

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE

TUESDAY 12 NOVEMBER 2019
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 10 September 2019** 3 - 8
4. **Call In of any Cabinet, Cabinet Member or Key Officer Decisions**

The decision notice for each decision will bear the date on which it is published and will specify that the decision may then be implemented on the expiry of 3 working days after the publication of the decision (not including the date of publication), unless a request for call-in of the decision is received from any two Members of the relevant Scrutiny Committee. If a request for call-in of a decision is received, implementation of the decision remains suspended for consideration by the relevant Scrutiny Committee.
5. **Cambridgeshire & Peterborough Safeguarding Adult Board Annual Report 2018-19** 9 - 26
6. **Carers Update - Carers Survey and Adult Positive Challenge Programme** 27 - 54



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12.	Date of Next Meeting	

14 January 2019

Emergency Evacuation Procedure – Outside Normal Office Hours

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Committee Members:

Councillors: N. Simons (Chairman) K. Aitken, R. Bisby, S. Bond, R. Brown (Vice Chairman), D. Fower, J R Fox, J. Howard, J. Howell, M. Jamil, and I. Yasin

Co-opted Member: Parish Councillor Neil Boyce

Substitutes: Councillors: A. Bond, L. Coles, N. Day and H. Skibsted

Further information about this meeting can be obtained from David Beauchamp 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, 10 SEPTEMBER 2019
BOURGES / VIERSSEN ROOM, TOWN HALL, PETERBOROUGH**

Committee Members Present: Councillors N. Simons (Chairman), R. Bisby, S Bond, R. Brown (Vice-Chairman), L Coles, John Fox, J Howard, J Howell, M. Jamil, I Yasin.
Co-opted Member: Parish Councillor Neil Boyce

Officers Present: Charlotte Black - Service Director, Adults and Safeguarding
Amy Brown – Senior Lawyer and Deputy Monitoring Officer
Fiona Adley – Head of Commissioning (Mental Health and Learning Disabilities)
Shona Britten – Social Care Professional Lead, Cambridgeshire and Peterborough NHS Foundation Trust.
Sarah Ferguson – Asst. Director, Housing Communities and Youth
Cate Harding – Community Capacity Manager
Bill Tilah – Estates Surveyor, NPS Peterborough
Anna Jack – Head of Service, Youth Support
David Beauchamp – Democratic Services Officer

12. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Aitken. Councillor L. Coles was in attendance as a substitute.

13. DECLARATIONS OF INTEREST

Agenda Item 7. Youth Justice Plan 2019-22

Councillor Bisby declared a non-statutory interest due to his position as Deputy Police and Crime Commissioner and elected to remain in the room for discussion of this item.

**14. MINUTES OF THE ADULTS AND COMMUNITIES SCRUTINY COMMITTEE
MEETING HELD ON 1 JULY 2019**

The minutes of the Adults and Communities Scrutiny Committee Meeting held on 1 July 2019 were agreed as a true and accurate record.

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

There were no requests for call in to consider.

**16. PETERBOROUGH MENTAL HEALTH SECTION 75 PARTNERSHIP AGREEMENT
ANNUAL REPORT 2018/2019**

The report was introduced by the Head of Commissioning and the Social Care Professional Lead which updated the Committee on service and financial performance,

activity and outcomes under the Mental Health Section 75 Partnership Agreement 2018-2019.

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

- Members thanked officers for the report.
- Members referred to section 4.3 on page 13 of the reports pack and asked if '6.71' total vacancies would be considered high or low and what impact these vacancies were having. Officers responded that this was the vacancy level at the time of writing, and was not reflective of current vacancy levels. Officers were mindful of the potential impacts of the vacant posts on quality of service but localised solutions had been put in place to mitigate these impacts.
- Members asked why posts were being vacated and if there was an issue retaining staff and providing attractive employment opportunities. Officers responded that the team of staff providing mental health services in Peterborough was stable. Reasons for the vacation of posts included staff progression, e.g. people moving from unqualified to qualified posts through training. It was important to be mindful of staff turnover issues but other arrangements had impacted on this. The 'vacancy factor' was sometimes used to support work in another area.
- Members requested greater information on out of hours service provision. Officers responded that there was an out of hours emergency duty team which had Approved Mental Health Professionals (AMHPS) as part of it. Work was regularly done in collaboration with police and community groups.
- Members followed up by emphasising that many people needed help out of hours. Officers responded that the out of hours team and daytime staff were integrated and there was a handover period between the two

ACTIONS AGREED

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

1. Endorse the report as a full account of service and financial performance, activity and outcomes under the Partnership Agreement.
2. Endorse the revised Mental Health Section 75 Partnership Agreement including the uplift of £221,000 on the 2014 investment which addresses under-funding in non-pay, learning and development, management costs inc. Approved Mental Health Practitioner service management and the Prison Social Worker.

17. COMMUNITY ASSET TRANSFER

EXCLUSION OF PRESS AND PUBLIC

In accordance with Standing Orders, the Committee was asked to determine whether the exempt Annex (Appendix 1) relating to item 6. Community Asset Transfer, which contains exempt information as defined by Paragraph 3 of Schedule 12A, Part 1, Local Government Act 1972, should be exempt and the press and public excluded from the meeting should this exempt annexe be discussed, or whether the public interest in disclosing this information outweighs the public interest in maintain the exemption.

The Committee **UNANIMOUSLY** agreed to the exclusion of the press and public should the exempt annexe be discussed.

The report was introduced by the Assistant Director – Housing, Communities and Youth, the Community Capacity Manager, and the Estates Surveyor – NPS Peterborough. The report allowed the Committee to be informed about the progress made to date regarding the properties in scope for community asset transfers and comment on systems in place to support community groups and the final steps required to conclude the programme

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

- A member commented that he visited many community centres as part of his role as Deputy Police and Crime Commissioner and praised the Community Asset Transfer Scheme for helping communities by allowing people to take ownership of facilities.
- Members asked if the scheme had been extended further to March 2020. Officers responded that the scheme was originally due to conclude at the end of the 2018/2019 municipal year. However, it had been determined that a year's extension was necessary to provide the level of support community groups needed to be as effective as possible. The rate of asset transfer had slowed due to support levels required. Once this support was in place, the scheme could be progressed and concluded.
- Some members felt that ward councillors had not received any updates on the progression of community asset transfer. Officers responded that information on progress could be found in the Exempt Annex. Ward Councillors would be contacted if there were problems with an asset transfer scheme. If nothing was received, it could be assumed a transfer of an asset was proceeding well but officers were always happy to provide further information to members if required.
- Members expressed concern that many centres were not being transferred to community groups due to the recipient not being in a position to take on this responsibility. Ensuring the new management of the centres was viable was important.
- If it was considered unviable for a particular community organisation to take responsibility for a centre then an alternative means of keeping the building open would be identified. There was currently no bidding process used but at Gladstone Park, the bidding process had already been completed, and it was felt that the arrangement with a local school was the best way forward.
- Officers responded to concerns about safeguarding the use of buildings for the community by stating that every agreed lease contained an 'Occupier's Agreement' to determine how each centre must be managed in order to protect the interests of a community. The Council requested receipt of annual accounts for community assets to ensure their continued viability. Where there are specific concerns raised about a particular centre, the Occupancy Agreement will be tailored accordingly to specify the improvements that are required.
- Members stated that a number of community buildings were in need of repair and asked what the cost liability to the Council will be. Members also asked that what would happen to the builds if this cost was considered too high.
- Officers responded that there was a small capital budget for each of the centres spread of three years from 2018/19. This would not be available after 2021. Some centres would cost more to refurbish than others. A landlord schedule of works would be agreed of what was required to keep a building safe, e.g. boiler replacement and 'big ticket items'. Redecorations and small improvements

would not be covered. Community Asset Transfer did incur a short-term capital cost but gave a long-term saving to the Council.

- Members noted that the refurbishment budget was in place until 2021 and asked if that meant the responsibility for centres would not be transferred until then. Officers responses that it had been a challenge to give centres assurances that the Council would complete the work. The Landlord Schedule of works was incorporated into the lease so there was therefore an obligation for Peterborough City Council to complete the works. A conversation took place regarding the best time to undertaken works, e.g. if a boiler malfunctioned now that would form part of the repairs and maintenance budget. However, on the leases being completed now, boilers would be replaced in 2021. It was important to drive forward progress in this area for officers to be able to account to give predictions to budget holders of the likely spend on maintenance over the next few years.

ACTIONS AGREED

The Adults and Communities Scrutiny Committee **RESOLVED** to:

1. Scrutinise the progress made to date regarding the properties in scope for community asset transfers
2. Note and comment on the assurances in place to support community groups
3. Comment on the final steps required to conclude the programme

18. YOUTH JUSTICE PLAN 2019-22

The report was introduced by the Assistant Director, Housing Communities and Youth and the Head of Service, Youth Support. The report enabled the committee to scrutinise the objectives and priorities set out within the Joint Cambridgeshire and Peterborough Youth justice Plan 2019-22 and consider endorsing it for approval:

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

- Members asked for advice on how they could best communicate the Youth Justice Plan to parents and expressing concerns that certain negative 'headlines' may be reported to parents in the media at the expense of more positive news. A formal report may not be suitable for this purpose. Officers advised that Members work with service managers for Targeted Youth Support Services and other Council workers who engage with communities. Attendance at engagement events was encouraged.
- Officers were looking to hold Community Engagement events regarding anti-social behaviour, knife carrying and gangs from the Youth Justice Plan. This work was part of the Targeted Youth Support Service rather than the Youth Justice Plan and led by Matt Oliver.
- Officers agreed that communicating the Plan in a simple and non-technical style was important. It was agreed that officers would consider how they could achieve this to produce a 'community friendly' plan.
- Officers referred to the Think Communities Strategy and stated that they wanted parents to be aware of how they could contribute. The Strategy could not be delivered on by the City Council alone; the involvement of communities and parents was important.

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ACTIONS AGREED:

The Adults and Communities Scrutiny Committee **RESOLVED** to:

1. Scrutinise and endorse the Joint Cambridgeshire and Peterborough Youth Justice Plan
2. Scrutinise and endorses the strategic objectives of the Youth Justice Management Partnership
3. Scrutinise and endorse the Peterborough Youth Offending Service operational priorities.

It was also agreed that the Assistant Director, Housing, Communities and the Youth and Head Service, Youth Support would consider how they could produce a non-technical 'community friendly' version of the Youth Justice Plan.

19. MONITORING SCRUTINY RECOMMENDATIONS

The Democratic Services Officer introduced the report which enabled the committee to monitor and track the progress of recommendations made to the Executive or Officers at previous meetings.

ACTIONS AGREED:

The Adults and Communities Scrutiny Committee considered the report and **RESOLVED** to consider the responses from Cabinet Members and Officers to recommendations made at previous meetings as attached in Appendix 1 to the report.

20. FORWARD PLAN OF EXECUTIVE DECISIONS

The 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.

There were no further comments made.

ACTIONS AGREED:

The Committee considered the report and **RESOLVED** to consider the current Forward Plan of Executive Decisions.

21. WORK PROGRAMME 2019/2020

The Democratic Services Officer, David Beauchamp, introduced the report which gave the committee the opportunity to review the work programme and suggest any additional items to be considered.

ACTIONS AGREED;

The Adults and Communities Scrutiny Committee **RESOLVED** to note the latest version of the work programme.

22. DATE OF NEXT MEETING

12 November 2019

Chairman
7pm – 7:44pm

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 5
12 NOVEMBER 2019	PUBLIC REPORT

Report of:	Wendi Ogle Welbourn, Executive Director – People and Communities	
Cabinet Member(s) responsible:	Cllr Wayne Fitzgerald, Cabinet Member for Integrated Adult Social Care, Health and Public Health	
Contact Officer(s):	Jo Procter Head of Service – Cambridgeshire & Peterborough Safeguarding Partnership Boards	01733 863765

CAMBRIDGESHIRE & PETERBOROUGH SAFEGUARDING ADULT BOARD ANNUAL REPORT 2018-19

R E C O M M E N D A T I O N S	
FROM Russell Wate QPM – Chair of Cambridgeshire & Peterborough Safeguarding Adult Board	Deadline date: N/A
<p>It is recommended that the Adults & Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Receive and note the content of the annual report 	

1. ORIGIN OF REPORT

1.1 The report is submitted to the Adults and Communities Scrutiny Committee following sign off and publication of the Cambridgeshire and Peterborough Safeguarding Adult Board Annual Report 18/19 in October 2019.

There is a statutory requirement under the Care Act 2014 that Safeguarding Adult Boards publish an annual report detailing the work of the Board.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of the report being brought to the Adults & Communities Scrutiny Committee is to ensure members are fully aware of the work and progress of the Cambridgeshire and Peterborough Safeguarding Adult Board.

The report covers the period from April 2018-March 2019 and was published in October 2019.

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

2. Safeguarding Adults

2.3 How does this report link to the Corporate Priorities?

The extent to which Safeguarding is delivered effectively will have an impact on:

- The capacity of families to meet their own needs independently
- The long term health of vulnerable adults

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

This report covers vulnerable adults and does not link to the Children in care pledge.

3. **TIMESCALES**

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

4.1 The annual report includes information on the work that has been undertaken by the Cambridgeshire and Peterborough Safeguarding Adult Board in the period April 2018- March 2019.

Partner agencies, including Peterborough City Council, contributed to the information contained within the annual report.

The annual report highlights the significant events during the last year, summarises both the work of the Safeguarding Adult Board and the work of the sub committees. It highlights areas of good practice and presents statistical information about safeguarding performance.

The annual report was approved by the Safeguarding Adult Board in October 2019 and was subsequently published on the Boards website (www.safeguardingpeterborough.org.uk) and shared on social media.

Members are requested to note the contents of the report.

5. **CONSULTATION**

5.1 Partner agencies, including Peterborough City Council, contributed to the information contained within the annual report.

6. **ANTICIPATED OUTCOMES OR IMPACT**

6.1 The annual report highlights the significant events during the last year, summarises both the work of the Safeguarding Adult Board and the work of the sub committees. It highlights areas of good practice and presents statistical information about safeguarding performance.

The report has been brought to the Adults Scrutiny Committee for information purposes.

7. **REASON FOR THE RECOMMENDATION**

7.1 There are no recommendations for the Committee to consider – the report is for information only

8. **ALTERNATIVE OPTIONS CONSIDERED**

8.1 There was no reason to consider alternative options. It is a statutory responsibility of the Safeguarding Adult Board to produce an annual report.

9. **IMPLICATIONS**

9.1 **Financial Implications**

There are no financial implications

9.2 **Implications**

There are no legal implications

9.3 **Equalities Implications**

There are no equalities implications

9.4 **Rural Implications**

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 The majority of statistics contained within the annual report are from the Safeguarding Adult Board dataset.
Partners provided information (including data) from their agencies which was used to formulate the annual report.

