

GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE

WEDNESDAY 10 JULY 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 Growth, Environment and Resources Scrutiny Committee meeting held on 13 March 2019** 3 - 14
- 4. Call In of any Cabinet, Cabinet Member or Key Officer Decisions**

The decision notice for each decision will bear the date on which it is published and will specify that the decision may then be implemented on the expiry of 3 working days after the publication of the decision (not including the date of publication), unless a request for call-in of the decision is received from any two Members of the relevant Scrutiny Committee. If a request for call-in of a decision is received, implementation of the decision remains suspended for consideration by the relevant Scrutiny Committee.
- 5. Appointment of Co-opted Members** 15 - 18



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6.	Report of the Task and Finish Group to Review Fly Tipping and Waste Policy - Phase 2	19 - 54
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8.	Libraries Future Model - Civic Programme	65 - 70
9.	Review of 2018/19 and Work Programme for 2019/20	71 - 96
10.	Forward Plan of Executive Decisions	97 - 140
11.	Date of Next Meeting	

4 September 2019

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Committee Members:

Councillors: C Harper (Chairman), K Aitken, R Brown, C Burbage, G Casey (Vice Chairman), D Fower, J A Fox, J Howard, J Lillis, L Robinson and I Yasin

Substitutes: Councillors: J Goodwin, A Joseph, S Qayyum and C Wiggin

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 GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY
COMMITTEE MEETING
HELD AT 7PM ON
WEDNESDAY, 13 MARCH 2019
BOURGES / VIERSEN ROOM, TOWN HALL, PETERBOROUGH**

Committee Members Present: Councillors C. Harper (Chairman), R. Brown, G. Casey (Vice-Chairman), M. Farooq, Judy Fox, A Joseph, D King, S. Martin, N. Sandford.
Co-opted Members: Parish Councillors Keith Lievesley and Richard Clarke.

Officers Present: Dave Anderson – Interim Development Director
Amanda Askham – Director of Business Improvement and Development
Mark Sandhu – Head of Customer and Transactional Services
Richard Pearn – Head of Waste, Resources and Energy
James Collingridge - Head of Environmental Partnerships
Tom Hennessey – Chief Executive, Opportunity Peterborough
Adrian Chapman – Service Director for Communities and Safety
Paulina Ford – Senior Democratic Services Officer
David Beauchamp – Democratic Services Officer

Also Present: Councillor Wayne Fitzgerald – Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health
Councillor Marco Cereste – Cabinet Member for Waste and Street Scene
Councillor John Fox - Representing the Group Leader of the Werrington First Group
Cllr Steve. Allen – Cabinet Advisor to the Leader
Peter Appleton – Chief Executive, Vivacity
Andrew Lesiw – Managing Director, Westcombe Engineering

51. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Fower.

52. DECLARATIONS OF INTEREST

Agenda Item 6- Portfolio Progress Report for the Cabinet Member for Waste and Street Scene

Councillor Farooq declared that he was a member of the Board for Peterborough Limited.

53. MINUTES OF THE GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE MEETING AND JOINT SCRUTINY OF THE BUDGET MEETINGS HELD ON

3.1 9 JANUARY 2019 – GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE

The minutes of the Growth, Environment and Resources Scrutiny Committee meeting held on 9 January 2019 were agreed as a true and accurate record

3.2 12 FEBRUARY 2019 – JOINT SCRUTINY OF THE BUDGET

The minutes of the Joint Scrutiny of the Budget meeting held on 12 February 2019 were agreed as a true and accurate record.

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

There were no requests for call-In to consider.

55. CORPORATE STRATEGY 2019-2021

The report was introduced by the Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and the Director of Business Improvement and Development. It provided an overview of and sought the Committee's Endorsement for the proposed Corporate Strategy to be considered by Cabinet in June 2019 and Full Council in July 2019.

The Growth, Environment and Resources Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- Members praised the fact the Corporate Strategy 2019-2021 was relatively short as it meant that focus would be given to the most important elements.
- Members noted that Peterborough City Council had four corporate outcomes, which used to have Scrutiny Committees based on them, and asked how these were linked to the priority outcomes in the Corporate Strategy.
- Officers responded that the four Corporate Outcomes and seven corporate priorities had been condensed and encapsulated into three main areas of focus.
- The Cabinet Member emphasised that the members should raise concerns if they felt that an issue was not sufficiently covered by the current terms of reference of the Council's Scrutiny Committees so that the Chief Executive and Democratic Services could look into it further. The Council had moved to having less scrutiny committees so that the work would be more manageable .
- Members commented on the lack of explicit reference to climate change or biodiversity loss in the Corporate Strategy, despite these forming part of the Environmental Capital Implementation Plan, the fact that the country had stringent Climate Change targets and the fact that many councils had declared a climate emergency.
- Officers responded that the two most important areas of the strategy were 'Communities' and 'Our Environment' but acknowledged that Climate Change and Biodiversity loss were not reflected in the examples under the 'Pride in our communities and environment' Priority Outcome on page 46 of the agenda pack. Members' views would be taken into consideration and action plans would be developed for each outcome.

