we read and from everyone we met and spoke to, we think you are in a really strong position and have all the right ingredients to move forward – we saw energy and commitment at all levels, from executive leaders through to front line staff and wider stakeholders – everyone wants to do the right thing for the people of Cambridgeshire and Peterborough
- Outcomes for people in Cambridgeshire and Peterborough – we have heard about some excellent services and approaches to prevention, keeping people well, supporting independence and avoiding hospital admission but this is not consistent and when they do go in to hospital, you have a real problem getting people out'

Plus the following key recommendations:

- A single vision that is person focused and co-produced with people and stakeholders
- Ensure strategic partnerships include Primary Care, Voluntary Sector and Social Care providers
- Governance – Strengthen the system leadership role of Health & Wellbeing Boards and clarify supporting governance
- Establish Homefirst as a default position for the whole system
- Simplify processes and pathways – make it easier for staff to do the right thing
- Data – build on the recently developed DTOC data report

- Joint Commissioning
- Understand your collective pound and agree whether your resources are in the right place ahead of winter and in the longer term
- Develop and implement a system wide commissioning strategy to deliver your vision.
- Look creatively at opportunities to shift or invest in community capacity to fully support a home first model.
- Be brave and jointly commit resources in the right place
- Homecare – work together with providers to review current arrangements/new ideas/solutions
- Do not compete with each other as commissioners – recommend a fully integrated brokerage team
- Ensure any commissioning for winter/surge periods is joined up
- A significant piece of work to be done together to put Primary Care centre stage
- Voluntary and community sector – work with the sector as strategic and operational partners to capitalize on their resource and ideas
- Build on strong relationship with Healthwatch to add more depth to co-production
- Workforce
 - Develop a cross system organisational development programme that reflects the whole system vision and supports staff in new ways of working
 - Provide greater clinical leadership to support new processes and new ways of working across the system

4.11 The Cambridgeshire and Peterborough Health & Wellbeing Boards will be the governing boards which will monitor the ‘system’s’ progress in action taken against the above recommendations and further preparations for a CQC Local Area Review.

4.12 A draft action plan will be presented to the Health Care Executive on 31 October for consultation. Once finalised, the action plan will be presented to the Cambridgeshire and Peterborough Health & Wellbeing Boards and Adults Committees.

5. CONSULTATION

5.1 Regular updates have been presented to the Joint Health & Wellbeing Board and the Health Care Executive.

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 The peer review has assisted in helping the health and social care system prepare for a possible CQC area review.

7. REASON FOR THE RECOMMENDATION

7.1 Although the peer review was not an inspection it provided a critical friend approach to challenge the local authorities and our partners in assessing strengths and identifying our own areas for improvement.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 None.

9. IMPLICATIONS

Financial Implications

9.1 There are no financial implications. The peer review cost is being covered by the Local Government Association.

PCC’s current total budget for adults services is £44,185,091.

Legal Implications

9.2 There are no legal implications.

Equalities Implications

9.3 There are no equalities implications.

Rural Implications

9.4 There are no rural implications.

10. BACKGROUND DOCUMENTS

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

10.1 Beyond Barriers Report

<https://www.cqc.org.uk/publications/themed-work/beyond-barriers-how-older-people-move-between-health-care-england>

11. APPENDICES

11.1 Appendix 1 HSC peer review briefing

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HEALTH & SOCIAL CARE PEER REVIEW
DATES: 24-27 SEPTEMBER 2018

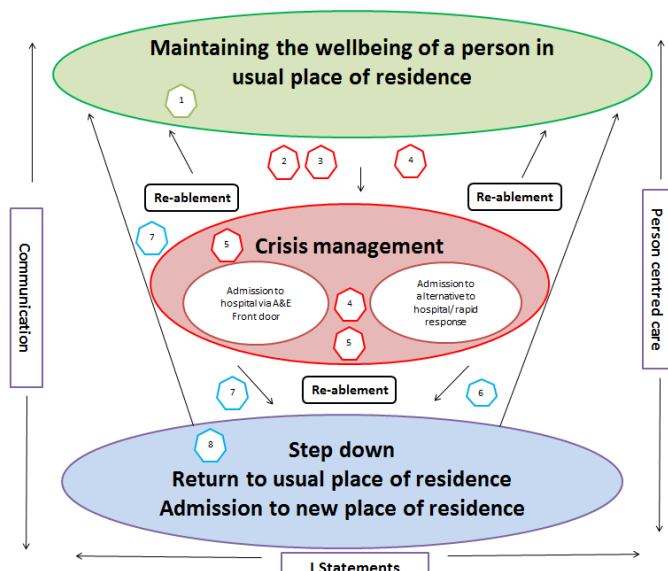
BACKGROUND

Following the budget announcement of additional funding for adult social care in 2017, the Care Quality Commission (CQC) was requested by the Secretary of State for Health to undertake a programme of local system area reviews.

20 area reviews were undertaken in 2017/18. The reviews were system wide and looked at the quality of the interface between health and social care and the arrangements and commitments in place to use the Better Care Fund to reduce delays in transfer of care. The scope also considered:

- How do people move through the system and what are the outcomes for people?
- What is the maturity of the local area to manage the interface between health and social care?
- How can this improve and what is the improvement offer?

Below is a diagram showing the main operational themes:



The reviews looked specifically at how people move between health and social care with a particular focus on people over 65 years old and what improvements could be made. They included services such as:

- NHS Hospitals
- NHS community services
- Ambulance services
- GP practices
- Care homes
- Residential care services

The reviews also considered pressure points such as:

- Maintenance of people's health and wellbeing in their usual place of residence
- Multiple confusing points to navigate in the system
- Varied access to GP / urgent care centres / community health services / social care
- Varied access to alternative hospital admission

- Ambulance interface
- Voluntary sector interface
- Discharge planning delays and varied access to ongoing health and social care
- Varied access to and transfer from reablement and intermediate care tier services

CQC have now published their final report: Beyond Barriers. The report identifies the following common themes:

<https://www.cqc.org.uk/publications/themed-work/beyond-barriers-how-older-people-move-between-health-care-england>

In the systems reviewed, CQC found individual organisations working to meet the needs of their local populations. But they did not find that any had yet matured into joined-up, integrated systems. Health and care services can achieve better outcomes for people when they work together. Joint working is not always easy.

The health and social care system is fragmented and organisations are not always encouraged or supported to collaborate.

An effective system which supports older people to move between health and care services depends on having the right culture, capability and capacity.

CQC looked for effective system-working and found examples of the ingredients that are needed. These include:

- A common vision and purpose, shared between leaders in a system, to work together to meet the needs of people who use services, their families and carers
- Effective and robust leadership, underpinned by clear governance arrangements and clear accountability for how organisations contribute to the overall performance of the whole system
- Strong relationships, at all levels, characterised by aligned vision and values, open communication, trust and common purpose
- Joint funding and commissioning
- The right staff with the right skills
- The right communication and information sharing channels
- A learning culture

Health and social care organisations should work together to deliver positive outcomes for people and ensure that they receive the right care, in the right place and at the right time.

In the local systems reviewed, people were not always receiving high-quality person-centred care to meet their needs, or getting their care in the right place.

Peer Review

Peer reviews are a constructive and supportive process with the central aim of helping areas to improve. They are not an inspection nor award any form of rating judgement or score. Reviews are delivered from the position of a 'critical friend' to promote sector led improvement.

The peer challenge process is a learning process and will help the health and social care system to assess its current achievements and to identify those areas where it could improve.

Following a scoping discussion with the Local Government Association (LGA), the following two questions and supporting key lines of enquiry have been agreed by the Health Care Executive:

1. Is there a shared vision and system wide strategy developed and agreed by system leaders, understood by the workforce and co-produced with people who use services?

KLOEs

- Is there clear leadership, vision and ambition demonstrated by the CEOs across the system
- Is there a strategic approach to commissioning across health and social care interface informed by the identified needs of local people (through the JSNA)
- How do system partners assure themselves that there is effective use of cost and quality information to identify priority areas and focus for improvement across the health and social care interface including delayed transfers of care

2. The people's journey: how does the system practically deliver support to people to stay at home, support when in crisis and support to get them back home?