11. **APPENDICES**

- 11.1 Appendix 1- Annual Report of Cambridgeshire and Peterborough Safeguarding Adults Board 2018-19



Cambridgeshire
and Peterborough
Safeguarding
Adults Board
Annual Report 2018/19

Foreword

BY DR RUSSELL WATE QPM, INDEPENDENT CHAIR CAMBRIDGESHIRE AND PETERBOROUGH SAFEGUARDING PARTNERSHIP



It gives me great pleasure to present to you Cambridgeshire and Peterborough's Safeguarding Adults Board annual report for the period April 2018 – March 2019.

This has been as always, another challenging year for those of us involved with safeguarding the most vulnerable adults in our society, those adults being abused or at risk of harm. We have put in place strengthened ways of working that mean we are better able to measure what is needed and then meet those needs. An example of this is the new innovative Multi Agency Risk Management process (MARM).

As mentioned last year the review of Local Safeguarding Children Boards and the Social Care Act 2017 have changed how agencies will work together to protect children our response to this meant a joining together of the Boards across Cambridgeshire and Peterborough into one Adult Board this has been monitored and reviewed and agreed by an Executive Board as the appropriate way of working. This has allowed us to increase the effectiveness of our efforts and reduce barriers to services across different parts of the County whilst saving money for front-line services.

This is now the second Safeguarding Adults Board Report for Cambridgeshire and Peterborough. It outlines the activities and achievements of the Board and its partners over the last year and how well we have delivered on our priorities and actions in the Business Plan. It is our account to the community of the work we have done to safeguard and enhance the wellbeing of adults with care and support needs. We as a safeguarding partnership are clear that everything, we do is through the principles of Making Safeguarding Personal.

Safeguarding is about people -their wishes, aspirations and needs. We have been active in trying to learn lessons when incidents happen through our Safeguarding Adult Review Sub-Group and have published one review in this reporting year.

Our Safeguarding awareness month in February 2019 was our most successful to date, and had an incredible number of agencies supporting it.

What we as a Board do has to be judged in terms of whether it has placed adults in need of safeguarding at the centre of its work. How well we hear and respond to what people want is the measure of our success. I am confident we have the right mechanisms in place to carry out our role, and look forward to Chairing the Board as it uses those mechanisms to ensure safeguarding in Cambridgeshire and Peterborough is sensitive to the needs of the people involved, effective and above all personal.

Finally, I would like to say thank you to the incredible work that all agencies and the frontline staff do to keep adults safe from harm and abuse. Thank you also to Jo Procter and her staff in the Independent Safeguarding Partnership Team, for their hard work during this last year.

A handwritten signature in blue ink, appearing to read 'R. Wate'.

Dr Russell Wate QPM

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It's really important that agencies work together to protect people.

It can't be done by one agency

Quote from an Adult

About the Board



Leadership and Governance

Legislatively there have been a number of changes within the safeguarding arena for both children and adults at risk:

- The Children and Social Work Act 2017, brings in Working Together 2018 that abolishes Local Safeguarding Children Boards and provides new ways of working in partnership
- The Care Act 2014 has established the need to have Safeguarding Adult Boards in each local authority Area

The changes of the legislative acts coupled with ongoing demands and a need for increased joint working between the two local authorities across the County of Cambridgeshire and the City of Peterborough, have led to a joint Children’s Board and a joint Adult’s Board.

Legislation indicates that each board should have three statutory partners with a shared and equal duty to make arrangements to work together to safeguard and promote the welfare of all children and safeguarding adults at risk in a local area. The new arrangements bring together the statutory safeguarding partners (Health (CCG), Police and local authority) to form an Executive Safeguarding Partnership Board. The structure combines the governance arrangements at a senior level to look at safeguarding arrangements holistically across both the children’s and adults safeguarding arena

Bringing together adults and children’s safeguarding on a countywide level ensures that safeguarding issues are looked at holistically in a “think family approach” and also provides a forum for transitional arrangement’s to be discussed and agreed



Figure 1: Diagram of Cambridgeshire and Peterborough safeguarding partnership structure

The Executive Safeguarding Partnership Board has strong and meaningful links with other groups and boards who impact on child and adult services. The safeguarding arrangements have been established in the context of wider statutory partnership arrangements that are in place across Cambridgeshire and Peterborough. The relationships have been strengthened by the implementation of an Inter Board protocol and a comprehensive mapping of themes. This ensures that all aspects of safeguarding are taken into account by the other statutory boards and there is a co-ordinated and consistent approach to safeguarding vulnerable people.

The Chair of the Executive Safeguarding Partnership Board is also a member of other strategic and statutory partnerships within Cambridgeshire and Peterborough which include the Health and Wellbeing Board, the Community Safety Partnerships and the MAPPA Strategic Management Board. They also chair the MASH Governance Board. In addition, the Head of Service for the Safeguarding Partnership Boards is a member of the Domestic Abuse Governance Board and the Children and Families Joint Commissioning Board.



Cambridgeshire and Peterborough Safeguarding Partnership Boards

The two Safeguarding Partnership Boards (adults and children's) sit below the Executive Safeguarding Partnership Board (see Figure 1). The Safeguarding Partnership Boards are responsible for progressing the Executive Safeguarding Partnerships Board's business priorities through the business plan; authorising the policy, process, strategy and guidance to effectively safeguard children and adults at risk. The two Safeguarding Partnership Boards scrutinise, challenge and maintain an overview of the state of children's and adults safeguarding in Cambridgeshire and Peterborough; undertaken through quality assurance activity, learning and development programmes and commissioning and overseeing Child Safeguarding Practice Reviews / Safeguarding Adult Reviews / multi-agency reviews (as required.) The Safeguarding Partnership Boards have wider partner membership to include probation, health providers, education, voluntary sector, faith communities and housing.

Below the two (adults and children's) Partnership Safeguarding Boards are a range of sub groups and task and finish groups. These groups are responsible for a range of areas, including policies, training, consultation and quality assurance. The function of these groups are detailed below.

- Two consultation and development forums (one for adults and one for children's) responsible for securing the "voice" of practitioners and ensuring that learning is used to inform and improve practice. These groups have wider partner membership to include probation, health providers, education, voluntary sector, faith communities and housing.
- Two Quality and Effectiveness Groups (QEG), one for adults and for children's.

Chaired by the Head of Service for the Safeguarding Partnership Boards, the group's membership includes senior managers from the safeguarding partners and other relevant agencies that have responsibility for safeguarding performance within their organisation. These groups scrutinise safeguarding effectiveness and co-ordinate improvement activity by; quality assurance activity (both single and multi-agency), performance management information and overseeing of action plans.

- A single countywide Children's Case Review Group, that examines children's cases and a countywide Safeguarding Adults Review group which deals with adult's case reviews.
- Task and finish groups are established to progress themed areas, e.g. child sexual abuse, criminal exploitation. Each group is responsible for producing resource packs for practitioners which include strategies/ guidance, training, leaflets and tools.

- The structure also includes those forums who have a "dotted line" to the Safeguarding Boards (Education Safeguarding Group, Child Protection Information Network).

Independent Safeguarding Partnership Service

The work of the various Boards and groups within the governance arrangements is overseen by the Independent Safeguarding Partnership Service. The service is managed by the Head of Service and includes roles that cover both adults and children's agendas. Some of the roles are specialised in quality assurance and improvement, exploitation, training, communication and there are more general adult and children's leads and dedicated administrative roles. The service ensures that there is robust, countywide independent scrutiny and oversight of multi-agency practice.

Safeguarding meansthe safeguarding of adults by staff, family, neighbours and the whole world. We should look after vulnerable people. We should report any concerns we have, however minor they may seem

Quote from an adult

Progress against the Board's Priorities



Quality Effectiveness Group (QEG)

The Adult Safeguarding Partnership Board (ASPB) has a 2 year strategic plan, with priority areas and a number of aims. The aims listed below are the focus of ASPB for 2018 – 2019.

Listening and responding to the voice of the people of Cambridgeshire and Peterborough

- For the first time the ASPB conducted a survey to ascertain what the community understood about adults at risk, safeguarding and the Safeguarding Board. The findings have informed the board what areas to focus on to ensure that the general public are informed about safeguarding adults at risk and who to contact should they have safeguarding concerns. A briefing of the findings from the survey are on the website. Further details can be found on page 11

The pressures due to societal changes are immense. Good luck

Quote from an Adult

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- The Quality Effectiveness Group undertook a consultation activity with partners to find out how organisations and professionals within agencies engage with adults at risk and listen to and record their thoughts, wishes and feelings with regards to service delivery. A further consultation activity was widened to include other Safeguarding Adult Boards across the Country to see how they consult and engage with adults at risk within their areas. Both activities showed that this is an area of work to focus on as to how we, as partners, practitioners and the board, ascertain what adults at risk tell us about service delivery and how to safeguard them.
 - The Sexual Assault Referral Centre (SARC) presented to the board concerns regarding offering support and referrals for those people with complex needs. A Task and Finish group has been set up to look at pathways for those

individuals who are victims of sexual violence and have complex needs.

Prevention – recognising abuse and neglect and trying to prevent harm from taking place

- Multi-agency safeguarding adults training has been developed by the board and is facilitated by members of the independent safeguarding partnership service. Training is available to all professionals (voluntary and statutory) who work with adults at risk. Identifying adult abuse, roles and responsibilities and what steps to take for safeguarding are integral to the training offer.
- Partners undertook a self- assessment audit earlier this year. One section focused on prevention and the majority of agencies scored this as being fully met within their organisation and practice with only 3 % regarding this as not being met within their agency. The self-assessment tool also contained questions regarding whistleblowing, safer recruitment of staff, supervision, allegations made against staff and the dissemination of safeguarding messages; all areas that focus on prevention of harm to adults at risk. The self-assessment tool findings were supported by the practitioners survey that contained similar questions requiring prevention of harm. Findings from this audit has been used to inform training and guidance. Further details can be found on page 11
- During early 2019 Multi-Agency Risk Management (MARM) Guidance was developed and launched via workshops across the region. In total 137 professionals attended the workshops. The **Multi Agency Risk Management Guidance** sets out a co-ordinated, multi-agency response designed to help protect adults who are not engaging with services and are deemed most at risk. It seeks to provide frontline professionals with a framework to facilitate effective working with

adults who are at risk; where that risk may lead to significant harm or death and the risks are not effectively managed via other processes or interventions due to the individual not wanting to engage.

- A Pressure Ulcer Task and Finish Group was set up to ensure that NHS trusts have policies and procedures in line with the Department of health protocol. Guidance has been agreed and developed and disseminated to agencies. The guidance is on the Boards website.

Ensuring practitioners work within the principles of Making Safeguarding Personal (MSP)

- MSP is a golden thread running throughout everything the board does and is in all of our multi-agency Training, resources and audits. Within the self-assessment audit tool there were specific sections relating to Making Safeguarding Personal and agencies scored their services accordingly. All audit activity of the board measures practice against MSP.

I just wanted someone to listen to me and they did

Quote from an Adult

- The lived experience of the adult training pack is being developed to cascade to professionals within workshops over the coming year. Within the pack are case studies and real life scenarios which focus on 'what does making safeguarding personal mean for them?'

Ensuring the workforce is appropriately skilled and trained to identify and respond to issues of abuse and neglect.

Training and Development – Safeguarding Multi-Agency Training

During 2018, the Peterborough and the Cambridgeshire Safeguarding Adults Boards

(SAB) combined to give a countywide approach to safeguarding adults at risk. For the first time, the joint SAB offered a combined training programme that included multi-agency adult safeguarding training as well as multi-agency children safeguarding training for all practitioners across Cambridgeshire and Peterborough. Additional resources including: leaflets, briefings, e learning links, Apps and training packages are available on the CPASPB website for professionals, carers and service users. Easy read leaflets are available to download. Safeguarding Board Training is monitored and reviewed within the Quality Effectiveness Group and for 2019 this function and role will move to the Training Subgroup.

Over the twelve months from January 2018 to December 2018, in total safeguarding adult's at risk training provision was given to 292 professionals.

Training Sessions. Training sessions during 2018 were evaluated highly by professionals with 98 % rating, both the delivery of the training and the aims and learning outcomes of the training as being 'good to excellent'. 99% of attendees said that they would recommend the training to colleagues.

Salient comments from attendees include

- *"The training was really engaging I thought it was very informative. I feel like I have learnt more in this area and good discussions were had. Very good training"*
- *"Very useful and informative and will provide vital in my role"*

In terms of impact of the training on practice 77 % of practitioners felt that they had learned a lot and that 85% felt that the training was completely relevant to their safeguarding role.

- **Confidence** -87% of attendees felt that after the training their confidence had improved.
- **Knowledge**- 87% of attendees felt that after the training their knowledge had improved
- **Skills and Practice**- 90% of attendees felt that after the training their practice skills had improved

Single Agency Training

As of 2019 Peterborough and Cambridgeshire Adult Safeguarding Partnership Board have developed and implemented a process for checking and making sure that partner agencies training is robust enough for the adult safeguarding workforce. Endorsement of training ensures that the safeguarding adults at risk training is; up to date, fit for purpose (aimed at different job roles and levels), has all of the local and national safeguarding messages and contains lessons from serious adult reviews. To aid this process there are a set of; training principals, a competency checklist and a full description of the groups of people that adult safeguarding training is aimed at. Up until April 2019 2 courses have been endorsed successfully.

Monitor, scrutinise and challenge safeguarding practice across the partnership

Quality Effectiveness Group (QEG)

Monitors the individual and collective effectiveness of the Adult Safeguarding Partnership Board partners and has a strong quality assurance function undertaking audits, focus groups and surveys. The annual themed audit programme (quality assurance planner) includes both single and multi-agency audits and are linked to the board's priorities. QEG advises and supports the board in achieving the highest safeguarding standards and promoting the safeguarding of adults at risk across Peterborough and Cambridgeshire by evaluation and continuous improvement. During the twelve months covered by this report the following audits have taken place:

- **Practitioners Safeguarding Survey.** 406 respondents to the survey which explored what professionals understood about safeguarding adults at risk and safeguarding within their organisation. The findings from this survey have informed adult safeguarding board policies and procedures and helped to identify the priority areas for the board to focus on.
- **Self -Assessment Audit Tool.** The self-assessment tool consisted of six sections referring to the elements of 'Making

Safeguarding Personal' (Empowerment, Prevention, Proportionality, Protection, Partnership and Accountability) and a final section on 'information sharing'. 14 agencies completed the tool and assessed their organisation and agency practice against the standards. Workshops were provided to support completion of the tool with 13 professional safeguarding leads attending. Completed responses of the self- assessment tool were effectively challenged, as part of the audit process, with further clarification and evidence provided by agencies. This will continue to be a bi-annual event.

- **Safeguarding Survey.** The Safeguarding Boards first ever survey to the wider public to ascertain what people understand about; what is an adult at risk, safeguarding adults at risk and what the Safeguarding Adult Board does. Questionnaire were via survey monkey (online) and an easy read hard copy leaflet. 122 people within the community responded. The findings from this survey have informed adult safeguarding board policies and procedures and helped to identify the priority areas for the board to focus on.
- **Scoping Activities.** A number of requests were sent out to partners of the board and to other Safeguarding Adult Boards to ascertain information about how the voice of the adult at risk is recorded and listened to within organisations. This work was utilised to inform the development of the lived experience of the adult training pack.