- The Cabinet Member added that there was a particular focus on the Environment in the strategy (page 41 of the agenda pack), encompassing the circular economy, green spaces, clean air and green businesses so climate change was covered, just not explicitly and remained high on the agenda.
- Members asked how the Think Peterborough initiative would underpin the corporate strategy. Officers responded that everything in the strategy was based around community thinking.
- Members congratulated officers on the strategy and for consulting with residents
- Members asked if the strategy would be expanded upon in more detail in the future. Officers responded there was an evidence base in place about the issues that needed to be tackled in Peterborough. Once the priority outcomes had been determined, careful action and implementation plans for different timeframes would need to be developed. Much of this work had already started and had revolved around the existing seven strategic priorities and the four outcomes. Officers noted the importance of the elements of the Council's Strategic Framework building on each other.
- Members referred to a line on page 49 of the agenda pack which stated that the strategy would 'foster an innovative culture where continuous improvement is everyone's responsibility' and asked what this meant to officers and how they would encourage this. Officers agreed that resources, support and investment were needed for staff to be innovative but felt that this was achievable by all and not limited to a particular type of person.
- The Corporate Strategy presented to the Committee was not intended to be a public-facing document. A different communication strategy would be needed for members of the public that would appear on the website.

Councillor King entered the meeting at 7.20pm

- The consultation that had taken place with residents was not about the Corporate Strategy itself as this was still in draft form. It was instead about what citizens wanted from the Council from an amalgamation of surveys.
- Members asked how the evidence base for the corporate strategy had been documented. Officers responded that although there was no commentary on this in the report, the draft Corporate Strategy would receive a wide consultation. This would include written surveys to inform priorities with 3,000 people to be engaged.
- Members thanked the Cabinet Member and officers for producing the Strategy and felt the priority outcomes would improve the lives of people in Peterborough.
- Members suggested that the Strategy could raise residents' expectations and sought reassurance that these expectations could be met. Officers responded that the Council were engaged in new initiative such as the Think Communities Strategy. The new Corporate Strategy revolved involving the public in the new priorities. People would have to take ownership of work that needed doing in their communities.
- Different partners had been engaged with in different ways. For example, the views of Vivacity were sought through officers and members' in the council who manage this contract, but the approach was more deliberate with regards to engagement with voluntary and public sector partners. During the wider consultation, the views of partners would be captured and they were an important part of delivering on the strategy.
- Members asked if the Corporate Strategy had been put together by officers or the Conservative Group. Officers responded that this corporate strategy had

been put forward by the governing administration but that officers had helped to compile it, with input from the wider public through the means of surveys and street meetings. A large sample size had been used.

- Both officers and the Executive contributed to the development of the strategy.
- The Cabinet Member added that anyone could make suggestions for inclusion in the Strategy at any time.
- Officers reaffirmed the commitment to environmental issues in the Strategy.
- Officers stated that the Corporate Strategy would provide a framework for staff to use in connection with their own roles and for the City Council to use when interacting with partners to highlight its priorities. The strategy showed a clear commitment to issues related to the environment.
- It was UNANIMOUSLY agreed that the Committee would recommend to Cabinet that the Strategy includes specific reference to Climate Change and Loss of Biodiversity under the 'Pride in our Communities and environment' Priority Outcome.

RECOMMENDATIONS

The Growth, Environment and Resources Scrutiny Committee **RESOLVED** to

1. Endorse the proposed Corporate Strategy 2019-2021 to be approved by Cabinet in June 2019 and Full Council in July 2019
2. Recommend to Cabinet that the Strategy includes specific reference to Climate Change and Loss of Biodiversity under the 'Pride in our Communities and environment' Priority Outcome.

ACTIONS AGREED

The Growth, Environment and Resources Scrutiny Committee considered the report and **RESOLVED** to

1. Comment on the proposed Corporate Strategy 2019/2021
2. Request a briefing note containing further information about how the Corporate Strategy 2019/2021 relates to the Environment Capital Action Plan.

56. PORTFOLIO PROGRESS REPORT FOR THE CABINET MEMBER FOR WASTE AND STREET SCENE

The report was introduced by the Cabinet Member for Waste and Street Scene accompanied by the Head of Environmental Partnerships, the Head of Waste, Resources and Energy, the Head of Customer and Transactional Services and the Managing Director of Westcombe Engineering. The report updated the Growth, Environment and Resources Scrutiny Committee on the progress of items under the responsibility of the Cabinet Member for Waste and Street Scene.

The Growth, Environment and Resources Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- An error was noted in the table on page 54 of the agenda pack. The figures given for Residual (Black) containers actually related to Garden (Brown) containers and vice versa.