KLOEs

- How does the system ensure that people are moving through the health and social care system are seen in the right place, at the right time, by the right person and achieve positive outcomes (will cover how people are supported to stay well in own homes - community focus, what happens at the point of crisis and returning people home which will include a look at reablement, rehabilitation and enabling people to regain independence)
- How do systems, processes and practices in place across the health and social care interface safeguard people from avoidable harm
- Does the workforce have the right skills and capacity to deliver the best outcomes for people and support the effective transition of people between health and social care services?

Programme

The peer review dates are 24-27 September 2018. The peer team will interview system leaders, commissioners, service leads, operational staff, service users and carers. The peers will also review written documents from strategic plans to randomly selected case files regarding service users.

PEER REVIEW TEAM

CATHY KERR -CO-TEAM LEADER

A Director with over 8 years' experience as statutory Director of Adult Social Services (DASS) and extensive work in both the NHS and local government over a career of 35+ years. I have managed significant operational services and budgets, and led major change programmes; hospital resettlement, health and social care integration, and most recently establishing a single Adult Social Services 'shared service' to serve two local authorities. I describe myself as outward looking, with a readiness to try new ways of working, and a commitment to high quality support, and delivery.

I trained many years ago as a social worker, and gained front line experience in 2 London boroughs, before moving into more senior roles outside London, initially in NHS provider services, then as senior NHS commissioner, before moving back into local government as Assistant Director with responsibility for establishing and managing integrated services. I was DASS for 2 London Boroughs until April 2017, where again the integration of health and care – and wider partnerships- was a key part of my role.

Since leaving my recent role as DASS, I have worked as a Care and Health consultant choosing assignments which allow me to use my expertise – particularly around integration – to support care and health systems. Key assignments in the last year:

- Special Advisor on the Care Quality Commission (CQC) Area Reviews. I supported CQC in developing the review methodology and acted as Special Advisor on 11 out of the 20 reviews. The reviews focus on the 'patient journey' and how services work together to support people to stay in their own homes; to 'step up' at time of crisis; and 'step down' following hospital admission. I have taken particular responsibility for 'well led' aspects of the reviews, interviewing and engaging with front line staff and senior leaders, including elected members and chief officer staff from local government, the NHS and partner organisations. Feedback, from both CQC and local systems, has confirmed that my supportive and open approach has been instrumental in ensuring positive outcomes for local systems.
- Association of Directors of Adult Social Services (ADASS). I have undertaken a number of assignments including; developing a new leadership programme with partner Newton; I ensured ADASS needs were met and the first programme was implemented to plan in Spring 2018; representing ADASS in national NHSE led programme on DTOC / BCF – supporting the continued development of joint working at a national level; providing specialist support on behalf of ADASS in recent high risk case of major care provider failure; currently leading review of ADASS policy function.

KATHERINE FOREMAN-CO-TEAM LEADER

An experienced board level clinician with an extensive knowledge of acute, community, primary care, mental health and social care. Hands on experience of undertaking CQC, Local System Reviews across England. Strong track record of focusing on improving safety, quality and ensuring robust governance of organisations. Politically aware of the challenges of supporting complex transformational change across health and social care to improve patient care.

Career history

Care Quality Commission - Specialist Advisor (Local System Reviews)

- Participated in 10/20 LSRs, in the capacity as a health adviser, in recognition of my understanding of whole system approach to integrating services.
- Working collaboratively with other Specialist Advisers including Local Authority Chief Executives and DASSs focusing on governance, leadership, capability to deliver services, looking for

innovative solutions, financial awareness, understanding local need and partnership working to deliver solutions.

- Understanding of complex whole system working and using High Impact Change Model, DTOCs, and other improvement approaches

Faculty of Medical Leaders and Managers -Executive Coach

- Led a team of coaches who delivered a national NHS England coaching programme for doctors.
- Supported CCGs and STP leaders by coaching senior staff.

Healthskills – Leadership and Organisational Development Consultancy- Lead Consultant

- Led a team of 6 consultants focused on strengthening the frailty pathways across 3 London CCG's.
- Facilitated several large and small -scale events focusing on dementia and care planning in primary care.
- Wrote a London CCG's, Primary Care Educational and Development Strategy.
- Facilitated NHS England events focusing on improving care in care homes.

Topeka Healthcare Ltd – owner of independent consultancy -Managing Director

- Facilitated strategic discussions across health and social care focused on dementia and frail older people.
- Organisational development lead for a CCG, supporting clinical leaders to make transitions to strategic roles.
- Designed and facilitated board development programme for a Foundation Trust in Lincolnshire.
- Designed and delivered leadership development, using action learning for clinicians in a Community Trust.

Medway Clinical Commissioning Group -Independent Registered Nurse – Governing Body

- Chaired Safeguarding & Quality Committee across 3 CCGs in North Kent for 2 years.
- Chaired Quality, Finance and Performance Committee since 2015 involving Local Authority.
- Participated in strategic meetings including, STP, Board to Board, and NHSE Assurance meetings.
- Member of Primary Care Commissioning Committee, Conflicts of Interest Group and Audit Committee
- Focus on robust challenge regarding governance, integrating services and improving the quality and safety of services for local people.

NHS South of England Head of Improvement

- Member of National Improvement Advisory Board. Led a regional clinical change programme and coached Directors of Nursing.
- Member of team supporting the development of the NHS Change Model and NHS Change Day, published research on 'Delivering Change the NHS' with University of Sussex.

Care Services Improvement Partnership - South East Director of Service Improvement and Relationship Management

- Designed and led executive development programmes for clinical leaders and non-clinical directors resulting in delegates having a greater understanding of innovative models of care, focusing on how to integrate services and drive improvement and transformation,
- Developed a strategic joint commissioning programme to develop organisational competencies.
- Improvement Advisor to a Cabinet Office programme. Resulting in £1.8m savings.

Colchester PCT -Director of Service Improvement

Advisory roles -**NICE**

LISA CHRISTENSON

I have worked in the public sector for 39 years in local government, the voluntary sector and in the NHS. Since 1986, I have worked exclusively in the field of health and social care delivery, management and as a leader across the health and social care sectors. Most of my work has been in areas and systems that have challenging characteristics in terms of need, capacity, performance and impact on outcomes for service users. My roles have included:

- Manager of a voluntary organization providing supported housing to adults with learning difficulties in Haringey. (HAIL).
- Director of older people's services in Bradford Community Health NHS Trust
- Director of community health services in Bradford Community Health NHS Trust;
- Executive Director in Hackney Council (with responsibility for health partnerships and social services);
- Director of Social services and Health Improvement at Lambeth Council;
- Director of Social Services at Norfolk County Council;
- Director of Children's Services at Norfolk County Council.

In all my roles, I have worked across boundaries between health, social care and the voluntary and independent sectors to try to ensure the citizen is kept at the centre of things and that services take responsibility for fitting themselves together to meet the whole needs of the individual.

When I took early retirement in July 2013, I worked in the health and social care sectors as an independent consultant doing short term pieces of work.

In July 2016 I started working as a consultant social care lead in the Emergency Care Improvement Programme (ECIP) which is part of NHSI. The focus of this team is to work with hospitals and their partners to improve the journey and outcomes for patients who need to use acute hospital services in an emergency, by improving flow and reducing delays in treatment and discharge when acute treatment is complete.

Delay creates harm for those in the hospital and increases risk for those who may need acute care but struggle to get access because the system is over-heating with pressure due to delays in various parts of the system. I have found that my skills and experience in working in challenged, complex, health and social care systems to lead improvement and create a culture of partnership and trust, has been put to good use in my work in the ECIP team.

Since 2018 I have been directly employed by NHSI as an Improvement Manager (social care) in the Emergency Care Improvement Support Team (previously known as ECIP) working largely with systems in the Midlands & East.