At the conclusion of all audit activity a briefing is prepared highlighting the implications for safeguarding practice across all agencies in terms of roles and responsibilities for safeguarding the adult at risk.

All of the audits have resulted in recommendations and learning for practice. Lessons learned from auditing will be cascaded through the Safeguarding Board Workshops during late 2019 and professional briefings on the Safeguarding Board's website.

Additionally, QEG reviewed and monitored single agency performance in relation to safeguarding adults at risk within the quarterly performance

report, contributed to by all partner agencies. For 2019 this process has been strengthened and partners will be required to present a report and have a discussion regarding individual performance relating to the board's priorities for 2019 – 2020.

My experience was a positive one and mum got the help she needed

Quote from an Adult

Raising awareness of the role of the SAB's and safeguarding issues across communities

Promoting awareness is an ongoing activity held throughout the year by the board and its members. The board provided the safeguarding adult's roadshow in 2018 to promote multi-agency training available whilst giving information regarding what is an adult at risk and how to safeguard them.

Over the past 12 months, the Safeguarding Board website has been further developed to include new briefings and resources for practitioners, updated guidance and can be translated into over 100 different languages in order to provide accessible information to all communities across Cambridgeshire and Peterborough.

The safeguarding board also continues to use social media to raise awareness of the work of the board and share messages of local and national importance.

February 2019 was Safeguarding Awareness Month for both the Children and Adults Boards focused on raising the awareness of the general public, we included messages about:

- What is safeguarding?
- signs of abuse
- how to make a referral
- public information – leaflets, websites and signposting to appropriate services
- What is an Adult Safeguarding Partnership Board / Children Safeguarding Partnership Board?

A communications strategy and tactical plan was developed, building the campaign around social media messages with other activities taking place

to complement it. The strategy also formed the basis of the awareness month resource pack which included:

- Banners for Email footer, Newsletter
- Social Media assets
- Leaflets, postcard & posters
- Hashtags
- Social Media messages



A whole host of agencies took part in Safeguarding Awareness Month, to raise awareness, by producing a short film giving safeguarding messages, having information stands and holding a drop in events.

Within the Board, there was:

- The community survey, extended to include safeguarding awareness month to gather as many responses as possible.
- Requests for radio interviews by the local media
- Creation of safeguarding easy carry cards and posters for staff and the general public

- Facebook and Twitter had a new message each day throughout the month on safeguarding. For **Facebook** the message with the biggest reach (**3880 users**) was “We all have a role to play in protecting children, young people and adults at risk from abuse and neglect. But right now, some people do not report concerns. Help us to help those in need of support and speak up about abuse”. this was also the most successful message for **Twitter** with a reach of **5256 users**.

Over the month we reached 76,725 users via social media, and from twitter polls ascertained that 91% of respondents said that safeguarding was everyone’s responsibility and 71 % of the general public knew what the children and adults board’s do.

Safeguarding Adult Reviews (SARs)

Under the 2014 Care Act, Safeguarding Adults Boards (SABs) are responsible for Safeguarding Adults Reviews (SARs). The purpose of SARs in the statutory guidance is to ‘promote effective learning and improvement action to prevent future deaths or serious harm occurring again’. The aim is that lessons can be learned from the case and for those lessons to be applied to future cases to prevent similar harm re-occurring.

During 2018/2019 the Safeguarding Adult Review sub-group began the year with 3 existing cases, 1 that has been concluded and two remain ongoing.

Arthur - Case

Very little was known about Arthur’s life until after the completion of the Safeguarding Adult Review. Arthur was 60 years old and lived alone in a first floor housing association flat. He was registered as disabled, having type 2 diabetes and a below the left knee amputation. He had limited mobility and used a wheelchair, which was stored in a hall cupboard for outside use as it was too big to use around the flat

Arthur was generally isolated and did not see many people apart from those agencies working with him and a friend, who was his neighbour.

Arthur’s case is a complex one and involved a number of professionals working with him. He spent a number of times in hospital with regards to his amputation site becoming infected, swollen and on one occasion maggot infested.

Sadly, Arthur, died in 2018 and his cause of death was recorded as cardiac arrest, peripheral vascular disease, hypertension, sepsis, type two diabetes and hyperosmolar hyperglycaemic state.

Practitioner Themes from the case included:

- Working Together
- Professional’s response to self-neglect
- Professional curiosity
- Disguised compliance of Arthur and the ability of professionals to have respectful uncertainty
- Engagement with Arthur and his social isolation
- Mental Capacity
- Discharge planning
- Assessments, inclusion of risk, planning and recording
- Access and use of policies and procedures
- Making Safeguarding Personal - The lived experience of the adult at risk and engaging his neighbour. Weighing up personal choice against health risks

Embedding the Learning

An Action Plan of recommendations from the Arthur SAR sits with the SAR subgroup for monitoring and reviewing completion by partner agencies identified within the review.

For 2019 a training pack has been developed on the lived experience of the adult at risk, and Arthur’s case study is an integral multi-agency exercise for professionals to identify what could have been done differently. A Practitioners briefing has been written on Arthur and later in 2019 a task and finish group will develop guidance for professionals to accompany the training pack.

The findings from Arthur’s SAR will be cascaded within the Adult Safeguarding Workshops, due to

take place later this year along with national SAR findings and local audit activity.

Learning Culture

The Children Safeguarding Partnership Board (CSPB) and the Adult Safeguarding Partnership Board (ASPB) create a culture of openness and facilitate effective and regular challenge to all partner agencies. The Boards do this by the

Independent Safeguarding Partnership Service (ISPS) reviewing, scrutinising and challenging local safeguarding arrangements. Findings from Serious Case Reviews / Safeguarding Adult Reviews and auditing activity are cascaded back to practitioners and agencies to embed the learning back into practice. The chart below shows how the ASPB and the CSPB identifies learning as part of evidence informed practice.

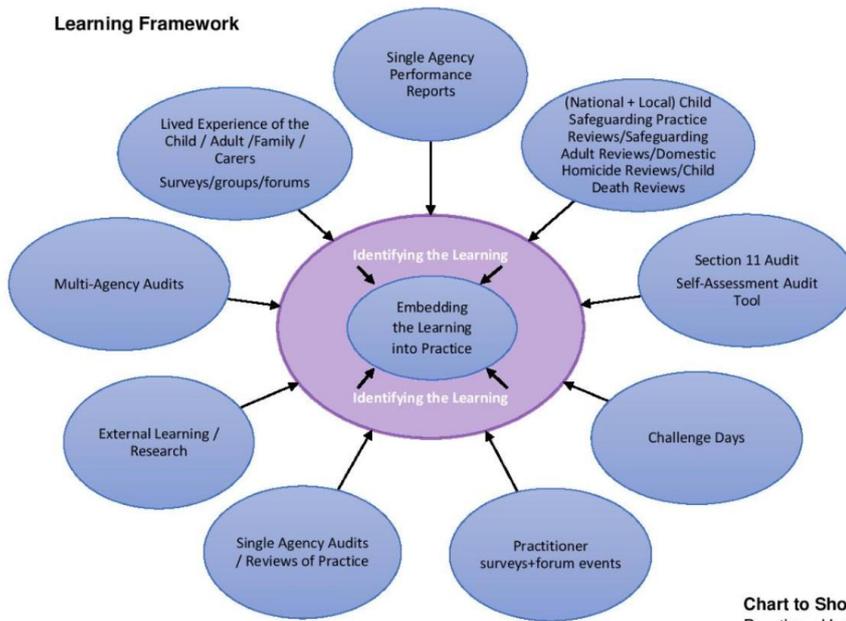


Chart to Show: Evidence Based Practice : How Cambridgeshire and Peterborough Children and Adult Boards Identifies Learning



Cambridgeshire and Peterborough Safeguarding Adults Partnership Board

Sandmartin House
Bittern Way
Fletton Quays
Peterborough
Cambridgeshire
PE2 8TY

Scott House
5 George Street
Huntingdon
Cambridgeshire.
PE29 3AD

safeguardingboards@cambridgeshire.gov.uk

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 6
12 NOVEMBER 2019	PUBLIC REPORT

Report of:	Charlotte Black, Service Director – Adults and Safeguarding	
Cabinet Member(s) responsible:	Councillor Wayne Fitzgerald, Cabinet Member for Integrated Adult Social Care, Health and Public Health.	
Contact Officer(s):	Debbie McQuade, Assistant Director Adults and Safeguarding Operations. Helen Duncan – Principal Social Worker and Head of Safeguarding.	Tel. 01733 452440 Tel 01223 475983

CARERS UPDATE – CARERS SURVEY AND ADULT POSITIVE CHALLENGE PROGRAMME.

R E C O M M E N D A T I O N S	
FROM: Service Director – Adults and Safeguarding	Deadline date: N/A
<p>It is recommended that The Adults and Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Note the results of the Carers Survey undertaken in Autumn 2018 and published in June 2019. 2. Note the work underway in the Carers work stream of the Adult Positive Challenge Programme and how this aligns to improving the experience of and outcomes for carers and managing demand for Adult Social Care. 	

1. ORIGIN OF REPORT

- 1.1 Local authorities in England with responsibility for providing adult social care services are required to conduct an annual postal survey of their carers. The Personal Social Services Survey of Adult Carers in England (SACE) 2018/19 asks questions about quality of life and the impact that the services they receive have on their quality of life. It also collects information about self reported general health and wellbeing. The results and actions arising from this survey are reported to Scrutiny Committee for information.

2. PURPOSE AND REASON FOR REPORT

- 2.1 Informal or family carers are often the critical success factor in supporting people with long term care and support needs to continue living independent lives at home and in the community. As such it is very important that we understand and respond to the experience of carers and the ways in which they feel they could be supported in their caring role.

The national carers survey is carried out biennially and this is the fourth time all carers have been surveyed on a national basis, using the same methodology and questionnaires.

This report supplies analysis of the findings of the survey and also update the Scrutiny Committee on actions being taken within the Adult Positive Challenge Programme to improve

the experience of carers and better support them in their caring role.

- 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 No. 2 Functions determined by the Council:

1. Adult Social Care

- 2.4 *How does this report link to the Corporate Priorities?*

3. Safeguard vulnerable children and adults
6. Keep all our communities safe, cohesive and healthy
7. Achieve the best health and wellbeing for the City

The report sets out the implications for this priority in relation to the safety, health and wellbeing of carers. A large number of people in Peterborough act as a carer for family or friends. The survey evidences the impact this can have on people's quality of life and this report updates on the various actions we are taking to improve the experience of carers.

Supporting carers to continue living full and active lives alongside their caring role can also support the local community and economy.

Many carers are also parents of children and young people, and providing adequate information and support will ensure that carers role as parent is not compromised.

- 2.5 How does this report link to the Children in care Pledge?

N/A

3. **TIMESCALES**

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

The national carers survey questionnaire template was provided by NHS Digital. The questionnaire is divided into six sections:

- 1: About the person you care for
- 2: About your needs and experiences of support
- 3: The impact of caring and your quality of life
- 4: Information and advice quality
- 5: Arrangement of support and services in the last 12 months
- 6: About yourself

A total of 993 questionnaires were sent out through the post during the Autumn of 2018 and 460 were returned, representing a response rate of 46%. Appendix 1 provides a public facing summary of the results of the survey. It should be noted that the survey is only sent to individuals who identify that they have a caring role, we know that there are many people in our communities who do not recognise that the valuable support they give to friends and family would give them the status of a carer and would not therefore have received a copy of this survey

4.2 **National Findings**

The report published by NHS Digital on 25 June 2019 highlighted the following national headline findings

- Nationally 38.7% of people who had received services said that they were extremely or very satisfied with the support and services they received. 7.2% said that they were very or extremely dissatisfied. In Peterborough the results were better at **39.8%** and **4.8%**.
- The majority of carers (65.4%) have been caring for people for over five years. Almost a quarter (23.5%) have been caring for 20 years or more. In Peterborough a smaller percentage of people have been caring for 20 years or more (**15.6%**) and more people have been caring for between 3 and 5 years (**23.6%**).
- Nationally, 60.6% of carers reported that caring had caused them feelings of stress, an increase on the previous survey where the result was 58.7%. In Peterborough the result was **52.4%** which was a drop from the previous survey where the result was 56.4%.
- Nationally 53.4% of carers reported that caring caused them no financial difficulties. The result in Peterborough was **59.8%**. Nationally 10.6% of people said that caring caused them a lot of financial difficulties, an increase on the 2016-17 figure of 9.6%. In Peterborough the figure was **7.8%**.
- Nationally the largest group of carers (23.8%) is aged between 55-64. In Peterborough the largest group of carers (**22.9%**) is between the ages of 75-84.

4.3 Local findings - demographics

- The highest percentage of people looked after are aged between 75 and 84 (**34.7%**) followed by 85+ (**27.2%**). The England result has lower percentages of both of these older age groups of carers at 26.1% for people aged 75 – 84 and 25.3% for people over 85.
- The highest groups of people cared for were those with a physical disability (**57.1%** England result 51.4%), long standing illness (**42.7%** England result 39.7%) or dementia (**41.2%** England result 35.3%). This is likely to reflect the lower healthy life expectancy within Peterborough as these are the care reasons which are likely to relate to poorer health later in life.
- **84.2%** of people cared for live with the carer. This has increased from the 2016-17 survey where the result was 80.6%. For all of England 76.7% live with the carers.
- **67.4%** of carers in Peterborough are retired - more than the result for England which was 57%. **17%** are employed full time or part time (23.5% in 2016-17). **7%** of carers are in paid employment and feel supported by their employer (down from 12.6% in the last survey. This is lower than the England average of 11%.
- **7.2%** are doing voluntary work and **21.4%** are not in paid work (England 21.5%). **17.8%** of carers are not in paid employment due to their caring responsibilities. This is lower than the England average of 22.6%.
- The majority of respondents care for someone for 100 or more hours a week (**51.3%** England result 38.7%). This evidences the important role carers play locally.
- In relation to the type of care provided, the highest results were for 'other practical help' (**94%** - England result 91.5%) and 'keeping an eye on them to see if they are all right' (**94%** - England result 91.3%) and 'helping with paperwork or financial matters'

(88.5%). The third highest result for England was 'Helping to deal with care services and benefits' at 86.2%.

- **30%** of carers stated that they have a long standing illness. For England the result was 29.8%.
- **33%** of carers were male and **67%** female. **85.1%** of carers are White British. **8.8%** are Asian/Asian British and **1.4%** are Black/African/Caribbean/Black British.
- **52%** were assessed separately to the cared for person and **12.1%** had not had an assessment or review during the year.