- Members highlighted the 2018/19 recycling rate of 42.77 in section 4.3.2 on page 54 of the reports pack, noted that this used to be 78% and that Peterborough used to be one of the leading Local Authorities in the country for recycling rates. Members asked why Peterborough's recycling rates had dropped when they were improving for other authorities. The Cabinet Member responded that:
 - The reasons for this decrease were being investigated and he was keen for this to improve. An accurate response could be provided within months.
 - Residents needed to be made aware that the amount of waste they recycled was not limited by the size of the green bin. Additional recycling could be placed within a clear plastic bag and left near the bin and it would be collected.

Officers added that it was important to note that recycling rates were plateauing nationwide. A consultation was underway on investigating possible changes to the management of waste. This would result in the first new policy instrument in 10 years. Peterborough officers were aware of the opportunity to feed into this consultation. Systems needed to be rebalanced nationwide. Support would be provided by central Government to support change and meet targets.

- Members suggested the Council should examine achieving greater source-separation in order to increase recycling rates, as done by Welshpool and Bristol. The Government felt that this would improve recycling rates if done throughout the country.
- Members suggested that if food and garden waste were collected free of charge, there would be a significant increase in recycling rates. It was suggested that the introduction of the charges might have contributed to the lowering of Peterborough's recycling rate.
- The Cabinet Member responded that every option was being examined. A key focus was the 'circular economy' in response to a government consultation. Further work was needed in this area in over the following months.
- The Cabinet Member mentioned that there were five collections a week in Italy for different types of waste.
- There were many factors involved in gaining a Green Flag award including community work, parks and biodiversity.
- Members expressed support for the work done by Westcombe Engineering.
- The Leader of the Task and Finish Group to Review Fly-Tipping and Waste Policy stated that the group were currently working on additional proposals to take to Cabinet.
 - Officers added that money was being made available in the next financial year for the police tape, covert cameras and the cost of Joining Keep Britain Tidy.
- The Cabinet Member would consider introducing three weekly bin collections if there was evidence that this would be effective
- Some members expressed doubts that the target of 65% of waste being recycled by 2020 would be achieved and suggest accelerated action was needed.
- Members raised concerns surrounding the contamination of paper banks with glass. Officers responded that Peterborough had a Materials Recovering Facility which was specifically designed to deal with a mixture of these two materials.
- The Government Consultation was considering issues such as increased separation of materials.

- The Government was aware of industry concerns regarding paper separation and would like to achieve greater consistency in this area throughout the country.
- Some members stated that the information provided to the public about what could and could not be recycled needed to be improved, citing an example of a meeting in which the attendees' impression of appropriate green bin usage did not align with official Amey policies. Members asked if there were plans to improve the Council's website or run an education programme focussing on this.
- Officers responded that Brown Bins had been discussed at Budget CMT, with a specific paper having been produced by the Service Director for Environment and Economy regarding current charges for the service. There were currently 21,651 subscribers to the brown bin service. There was a marketing budget for this.
- Officers stated that one of the reasons for the non-renewal of the contract was recycling performance and communications. The Council would now have more power to influence these areas. Information to residents could be updated. It was noted that there was an education facility at the Energy Recovery Facility that expanded beyond energy recovery to include food collections and recycling.
- Officers referred to a Government consultation containing proposals to introduce colour coding on products to indicate if an item could be recycled with a number to indicate which bins should be used regardless of the system used by a particular local authority. Officers were keen to ensure that consumers were informed when purchasing packaged products although it was difficult for the council to influence consumer behaviour in this area. The Consultation therefore suggested that the packaging industry should take on more cost and responsibility in this area.
- The Cabinet Member acknowledged that recycling rates had decreased, and work was underway to address this. It was noted that for every tonne of waste not sent to the Energy from Waste plant £45 was saved. It was therefore in the Council's interests to favour recycling over incineration.
- Officers added that the amount of residual waste had stayed reasonably consistent considering the growth of the City. The amount of waste going to the Energy from Waste plant had not increased significantly. The figures were recorded in tonnes. Wine bottles and packaging were becoming lighter and it therefore looked like the Council was recycling less. Consideration could be given to using an alternative measure of recycling performance, such as the Carbon Footprint.
- Members noted that Amey had failed to meet its KPI targets for recycling by a considerable measure but noted the Cabinet Member's sincerity in trying to tackle the issue. Members raised suggestions such as removing the charge for garden waste collection
- Members suggested that covers should be used on gym equipment installed in parks.
- The new recycling centre had received a positive response. Feedback had been actively sought six months after opening. Feedback did suggest that a map should be provided to show people where they needed to take different types of waste, using the same iconography used on site.
- Members expressed concern that the Council were trying to avoid using the Energy from Waste plant because of its ability to generate income and useful by-products. Members enquired about whether there were still opportunities to use the by-products. Officers responded that ash was recycled in Nottingham to produce many types of aggregate. Air cleaning chemicals were sent to

Avonmouth to be bound into concrete material. Nothing was sent to landfill and all residue was recycled.