ROSE O'KEEFE

I am employed to manage the discharge team at Kings who work across an average of 500 beds in an acute hospital trust based in inner London. I am the lead for the Trust in relation to the weekly DTOC meetings that take place with our local social care providers and for any escalations/discussion with the respective CCG's (Lambeth/Southwark). A large part of my role is working jointly with health and social care across the interface of discharge pathways in particular representing the Trusts position in relation to Discharge to Assess initiatives. I am a nurse by background with 29 years of experience in various acute hospitals in London.

Career achievements

I previously worked as a Risk and Governance manager which I found to be hugely rewarding and insightful. It ensures that I can look and process, pathways and policy in a variety of ways. I have worked on many joint initiatives with Lambeth/Southwark health and social care (SLIC) including a project on a designated elderly care ward which resulted in improving the quality of the discharge experience whilst reducing length of stay. I am proud of the twice yearly discharge market place events where I lead on ensuring internal teams and external partners are brought together to update the hospital staff about discharge pathways, referrals, and process to meet the individuals who make this happen for our patients. I have a swathe of nursing experience which I utilise in most aspects of the role and service that I deliver for the Trust. Discharge to Assess has been particularly successful with 95% of CHC assessments taking place outside of the hospital setting and has also delivered a length of stay reduction on average of 10 days. I have made a big contribution to making this work at the Denmark Hill site. I have been the joint lead in the development of an educational framework (levels 1, 2 & 3) for the ward multidisciplinary teams, to deliver discharge planning pathways training and including clarity on roles and responsibilities. We are about to commence Trusted Assessor with some of our local care homes and this will be an exciting initiative which will further demonstrate how integration works for patients.

Experience

I have experience of working jointly with health and social care to reduce the blockages to patient discharge- for example ensuring there is a 'choice' policy in relation to care home placements. I am the lead for this policy (having been part of the working group to produce it) in the hospital setting and ensure coordination with the local authority or CCG to work together to deliver a safe discharge destination. I have participated in audit exercises in relation to discharge, the quality being delivered and identifying some of the blockages to discharge pathways. Highlighting to LAs CCGs from the audit work the possible service changes required. I regularly attend site huddles and ward morning board reviews to ensure patient flow in the wider and assist with unblocking discharge pathways- using my external network to help assist and facilitate more timely discharges. I have experience of working closely with the Homeless team, Overseas visitor team and No Recourse teams to help expedite patient discharges that are particularly complex and often difficult to navigate. I remain curious and interested in the current role I deliver and would look forward to the opportunity to participate in peer review as I feel I have a lot of operational experience to draw on and as well would learn a great deal that I could bring back to my organisation.

TANYA MILES

I am a qualified Social Worker registered with the Health and Social Care Council and a qualified Nurse. I have worked in ASC for over 20 years, including 11 years as a practising Social worker. I have undertaken leadership roles for the past 12 years which have included Team leader for an Integrated Health and Social Care Learning Disability team, Service Manager for Community Operational teams and now Head of Adult Social Care for the last 2 years. I am acutely aware of the pressures in Health and Social care and understand the importance of working collaboratively to achieve the best outcomes for individuals.

I have a proven track record of leading Shropshire Adult Social Care through radical and unprecedented transformation in the delivery of ASC. We created a new vision and strategy which resulted in the 'Shropshire Operating Model' and we have been cited as leaders in the transformation of ASC. It was a bold and radical strategy based on experience and a strong commitment to do something different in response to the unprecedented demands on ASC and reducing budgets. We are now 4 years on and achieving better outcomes for Shropshire residents, improved performance results and have made Shropshire one of the top ASC services nationally.

Shropshire Council has recently been identified as one of the most improved Local Authorities for DTOC targets and we have been invited to a roundtable discussion with the Secretary of State for Health and Social Care to discuss how we have achieved over 91% reduction in delayed transfers of care from April 2017 to March 2018 by using a similar approach as with the operating model (collaboration, creativity, innovation, trying things out). The central reason that has created the difference and necessary change is strong, effective leadership. Communication, empowerment, direction and are the central themes that have enabled an approach which has become embedded throughout Adult Social Care (ASC). I have also led on a radical approach to IBCF, providing innovative solutions and collaborative approach. Ideas from the teams resulted in exciting, untried initiatives such as 2 Carers in a Care and generated enthusiasm in staff, encouraging team identity and working towards a common purpose and goal to enable dramatic improvements in DTOC. As Head of ASC, I am very proud of our achievements and welcome the opportunity to share my knowledge and experience

AVRIL MAYHEW

Avril Mayhew is a Senior Adviser within the Care and Health Improvement Programme and has the lead for DTOC improvement. She is currently works with national partners to coordinate and deliver a programme of support to councils and system partners that helps improve patient flow and reduce delayed transfers of care. As part of her role she has delivered on site support to approximately 25 systems in the last 18 months.

Her previous role was as Head of Service at Royal Borough of Kingston upon Thames where she reported to the Executive Head of Adult Social Care and was responsible for the development and delivery of a wide portfolio of services for Older and Disabled Adults.

This included:

- Head of Learning Disability services with operational responsibility for Community Learning Disability social work team; brokerage service; user involvement facilitators; service development; and lead responsibility for learning disability commissioning and quality assurance. She had budgetary responsibility of £17 million. Avril also significantly developed her project management and service redesign skills with a leading role in the transfer of Learning Disability provider services to a Social Enterprise.
- Older People's services: head of service for short and medium term support, assessment, urgent duty work and all new referrals to the Service, hospital discharge, safeguarding enquiries and investigations, homecare and reablement services, occupational therapy and equipment provision, mobile meals and telecare equipment.
- Other key achievements include the successful set up and operations of new teams and services in 2011, following major service redesign in the Council. This involved a review of internal management and governance structures and processes to create more effective service delivery, and the successful delivery of key national and local indicators including promotion of self-directed support and increase in personal budgets, reablement support and reductions in delayed transfers of care from hospital.

Current Position(s) Start Date – June 2015

Senior Adviser, Adult Social Care - Local Government Association (LGA)

Previous Position(s)

Service Manager - Adult Learning Disability Services - Royal Borough of Kingston upon Thames Feb-11 to Jun-15

Project Manager - Transforming Adult Social Care - Royal Borough of Kingston upon Thames Nov-08 to Feb-11

Principal Officer - assessment and care management - Royal Borough of Kingston upon Thames Jan-08 to Nov-08

Senior Practitioner (Adult Social Care) - Royal Borough of Kingston upon Thames Nov-06 to Jan-08

Team Manager - Older People's team - London Borough of Camden Jan-01 to Nov-06

Peer Challenge Experience: Project Dates

London Borough of Sutton – Peer Review Commissioning September 2014

London Borough of Hillingdon – Transition/Preparing for Adulthood March 2015

Manchester City Council – whole system review ASC April 2015

Rotherham MBC - Bespoke Adult Commissioning Feb 2017

Northumberland Council- Rapid Adults Peer Review 1 Sept 2016

Sheffield City-Adult Social Care CBO Peer Challenge-28 June-01 July

Berkshire West – DTOC peer review January 2018

Hospital to Home programme – Executive Peer visits June to September 2017

CQC Local Area Review – Hampshire, Specialist Advisor

LIZ GREER- REVIEW MANAGER

Liz is an Adviser, Adult Social Care with the LGA, and leads on the management and mitigation of risk in ASC and supports Avril on improving patient flow and reducing delayed discharge. Liz recently completed an evaluation of all national partners' DTOC support offers.

Liz has worked in human services in the public/not for profit sector at local, national & regional level for more than thirty years. Liz has substantial Programme and Project Management experience requiring coordination and management of multiple, simultaneous activities and projects in various locations on time, to plan and within budget. Liz is an experienced trainer, facilitator and action researcher, with membership of the Chartered Institute of Personnel and Development and professional qualifications in teaching, training, performance coaching and psychology with research methods.

Prior to joining the LGA, Liz was Care Act Programme Manager for North East ADASS, and has recent employment experience with the CQC, Healthwatch, Voluntary Organisations Network North East and Health Education England for the Northern Deanery. Liz has excellent verbal and written communication skills with a track record of designing and delivering original evaluations, reports, practice guidance and policy briefings as well as articles for publication and conference presentations on key social care and policy issues

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ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 8
13 NOVEMBER 2018	PUBLIC REPORT

Report of:	Fiona McMillan, Director of Law and Governance	
Contact Officer(s):	David Beauchamp, Democratic Services Officer	Tel. 01733 384628

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 21 June 2017 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 the Adults and Communities Scrutiny Committee meetings held on 13 March 2018, 10 July 2018 and 11 September 2018.