4.4 Local findings - detailed results

No	Question	Response Measured	2016/17 result	2018/19 result	England result	DOT
4	Overall, how satisfied or dissatisfied are you with the support or services you and the person you care for have received from Social Services in the last 12 months?	I am extremely satisfied/I am very satisfied	38.1%	39.8%	38.7%	

The overall satisfaction rating (**39.8%**) has improved since the last survey and is better than the England result (38.7%) and the Eastern Region result (37.6%). However in a number of over areas Carers experience is less positive

No	Question	Response Measured	2016/17 result	2018/19 result	England result	DOT
6	Have you used any of the support or services listed below, to help you as a carer over the last 12 months?					
a	Information and advice	Yes	48.1%	43.1%	51.4%	
b	Support from carers groups/talks in confidence	Yes	23.1%	20.7%	31.3%	
c	Training for carers	Yes	5%	2.9%	5.3%	
d	Support to keep you in employment	Yes	3.6%	1.7%	3.1%	
7	Which of the following statements best describes how you spend your time?	I'm able to spend my time as I want, doing things I value or enjoy	14.5%	16.8%	17.3%	
8	Which of the following statements best describes how much control you have over your daily life?	I have as much control over my daily life as I want	25.4%	21.5%	23.3%	
No	Question	Response Measured	2016/17 result	2018/19 result	England result	DOT

9	Thinking about how much time you have to look after yourself – in terms of getting enough sleep or eating well – which statement best describes your present situation?	I look after myself	57.6%	55.2%	51.9%	
10	Thinking about your personal safety, which of the statements best describes your present situation?	I have no worries about my personal safety	85.1%	79.3%	81.3%	
11	Thinking about how much social contact you've had with people you like, which of the following statements best describes your social situation?	I have as much social contact as I want with people I like	33.2%	32.2%	32.5%	
12	Thinking about encouragement and support in your caring role, which of the following statements best describes your present situation?	I feel I have enough encouragement and support	35.8%	33.4%	34.6%	
13	Thinking about the other people you have caring responsibilities for, which of the following best describes your current situation? Please exclude the person you spend most time helping.	I always have enough time to care for them	30.7%	14.2%	19.9%	
		I don't have caring responsibilities for anyone else	32.9%	70.5%	50%	

4.5 Impact on carers health

Although experience appears to have been better in this area since the previous survey it is clear to see that a significant percentage of carers feel that their caring role impacts adversely on their health.

No	Question	Response Measured	2016/17 result	2018/19 result	England result	DOT
14	In the last 12 months, has your health been affected by your caring role in any of the ways listed below? (Lower figures are better, with the exception of k)					
a	Feeling tired	Yes	78.5%	78.6%	77.8%	
b	Feeling depressed	Yes	49.7%	42.5%	45.1%	
c	Loss of appetite	Yes	12.7%	13.7%	13.9%	
d	Disturbed sleep	Yes	66.9%	65.2%	66%	
e	General feeling of stress	Yes	56.4%	52.4%	60.6%	

f	Physical strain	Yes	31.8%	31.9%	34.6%	
g	Short tempered/irritable	Yes	40.1%	39.3%	43%	
h	Had to see my own GP	Yes	31.8%	25.4%	29%	
i	Developed my own health condition	Yes	25.1%	23.6%	23.6%	
j	Made an existing condition worse	Yes	20.7%	18.8%	20.6%	
k	Other	Yes	3%	2.3%	3.4%	
k	No, none of these (higher is good)	Yes	8.9%	9.1%	8.6%	

4.6 Benchmarking Regionally

In addition to providing useful intelligence on our local carer experience, the survey also produces the Council's out-turn against five of the national indicators in the Adult Social Care Outcomes Framework (ASCOF). Although the national results for the ASCOF have not yet been published all Local Authorities in the Eastern Region voluntarily share their provisional results for benchmarking purposes.

Peterborough performs better than the regional average on all bar one of the indicators. The indicator on which we do less well is carer consultation and inclusion in decision making.

No	Question	2016/17 Regional Result	2018/19 Regional Result	PCC 2018/19 Result
1d	Social Care Related Quality of Life	7.7	7.3	7.4
4	Carers overall satisfaction	38.2%	39.6%	39.8%
11	Carers social contact	32.6%	29.4%	32.2%
16	Ease of finding information	65.8%	63.1%	63.6%
18	Carers included or consulted	70.7%	70.1%	67.7%

4.7 A sample of comments from the Carers Survey:

The following are just a sample of the comments we received from carers within the survey.

"We feel very lucky to live in Peterborough area - compared to others' stories the help we receive is excellent. Advice is at the end of a phone and we feel you are on our side".

"Was on carers allowance but couldn't afford to pay my bills so maxed out credit cards just to survive, had to go back to work 2 weeks ago. Now I worry about dad when I am not there. I work 4hrs per day".

"Both myself and the person I care for (wife) receive all the help and support we require at the dementia resource centre in York Road Peterborough. The people at the centre are always

there to discuss any problems or offer help in any way they can”

“More needs to be done locally to ensure carers are delivering care in safe environments. We need some serious attention paid to the lack of truly accessible homes in Peterborough and even those that are supposed to be accessible such as local extra care facilities are not suitable. My physical health has suffered, my husband is weakened by his bad housing situation, has had many more infections due to there not being any space to use a tilt table. We have had to hunt around ourselves because the local council has been no help whatsoever, to find a not for profit to help us find suitable housing, you should all be utterly ashamed of what you have put us through. You do not listen, you do not learn, you do not act in the best interest of local disabled people. You have left the both of us very angry at the way we have been treated”

“There seems to be no facility for people like myself who care for elderly parents, older husband as well as young children. It’s either support for those who care for the elderly - support for those who care for disabled - or support for those who care for children. There needs to be a more holistic approach. I have no-one to care for me when I am ill”.

“Thank you for sending the questionnaire and I hope some of my following comments may be of use. My experience of the past 12 months would be that the help comes all at once and the carer can feel overwhelmed and confused by it all - it then becomes more disruptive than helpful - especially if the situation is difficult enough at that time. Most of the information and advice is beneficial but it can take weeks/months for major decisions to be made. Also if the carer lacks expertise and confidence in using a computer and unfamiliar to accessing and managing services and accounts online it all adds to the stress and frustration. Advice and training classes for carers would be helpful eg. how to help someone who has fallen down, minor health problems - diet and keeping well. Getting a person in and out of a car etc. Lifting and first aid. Useful and emergency contacts. Best places to buy pads and waterproof sheets etc. special clothing - elastic waisted trousers for men and easy fastenings instead of buttons”.

4.7 **Carers Work Stream – Adult Positive Challenge**

The survey evidences a number of areas where carer experience could be enhanced. The Adult Positive Challenge Programme Carers Support workstream has a clear focus on improving support for carers in recognition to the valuable role they play and the potential impact it can have on their own health.

The aim of the Carers workstream is to improve outcomes for carers and minimise the demand on statutory services, the cost of crisis services by ensuring that carers receive the right support at the right time to enable them to sustain their caring role.

4.8 **Progress so far**

The work stream holds at its core the need to deliver a change in the way that conversations with carers are used to recognise the issues that matter to them most. Over March and April a series of workshops were delivered for operational staff to build on and develop their knowledge and skills in having meaningful and purposeful conversations with carers, directing them towards appropriate support to help them manage their health and wellbeing and maintain their caring role.

A series of 15 workshops focusing on supporting carers have been delivered to staff, across all of adult social care in Cambridgeshire and Peterborough. Included in this were bespoke sessions for the Adult Early Help Team to focus on their role in managing demand at the front door, and to the hospital based discharge planning teams to strengthen the identification of and

support to carers in a hospital setting. To encourage shared learning and practice-sharing, the rest of the workshops included a mixture of staff and managers from a variety of CCC locality teams, PCC long term and review teams and some CPFT staff who complete carers assessments on behalf of the local authority.

Feedback from these workshops was very positive, with over 90% from the sample of participants stating that they found the workshop useful. Some examples of how staff said they will apply the learning were:

- ❖ “Allowing more time to have exploratory conversations with carers”
- ❖ “Putting myself in their shoes”
- ❖ “Completing carers assessments more confidently”
- ❖ “Through strengths-based conversations with carers”
- ❖ “Looking more creatively at community resources”

Alongside the staff workshops, there has also been a focus on our operational processes in supporting carers. This has resulted in the development of one assessment form across Cambridgeshire, Peterborough and CPFT which went live in CCC/PCC in April following consultation with and feedback from local carers. There has also been an introduction of a supported self-assessment in Cambridgeshire which is available where appropriate for the carer. This has increased consistency of approach across organisations

There has also been work to improve the web-based information available for carers to make it clear how carers can access support, alongside a wider review of the website through APCP to ensure that information presented is clear, accessible and structured.

4.9 Case Study

Overview

Mrs C is a lady in her 80's with dementia. She was discharged from hospital following a Urinary Tract Infection (UTI) and returned home. She needed to have a bed downstairs due to poor mobility. Mrs C's husband was frail and had health problems of his own, needing oxygen at night. Mr C was concerned he wouldn't be able to cope looking after his wife. He was also worried that she may fall when trying to get out of bed and that he wouldn't know what she was doing during the night whilst he was sleeping upstairs.

Intervention

A **movement sensor** was provided and placed on the floor beside Mrs C's bed downstairs, including a **vibrating alarm pager**. Both of these provisions would alert Mr C as soon as his wife was sitting on the edge of the bed. Mr C kept the pager in his pocket during the day and on his bedside cabinet at night.

Provision of a **mini CCTV camera** was set up unobtrusively and angled so it could focus on Mrs C when she was in bed. Mr C had a small handheld **night vision monitor** that enabled him to see his wife from his bed upstairs. It also had a microphone that could be switched on to hear any sound. This helped Mr C decide whether he needed to go down to attend to his wife or not.

Outcome

Risk of falls greatly reduced

Peace of mind, re-assurance and feeling of relief for carer

Mr C was able to conserve his energy, reducing the impact on his own health condition.

The couple could remain living together in their marital home

Cost Savings

Potential hospital admission and consequential social care costs avoided due to these preventative measures
Necessity for respite care reduced as carer supported to avoid a crisis developing.
Potential long term residential dementia admission avoided

4.10 **Next Steps**

- 1) Following the staff workshops, which took place throughout March, April and May, the focus is now on embedding the learning and key messages from the workshops:
 - The importance of initial meaningful conversations with Carers at every opportunity when we have contact, not just at assessment, in order to really understand the things that make a difference to them and maximise the value of the conversation.
 - Offering a supported self-assessment where appropriate for the carer.
 - The purpose of the assessment is to focus on the Carer as an individual, their wellbeing and what is important to them – it is an opportunity for the Carer to tell their story and explore support that is available to them (Carers can be unclear of the purpose of an assessment or put off by the word assessment)
 - Creative support planning for Carers: a weekly Carers focused ‘huddle’ has been introduced across the service as part of the Changing the Conversation workstream. This is a supportive space for staff to bring cases involving a Carer and consideration of different ideas and ways to support the Carer with their colleagues. This is also a space for shared learning and encouraging people to feedback on what happened as a result so learning can be shared across the service.
 - Expanding awareness of the support available e.g. promoting the Caring Together magazine which holds lots of information about their groups and events as well as other support organisations and groups which are available to support Carers.

This will be embedded into the ongoing workforce development offer and through the work of the Quality and Practice Team. In addition, a new Carers operational group has been established overseeing practice relating to carers.

- 2) Finalising systems updates to ensure that they are set up to support good practice, including ensuring that our systems have the capability to record conversations with Carers and that operational teams have the tools required to capture their work with carers.
- 3) There is also comprehensive work underway to recommission carers support services, with the new contract expected to come into operation in August 2020.
- 4) Public Health are currently recommissioning lifestyle services, which includes health trainers. Health trainers support individuals to make lifestyle behaviour changes over a period of time. Historically, health trainers have had a generic role that has been well evaluated and locally “specialist health trainers” have now been introduced. There is an opportunity through the new commission being explored whereby the Health Trainer Service would be trained to become more aware of carer needs and also have a number of specialist carer health trainers who would be trained to work with carers who have been identified by their colleagues.
- 5) Linking in to the current review of Libraries to examine how they might develop and offer for carers information and advice and drop in sessions.

- 6) Linking in to the current review of day services to identify ways in which this might enhance the offer for carers.

4.11 **What we would like to be different as a result of the Adults Positive Challenge Programme.**

The focus of the Adult Positive Challenge on recognising carers and engaging in strengths based conversations to identify what really might make a difference and following this through to make the connections to the solutions, is anticipated to improve carer outcomes in a number of the areas for improvement identified in the survey including:

- Carers feeling they have control
- Ease of being able to find the information they need
- Being able to look after their own health and wellbeing
- Having as much social contact as they would like

However the survey also evidenced that carers themselves suffer significant health impacts from their role, or have pre-existing conditions on which their role as carer impacts. We are exploring with Public Health colleagues potential opportunities to better support health and wellbeing of carers.

The key differences we want to see through the work of the APCP are:

- **Prevention and Early Intervention:** Carers are identified early, meaningful conversations are carried out and carers are prevented from reaching crisis point and breakdown.
- Carers have access to information, tools and support to enable them to manage their health and wellbeing and support them to maintain their caring role e.g. through a “one stop shop” information offer from the new provider. Carers can balance their caring roles and maintain their desired quality of life

The role of the new provider through the recommissioning of carers services will be central to prevention and early intervention through identifying adult carers as early as possible and introduce them to the services available to support them where appropriate.

5. **CONSULTATION**

- 5.1 The carers survey was undertaken with 993 carers, 460 of whom responded. An overview of responses is attached at Appendix One and will be published on the Council website.

6. **ANTICIPATED OUTCOMES OR IMPACT**

- **Increase independence, confidence, and quality of life.**
The carers survey measure the carers self-reported quality of life and the finding of the survey have fed into our planning for the carers work stream of the Adult Positive Challenge.
- **Increased quality of life and wellbeing for people with complex long term needs.**
The carers work stream recognises that support for carers is a crucial element of supporting people with long term conditions to maintain a quality of life within their own communities. The carers work stream also recognises that being a carer can have an impact on a person’s health and wellbeing.
- **Help manage potential risks around the home.**
A key element of the support offer for carers is the promotion and supply of technology to help to manage risks to the people they care for, such as monitors, alarms and medication dispensers.
- **Provides reassurance to carers.**

A key focus is working with carers to support them to know what level of self-support the person they care for can manage for themselves safely.

- **Reduce the costs of traditional care and support**
Supporting carers to continue to support their loved ones to remain at homes can minimise the level of long term reliance on Council funded care and support.

7. REASON FOR THE RECOMMENDATION

- 7.1 Raise awareness of carers experience and the Adult Positive Challenge Programme carers work stream

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 Not applicable

9. IMPLICATIONS

Financial Implications

- 9.1 The Adults Positive Challenge Programme has an overall target of savings of £3.172 million across 19/20 and 20/21. Support for carers has no specific savings target but is a key enabler of these savings.

Legal Implications

- 9.2 Support for Carers is a statutory duty of the Council under the Care Act 2014

Equalities Implications

- 9.3 The carers survey provides demographic information which can aid the understanding of differences in experiences of carer among specific demographic groups.

Rural Implications

- 9.4 Working with Public Health Intelligence we are seeking to map the locations of our carers in order to understand whether differences in health impacts can be linked to geographic location.