- The Cabinet Member added that the ideal scenario would be for the city to consume the energy and heat produced by the plant and this was being seriously examined and was dependent on the technology available and contractual circumstances. This would make a difference to the council's environmental credentials and the revenue going to the City Council.
- Members expressed concerns that cemeteries were not being maintained as well as crematoriums and asked what the plan for cemetery maintenance was in the future. Officers responded that the nature for cemeteries made them more challenging to maintain than crematoriums. Peterborough had been awarded a green flag for the latter but not the former. The Council were still looking for new cemeteries, to be arranged in a 'Commonwealth Graves' layout. The Cabinet member had committed to keeping existing cemeteries open. In 2005 it was recognised that there was a risk of running out of cemetery space and that there was 24/25 years' worth of usage left in existing cemeteries.
- The Cabinet Member stated that a specific team could be created for open spaces, cemeteries and parks as part of the new Local Authority Trading Company (LATCo) to improve these areas. It was not yet clear whether this would be possible as only some services had currently been transferred from Amey and there would need to be an economic case made.
- Members praised the work done to improve the crematorium, in particular the cover outside the entrance to the Chapel.
- Officers stated that there was a full-time gardener employed at the crematorium which was highly beneficial.
- Members enquired who the correct person to contact was to seek advice on building a new cemetery. The Head of Customer and Transactional Services responded that he would be happy to receive such a query and would direct it to the appropriate person.
- The Committee requested that the Cabinet Member for Waste and Street Scene bring a report back to the Committee on improving the Council's recycling rates, once the work investigating this issue was complete.

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ACTIONS AGREED

The Growth, Environment and Resources Scrutiny Committee **RESOLVED** to

1. Note the contents of this report.
2. Request that the Cabinet Member for Waste and Street Scene bring a report back to the Committee on improving the Council's recycling rates, once the work investigating this issue was complete.

57. OPPORTUNITY PETERBOROUGH BUSINESS PLAN 2019/20

The report was introduced by the Chief Executive of Opportunity Peterborough which asked the Committee to consider and endorse the Opportunity Peterborough Business Plan 2019/20.

The Growth, Environment and Resources Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- Engineering and manufacturing companies in the City and nationwide were struggling to recruit people with the skills they needed from the existing workforce and particularly from school leavers. This was reflected in the fact that most people on courses at University Centre Peterborough were being supported by employers rather than having entered University straight from school. Engineering and manufacturing would be a key focus for Opportunity of Peterborough in its business support and skill service activities. This was a key growth sector for the city.
- Members praised the report and the opportunities for joint working.
- Joint Working took place with other authorities besides Cambridgeshire County Council, especially in the area of Economic Development. There were strong links with the Growth team at South Kesteven for example and officers were hoping to continue these strong ties.
- Members asked when Opportunity Peterborough would become self-sustainable. Officers responded that the Economic Development team tried to address market failure and support efficiencies within the market. If this could be addressed via market mechanisms, then the private sector would pick up these activities. As these challenges were met by the private sector then Opportunity Peterborough would identify other challenges that they could address. There would always be a role for public sector funding however in supporting economic growth. It was unlikely that the organisation would self-fund itself solely from its commercial activities because that would mean that they were competing with the rest of the market. This could be an eventual outcome for the organisation.
- It was not yet certain how Brexit would affect the funding of Opportunity Peterborough due to the complexity of the issue. It was acknowledged that the organisation did receive European Funding at present for some programmes.
- Officers were examining an opportunity to join another European-funded programme with Anglia Ruskin and TWI to support the engineering sector across the City and beyond.
- Should these opportunities come to an end, there were other funding schemes that could be accessed through the U.K. Government such as the Shared Prosperity Fund. The priorities for this fund had yet to be determined but it was proposed that this would be a direct replacement for the European Structural Investment Funds and Opportunity Peterborough would look at this for funding opportunities in the future as well as working with partners such as neighbouring local authorities, the Combined Authority and the private and education sectors.
- Members stated that the government had made £670m available for high street funding via local councils as well as the recent 1.6bn for 'Brexit Towns' and asked if Opportunity Peterborough would work with the City Council to access this funding. Officers responded that they would do so. The focus of Opportunity Peterborough's focus had been regeneration but was now economic development; looking at 'soft' economic development such as Inward Investment and Skills. Physical regeneration was under the remit of the City Council although Opportunity Peterborough worked closely with them in this area, especially around the development of new employment sites. Opportunity Peterborough were working closely with the Interim Development Director to develop a strategic approach to city centre redevelopment. A bid was being developed at officer level, but subject to extensive consultation, to

access money from the Future High Streets Fund The deadline for this was Friday 22 March 2019. The focus was the Northminster area and replacing the City Market.