8. **APPENDICES**

8.1 Appendix 1 – Recommendation Monitoring Report

RECOMMENDATIONS MONITORING REPORT 2018 - 2019

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
13 March 2018	Cabinet Member for Growth, Planning, Housing and Economic Development / People and Communities	Homelessness Reduction Strategy	<p>1. The Cabinet Member for Growth, Planning, Housing and Economic Development contacts (i) the Secretary of State for Housing, Communities and Local Government, (ii) the Secretary of State for Work and Pensions, and (iii) the Local Government Association, seeking their support to amend legislation so that:</p> <p>(a) the Housing Benefit element of welfare benefit payments are paid direct to landlords rather than to tenants, in an attempt to encourage more landlords to offer their properties for homeless households or those at risk of becoming homeless; and,</p>	<p>A letter to the Secretary of State was drafted for the Cabinet Member for Growth, Planning, Housing and Economic Development's consideration, with a view to making representation to government on issues of Housing Benefit payment and Section 21 notices identified by the Task and Finish group.</p> <p>The letter has now been sent.</p>	Completed.

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
			(b) Section 21 of the Housing Act 1988 (<i>Recovery of Possession on Expiry or Termination of Assured Shorthold Tenancy</i>) is reviewed with a view to ending its widespread use, and in its place introduce legislation that provides for greater tenancy security in the private rented sector.		
10 July 2018	Councillor Irene Walsh, Cabinet Member for Communities	9. Environmental Enforcement – Kingdom Review	<p>RECOMMENDATION:</p> <p>The Adults and Communities Scrutiny Committee RESOLVED to recommend to Cabinet that those areas of enforcement currently carried out by Kingdom Environmental Services should be brought in-house and operated directly by the Council once the trial period had concluded.</p>	<p>Response from the Cabinet Member for Communities received on 24/08/2018:</p> <p>We have been pleased with the positive impact the pilot contract with Kingdom has had on our city centre and in the Millfield area. We want to ensure this good work continues, by making this kind of proactive enforcement activity a mainstreamed service. Officers are currently reviewing the most appropriate delivery model to achieve this. This includes</p>	Completed

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
				<p>considering the benefits of delivering the service in-house. It is too early to update the Committee on the details and outcomes of this work, but we will ensure an update is provided as quickly as possible. Meanwhile, the current arrangement with Kingdom can remain in place until the end of the current financial year if necessary.</p> <p>Members requested further information via a briefing note from the Service Director – Community & Safety at the September meeting. This was sent out on 23/10/2018</p>	
11 September 2018	Councillor Irene Walsh, Cabinet Member for Communities	7. Community Resilience: A Shared Approach	<p>RECOMMENDATION:</p> <p>The Adults and Communities Scrutiny Committee considered the report and RESOLVED to recommend the draft of the Think Communities Shared approach to Cabinet for</p>	<p>Recommendation sent to Cabinet Member on 01/10/2018.</p> <p>This has yet to go to Cabinet.</p>	Completed.

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
			approval, as set out in Appendix One.		

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 9.
13 NOVEMBER 2018	PUBLIC REPORT

Report of:	Fiona McMillan, Director of Law and Governance		
Cabinet Member(s) responsible:	Cabinet Member for Resources		
Contact Officer(s):	David Beauchamp, Democratic Services Officer	Tel. 01733 384628	

FORWARD PLAN OF EXECUTIVE DECISIONS

R E C O M M E N D A T I O N S	
FROM: Director of Law and 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 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 26 November 2018.

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

PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS

PUBLISHED: 26 OCTOBER 2018

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 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 Cereste; 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 26 NOVEMBER 2018

<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 INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
<p>Contract Novation in reference to Peterborough City Council Integrated Drug and Alcohol Treatment Service Contract – KEY/26NOV18/01</p> <p>Requesting Contract Novation in regards to Peterborough City Council's Integrated Drug and Alcohol Treatment Service contract from Change Grow Live, to its wholly owned, non-charitable, trading subsidiary, Change Grow Live (CGL) Services Limited. The Novation has been requested by the provider CGL in order to claim back VAT on purchased goods and services in order to provide additional resourcing to the local service.</p>	<p>Cllr Lamb, Cabinet Member for Public Health</p>	<p>November 2018</p>	<p>Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Susie.Talbot@cambridgeshire.gov.uk Commissioning Team Manager Public Health JCU Tel: 01223 699838 / 07917521187</p> <p>Val.Thomas@cambridgeshire.gov.uk Consultant in Public Health Tel. 01223 703264/ 07884 183374</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
<p>Award of Contracts for the provision of Peterborough City Council's Care & Repair Works and Services - Lots 1 to 5 – KEY/26NOV18/02</p> <p>A full procurement exercise has been conducted in order to appoint contractors through a framework agreement for works and services delivered by the Care & Repair Home Improvement Agency. The works are funded through the Council's Disabled Facility Grant and Repairs Assistance Grant capital programmes. The decision required is to award the contracts to the successful contractors.</p>	<p>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</p>	<p>December 2018</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>N/A</p>	<p>Relevant internal and external stakeholders.</p>	<p>Sharon Malia, Housing Programmes Manager, Tel: 01733 863764 Email: sharon.malia@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>

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>Section 75 for health visiting and school nursing - KEY/26NOV18/03</p> <p>Agree to enter into a joint section 75 with Cambridgeshire County Council for provision of health visiting and school nursing services by Cambridgeshire and Peterborough NHS Foundation Trust and Cambridgeshire Community Services NHS Trust</p>	<p>Councillor Lamb, Cabinet Member for Public Health</p>	<p>December 2018</p>	<p>Health Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.</p>	<p>Dr Liz Robin, Director of Public Health, Email: liz.robin@peterborough.gov.uk, Tel: 01733 207175</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

PREVIOUSLY ADVERTISED KEY 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
<p>1. Affordable Warmth Strategy 2019 – 2021 KEY/17APR17/03 Recommendation to approve the Affordable Warmth Strategy 2019 – 2021</p>	<p>Councillor Walsh, Cabinet Member for Communities</p>	<p>2019</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders. The draft strategy will be placed on PCC Consultation pages for 3 week consultation period</p>	<p>Sharon Malia, Housing Programmes Manager, Tel: 01733 863764 sharon.malia@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. BRE Integrated Dwelling Level Housing Stock Modelling Report July 2016 Housing Renewals Policy 2017 – 2019</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>2. 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>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>November 2018</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Gary Jones, Interim Head of Adults Commissioning Social Care Tel: 01733 452450, Email: gary.jones@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
3.	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	October 2018 Growth, Environment & Resources Scrutiny Committee	All Wards	Relevant internal and external stakeholders. N/A	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: 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>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>
4.	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	October 2018 Growth, Environment & Resources Scrutiny Committee	All Wards	Relevant internal and external stakeholders. N/A	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: 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>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>

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
5.	Award of Contract - Social Care Operating Model – KEY/24JULY17/05 To approve the awarding of a contract to develop a social care operating model	Councillor David Seaton Cabinet Member for Resources	October 2018 Growth, Environment & Resources Scrutiny Committee	All Wards	Relevant internal and external stakeholders. N/A	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: 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>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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6.	Acquisition of Regeneration Site – KEY/24JULY17/06 To approve the acquisition of a local regeneration site.	Councillor David Seaton Cabinet Member for Resources	October 2018 Growth, Environment & Resources Scrutiny Committee	Central	Relevant Internal and External Stakeholders.	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: 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>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>