10. BACKGROUND DOCUMENTS

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

<https://digital.nhs.uk/data-and-information/publications/statistical/personal-social-services-survey-of-adult-carers/england-2018-19>

- 10.1 None

11. APPENDICES

- 11.1 Appendix 1 – Public Facing Carers Survey Summary

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Peterborough City Council Adults and Safeguarding

Personal Social
Services: Survey of
Adult Carers in England
2018/19



Introduction

Carers provide valuable support to family members, friends or neighbours in a range of areas from keeping someone company to providing practical help or personal care.

We recognise that caring can be very rewarding and at the same time can be demanding, affecting a carer's physical and mental health and emotional wellbeing.

It is vital that carers are provided with the proper advice, information and support to carry out their role.

Peterborough City Council Adults and Safeguarding continues to work with carers to develop useful and appropriate resources for carers.



The Survey

Every two years NHS Digital produces a national survey for Adult Social Care departments to send to people who are caring for someone who uses social care support services.

The results of the survey are used to compare Peterborough with other Adult Social Care departments in England.

Survey results are used by Peterborough City Council to help improve services for carers.

This report summary is based on data published by NHS Digital on 25 June 2019.

A top-down view of a desk with various items: a potted plant in the top left, a black notebook with a gold cross on the cover, a pair of black-rimmed glasses, a hand holding a pencil over a light blue notepad, and a black laptop in the bottom left. A white text box is centered on the desk.

**We sent out
993 surveys
and received
460 back. This
is a response
rate of 46% -
our best yet!**

4

Carers in Peterborough

More carers in Peterborough live with the person they care for than in the rest of England.

The largest group of carers in Peterborough is aged between 75 and 84.

Peterborough has more Asian and Asian British carers than nationally.



The majority of people who completed the survey said that they care for someone for 100 hours or more a week.

Overall satisfaction with carer support

Nationally, 38.7% of carers said they were extremely or very satisfied with the services they received.



In Peterborough the result was better at **39.8%**.

“We feel very lucky to live in the Peterborough area - compared to others' stories the help we receive is excellent. Advice is at the end of a phone and we feel you are on our side”.

6

Carer comment on the survey



Does caring cause you financial difficulties?



“Was on carers allowance but couldn’t afford to pay my bills so maxed out credit cards just to survive, had to go back to work 2 weeks ago. Now I worry about dad when I am not there. I work 4 hours per day”.

Comment from carer

Nationally 53.4% of carers reported that caring caused them no financial difficulties. The result in Peterborough was better at **59.8%**.

Nationally 10.6% of people said that caring caused them a lot of financial difficulties. In Peterborough the figure was only **7.8%**.



Does caring cause you a general feeling of stress?

Nationally, 60.6% of carers reported that caring had caused them feelings of stress.



In Peterborough the result was better at **52.4%**.

This is also lower than the last survey where the result was 56.4%.



What went well?

More carers than the national average were extremely or very satisfied with the support services they received.

Less carers than the national average reported having to visit their own GP due to their caring role.

Less carers than the national average reported feeling depressed, being short tempered or irritable and having disturbed sleep.



More carers than the national average said that they were able to look after themselves (**55.2%** against 51.9%).

Less carers than the England average said that caring caused them a lot of financial difficulties.



What didn't go so well?

Less carers than the national average stated that they have control over their daily life (**21.5%** against 23.3%).

A lower percentage of people compared to the national average are able to spend their time doing things they want and more carers report feeling tired.

A lower rate of carers than the national average said that they have as much encouragement and support as they want (**33.4%** compared to 34.6%).

Less carers than the national average felt they had been consulted or involved in discussions about the person they care for.

Slightly less carers than the national average said that they had as much social contact with people they like (**32.2%** against 32.5%).



49

“The number of hours per week help gives only half the story. The other half is lack of freedom. I can never be spontaneous. I can never decide to do something, or continue doing something, without considering when I need to be back, or when I need to do the next caring job”.

Carer comment on the survey

Information and Advice

More carers than the national average found it fairly or very easy to find information and advice about support services or benefits (**63.6%** against 62.5%).



12



83.8% of carers said that the information and advice they received was very or quite helpful. However, this was lower than the England average of 86.5%.



51

“It's very easy for carers to feel isolated and alone. Sadly the answer always seem to be "Support groups" and talking to other carers. I find that this is actually perpetuating negativity. If I want some 'me' time I don't want to spend it talking to other carers about how they feel where it becomes a moaning session. I actually want to enjoy stuff in my free time and not sit there moaning!!”.

Carer comment on the survey

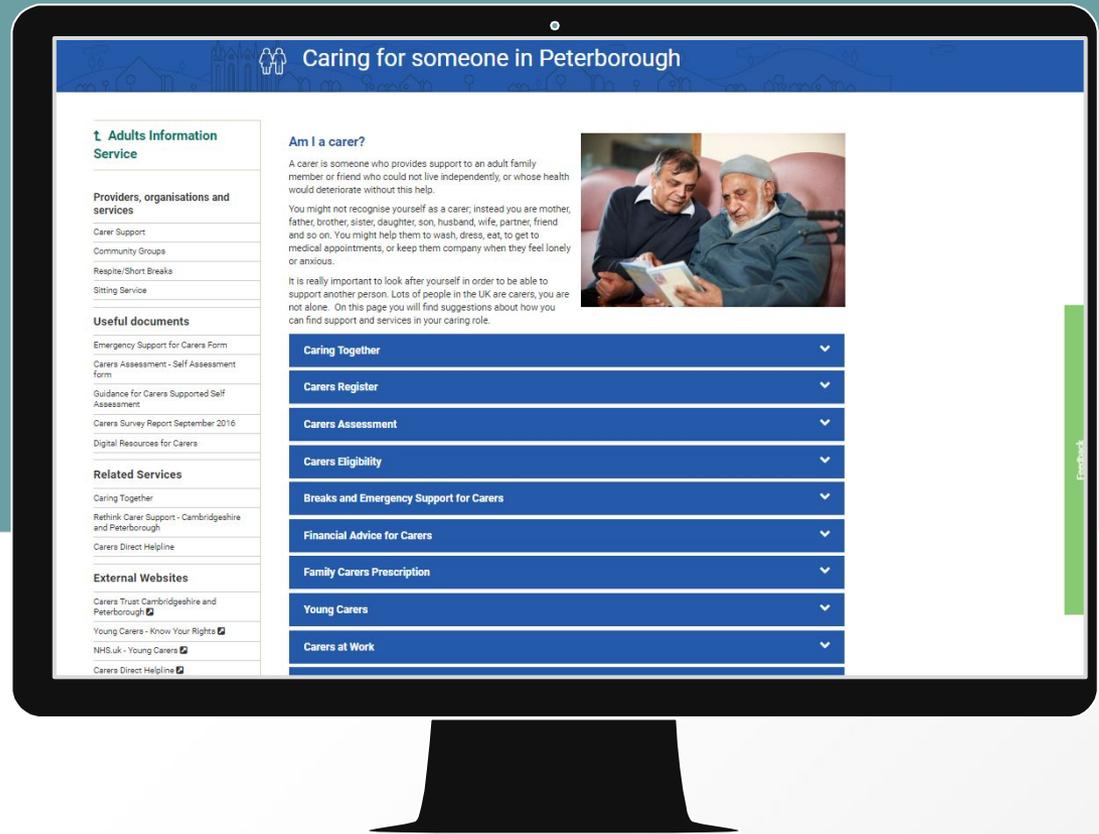
What have we done to support carers?

- We have held a series of staff workshops to ensure staff understand the importance of having conversations with carers
- We have reviewed the Carers Supported Self Assessment paperwork
- We have ensured that there is lots of information available for carers on the [Peterborough Information Network](#)

Information for carers

You can find lots of useful information on the Peterborough Information Network at

www.peterborough.gov.uk/PIN



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ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 7
12 NOVEMBER 2019	PUBLIC REPORT

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

ADULT SOCIAL CARE ANNUAL COMPLAINTS REPORT 2018-19

R E C O M M E N D A T I O N S	
FROM: Charlotte Black, Service Director – Adults and Safeguarding	Deadline date: N/A
<p>It is recommended that the Adults and Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> Note the summary of Adult Social Care complaints and compliments received between 1 April 2018 and 31 March 2019 and the learning and actions taken as a result. 	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to the Adults and Communities Scrutiny Committee following a request made by the Committee.
- 1.2 The report is a statutory requirement under the Local Authority Social Services and National Health Service Complaints (England) Regulations 2009.

2. PURPOSE AND REASON FOR REPORT

- 2.1 Complaints received by Peterborough City Council Adults and Safeguarding are managed under The Local Authority Social Services and National Health Service Complaints (England) Regulations 2009.
- 2.2 Since January 2013 complaints have been managed by the Peterborough City Council Central Complaints Office, run by Serco for the council.
- 2.3 The report summarises the Adult Social Care complaints and compliments received between 1 April 2018 and 31 March 2019.
- 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 No. 2 Functions determined by the Council:

1. Adult Social Care

2.3 How does this report link to the Corporate Priorities?

- 3. Safeguard vulnerable children and adults
- 6. Keep all our communities safe, cohesive and healthy
- 7. Achieve the best health and wellbeing for the City

The report summarises the compliments and complaints received in relations to the Council's delivery and commissioning of adult social care.

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

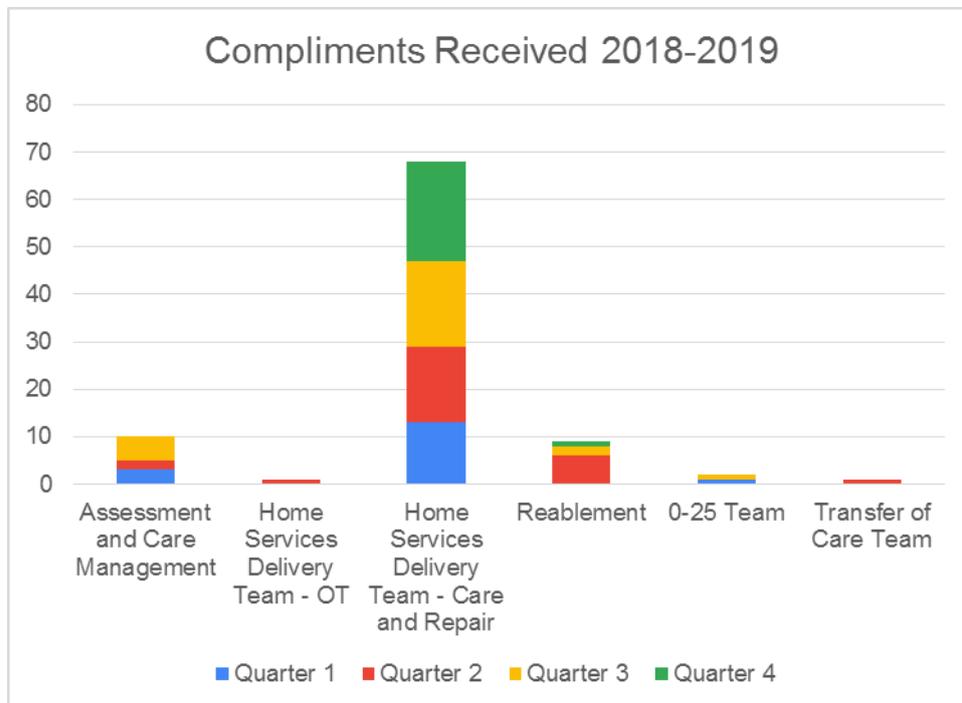
N/A

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	N/A
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4.1 Compliments Received

4.1.1 During 2018/19 a total of **91** compliments were logged (there were 46 logged in 2017/18). 68 of these were for Care and Repair, who do provide a valuable service to the people of Peterborough. We suspect that only a small percentage of compliments received by other Adult Social Care staff in their day to day work are passed on to be logged. Via our newsletter we are encouraging staff to share these more regularly, so that we can learn from what goes well as well as what goes less well.



4.1.2 Examples of compliments received are:

“Mum is doing well and it’s reassuring for me to know she is well cared for at the care home. I would just like to say a big thank you to you for all your help from the first day I met you. I know it’s your job but you cared about me as well as my mum, helping and advising me through various difficult times. Thank you”.

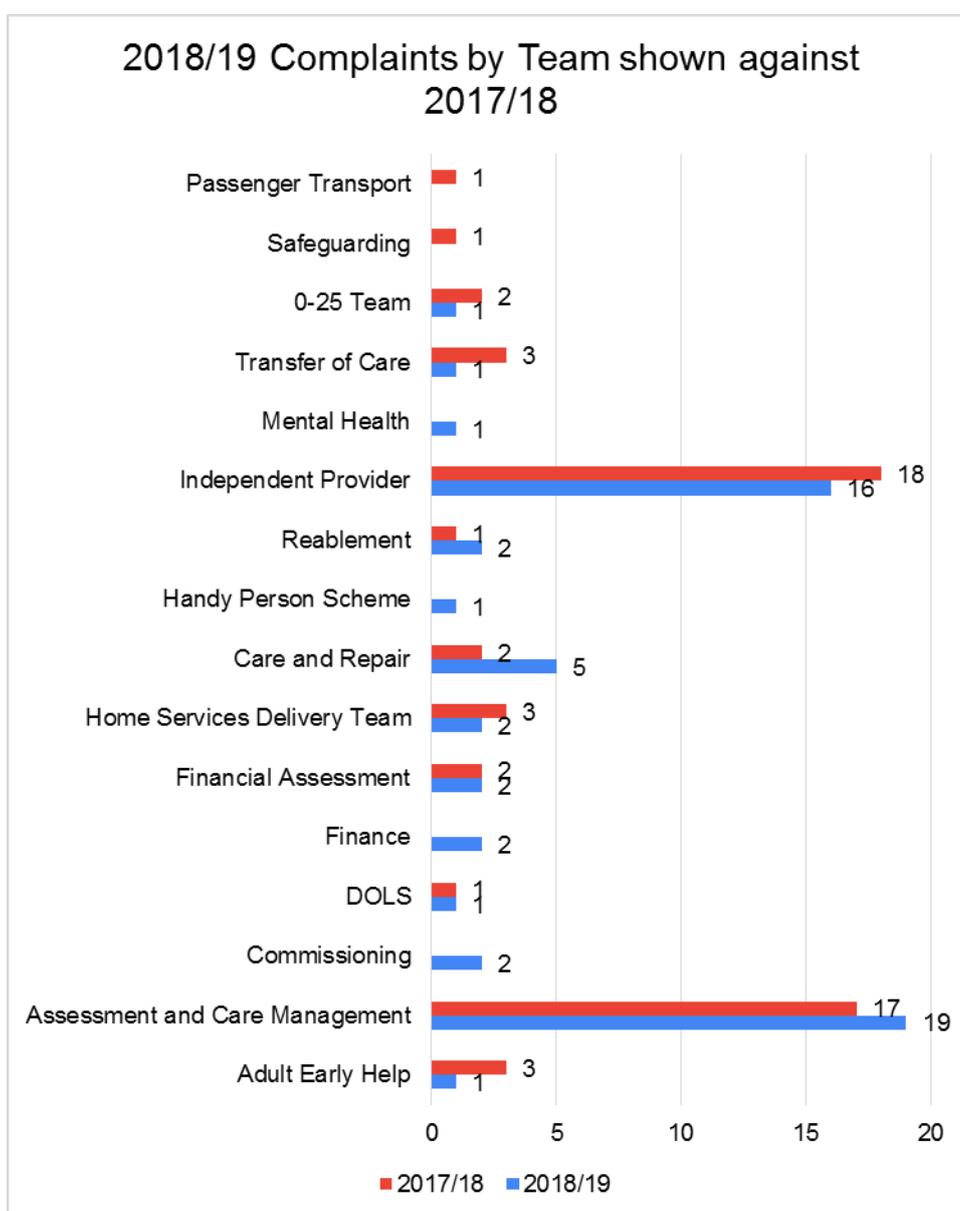
Thanks, I am very grateful to you – you have been the most supportive of friends to (name of service user) and to the whole family and I am very aware of how hard finding the pennies is in the climate in which we are living. I hope you know how much you are appreciated”.