- The vast majority of Opportunity Peterborough's rural activity was linked to the European LEADER programme funding. The organisation was looking to work with The National Farmers Union (NFU) and Country Land and Business Association (CLA) on how to support the rural economy. It was currently unclear how the Shared Prosperity Funds and any additional Defra funds would provide support in this area in the future.
- The LEADER programme was the only one of Opportunity Peterborough's programmes to rely on European Funding. The application process for this had closed and the programme was coming to an end. Defra had ringfenced funding to deal with claims administration over the next 18 months but there was otherwise no financial impact to Opportunity Peterborough on the withdrawal of European funding caused by Brexit. It might affect which programmes could be delivered in the future, but this would be determined by the level of U.K. government funding available at the time.
- The Opportunity Peterborough team was robust with staff working across several activities which would help if a member of staff decided to leave. No one was currently planning to do so. The organisation had previously been in a period of change with Local Enterprise Partnership (LEP) boundary reviews and a review of the delivery of services going forward.
- Members queried whether work was continuing on signing Opportunity Peterborough up the Employer Recognition Scheme as encouraged by the Armed Forces Partnership Board. Officers responded that they were not aware this has stalled and would investigate further.
- Some members felt that the creative industries needed to be viewed as business opportunities, not charities in need of support. A vision for creative industries was needed to analyse the sector's size in the city compared to what it should be.
- Officers added that the 'creative industries' were a very broad category. There had been a focus on supporting the digital sector in the past. Opportunity Peterborough had also supported submissions to the Creative Hub. Officers could not comment on the scale of the industry but felt that culture and the creative arts were the soul of the city and supporting them was important to inspire young people and bring businesses into the city.
- Officers referred to the recent launch of the Empowering Creative People Hub which had been opened by a local young entrepreneur who had benefited from support from Opportunity Peterborough and Peterborough DNA funding under the Future Cities Demonstrator Programme. A dance and recording studio had been set up at the Peterborough United Football Club's stadium to help local artists engage with businesses and young people. Support would continue to be provided.
- Officers noted that the creative industries represented an important opportunity for the City given its growth rates. It was noted that the Department for Digital, Culture, Media and Sport and the U.K. sector body on Creative Industries had conducted extensive research on the economic impact of this sector and the jobs it created.
- Officers felt it was important to develop the asset base of the city as it was undersized compare with others, such as Dundee. The new university presented an opportunity in this area.

ACTIONS AGREED

The Growth, Environment and Resources Scrutiny Committee **RESOLVED** to endorse the Opportunity Peterborough Business Plan 2019/20.

58. VIVACITY ANNUAL REPORT

The report was introduced by the Cabinet Advisor to the Leader, the Service Director for Communities and Safety and the Chief Executive of Vivacity which enabled the Committee to scrutinise the activities and develop a deep understanding of the strategic direction the organisation is taking and to provide an overview of partnership and service delivery, performance, challenges and opportunities.

The Growth, Environment and Resources Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- Members felt that establishment of Vivacity had been a success, avoiding cuts that might have occurred if the Council had been running services directly.
- Zero-hours contracts were common in the leisure industry and enabled the organisation to respond flexibly to demands. Vivacity had canvassed its employees on these contracts and no-one wished to move to a fixed contract instead. Employees liked the choice zero-hours contracts offered and they worked well for young people who wanted to work while they were studying. Vivacity had always used these contracts and other employers in the city also used them.
- Members asked how the members of the Vivacity board were appointed. Officers responded that there were two councillors on the board, one of whom was the Cabinet Advisor to the Leader. All trustees were users of the service and provided useful intelligence. Vivacity was not a cooperative so there was no staff representative on the board although Vivacity do engage with staff and trade unions. Officers were not sure where an employee representative would come from if such a role was created because of the low rate of trade union representation among the workforce
- Some members felt that veterans should be given a discount at Vivacity facilities, especially those with disabilities, noting that there was no mention of this in the report. Officers invited the member to contact them and discuss the Employer Recognition Scheme. Officers responded that would be happy to look at these areas in more detail.
- Members commented that there was an absence of facilities in rural areas. Officers responded that this was by default rather than design as Vivacity had inherited existing facilities rather than building new ones. Some outreach work was underway with rural areas although city-based facilities were more financially viable.
- Vivacity's relationship with the City Council was changing and was being moved from to the People and Communities Directorate. A dialogue was underway with Vivacity regarding its diversification and expansion. Vivacity must be compliant with its contract but it was important that all citizens were reached.
- The Cabinet Advisor stated that the board would always look at the potential for expanding into rural communities but Vivacity must be commercially driven and make financial sense.
- Members asked if Vivacity were exploring commercial opportunities to develop revenue streams. Officers responded that Vivacity now had a commercial team and a Commercial Director and these opportunities were being looked at in collaboration with partners in the Greater Peterborough area. A long development period was necessary for these opportunities to make money however.
- Members felt that the decline of the high street for retailers presented an opportunity for the development of commercial leisure facilities. Officers responded

that while they were happy to examine anything, it was not possible to work on all opportunities at the same time due to limited capacity. A new project pipeline process had been introduced to find opportunities that were likely to result in positive yield. An opportunity had been presented to work with a commercial partner in the previous year but the timescales for a return on investment was not viable.