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>7. 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>October 2018</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders. CMDN published on website</p>	<p>Sharon Malia, Housing Programmes Manager, Tel: 01733 863764 Email: sharon.malia@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION	
<p>8.</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">70</p>	<p>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>October 2018</p>	<p>Children and Education Scrutiny Committee</p>	<p>Werrington</p>	<p>Relevant internal and external stakeholders.</p> <p>Consultation will include: Senior School Management team, Sport England, local residents and the Department For Education</p>	<p>Stuart Macdonald. Strategic Development Consultant (Property)</p> <p>Tel: 07715 802 489. Email: stuart.macdonald@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> <p>School Organisation Plan 2015 -2022</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>9. Approval of contract for the delivery of Lot 1 - General Information, Advice and Guidance Services and Lot 2 - Specialist Information, Advice and Guidance Services – KEY/16OCT17/04 Following competitive procurement of these services, to approve the contract to deliver Lot 1 Generalist Information, Advice and Guidance Services - Homelessness Prevention; and Lot 2 Specialist Information, Advice and Guidance Services - supporting protected characteristic groups.</p>	<p>Councillor Seaton, Cabinet Member for Resources</p>	<p>October 2018</p>	<p>Adults and Communities</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</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 Tel: 01733 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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10.	ICT Infrastructure works for Fletton Quays – KEY/13NOV17/02 To agree to the procurement of ICT infrastructure works for Fletton Quays	Councillor Seaton, Cabinet Member for Resources	October 2018	Growth, Environment & Resources Scrutiny Committee	N/A	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: 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. 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).

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11.	<p>Expansion and Remodelling of Marshfields School – KEY/11DEC17/03 To approve the proposed expansion and remodelling of Marshfields school</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</p>	<p>October 2018</p>	<p>Children and Education Scrutiny Committee</p>	<p>Dogsthorpe Ward</p>	<p>Relevant internal and external stakeholders. Public Consultation Meeting</p>	<p>Sharon Bishop, Capital Projects & Assets Officer Tel: 01733 863997 Email: 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. School Organisational Plan</p>
12.	<p>Purchase of land and building in the centre of Peterborough – KEY/11DEC17/06 To delegate authority to the Corporate Director of Growth and Regeneration to purchase the property</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>October 2018</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>Relevant internal and external stakeholders</p>	<p>Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: Peter.carpenter@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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13.	Purchase of building in the centre of Peterborough – KEY/11DEC17/08 To delegate authority to the Corporate Director of Growth and Regeneration to purchase the property	Councillor David Seaton Cabinet Member for Resources	October 2018	Growth, Environment and Resources Scrutiny Committee	Central	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: 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>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>
14.	Purchase of land to the east of the city - KEY/25DEC17/02 Delegate authority to the Corporate Director of Growth and Regeneration to purchase the property.	Cabinet Member for Resources, Councillor Seaton	October 2018	Growth, Environment and Resources Scrutiny Committee	East	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: 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>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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15.	A605 Whittlesey Access Phase 2 - Stanground Access - KEY/25DEC17/03 To approve the design and construction of the A605 Stanground East Junction Improvements for the financial year of 2017/18 - 2018-19 and authorise the associated package of work to be issued to Skanska Construction UK Limited under the Council's existing agreement with SKANSKA dated 18th September 2013 (the Highways Services Agreement).	Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development	October 2018	Growth, Environment and Resources Scrutiny Committee	Stanground South	<p>Relevant internal and external stakeholders.</p> <p>The scheme is included in the fourth Local Transport Plan. Further consultation will be undertaken during the design process, including ward Councillors.</p>	<p>Lewis Banks, Principal Sustainable Transport Planning Officer.</p> <p>Tel: 01733 317465, Email: lewis.banks@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>Fourth Local Transport Plan: www.peterborough.gov.uk/tp National Productivity Investment Fund for the Local Road Network Application Form: https://www.peterborough.gov.uk/upload/www.peterborough.gov.uk/reidents/transport-and-streets/A605Application.pdf?inline=true</p>

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<p>16. Approval of funding allocation for the improvement to open spaces in the CAN Do area of the city as part of the capital regeneration programme for the area - KEY/25DEC17/04 Improvement to open spaces in the CAN Do area of the city as part of the capital regeneration programme for the area</p>	<p>Councillor Cereste, Cabinet Member for Waste and Street Scene</p>	<p>October 2018</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central, North & Park wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Community engagement with local residents, businesses & partner organisations</p>	<p>Cate Harding, Community Capacity Manager.</p> <p>Tel: 01733 317497. Email: Cate.harding@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>Budget allocation in MTFP 2017/18</p>
<p>17. Approval of funding allocation for community facility improvements in the CAN Do area of the city as part of the capital Regeneration Programme for the area - KEY/25DEC17/05 community facility improvements in the CAN Do area of the city as part of the capital Regeneration Programme for the area</p>	<p>Councillor Seaton, Cabinet Member for Resources</p>	<p>October 2018</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central, North & Park wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Community engagement with residents, groups, businesses and partner organisations</p>	<p>Cate Harding, Community Capacity Manager.</p> <p>Tel: 01733 317497. Email: cate.harding@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>Budget allocation of £4m in MTFP 2017/8</p>

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18.	<p>Approval of funding allocation for the public realm improvements within the CAN Do area of the city as part of the capital regeneration programme for the area - KEY/25DEC17/06</p> <p>public realm improvements within the CAN Do area</p>	<p>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</p>	<p>October 2018</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central, North & Park wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Community engagement with local residents, groups, businesses and partner agencies</p>	<p>Cate Harding, Community Capacity Manager. Tel: 01733 317497. Email: cate.harding@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>Budget allocation £3m in MTFP 2017/18</p>
19	<p>Extension to the Section 75 Agreement for Learning Disabilities Services KEY/30APRIL18/01</p> <p>Extension of the existing staff and commissioned arrangements for a period of 12 months</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>October 2018</p>	<p>Health Scrutiny Committee</p>	<p>All wards</p>	<p>Consultation with key stakeholders to agree this interim approach</p>	<p>Cris Green Tel: 01733 207164 Email: cris.green@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>20. Authority to enter into contracts with suppliers following termination of the Amey Contract – KEY/14MAY18/01 To authorise the Corporate Director for Growth & Regeneration to enter into contracts for a limited period with suppliers originally subcontracted by Amey whose arrangements will cease in September 2018. The services supplied are managed by NPS Ltd and will be included in an upcoming tender as follows: (i) Building Management Services (Plumbing and Water, Gas Maintenance, Fire Equipment, Lifts etc. (ii) External Maintenance (iii) General Repairs</p>	<p>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</p>	<p>October 2018</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Extensive consultation with colleagues within the Council and the subcontracted suppliers. The consultation with suppliers has focused on the immediate arrangements post Amey and alerting them to the fact that this business will be subject to full procurement within the next 3 months.</p>	<p>Andy Cox, Senior Contracts & Partnerships Manager, Tel: 452465, Email: andy.cox@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>21. Approval for contract to be awarded to Skanska to deliver widening of the A605 Oundle Road between Alwalton and Lynch Wood Business Park - KEY/11JUN18/03 Approval for contract to be awarded to Skanska to deliver widening of the A605 Oundle Road between Alwalton and Lynch Wood Business Park. The council has received funding (£720k) from the Cambridgeshire and Peterborough Combined Authority to deliver the scheme. In addition the council has also allocated internal funding (£773k) towards the scheme.</p>	<p>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</p>	<p>October 2018</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Orton Waterville</p>	<p>Relevant internal and external stakeholders</p> <p>Consultation will take place once the scheme design is completed. This is expected to be later this summer.</p>	<p>Lewis Banks, Principal Sustainable Transport Planning Officer.</p> <p>Tel: 01733 317465, Email: lewis.banks@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>Cambridgeshire and Peterborough Combined Authority meeting notes confirming grant funding allocation. Also CMDN for award of contract to Skanska for provision of Professional Services under Peterborough Highway Services partnership.</p>