“Thanks for all your help, you are a truly amazing social worker, I’ve never had someone so dedicated like you. Thank you!”

4.2 Complaints Received

4.2.1 During 2018/2019 a total of **56** formal complaints were logged about Adults and Safeguarding services. Seven complaints were withdrawn or suspended. In 2017/18 a total number of 54 complaints were received.

4.2.2 Complaints Received by Team

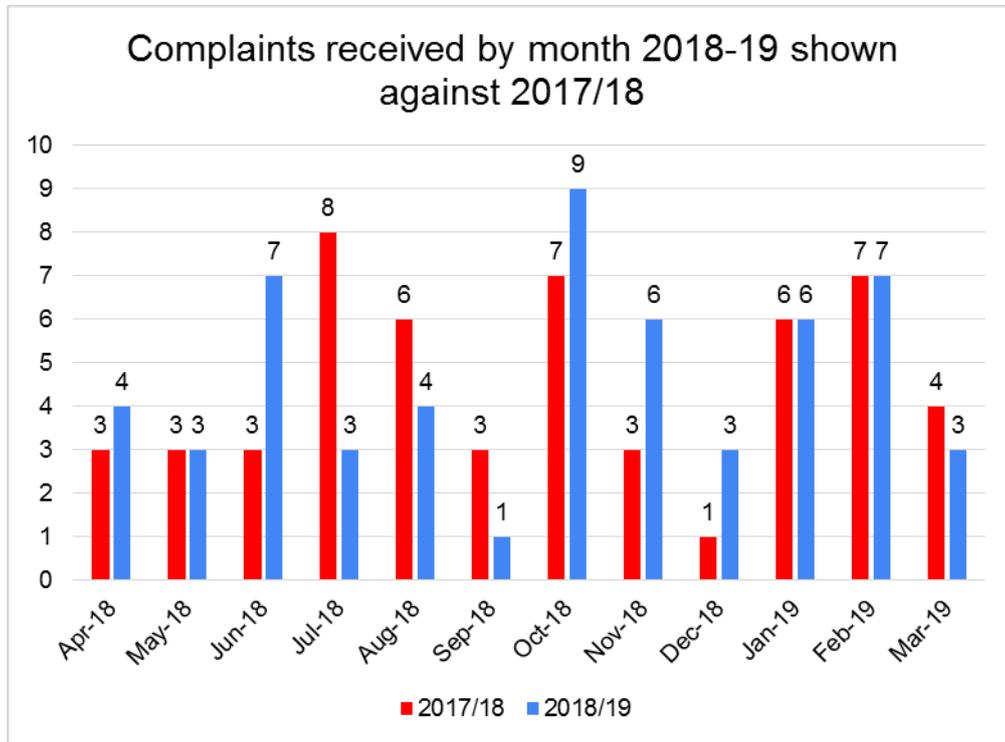


The highest number of complaints were logged against Assessment and Care Management

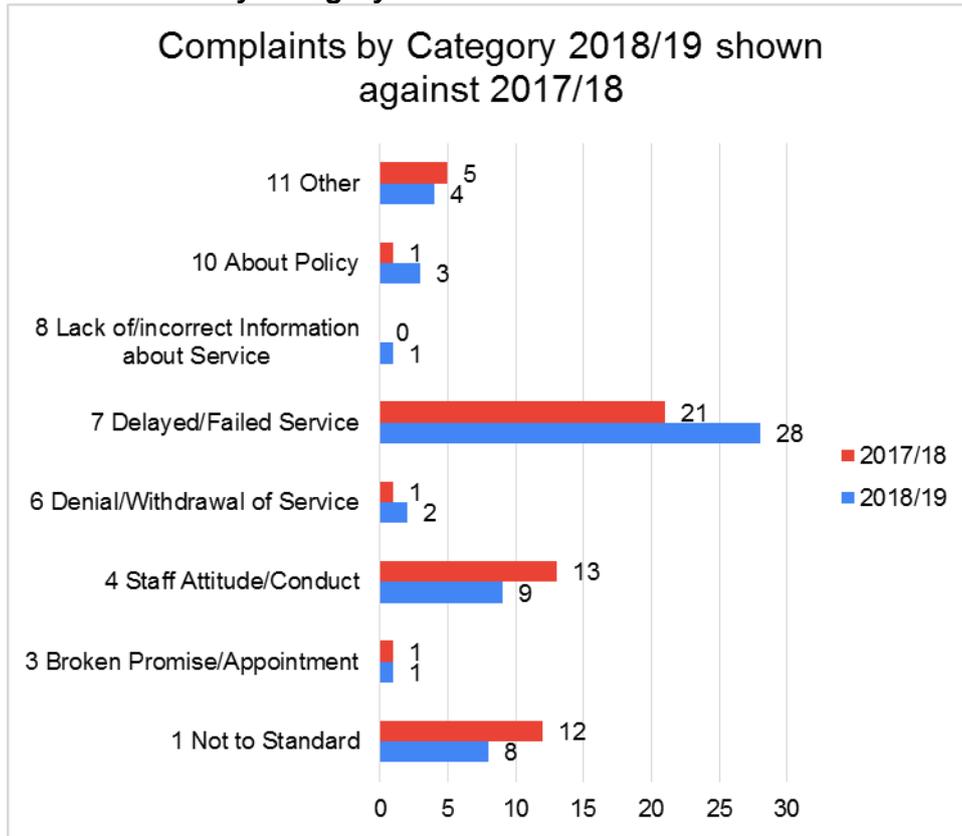
and independent care providers.

4.2.3 Complaints Received by Month

The graph below shows complaints received by month.

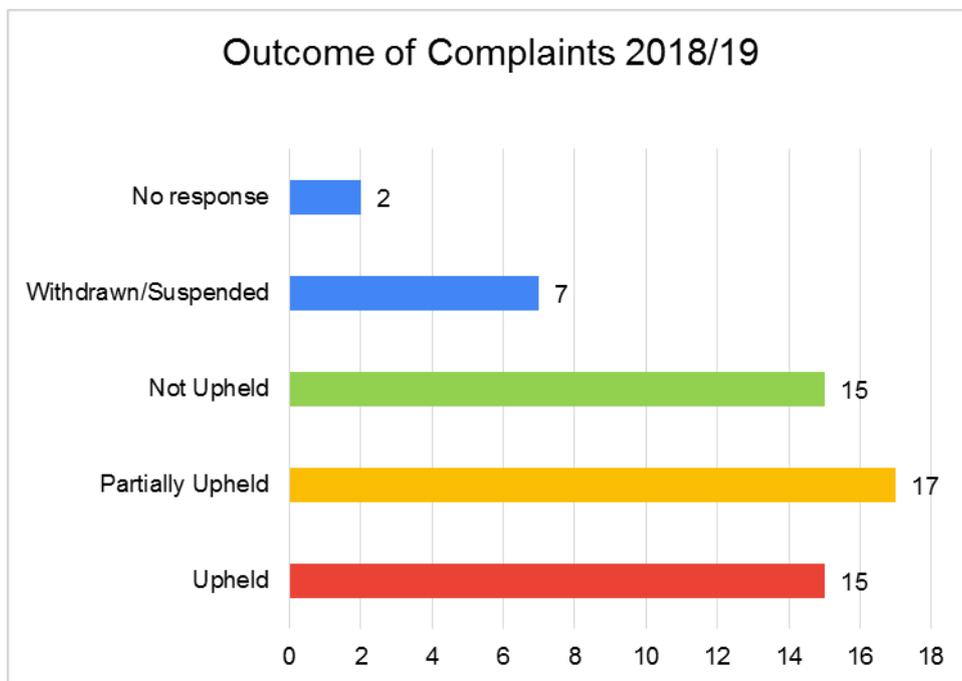


4.2.4 **Complaints Received by Category**



The highest number of complaints were received in the category Delay/Failed Service.

4.3 **2. Outcome of complaints**



- 27% of complaints were not upheld
- 30% were partially upheld
- 27% were upheld
- 13% were withdrawn or suspended

- 4% (2 complaints) had no response recorded. The complaints team is currently following up these two complaints

4.4 Complaints Responded to within 20 working days

The ASC Statutory complaint regulations do not specify a timescale for the formal response to a complaint. These are open to negotiation with the complainant. However to keep the service focused on resolution we have a locally agreed target of 20 working days to respond to a complaint. This is not always achievable for a variety of reasons.

18 cases did not receive a response within this timescale and the reasons recorded for this are as follow

Reason for delay	Number of Cases
Multiple complaints added by customer after investigation start date	3
Decision on who would investigate changed part way through timescale	2
Delay by Investigating manager not notified (no holding letter sent)	5
Delay by Investigating manager notified – Holding letter sent	3
Joint Case with CCG (longer timescale permitted)	1
Customer delayed in providing further detail despite several requests	1
Multiple inputs required from several teams	3

4.5 Escalated Complaints and Local Government Ombudsman Complaints

Three complaints were escalated to the Head of Service/Director. One related to Care and Repair (not upheld), one to Assessment and Care Management (partially upheld) and one to an independent care provider (upheld).

Two complaints were reviewed by the Local Government Ombudsman during 2018-19.

One was judged as upheld, no further action.

The other was upheld – maladministration and injustice. The action to be taken on this one was that within three months of the final decision the council should share the learning from this case with relevant staff (ie those that work on safeguarding cases). The council should reiterate the importance of always following Mental Capacity Act principles during safeguarding enquiries and the need to keep clear documentation to explain any deviations from usual processes or timescales.

On 19 September 2019 the Local Government and Social Care Ombudsman published their Annual Review of Adult Social Care Complaints. You can see the report on the [LGO website](#).

4.6 Themes and Topics from Complaints

Complaints covered some of the following topics and themes:

- Independent care providers not following the agreed care package, not being easily contactable and late/missed calls
- Attitude and conduct of staff members both in the council and independent care providers
- Delays
- Incorrect information being provided

- Unhappy about being turned down for service (eg home adaptations) or service being cancelled
- Unhappy about not being able to move to different accommodation
- Dissatisfaction with minor repairs and adaptations to property and dissatisfaction with being refused repairs and adaptations
- Dissatisfaction with the way finances are managed by care providers

4.7 **Learning from Complaints and Action Taken as a Result of Complaints**

The department is committed to learning from complaints and to continuously improving the processes for handling complaints. Examples of improvements that have been made as a result of complaints include:

- In respect of carers not coming at the correct times, clarification has been given to the care providers who have provided additional training to their staff
- One complaint was around conditions at a care home. A safeguarding investigation was undertaken and the service user was moved to a new care home
- One complaint was about the difficulty contacting Adults and Safeguarding over the telephone and that no direct line numbers are given out. An explanation was offered that the Adult Early Help team are directly contacted via the number given and also clarification of the other numbers tried
- In respect of the way invoices are managed, the care provider was instructed to ensure that all receipts are processed before the service user leaves respite

5. **CONSULTATION**

5.1 The complaints and compliments process is proactively promoted by workers in Adults and Safeguarding a way for service users and carers to feedback on their experience of their contact with the Council.

6. **ANTICIPATED OUTCOMES OR IMPACT**

- Increase independence, confidence, and quality of life.
- Increased quality of life and wellbeing for people with complex long term needs.
- Help manage potential risks around the home.
- Provides reassurance to carers.
- Reduce the costs of traditional care and support
-

No direct impact other than changes which might be introduced as the result of learning from complaints.

7. **REASON FOR THE RECOMMENDATION**

7.1 There is an expectation that an annual review of complaints be made publicly available each year.

8. **ALTERNATIVE OPTIONS CONSIDERED**

8.1 Not applicable

9. **IMPLICATIONS**

Financial Implications

9.1 Not applicable

Legal Implications

- 9.2 Complaints received by Peterborough City Council Adults and Safeguarding are managed under The Local Authority Social Services and National Health Service Complaints (England) Regulations 2009.

Equalities Implications

- 9.3 Not applicable

Rural Implications

- 9.4 Not applicable.

10. BACKGROUND DOCUMENTS

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

- 10.1 Local Government and Social Care Ombudsman published their Annual Review of Adult Social Care Complaints. You can see the report on the [LGO website](#).

11. APPENDICES

- 11.1 None

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 8.
6 NOVEMBER 2019	PUBLIC REPORT

Report of:	Fiona McMillan, Director of Law and Governance and Monitoring Officer	
Cabinet Member(s) responsible:	Councillor Mohammed Farooq, Cabinet Member for Digital Services and Transformation	
Contact Officer(s):	David Beauchamp, Democratic Services Officer	Tel. 01733 384628

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE MEETING START TIME 2020-2021

R E C O M M E N D A T I O N S	
FROM: Fiona McMillan, Director of Law and Governance and Monitoring Officer	Deadline date: N/A
It is recommended that the Adults and Communities Scrutiny Committee agree the start time for all Adults and Communities Scrutiny Committee meetings for the Municipal Year 2020-21.	

1. ORIGIN OF REPORT

1.1 This report is submitted to the Adults and Communities Scrutiny Committee meeting following the Full Council decision on 24 July 2019 to allow Committees to decide their own start times for the Municipal Year 2020-21.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to allow the Adults and Communities Scrutiny Committee to discuss and agree the start times for meetings from the beginning of the Municipal Year 2020-21. The draft schedule of meetings will be agreed at Full Council on either 22 January or 4 March 2020.

2.2 This report is for the Adults and Communities Scrutiny Committee to consider under Council Standing Order section 4.4.1

The timings of normal committee meetings will be agreed by the committee for the next municipal year in January of the preceding municipal year (or as near to this time as possible).

3. TIMESCALES

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

4.1 At the Constitution and Ethics Committee on 8 July 2019 the Committee agreed by majority to recommend to Council that all Committees can agree their start times for the Municipal Year 2020-21. This was again agreed by majority at the Full Council meeting on 24 July 2019.