- Officers felt that as the framework for the city was developed, there would be a need for strategic planning and greater density of facilities in urban areas. The High Street was becoming more centred around leisure activities as the number of shops reduces and this would present opportunities for Vivacity.
- One-third of Vivacity's turnover (a £2.1m management fee) came from the City Council funding. An additional approximate £1m was paid by the Council in property related costs, e.g. utilities and major repairs.
- Some members raised queries regarding why a senior member of Vivacity's management staff was able to take early retirement than being dismissed. Officers responded that an organisation could not simply dismiss someone due to the necessity of performance management processes and the risk of being challenged. Instead, a pragmatic approach to changing the organisation's direction was needed.
- Some members felt it should be noted that the previous comment was a matter of opinion, not fact.
- Members asked what Vivacity's plan was for the next five years. Officers responded that they were starting to plan for the future. One focus was on reducing Vivacity's financial dependence on Peterborough City Council by growing the business, pursuing new opportunities and taking on new clients. This would take some time to plan. Discussions were underway with other partner organisations. Vivacity were ready to accept commissioned work from the Public Health directorate and the Clinical Commissioning Group. Pursuing this approach took time and then were no 'easy wins'. Officers were actively seeking ways to give Vivacity the chance of sustainable future and if the organisation stood still, it would not last very long.
- Members asked if the Must Farm Boats were part of Vivacity's plans going forward. Officers responded in the affirmative and mentioned that they wanted to submit a Heritage Lottery Fund bid in Summer or Autumn, taking into account the feedback from the previous unsuccessful bid.
- Officers had posed the question that that if the Must Farm collection was so important to the City then why was there a lack of public money. The Business Board of the Combined Authority were due to consider a paper on this subject to investigate getting public funding. An initial injection of funding could encourage other partners to invest as a 'snowball effect'.
- It was UNANIMOUSLY agreed that the Growth, Environment and Resources Scrutiny Committee would continue to receive the Vivacity Annual Report in the future rather than another committee due to Vivacity's role in the Growth agenda.

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The Growth, Environment and Resources Scrutiny Committee considered the report and **RESOLVED** to

1. Note and scrutinise the contents of the report
2. Note the progress the partnership had made over the past nine months and the opportunities for the future.
3. Continue to receive the Vivacity Annual Report in the future rather than another committee due to Vivacity's role in the Growth agenda.

59. 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 note the responses from Cabinet Members and Officers to recommendations made at previous meetings as attached in Appendix 1 to the report.

60. 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.

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

Chairman

7pm – 9pm

GROWTH ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE	AGENDA ITEM No. 5.
10 JULY 2019	PUBLIC REPORT

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

APPOINTMENT OF CO-OPTED MEMBERS

R E C O M M E N D A T I O N S
<p>It is recommended that the Growth, Environment and Resources Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Appoint Parish Councillor Keith Lievesley as a non-voting co-opted member to represent the rural area for the municipal year 2019/2020. Appointment to be reviewed annually at the beginning of the next municipal year.

1. ORIGIN OF REPORT

1.1 The report is presented to the Committee on behalf of the Director of Law and Governance.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to request that the Committee appoint Parish Councillor Keith Lievesley as a Non-Voting Co-opted Member for municipal year 2019/20 to the Growth, Environment and Resources Scrutiny Committee in accordance with Part 3, Section 4 – Overview and Scrutiny Functions:

Paragraph 4.3 The Scrutiny Committees shall be entitled to co-opt, as non-voting members, up to four external representatives or otherwise invite participation from non-members where this is relevant to their work.

And Part 4, Section 8 – Overview and Scrutiny Procedure Rules: Paragraph 3 - CO-OPTED MEMBERS

3.1 As well as any statutory co-opted members, Scrutiny Committees can co-opt up to four non-voting members on to the Committee.

3.2 There must be at least one non-voting position reserved for a Parish Councillor from a rural area with one substitute member. The Parish Council Liaison Committee will decide these.

3.3 A Scrutiny Committee can co-opt a further three members at its discretion. One of these can be a second parish council member identified by the Parish Council Liaison Committee.

2.2 This report is for the Growth, Environment and Resources Scrutiny Committee to consider under its Terms of Reference No. 4.3 of Part 3, Section 4 – Overview and Scrutiny Functions – Co-optees.

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 **Parish Councillor Co-opted Members**

Each Scrutiny committee has the ability to co-opt up to four non-voting co-opted members one of which will be a Parish Councillor representing a rural area to ensure the voice of the rural communities are reflected. The nomination will be decided by the Parish Council Liaison meeting. The Parish Council Liaison has therefore proposed that Parish Councillor Keith Lievesley be nominated to represent the rural area on the Growth, Environment and Resources Scrutiny Committee.

It is therefore proposed that the Committee approve the appointment of Keith Lievesley as a Parish Councillor co-opted member of this committee to represent the rural area for the municipal year 2019/20.

NEXT STEPS

If the Committee agree to appoint the above nomination as a co-opted member of the Growth, Environment and Resources Scrutiny Committee from 10 July 2019, they will be able to attend and take part in all meetings of the Committee and any Task and Finish Groups that the Committee agree that they may be assigned to with no voting rights.