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22.	Disposal of freehold in Centre of the City - KEY/12JUN18/01 To delegate authority to the Corporate Director of Growth and Regeneration to sell the property	Councillor Seaton, Cabinet Member for Resources	October 2018	Growth, Environment and Resources Scrutiny Committee	Central	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: 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>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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23.	Disposal of part of freehold in West of the City - KEY/12JUN18/02 Disposal of part of freehold in West of the City	Councillor Seaton, Cabinet Member for Resources	October 2018	Growth, Environment and Resources Scrutiny Committee	Bretton	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: Peter.carpenter@peterborough.gov.uk	<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>24. To approve the awarding of contracts to external providers following a competitive tender exercise led by Cambridgeshire County Council. - KEY/25JUNE18/02 Cambridgeshire County has recently conducted a tendering exercise to establish a Dynamic Purchasing System for the provision Supported Living Services for Adults with a Learning Disability (Reference number: DN311905). Peterborough City Council is the named authority under this arrangement and would want to commission care and support packages (call-off).</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>October 2018</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p> <p>Relevant consultations has been carried out with the service users, family carers, Health colleagues and care and support providers across Cambridgeshire and Peterborough.</p>	<p>Mubarak Darbar, Head of Integrated Commissioning, Tel: 07718654207, Email: mubarak.darbar@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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25.	Provision of accommodation to reduce homelessness KEY/23JULY18/01- This is a new project to increase the supply of housing and address the demand for accommodation resulting from the increase in homelessness	Councillor Seaton, Cabinet Member for Resources	October 2018 Growth, Environment and Resources Scrutiny Committee	All Wards	Relevant internal and external stakeholders. The issues associated with homelessness in Peterborough have been subject to significant discussion in various forums, including the Council's Adults and Communities Scrutiny, Cabinet and Full Council	Adrian Chapman, Service Director for Communities and Safety. Tel 01733 863887 Email adrian.chapman@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>

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26.	<p>Approval of funding for the provision of accommodation to reduce homelessness KEY/23JULY18/02 - Following Cabinet Decision JAN18/CAB/18 this is a new project to increase the supply of housing and address the demand for accommodation resulting from the increase in homelessness</p>	<p>Councillor Seaton, Cabinet Member for Resources</p>	<p>October 2018</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>The issues associated with homelessness in Peterborough have been subject to significant discussion in various forums, including the Council's Adults and Communities Scrutiny, Cabinet and Full Council</p>	<p>Adrian Chapman, Service Director for Communities and Safety. Tel 01733 863887 Email: adrian.chapman@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>
27.	<p>IT Strategy – KEY/3SEP18/01 Approval of an IT Strategy and associated investment for the 2019 to 2022 time period</p>	<p>Councillor Seaton, Cabinet Member for Resources</p>	<p>October 2018</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>N/A</p>	<p>Relevant internal and external stakeholders</p>	<p>Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: Peter.carpenter@peterborough.gov.uk</p>	<p>IT Improvement Plan 23/07/18. There will be the possibility of an exempt annex if the report contains commercial information.</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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28.	University Delivery Vehicle – KEY/3SEP18/02 Approval and setting up of an appropriate delivery vehicle with University project partners to move council assets to enable the deliver of the university.	Councillor Lynne Ayres, Cabinet Member for Education, Skills and University	October 2018	Growth, Environment and Resources Scrutiny Committee	Central	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: 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>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>29. Approval of funding for the provision of accommodation to reduce homelessness – KEY/17SEP18/02 Following Cabinet Decision JAN18/CAB/18 this is a new project to increase the supply of housing and address the demand for accommodation resulting from the increase in homelessness</p>	<p>Councillor Seaton, Cabinet Member for Resources</p>	<p>October 2018</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All wards</p>	<p>The issues associated with homelessness in Peterborough have been subject to significant discussion in various forums, including the Council's Adults and Communities Scrutiny, Cabinet and Full Council</p>	<p>Adrian Chapman, Service Director for Communities and Safety. adrian.chapman@peterborough.gov.uk</p> <p>carole.coe@peterborough.gov.uk</p>	<p><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p> <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>30. Award of contract for the provision of a Regional Adoption Agency by a Voluntary Adoption Agency– KEY/01OCT18/01 To agree a variation to the Permanency Services Contract</p>	<p>Cabinet</p>	<p>March 25 2019</p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant Internal and External Stakeholders</p>	<p>Helene Carr, Head of Children's Social Care Commissioning - Peterborough & Cambridgeshire, 07904 909039, 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>

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31.	<p>Amendment to Loan Facility- KEY/01OCT18/02 To agree an award of contract relating to the regional adoption services.</p>	<p>Councillor Seaton, Cabinet Member for Resources</p>	<p>October 2018</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>This decision will be taken after consultation with the Council's legal and financial advisors</p>	<p>Peter Carpenter, Acting Corporate Director Resources, 01733 384564, peter.carpenter@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>
32.	<p>Future of the WEEE Reuse Facility – KEY/12NOV18/01 The MTFs for 2018 - 19 looked at removing the subsidy for the WEEE reuse facility and ask us to look at if any charities could take on this service if this is not possible the centre will shut.</p>	<p>Councillor Cereste, Cabinet Member for Waste and Street Scene</p>	<p>November 2018</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Consulted through the budget setting for 2018 -19</p>	<p>James Collingridge, Head of Environmental Partnerships, Tel: 01733864736, 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>

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33.	<p>Approval to award six contracts that make up the Community Short Breaks portfolio – KEY/12NOV18/02 Approval to award six contracts that make up the Community Short Breaks portfolio.</p>	<p>Councillor Smith, Cabinet Member for Children’s Services</p>	<p>December 2018</p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Consultation took place with parents and carers of children and young people with disabilities and complex needs to develop the portfolio of services. The service specifications were coproduced with parent carer representation and social care colleagues.</p>	<p>Carrie Gamble, Commissioner, 01733 863931, 07507 889388, carrie.gamble@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. To approve a CMDN to exercise the provision to extend the Peterborough Serco Strategic Partnership Agreement for a period of 10 years – KEY/12NOV18/03 In reference to original key decision MAY15/CMDN/47, the purpose of this CMDN is to extend the Peterborough Serco Strategic Partnership Agreement for a period of 10 years. This CMDN will reconcile the original decision MAY15/CMDN/47 with our constitutional requirements.</p>	<p>Councillor Seaton, Cabinet Member for Resources</p>	<p>30 November 2018</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Peter Carpenter, Acting Corporate Director of Resources, peter.carpenter@peterborough.gov.uk chris.yates@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>

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>35. Award of Dynamic Purchasing System for external placements for looked after children and/or those with an Education, Health and Care Plan [EHCP] – KEY/12NOV18/04 As per above, for: Independent Fostering Agencies, Residential Children's Homes, Residential [non-maintained] Special Schools and Out of School Tuition. This is a joint commissioning activity with CCC pan CCC and PCC.</p>	<p>Councillor Smith, Cabinet Member for Children's Services</p>	<p>February 2019</p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>None planned</p>	<p>Helene Carr - Head of Children's Commissioning, helene.carr@peterborough.gov.uk. 07904909039</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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>36. Amendment to Loan Facility – KEY/12NOV18/05 A loan facility previously approved by Cabinet requires approval of an amendment to that facility</p>	<p>Councillor Seaton, Cabinet Member for Resources</p>	<p>November 2018</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Detail consultation was undertaken in the original decision to offer the loan facility.</p>	<p>Peter Carpenter, Acting Corporate Director Resources 01733 384564 email peter.carpenter@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p>
<p>37. Award of Contract – Environmental Enforcement – KEY/12NOV18/06 Award of contract after completion of procurement process to successful provider for environmental enforcement</p>	<p>Councillor Walsh – Cabinet Member for Communities</p>	<p>November 2018</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>		<p>Internal and external stakeholders.</p>	<p>Rob Hill- Assistant Director, Communities and Safety, rob.hill@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>

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>38. Award of contracts for children's centres in Peterborough – KEY/12NOV18/07 Peterborough City Council, Cambridgeshire County Council and Peterborough and Cambridgeshire Clinical Commissioning Group are working together on transforming the Children, Young People and Families services, delivering the healthy child programme. The children's centre contracts, which support the healthy child programme delivery, end on 31 March 2019. In order to maintain service delivery, whilst work is completed on the transformation programme, approval is to be sought to place contracts with existing providers for a 12 month period, until 31 March 2020.</p>	<p>Councillor Smith – Cabinet Member for Children's Services</p>	<p>December 2018</p>	<p>Children and Education</p>	<p>All Wards</p>	<p>The Joint Commissioning Board has been consulted on this item, which includes legal, procurement and finance. The providers delivering the services have also been engaged.</p>	<p>Pam Setterfield, Children's Commissioner, 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>