- 4.2 The Council standing orders have been updated to reflect this decision and gives Committees the opportunity to decide their own start time.
- 4.3 In order for the start times to be incorporated into the draft meeting schedule it is important for the Committee to make a decision on this before the January 2020 Full Council meeting.
- 4.4 Council standing orders allow the Committee to agree its start time every Municipal Year, thereby allowing the Committee to change the start times if it is felt that the start time was not suitable.
- 4.5 The Committee will need to decide the best start time and will need to weigh up attendance at meetings and the impact on the Council and members of the public.
- 4.6 The Committee start time in recent years has been 7pm.

5. CONSULTATION

- 5.1 Consultation has already taken place with the Constitution and Ethics Committee and all Councillors at Full Council.

6. ANTICIPATED OUTCOMES OR IMPACT

- 6.1 It is anticipated that the Committee will agree a start time for meetings for the Municipal Year 2020-21 and this will be proposed as part of the draft meeting schedule.

7. REASON FOR THE RECOMMENDATION

- 7.1 The recommendation allows the Adults and Communities Scrutiny Committee to debate the start time of the meeting and make recommendations following debate.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 N/A

9. IMPLICATIONS

Financial Implications

- 9.1 There are no financial implications.

Legal Implications

- 9.2 There are no legal implications

Equalities Implications

- 9.3 There are no equalities implications

10. BACKGROUND DOCUMENTS

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

- 10.1 Minutes of the Constitution and Ethics Committee 8 July 2019
Report to Full Council 24 July 2019

11. APPENDICES

- 11.1 N/A

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 9.
12 NOVEMBER 2019	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 12 March 2019, 1 July 2019 and 19 September 2019.

8. **APPENDICES**

8.1 Appendix 1 – Recommendation Monitoring Report

RECOMMENDATIONS MONITORING REPORT 2019 – 2020 and 2018-19

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
2019/20					
1 JULY 2019	Councillor Walsh, Cabinet Member for Communities	9. Prevent Strategy Refresh 2019/2020	The Adults and Communities Scrutiny Committee RESOLVED to endorse the strategy for approval by Cabinet and supported its relaunch via an internal and external engagement plan.	Recommendation sent to Councillor Walsh, Cabinet Member for Communities. Scheduled to go to Cabinet on 23 September 2019 but did not.	Ongoing
10 SEPTEMBER 2019	Councillor Wayne Fitzgerald – Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health	5. Peterborough Mental Health Section 75 Partnership Agreement: Annual Report 2018- 2019	The Adults and Communities RESOLVED to endorse the revised Mental Health Section 75 Partnership Agreement for approval including the uplift of £221,000 on the 2014 investment which addresses under-funding in non-pay, learning and development, management costs inc. Approved Mental Health Practitioner service management and the Prison Social Worker.	Recommendation sent to Cabinet member on 25/09/2019. No Cabinet date at present.	Ongoing
10 SEPTEMBER	Councillor Irene	7. Youth Justice Plan	The Adults and Communities	Recommendation sent	Ongoing

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
2019	Walsh – Cabinet Member for Communities	2019-22	Scrutiny Committee RESOLVED to endorse the Joint Cambridgeshire and Peterborough Youth Justice Plan for adoption by Cabinet and Full Council.	to Cabinet member on 25/09/2019. Scheduled for Cabinet on 18 November 2019 and Council on 18 December 2019.	
2018/19					
12 March 2019	Councillor Walsh, Cabinet Member for Communities	7. Selective Licensing – interim review and outcomes	RECOMMENDATION: The Adults and Communities Scrutiny Committee RESOLVED to recommend that Cabinet should consider extending Selective Licensing across the whole city after the current scheme expires in 2021.	Recommendation sent to Councillor Walsh, Cabinet Member for Communities and Jo Bezant, Manager, Housing Enforcement and Selective Licensing on 18/03/2019. Response received and sent to committee members on 03/04/2019. Please see below:	Ongoing.
Selective Licensing schemes require local councils to demonstrate that certain conditions set by Government are met. In the case of our existing scheme we did this via an extensive analysis of data. To extend the scheme we would need to undertake a similar exercise using the same format as the previous scheme. This data would then identify the areas of the city that meet the government set criteria for a selective licensing scheme to be introduced. Following any decision on proposed areas for a new scheme, a full and comprehensive public consultation of at least 10 weeks would need to take place. In addition, if more than 20% of the city's private rented sector would be affected by any new scheme it would be necessary for approval to be sought from the Ministry for Housing, Communities and Local Government (MHCLG).					

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
	<p>However, MHCLG is currently undertaking a review of selective licensing across the country. The outcome of the review is expected some time this year. This review could affect any future schemes the council may want to introduce, and we have therefore agreed that it would be prudent to wait for this guidance, given the complexities of developing new schemes described above, before we commence any further work.</p>				

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ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 9.
12 NOVEMBER 2019	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 25 November 2019.

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: 25 OCTOBER 2019

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 Seaton; Cllr Walsh; Cllr Allen and Cllr Farooq.

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, Legal and 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, Legal and 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/executivedecisions. 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 25 NOVEMBER 2019

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>Enforcement of the Minimum Levels of Energy Efficiency in Domestic Private Rented Properties - KEY/25NOV19/01 The Energy Performance of Buildings (England and Wales) Regulations 2012 introduced the prohibition on letting privately rented domestic properties that have an Energy Performance Rating of F or G from 1 April 2018. The decision required is to authorise the use of this legislation and the level of fines imposed.</p>	<p>Councillor Irene Walsh, Cabinet Member for Communities</p>	<p>December 2019</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards.</p>	<p>Relevant internal and external stakeholders.</p>	<p>Jo Bezant, PES Manager - Housing, 01733 863785, jo.bezant@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>15 year Lease of 9 three bedroom properties in Walton - KEY/25NOV19/02 Agreement to lease 9 three bedroom properties to be used for temporary housing in Walton. These properties are yet to be built and subject to developer financing would be completed by January 2021</p>	<p>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>November 2019</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>Paston and Walton Ward</p>	<p>Relevant internal and external stakeholders</p>	<p>James Price, Estate Surveyor, 07733003178 james.price@nps.co.uk</p>	<p>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).</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>October 2019</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders.</p> <p>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 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> <p>BRE Integrated Dwelling Level Housing Stock Modelling Report July 2016 Housing Renewals Policy 2017 – 2019</p>

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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
78	<p>2. ICT Infrastructure works for Fletton Quays – KEY/13NOV17/02 To agree to the procurement of ICT infrastructure works for Fletton Quays</p>	<p>Councillor Seaton, Cabinet Member for Finance</p>	<p>October 2019</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>N/A</p>	<p>Relevant internal and external stakeholders</p>	<p>Peter Carpenter, Acting Corporate Director, Resources Tel: 07920160122 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. 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).</p>
	<p>3. Expansion and Remodelling of Marshfields School – KEY/11DEC17/03 To approve the proposed expansion and remodelling of Marshfields school</p>	<p>Cabinet Member for Children’s Services and Education, Skills and University</p>	<p>October 2019</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>

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
79	<p>4. 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).</p>	<p>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>October 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Stanground South</p>	<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/ltp National Productivity Investment Fund for the Local Road Network Application Form: https://www.peterborough.gov.uk/upload/www.peterborough.gov.uk/residents/transport-and-streets/A605Application.pdf?inline=true</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.	<p>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</p> <p>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, Street Scene and Environment</p>	<p>October 2019</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>Charlotte Palmer, Group Manager – Transport and Environment, charlotte.palmer@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>
6.	<p>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</p> <p>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 Finance</p>	<p>October 2019</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. 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>

<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>	
7.	<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 public realm improvements within the CAN Do area</p>	<p>Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>October 2019</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>Charlotte Palmer, Group Manager – Transport and Environment, charlotte.palmer@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>
8.	<p>Extension to the Section 75 Agreement for Learning Disabilities Services - KEY/30APR18/01 Extension of the existing staff and commissioned arrangements for a period of 12 months</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health</p>	<p>October 2019</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>

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 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 Strategic Planning and Commercial Strategy and Investments</p>	<p>October 2019</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>

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
83	<p>10. 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</p>	<p>Councillor Seaton, Cabinet Member for Finance</p>	<p>October 2019</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: 07920160122 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>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).</p>

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<p>84</p> <p>11. 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 Adult Social Care, Health & Public Health</p>	<p>October 2019</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,</p> <p>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>

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.	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 delivery of the university.	Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments	October 2019	Growth, Environment and Resources Scrutiny Committee	Central	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 07920160122 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).

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>13. Adoption of the “Dynamic Purchasing System” (DPS) procedure for Public Health contracts with Primary Care providers – KEY/10DEC18/01 To seek the approval to adopt the “Dynamic Purchasing System” (DPS) procedure for contracts with Primary Care providers for the duration of up to five years. The proposals have been approved by the Cambridgeshire and Peterborough Joint Commissioning Board.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health</p>	<p>October 2019</p>	<p>Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Claire-Adele Mead Commissioning Team Manager- Primary care and Lifestyles Claire-Adele.Mead@cambridgeshire.gov.uk 07884 250909</p> <p>Val Thomas, Consultant in Public Health Val.Thomas@cambridgeshire.gov.uk 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>14. Clinical Waste Collections - KEY/18FEB19/01 Decision required to approve the new collection method for domestic sharps disposal.</p>	<p>Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment</p>	<p>October 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Amy Nebel, Senior Waste and Recycling Officer amy.nebel@peterborough.gov.uk 01733 864727</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>15. Recommissioning of the Unpaid Carers Contract – KEY/01APR19/01 The procurement of the unpaid carers service in collaboration with Cambridgeshire County Council and Cambridgeshire and Peterborough Clinical Commissioning Group (CCG) for the unpaid carers service across Cambridgeshire and Peterborough.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health</p>	<p>November 2019</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Lee McManus, Commissioner, Cambridgeshire County Council & Peterborough City Council. Tel: 07785 721092. Email: lee.mcmanus@cambridgeshire.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>The decision will include an exempt annexe. By virtue of paragraph 1, Information relating to any individual</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
16.	<p>Vehicle removal for Parking contravention – KEY/15APR19/02 To ask the Cabinet Member to approve the policy to implement a scheme to remove vehicles of persistent offenders in breach of parking restrictions in the City and to appoint the Local Authority Trading Company to act as the authorised agent of the policy.</p>	Councillor Walsh, Cabinet Member for Communities	October 2019	Growth, Environment and Resources Scrutiny Committee	All Wards	<p>Details of any consultation to be decided.</p> <p>Relevant internal and external stakeholders.</p>	Adam Payton, PES Senior Officer, Parking Lead, 01733 452314 adam.payton@peterborough.gov.uk	Prevention and Enforcement Service Vehicle Removal For Parking Contraventions Policy and Guidance
17.	<p>Award of contract for the refurbishment of the Town Hall North - KEY/29APR19/04 - Award of construction design and build contract with regard to the refurbishment of the Peterborough Town Hall North</p>	Councillor Seaton, Cabinet Member for Finance	October 2019	Growth, Environment and Resources Scrutiny Committee	N/A	Relevant internal and external stakeholders.	Stuart Macdonald. Head of Property. Email: stuart.macdonald@peterborough.gov.uk Tel: 07715802489.	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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<p>18. Approval for contract to be awarded to Skanska to deliver design of Eastern Industries Access Phase 1 scheme - KEY/10JUN19/01 Approval for contract to be awarded to Skanska to deliver design of Eastern Industries Access Phase 1 scheme. The council has received funding (£550k) from the Cambridgeshire and Peterborough Combined Authority to deliver the scheme.</p>	<p>Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>October 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>East Ward</p>	<p>Relevant internal and external stakeholders.</p> <p>Consultation will take place with residents and key stakeholders at the relevant stage of the scheme.</p>	<p>Lewis Banks, Principal Sustainable Transport Planning Officer, 01733 317465, lewis.banks@peterborough.gov.uk</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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<p>19. Approval for contract to be awarded to Skanska to deliver design of A1260 Nene Parkway Junction 15 Improvement scheme – KEY/10JUN19/02 Approval for contract to be awarded to Skanska to deliver design of A1260 Nene Parkway Junction 15 Improvement scheme. The council has received funding (£500k) from the Cambridgeshire and Peterborough Combined Authority to deliver the scheme.</p>	<p>Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>October 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>West Ward</p>	<p>Relevant internal and external stakeholders</p> <p>Consultation will take place with residents and key stakeholders at the relevant stage of the scheme.</p>	<p>Lewis Banks, Principal Sustainable Transport Planning Officer, 01733 317465, lewis.banks@peterborough.gov.uk</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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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>20. Recommissioning of Integrated Contraception and Sexual Health Services - KEY/24JUN19/03 Seeks approval to undertake a competitive procurement process to re commission sexual health services as one contract across Peterborough City Council and Cambridgeshire County Council.</p> <p>91</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health</p>	<p>October 2019</p>	<p>Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>The procurement process will involve consultation current service users, partner organisations and other stakeholders and a general public online request.</p>	<p>Val Thomas, Consultant in Public Health Email: Val.Thomas@cambridgeshire.gov.uk 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>

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<p>21. Recommissioning Integrated Lifestyle Services - KEY/24JUN19/04 To undertake competitive procurement for the recommission of Integrated lifestyles services</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health</p>	<p>October 2019</p>	<p>Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>The procurement process will involve consultation current service users, partner organisations and other stakeholders and a general public online request</p>	<p>Val Thomas, Consultant in Public Health Email: Val.Thomas@cambridgeshire.gov.uk 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>

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<p>63</p> <p>22. Sign-off on Pseudo Framework - KEY/22JUL19/02 - It is required for the Cabinet member to sign off tender documents prior to Invitation To Tender being published (ITT). The ITT is for Better Care Fund and Hancock-funded services for better integration of health and social care, winter pressures and Prevention services.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</p>	<p>November 2019</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Equality Impact Assessment</p>	<p>Graeme Hodgson, Commissioner. Tel. 07448 379944 Email: graeme.hodgson@cambridgeshire.gov.uk"</p>	<p>Service Specifications, Terms and Conditions of Pseudo Framework ITT.</p>
<p>23. Approval of invest to save expenditure - KEY/22JUL19/03 - The decision required will enable the Council to purchase suitable homes within the local housing market for use as temporary accommodation for households at risk of homelessness. This proposal is predicated on an invest to save proposition based upon an attached business case.</p>	<p>Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation</p>	<p>October 2019</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders and Ministry of Housing Communities and Local Government</p>	<p>David Anderson Interim Development Director Tel: 01733 452468 Email: Dave.Anderson@eterborough.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>24. To approve the Sexual and Reproductive Health Prevention retender – KEY/5AUG19/02 – Approval is sought for the recommission of the prevention of sexual ill health services as one contract across Peterborough and Cambridgeshire County Council which will include universal and targeted interventions for high need groups</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</p>	<p>October 2019</p>	<p>Health Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Consultation will be made with current service users, high need groups and partner agencies</p>	<p>Charlene Elliott, Sexual Health Commissioner, 01733863603, charlene.elliott@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>25. Award of 9 Large Tail lift school transport routes to Aragon Direct Services - KEY/19AUG19/02 - Replacement routes due to current operator terminating contract to transport pupils with complex needs to Phoenix, Heltwater and Marshfields School</p>	<p>Councillor Lynne Ayres, Cabinet Member for Children’s Services and Education, Skills and University</p>	<p>October 2019</p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Parents of those currently receiving transport advised there will be a change of operator due to current operator terminating routes.</p>	<p>Bryony Wolstenholme - Team Manager, Passenger Transport Operations, Tel: 01733 317453, Email: bryony.wolstenholme@peterborough.gov.uk</p>	<p>Other documentation to follow once final costs confirmed and decision made on external testing of market</p>