5. **CONSULTATION**

5.1 None

6. **ANTICIPATED OUTCOMES OR IMPACT**

6.1 The inclusion of the co-opted member will allow the Committee a wider, more diverse input to discussion, drawing on the relevant expertise of the additional member.

7. **REASON FOR THE RECOMMENDATION**

7.1 The recommendation is made to assist the Scrutiny Committee in fulfilling its terms of reference as set out in the constitution Part 3, Section 4 – Overview and Scrutiny Functions:

4.3 The Scrutiny Committees shall be entitled to co-opt, as non-voting members, up to four external representatives or otherwise invite participation from non-members where this is relevant to their work.

9. **IMPLICATIONS**

Financial Implications

9.1 Co-opted Members will receive a special responsibility allowance of £250 per annum as stated in the Members' Allowances Scheme.

Legal Implications

9.2 Due process has been followed with regards to the appointment of the co-opted members.

Equalities Implications

- 9.3 Members are keen to ensure that the Committee membership is as inclusive as possible and provides relevant expertise in accordance with the terms of reference for this committee.

Rural Implications

- 9.4 The appointment of a Parish Councillor as a co-opted member representing the rural area will ensure that the voice of the rural communities are reflected.

10. BACKGROUND DOCUMENTS

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

- 10.1 None.

11. APPENDICES

- 11.1 None.

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GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE	AGENDA ITEM No. 6
10 JULY 2019	PUBLIC REPORT

Report of:	Report of the Task and Finish Group	
Cabinet Member(s) responsible:	Councillor Marco Cereste, Cabinet Member for Waste and Street Scene	
Contact Officer(s):	Richard Pearn – Head of Waste, Resources and Energy James Collingridge – Head of Environmental Partnerships Clair George – Acting Head of Service, Prevention and Enforcement	Tel.01733 864739 Tel.01733 864736 Tel.01733 453576

REPORT OF THE TASK AND FINISH GROUP TO REVIEW FLY TIPPING AND WASTE POLICY - PHASE 2

R E C O M M E N D A T I O N S	
FROM: Task and Finish group reviewing Fly Tipping and Waste Policy.	Deadline date: Cabinet
<p>It is recommended that Growth, Environment and Resources Scrutiny Committee: -</p> <ol style="list-style-type: none"> 1. Consider and comment on the Task and Finish Group report at Appendix 1 2. Endorse the report and recommendations for submission to Cabinet. 	

1. ORIGIN OF REPORT

- 1.1 Councillor John Holdich, Leader of the Council, indicated in his speech at Full Council on the evening of 21 May 2018 that Fly Tipping in the City is a challenge and that a cross party group be set up to investigate and make recommendations to Cabinet on policy changes that might reduce the amount of fly tipping.

2. PURPOSE AND REASON FOR REPORT

- 2.1 This report is submitted to the Committee following a review of fly tipping and waste policy. The purpose of this report is to seek the Committee's approval for submission of the recommendations contained within the report to Cabinet on Monday 15th July 2019.
- 2.2 This report is for the Growth, Environment and Resources Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4 - Overview and Scrutiny Functions, paragraph No. 4.5 Functions determined by Council :
- Environmental Capital, and Waste Strategy & Management
- 2.3 This report supports the Corporate Priority of helping to achieve the Environment Capital agenda as well as improving the wellbeing of city residents.

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 Fly tipping of waste is a national issue as well as being a very local issue to Peterborough residents who share the City with such incidents of illegal and anti-social behaviour, it currently costs the authority annually over £200,000 in collection alone just from PCC owned land.

A number of areas of Council operation may have an influence on such incidents and as such the scope of the group follows the following core subjects.

- The HRC in Fengate due to take over from Dogsthorpe in early 2019
- Investigation of potential additional HRC site
- Waste, Recycling and Cleansing policies and procedures where relevant
- Fly Tipping collection and handling
- Education, Information Gathering, Surveillance, Enforcement and Prosecution

The Task and Finish Group completed their initial investigation in to the issue of Fly Tipping in Peterborough and presented their findings of the review to the Growth, Environment and Resources Scrutiny Committee on 9 January 2019. Whilst the Committee were satisfied with the findings within the report and the conclusions and recommendations reached the Committee requested that a further piece of work should be undertaken. Therefore a further recommendation was added to the report for presentation to Cabinet on 4 February 2019. The additional recommendation was as follows:

The Growth, Environment and Resources Scrutiny Committee endorsed the development of detailed policy proposals namely;

Bulky waste Collection Policy, including examining the following: price, price banding, number of items per collection, times and days per week. Scheduled community collection events with Parish Councils etc.

· HRC Restrictions on van and trailers, opening hours, trade waste ban, DIY waste limits/charging, electronic permit application and/or use on site (e-permits) neighbouring authority policies, legal restrictions and financial implications.

To include where possible detail on legislative restrictions, neighbouring authority policies and cost estimations for consideration.