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. Award of Contract to HW Martin Waste Ltd. for the Management and Operation of Dogsthorpe Household Recycling Centre - KEY/12NOV18/08 The opening date for the new Fengate HRC facility has only recently been confirmed following construction progress timings hence we are only now aware of the period of time required to extend the operation of the Dogsthorpe facility to align with the opening of the replacement Fengate facility.</p>	<p>Councillor Cereste, Cabinet Member for Waste and Street Scene</p>	<p>November 2018</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>N/A</p>	<p>Richard Pearn - Head of Waste, Resources and Energy 07920 160796</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

PART 2 – NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE

KEY DECISIONS TO BE TAKEN IN PRIVATE

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
<p>Approval of Company Business Plan – KEY/17SEP18/03 New Council Company needs to be set up and ready to trade from 2 February 2019.</p>	Cabinet	3 December 2018	Growth, Environment and Resources Scrutiny Committee	All wards	Relevant internal and external stakeholders. Affected Amey employees and union representatives.	Annette Joyce Service Director – Environment and Economy, 01733 452280 alexandra.maxey@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>

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

NON-KEY DECISIONS

PREVIOUSLY ADVERTISED DECISIONS

<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>
1. 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	October 2018	Growth, Environment & Resources Scrutiny Committee	All wards	Relevant internal and external stakeholders.	Fiona McMillan Interim Director of Law and Governance Tel: 01733 452361 Email: Fiona.McMillan@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
2. Funding of Information, Advice and Guidance services within the voluntary sector - To authorise award of grants.	Councillor David Seaton Cabinet Member for Resources	October 2018	Growth, Environment & Resources Scrutiny Committee	All wards	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.

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
3.	<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 Cereste, Cabinet Member for Waste and Street Scene</p>	<p>October 2018</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>Central Ward</p>	<p>Relevant internal and external stakeholders. Cross party task and finish group report which went to the Growth, Environment and Resources Scrutiny Committee</p>	<p>James Collingridge, Head of Environmental Partnerships, 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>
4.	<p>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 Cereste, Cabinet Member for Waste and Street Scene</p>	<p>October 2018</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>Central Ward</p>	<p>Relevant internal and external stakeholders. 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, Head of Environmental Partnerships, 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>

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
5.	2017/18 VCS grant funding - Award of grant to VCS organisations to provide Information, Advice and Guidance services	Councillor Seaton, Cabinet Member for Resources	October 2018	Adults and Communities Scrutiny Committee	All wards	Relevant internal and external stakeholders.	Ian Phillips Senior Policy Manager Tel: 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.
6.	Inclusion of Investment Acquisition Strategy in the Council's Medium Term Financial Strategy (MTFS) - To recommend to Council that the Investment Acquisition Strategy be included in the Medium Term Financial Strategy to enable the Council to acquire investment properties	Cabinet	3 December 2018	Growth, Environment and Resources	N/A	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: 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.

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.	Grant funding for voluntary organisations – To provide funding for voluntary organisations in Peterborough to carry out essential support for vulnerable people, particularly in relation to welfare benefits assistance and other crisis support.	Councillor Seaton, Cabinet Member for Resources	October 2018	Adults and Communities Scrutiny Committee	N/A	Relevant internal and external stakeholders.	Ian Phillips Social Inclusion 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.
8.	Approval of Additional Powers to the Combined Authority (Transfer of Powers) - Approve additional powers for the Combined Authority via a Statutory Instrument for Adult Skills Commissioning.	Councillor Holdich, Leader of the Council and Member of the Cambridgeshire and Peterborough Combined Authority	October 2018	Growth, Environment and Resources Scrutiny Committee	All	All Councils in Peterborough and Cambridgeshire have to agree to the transfer	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: 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. Combined Authority Statutory Instrument Request

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
9.	Food and Feed Service Plan - This plan sets out how the council will meet its statutory food safety, food standards, and animal feed duties across its shared services.	Councillor Walsh, Cabinet Member For Communities	October 2018	Growth, Environment and Resources Scrutiny Committee	All Ward	<p>All relevant internal and external stakeholders.</p> <p>This plan has been consulted on with our shared service partners Cambridgeshire County Council, and Rutland County Council, in addition the plan has been shared with the Food Standards Agency.</p>	<p>Liz Adamson, Principal Environmental Health Officer - Food and Safety Tel: 01733 453542 Email: liz.adamson@peterborough.gov.uk</p>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

DECISION REQUIRED		DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
10.	<p>Cabinet to recommend adoption of PCC Biodiversity Strategy to Council –</p> <p>Cabinet to recommend adoption of PCC Biodiversity Strategy to Council. This follows a period of public consultation to update the 2010 Biodiversity Strategy.</p>	Cabinet	19 November 2018	Growth, Environment and Resources Scrutiny Committee	N/A	<p>Relevant internal and external stakeholders.</p> <p>Public Consultation was carried out between 2nd and 29th March 2018</p>	<p>James Fisher Wildlife Officer Tel: 01733 453543 Email: james.fisher@peterborough.gov.uk</p>	<p>PCC Biodiversity Strategy</p> <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
11.	<p>To approve consultation on amendments to the Council Tax Reduction Scheme (CTRS)</p> <p>To approve public consultation to enable comments to be considered prior to amendments being introduced to the 2019-20 scheme</p>	Councillor Seaton, Cabinet Member for Resources	December 2018	Growth, Environment and Resources Scrutiny	All Wards	Public Consultation	<p>Peter Carpenter, Acting Corporate Director of Resources, 01733 452520, peter.carpenter@peterborough.gov.uk</p> <p>chris.yates@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>

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
12.	<p>To progress a City Centre Business Improvement District To endorse the recommendation that Cabinet will support the introduction of a Business Improvement District (BID).</p>	Cabinet	19 November 2018	Growth, Environment and Resources Scrutiny Committee	Central	City Centre Businesses	Annette Joyce Service Director – Environment and Economy, 0173 3 452280	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

<i>DECISION TAKEN:</i>	<i>DECISION MAKER</i>	<i>DATE DECISION TAKEN</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
No new items							

DIRECTORATE RESPONSIBILITIES

RESOURCES DEPARTMENT Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

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 Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

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 Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Legal and Democratic Services (Town Hall, Bridge Street, Peterborough, PE1 1HG)

Electoral Services (Town Hall, Bridge Street, Peterborough, PE1 1HG)

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 Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

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 Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Health Protection, Health Improvements, Healthcare Public Health.

PETERBOROUGH CITY COUNCIL'S CABINET MEMBERS WOULD LIKE TO HEAR FROM YOU

The Leader of Peterborough City Council is offering everyone a chance to comment, or raise queries on the decisions highlighted on the Council's Forward Plan.

Your comments and queries can be submitted to the Council's Governance Team using the form overleaf, or alternatively by telephone or email. The Governance team will then liaise with the appropriate Cabinet Member and ensure that you receive a response. Members of the Cabinet, together with their areas of responsibility, are listed below:

Councillor Holdich	Leader of the Council and Member of the Cambridgeshire and Peterborough Combined Authority
Councillor Fitzgerald	Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health
Councillor Ayres	Cabinet Member for Education, Skills and University
Councillor Cereste	Cabinet Member for Waste and Street Scene
Councillor Hiller	Cabinet Member for Growth, Planning, Housing and Economic Development
Councillor Lamb	Cabinet Member for Public Health
Councillor Smith	Cabinet Member for Children's Services
Councillor Seaton	Cabinet Member for Resources
Councillor Walsh	Cabinet Member for Communities

SUBMIT YOUR COMMENTS OR QUERIES TO PETERBOROUGH CITY COUNCIL'S CABINET

Your comment or query:

How can we contact you with a response?
(please include a telephone number, postal and/or e-mail address)

Name

Address

.....