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<p>26. Consultancy support to ensure delivery of the 2020/21 Medium Term Financial Strategy - KEY/19AUG19/03 - In order to deliver the 2020/21 budget within the required timescales specialist expertise is required to supplement work being undertaken by Council officers and add expertise in following areas: 1) Detailed data and benchmarking information to check that all services being provided are value for money, 2) complex contractual negotiations, 3) technical accountancy and commercial skills, 4) business case development</p>	<p>Councillor David Seaton, Cabinet Member for Finance</p>	<p>October 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Consultation will form part of the 2020/21 Medium Term Financial Plan process</p>	<p>Pete Carpenter, Acting Corporate Director Resources, Email: peter.carpenter@peterborough.gov.uk Tel: 01733 452520</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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<p>27. Contract for remedial works by PCC to the Stanground Bypass – KEY/2SEP19/02 To approve works to the Stanground bypass 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).</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>October 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Stanground South and Hargate and Hempsted</p>	<p>Relevant internal and external stakeholders</p> <p>Standard consultation for highway schemes.</p>	<p>Charlotte Palmer, Group Manager – Transport and Environment, charlotte.palmer@peterborough.gov.uk</p>	<p>To be determined.</p>
<p>28. Uncollectable Debts in Excess of £10,000 – KEY/16SEPT19/01 To authorise the write-off of uncollectable debts shown as outstanding in respect of non-domestic rates, council tax, housing benefit overpayments and accounts receivable (sundry debt) accounts. All cases requested for write-off follow a lengthy process to recover the outstanding money, sometimes dating back many years. Only once all avenues have been exhausted will the council consider writing off debt.</p>	<p>Councillor Seaton, Cabinet Member for Finance</p>	<p>November 2019</p>	<p>Growth, Environment, & Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Peter Carpenter, Acting Corporate Director Of Resources, Tel: 01733 452520, 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>

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97	<p>29. Approval of funding for the provision of accommodation to reduce homelessness KEY/14OCT19/01 – 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>	Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation	October 2019	Growth, Environment and Resources Scrutiny Committee	All	<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>Peter Carpenter, Acting Corporate Director of Resources Email: peter.carpenter@peterborough.gov.uk Tel: 01733 452520</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published. 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).</p>
	<p>30. Approval to award contracts in relation to children's centre services for the period 1 April 2020 to 1 October 2020 KEY/14OCT19/02 - The decision will seek approval to award contracts to providers delivering children's centre services.</p>	Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University	October 2019	Children and Education Scrutiny Committee	All	<p>Relevant internal and external stakeholders.</p>	<p>Pam Setterfield, Children's Commissioner, Email: pam.setterfield@Peterborough.gov.uk Tel: 01733 863897</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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96	<p>31. Sale of the freehold of the London Road Stadium and the Allia Business Centre - KEY/14OCT19/04 – Delegate the Authority to the Corporate Director of Growth and Regeneration to sell the property (this item is a resubmission of KEY/24JUN19/01).</p>	<p>Councillor Seaton, Cabinet Member for Finance</p>	<p>October 2019</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>Fletton and Stanground</p>	<p>Relevant internal and external stakeholders.</p>	<p>Peter Carpenter, Acting Corporate Director, Resources Tel: 07920160122 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. 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).</p>

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32.	<p>Manor Drive Schools - New build project - KEY/28OCT19/01</p> <p>This report seeks the Cabinet Member's approval to the recommendations to enable two new free schools to be provided on the Paston Reserve development in Peterborough. The Council will lead the project as the 'self-deliverer' of the DfE processes. The new schools to be known as Manor Drive Primary Academy and Manor Drive Secondary Academy will open to reception children and year 7 children respectively in September 2022.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</p>	<p>November 2019</p>	<p>Children and Education Scrutiny Committee</p>	<p>Gunthorpe</p>	<p>Relevant internal and external stakeholders.</p> <p>Consultation will take place with Ward Cllrs and local residents</p>	<p>Emma Everitt, Capital Projects and Assets Officer, emma.everitt@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
33.	<p>Enforcement of householder duty of care – KEY/11NOV19/01</p> <p>To approve enforcement of householder duty of care by issue of Fixed Penalty Notice if an individual failed to comply with their duty of care under Section 34 (2A) of the Environmental Protection Act 1990 in England. To set the fixed penalty amount in line with current fine for environmental crime offences.</p>	<p>Councillor Irene Walsh, Cabinet Member for Communities</p>	<p>November 19</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Clair George - Acting Head of Prevention and Enforcement Service Tel: 01733 453576 Email: clair.george@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>Government paper - Guidance for local authorities on household waste duty of care fixed penalty notices</p>

PART 2 – NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE

KEY DECISIONS TO BE TAKEN IN PRIVATE

<i>KEY DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>WARD</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i>
None.							

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

NON-KEY DECISIONS

<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>
None							

PREVIOUSLY ADVERTISED DECISIONS

DECISION REQUIRED		DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
102	<p>1. 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, Street Scene and Environment</p>	<p>October 2019</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>Central Ward</p>	<p>Relevant internal and external stakeholders.</p> <p>Cross party task and finish group report which went to the Growth, Environment and Resources Scrutiny Committee and it was also approved at Full Council as part of the 2017-18 Budget.</p>	<p>James Collingridge, 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>

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2.	<p>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</p>	Cabinet	13 January 2020	Growth, Environment and Resources	N/A	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 07920160122 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.
3.	<p>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.</p>	Councillor Holdich, Leader of the Council and Deputy Mayor of the Cambridgeshire and Peterborough Combined Authority	October 2019	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: 07920160122 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>Combined Authority Statutory Instrument Request</p>

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105	<p>5. Approval to dispose of a property on Cromwell Road at a minimum of £375,000 and a maximum of £475,000 - This property was most recently used by Youth Services but has now become surplus to requirements. It has been marked for disposal by the council in order to generate a capital receipt.</p>	<p>Councillor Seaton, Cabinet Member for Finance</p>	<p>October 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central Ward</p>	<p>Relevant internal and external stakeholders.</p> <p>Authority has been provided by the acting head of resources to dispose of this property. A Cabinet Member Decision Notice will need to be produced once heads of terms have been agreed with a purchaser.</p>	<p>Tristram Hill, Strategic Asset Manager, Tel: 07849 079787 Email: tristram.hill@nps.co.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>6. Asset Transfer of Gladstone Park Community Centre - The proposed long term lease of Gladstone Park Community Centre to The Thomas Deacon Academy Trust</p>	<p>Councillor Seaton, Cabinet Member for Finance</p>	<p>October 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>North</p>	<p>Relevant internal and external stakeholders.</p> <p>Ward Councillors for Central, Park and North have been advised of the decision to transfer of the Community Centre</p>	<p>Caroline Rowan, Urban Regeneration Project Manager, Tel: 01733 864095 Email: caroline.rowan@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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7.	Food and Feed Service Plan 2019/20 - Decision required to approve Food and Feed Service Plan 2019/20 in line with Government guidance	Councillor Walsh, Cabinet Member for Communities	October 2019	Growth, Environment and Resources Scrutiny Committee	N/A	Relevant internal and external stakeholders.	Stuart Brough, Business Compliance Manager, Tel: 07989 432151 Email: stuart.brough@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
8.	To seek approval to implement a refreshed Prevent Strategy, bringing together the PCC and CCC processes - To provide cabinet with an explanation of the proposed shared Prevent Strategy, and seek approval to implement	Cabinet	4 November 2019	Adults and Communities Scrutiny Committee	All Wards	Relevant internal and external stakeholders	Rob Hill – Assistant Director Public Protection Tel: 01733 864715 Email: rob.hill@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
9.	Amendment to Environmental Enforcement Contract - Amendment is required to the current environmental enforcement contract	Councillor Irene Walsh, Cabinet Member for Communities	October 2019	Adults and Communities Scrutiny Committee	N/A	Relevant internal and external stakeholders	Clair George Acting Head of Service - Prevention and Enforcement Service Tel: 01733 453576 Email: clair.george@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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107	<p>10. Approval of the leasehold disposal of a brownfield site to a care provider – A site has been found for a care home and the Council are currently looking into a leasehold disposal to a care provider who will build a care facility and then contract to provide services to the Council.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>October 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Park Ward</p>	<p>Relevant internal and external stakeholders.</p> <p>A forum has been set up by the Combined Authority involving representatives from finance, legal, property and social care.</p>	<p>Tristram Hill - Strategic Asset Manager, 07849 079787, tristram.hill@nps.co.uk</p>	<p>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).</p>

PART 4 – NOTIFICATION OF KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES

None.

Draft Adults and Communities Scrutiny Committee Work Programme 2019/2020

Updated: 4 November 2019

Meeting Date	Item	Indicative Timings	Comments
1 JULY 2019 <i>Draft Report 6 June</i> <i>Final Report 19 June</i>	Co-opted Member Report To agree to the appointment of co-opted members to the committee for the municipal year 2019/2020 Contact Officer: Paulina Ford, Senior Democratic Services Officer		
	Community Involvement in Neighbourhood Issues To invite Members to consider and approve the recommendations of the Task and Finish group which has reviewed Community Involvement in Neighbourhood Issues during 2017 - 2018, in the context of significant programmes of work which have emerged since June 2017. The report provides an opportunity for the Committee to be updated on progress against these wider programmes of work, and agree to specific recommendations arising from them. Contact Officer: Sarah Ferguson, Cate Harding		
	Review of Homelessness Reduction Strategy 2018-2020 and Safer Off the Streets To provide the committee with an update of progress in delivering the City Council's Homelessness Reduction Strategy 2018 - 2020 and to seek comments and agreements from members to the proposed process for		

	<p>review of the review of the strategy and development of a new strategy for 2020 - 2025.</p> <p>Contact Officer: Sarah Ferguson, Sean Evans</p>		
	<p>Prevent Strategy Refresh – 2019/2021 To outline to the Adults and Communities Scrutiny Committee the newly combined Cambridgeshire and Peterborough Prevent Strategy.</p> <p>Contact Officer: Rob Hill</p>		
	<p>Review Of 2018/2019 And Work Programme For 2019/2020 To review the work undertaken during 2018/19 and to consider the work programme of the Committee for 2019/2020</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
	<p>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.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		

<p>10 SEPTEMBER 2019 <i>Draft Report 15 August</i> <i>Final Report 29 August</i></p>	<p>Cambridgeshire and Peterborough Foundation Trust (CPFT) Section 75 - Annual Report To receive an update on service and financial performance, activity and outcomes under the Mental Health (MH) Section 75 Partnership Agreement 2018-19 and endorse the revised Mental Health Section 75 Partnership Agreement.</p> <p>Contact Officer: Fiona Adley</p>		
	<p>Community Asset Transfer Interim Report To scrutinise the progress made to date regarding the properties in scope for community asset transfers, ensure that there are sufficient arrangements in place to support community groups, and comment on the final next steps required to enable the programme to be successfully concluded.</p> <p>Contact Officer: Cate Harding</p>		
	<p>Youth Justice Plan and Inspection Report To scrutinise the objectives and priorities set out within the Joint Cambridgeshire and Peterborough Youth Justice Plan 2019-22 and endorse it for approval by Cabinet and Full Council.</p> <p>Contact Officer: Sarah Ferguson</p>		
	<p>Monitoring Scrutiny Recommendations To monitor progress made on recommendations made at the previous meeting.</p>		

	Contact Officer: Paulina Ford, Senior Democratic Services Officer		
	<p>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.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
	<p>Work Programme 2019/2020 To consider the Work Programme for 2019/2020</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
<p>12 NOVEMBER 2019 <i>Draft Report 18 October</i> <i>Final Report 31 October</i></p>	<p>Cambridgeshire and Peterborough Safeguarding Adult Board Annual Report 2018-19 To scrutinise the work and progress of the Cambridgeshire and Peterborough Safeguarding Adult Board.</p> <p>Contact Officer: Jo Proctor</p>		
	<p>Carers Update - Carers Survey and Adult Positive Challenge Programme To scrutinise the results of the Carers Survey and the actions being taken within the Adult Positive Challenge Programme to improve the experience of carers</p> <p>Contact Officer: Helen Duncan / Debbie McQuade</p>		

	<p>Adults Social Care Annual Complaints Report 2018-19 To scrutinise the summary of Adult Social Care complaints and compliments received between 1 April 2018 and 31 2019 and the learning and actions taken as a result.</p> <p>Contact Officer: Jacky Cozens</p>		
	<p>Adults and Communities Scrutiny Committee Meeting Start Time 2020-2021</p> <p>Contact Officer: David Beauchamp</p>		
	<p>Monitoring Scrutiny Recommendations 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 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 2019/2020 To consider the Work Programme for 2019/2020</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		

14 JANUARY 2020 <i>Draft Report 12 December</i> <i>Final Report 2 January</i>	Homelessness Reduction and Rough Sleepers Strategy 2020 - 2025 - Final Draft - Contact Officer: Sarah Ferguson		
	Adults Social Care – Annual Service User Feedback Contact Officer: Tina Hornsby		
	Portfolio Progress Report for the Cabinet Member for Adult Social Care, Health and Public Health incorporating the Annual Report for the Service Director for Adults and Safeguarding. Contact Officer: Debbie McQuade and Oliver Hayward		
	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		
	Work Programme 2019/2020 To consider the Work Programme for 2019/2020 Contact Officer: Paulina Ford, Senior Democratic Services Officer		

3 MARCH 2020 <i>Draft Report 7 February</i> <i>Final Report 20 February</i>	Portfolio Progress Report for the Cabinet Member for Communities Contact Officer: Adrian Chapman		
	Portfolio Progress Report for the Cabinet Member for Housing, Culture and Recreation Contact Officer: Adrian Chapman		
	Review of selective licensing scheme incorporating review of HMOs Contact Officer: Rob Hill		
	PENDING: Integrated Communities Strategy – Progress Report Contact Officer: Sarah Ferguson		
	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		

	<p>the remit of this Committee.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
Pending Items for 2019/20	<p>Draft Safer Peterborough Partnership Plan incorporating report on Safer Peterborough Partnership Focus areas inc. 'high harm' and knife crime.</p> <p>Contact Officer: Rob Hill</p>		
	<p>Domestic Abuse and Sexual Violence- Service Review</p> <p>Contact Officer: Rob Hill</p>		
	Youth Offending Service (if inspection announced)		
	<p>Affordable Warmth Strategy 2019 – 2021</p> <p>Contact Officer: Sharon Malia</p>		
	Targeted Youth Support Services - 12 month review report		