Tel:

Email:

Who would you like to respond? (if left blank your comments will be referred to the relevant Cabinet Member)

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Adults and Communities Scrutiny Committee Work Programme 2018/2019

Updated: 5 November 2018

Meeting Date	Item	Indicative Timings	Comments
18 JUNE 2018 Joint Scrutiny of the Budget Meeting	Medium Term Financial Strategy 2019/20 to 2021/22 - Tranche One To scrutinise the Executives proposals for the Medium Term Financial Strategy 2019//20 to 2021/22 Tranche One Proposals. Contact Officer: Peter Carpenter		
10 JULY 2018 <i>Draft Report 19 June</i> <i>Final Report 28 June</i>	Co-opted Member Report To agree to the appointment of co-opted members to the committee for the municipal year 2018.2018. Contact Officer: Paulina Ford, Senior Democratic Services Officer		
	Integrated Communities Strategy To review the progress made in developing the Peterborough Together partnership and proposals for developing the delivery plan for submission to Government. Contact Officer: Ian Phillips / Sarah Ferguson		
	Homelessness Strategy and Rough Sleeping Action Plans Progress Report To scrutinise and comment on the progress being made on the Homelessness Reductions Strategy Action Plan and the recommendations of the rough sleeping Task & Finish group. Contact Officer: Sarah Ferguson		

	CRIME AND DISORDER SCRUTINY COMMITTEE		
	<p>Domestic Abuse and Sexual Violence Strategy – Progress in 2017/18</p> <p>To scrutinise and note the progress of the delivery of Cambridgeshire and Peterborough’s Violence Against Women’s and Girls (Domestic Abuse and Sexual Violence) Strategy during 2017 – 2018 and comment on priorities for 2018/ 2019.</p> <p>Contact Officer: Sarah Ferguson</p>		
	<p>Environmental Enforcement – Kingdom Review</p> <p>To scrutinise the current performance and delivery in relation to the existing environmental enforcement contract and comment on the future plans for tackling environmental crime within the Prevention and Enforcement Service as it evolves into a more integrated community model.</p> <p>Contact Officer: Rob Hill</p>		
	<p>Review Of 2016/2017 And Work Programme For 2018/2019</p> <p>To review the work undertaken during 2017/18 and to consider the work programme of the Committee for 2018/2019</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</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: Paulina Ford, Senior Democratic Services Officer</p>		
11 SEPTEMBER 2018	Adult Social Care Annual Complaints Report 2017/2018		

<p><i>Draft Report 21 August</i> <i>Final Report 30 August</i></p>	<p>To scrutinise the Adult Social Care Annual Complaints Report for 2017/18.</p> <p>Contact Officer: Jacky Cozens / Debbie McQuade</p>		
	<p>Cambridgeshire and Peterborough Safeguarding Adult Board Annual Report 2017-18</p> <p>To Scrutinise the Cambridgeshire and Peterborough Safeguarding Adult Board Annual Report 2017-2018</p> <p>Contact Officer: Russell Wate / Helen Duncan (Head of Safeguarding)</p>		
	<p>Community Resilience : A Shared Approach</p> <p>To scrutinise the proposed Cambridgeshire and Peterborough Partnership approach to community resilience.</p> <p>Contact Officer: Sarah Ferguson</p>		
	<p>Safer off the Streets</p> <p>To scrutinise the work of the Safer off the Streets partnership.</p> <p>Contact Officer: Sean Evans</p>		
	<p>Monitoring Scrutiny Recommendations</p> <p>To monitor progress made on recommendations made at the previous meeting.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
	<p>Forward Plan of Executive Decisions</p> <p>That the Committee identifies any relevant items for inclusion</p>		

	<p>within their work programme which are relevant to the remit of this Committee.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
	<p>Work Programme 2018/2019 To consider the Work Programme for 2018/2019</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
<p>13 NOVEMBER 2018 <i>Draft Report 23 October 2018</i> <i>Final Report 1 November 2018</i></p>	<p>CRIME AND DISORDER SCRUTINY COMMITTEE: Safer Peterborough Partnership Priorities - Mid-Year performance report</p> <p>To provide a mid-year performance update on the priority areas of the Safer Peterborough Partnership and allow the committee to scrutinise activities being undertaken by theme leads to meet the agreed outcomes.</p> <p>Contact Officer: Rob Hill</p>		
	<p>Community Asset Transfer Update Report</p> <p>To review the progress made to date regarding the properties in scope for community asset transfers, and agree the final next steps required for a period of transition of transferring management responsibilities through to the conclusion of the programme</p> <p>Contact Officer: Cate Harding / Bill Tilah</p>		
	<p>Cambridgeshire & Peterborough Health and Social Care Peer Review Update</p>		

	<p>To update members on the delivery of the Local Government Association (LGA) Health & Social Care System Peer Review.</p> <p>Contact Officer: Debbie McQuade</p>		
	<p>Monitoring Scrutiny Recommendations</p> <p>To monitor progress made on recommendations made at the previous meeting.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</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: Paulina Ford, Senior Democratic Services Officer</p>		
	<p>Work Programme 2018/2019</p> <p>To consider the Work Programme for 2018/2019</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
<p>28 NOVEMBER 2019 Joint Scrutiny of the Budget Meeting</p>	<p>Medium Term Financial Strategy 2019/20 to 2021/22 - Tranche Two</p> <p>To scrutinise the Executives proposals for the Medium Term Financial Strategy 2019//20.to 2021/22 Tranche Two Proposals.</p> <p>Contact Officer: Peter Carpenter</p>		

15 JANUARY 2019 <i>Draft Report 14 December</i> <i>Final Report 20 December</i>	Homelessness Strategy - Review of progress Contact Officer: Sarah Ferguson		
	Safer off the Streets update Contact Officer: Sean Evans		
	Portfolio Progress report Cabinet Member for Integrated Adult Social Care and Health incorporating Adult Social Care Self-Assessment – draft report Contact Officer: Charlotte Black		
	Targeted Youth Support Service – Service Review Contact Officer: Sarah Ferguson		
	Bi Annual Survey of Adult Social Care service users – outcomes report Contact Officer: Charlotte Black		
	Monitoring Scrutiny Recommendations To monitor progress made on recommendations made at the previous meeting. Contact Officer: Paulina Ford, Senior Democratic Services Officer		
	Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this		

	<p>Committee.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
	<p>Work Programme 2018/2019</p> <p>To consider the Work Programme for 2018/2019</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
<p>12 FEBRUARY 2019 Joint Scrutiny of the Budget Meeting</p>	<p>Medium Term Financial Strategy 2019/20 to 2021/22 - Tranche Three</p> <p>To scrutinise the Executives proposals for the Medium Term Financial Strategy 2019//20 to 2021/22 Tranche Three Proposals.</p> <p>Contact Officer: Peter Carpenter</p>		
<p>12 MARCH 2019 <i>Draft Report 19 February 2019</i> <i>Final Report 28 February 2019</i></p>	<p>Selective Licensing – interim review and outcomes</p> <p>Contact Officer: Jo Bezant</p>		
	<p>Cambridgeshire and Peterborough NHS Foundation Trust (CPFT) Section 75 – Annual Report</p> <p>Contact Officer: Charlotte Black</p>		
	<p>Portfolio Progress report Cabinet Member for Communities</p> <p>Contact Officer: Adrian Chapman</p>		

	CRIME AND DISORDER SCRUTINY COMMITTEE		
	Safer Peterborough Partnership Priorities – Annual Review Contact Officer: Rob Hill		
	Monitoring Scrutiny Recommendations To monitor progress made on recommendations made at the previous meeting. Contact Officer: Paulina Ford, Senior Democratic Services Officer		
	Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee. Contact Officer: Paulina Ford, Senior Democratic Services Officer		
PENDING ITEMS:			
	Affordable Warmth Strategy 2019-21 Contact Officer: Sharon Malia, Housing Programmes Manager		
	CRIME AND DISORDER SCRUTINY COMMITTEE: White Ribbon Campaign – draft submission Contact Officer: Sarah Ferguson		
	Integrated Communities Strategy / Inclusive Cities Programme – review of delivery		

	Contact Officer: Ian Phillips		
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