On presentation to Cabinet on 4 February 2019 all recommendations including the additional one made by the Committee on 9 January were accepted. The Task and Finish Group have therefore continued to meet to work on the development of detailed policy proposals as requested by the Committee and approved by Cabinet. The report attached at Appendix 1 therefore contains the conclusions and recommendations following the request from Cabinet.

5. CONSULTATION

5.1 Significant consultation had been undertaken with a wide range of stakeholders during the development of the second stage of the review which was focussed on the implications arising from the specific recommendations developed by the group.

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 That the Cabinet Member accepts the recommendations in the report.

7. REASON FOR THE RECOMMENDATION

- 7.1 The leader has requested that the Scrutiny Committee consider his request to set up a cross party Task and Finish group to examine the issue of Fly Tipping and how alterations to the relevant policies and the current operating regime might be altered to help to reduce Fly Tipping. This is the report form that Task and Finish Groups works.
- 7.2 Based on the considerable evidence gathered during the work of the Task and Finish Group a sound understanding and basis in evidence has been generated to support the specific recommendations.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 To not undertake the work of the Task and Finish group and report back was considered as unsuitable as this would fail to action the leaders desire to undertake said investigation into these challenging issues.

9. IMPLICATIONS

Financial Implications

- 9.1 The elements mentioned in the report may have financial implications, however at this point in time only budget estimates are available as procurement exercises have not been undertaken.

Each element will require a proposal and business case before proceeding, based on the processes followed for specification and procurement, subsequently following appropriate officer or Cabinet Member approval processes.

It should be noted however that any decisions ultimately taken based on these recommendations, which require additional funds not presently accounted for, will be subject to the existing budget bid process in order to secure appropriate funds to be implemented.

Legal Implications

- 9.2 The Council has the powers to undertake the changes to policy and procedure highlighted in this report which would be implemented through the Cabinet Member Decision Notice (CMDN) process which forms part of the governance procedure employed at the Council.

Individual decisions taken in order to implement the proposals contained within this report will be subject to prior legal, financial, procurement and other appropriate analysis which will be detailed in any applicable CMDN

Equalities Implications

- 9.3 There are no equalities implications from this recommendation report, however if specific actions are implemented in the future arising from this report they will be subject to an Equalities Impact Assessment as required.

Rural Implications

- 9.4 Fly Tipping is an issue across both Urban and Rural areas, albeit often different in nature, and as such Rural implications will indeed form part of work that arises from this report and recommendations.
- 9.5 If the items recommended in Appendix one are taken forwards some will have a financial implication on the authority to implement, they will however works towards our environment capital aims by reducing waste.

10. BACKGROUND DOCUMENTS

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

10.1 N/A

11. APPENDICES

11.1 *Appendix 1 - Report of the Task and Finish Group - Phase 2*

**GROWTH, ENVIRONMENT AND
RESOURCES SCRUTINY COMMITTEE**

TASK AND FINISH GROUP

FLY TIPPING AND WASTE POLICY REVIEW

Part 2

10 JULY 2019

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1. INTRODUCTION

At Annual Council on 21 May 2018, Cllr John Holdich OBE, Leader of the Council announced that due to the challenges around fly-tipping being faced in the city of Peterborough that a cross-party Task and Finish Group would be set up to investigate and make recommendations to Cabinet on policy changes that might reduce the amount of fly tipping.

The proposal to set up the Task and Finish Group was presented to the Growth, Environment and Resources Scrutiny Committee on 4 July 2018. The proposal was accepted and the terms of reference agreed. Possible nominations to the Task and Finish Group were sought at the meeting to be confirmed following the meeting through the Group Secretaries.

The cross-party Task and Finish Group comprised of the following members:



Cllr Judy Fox
Werrington First
Chairman



Cllr Aasiyah Joseph
Labour and Co-operative



Cllr Richard Brown
Conservative



Cllr Christian Hogg
Liberal Democrats



Parish Councillor, Neil Boyce
Co-opted Member

Officers supporting the Task and Finish Group were:

- Richard Pearn, Head of Waste, Resources and Energy (Lead Officer)
- Rob Hill, Assistant Director - Community Safety (Peterborough and County)
- James Collingridge, Head of Environmental Partnerships
- Clare George, PES Head of Service
- Paulina Ford, Senior Democratic Services Officer
- Daniel Kalley, Senior Democratic Services Officer

The Task and Finish Group wish to thank all of the officers who have provided guidance and assistance in producing this report for their hard work and support.

2. SUMMARY OF RECOMMENDATIONS

Recommendation 1.

The group support the wider corporate project examining the development of a Peterborough Fix my Street mobile friendly web service to replace the now redundant MyPeterborough App. Recommend resources be given to advance the project and ensure it delivers functions in support of tackling fly tipping.

Recommendation 2

Put a business plan together to look at cost of specialist vehicles, or to have new fleet fitted with weighing equipment to improve business and bulk waste services. Also to bill in advance for trade waste.

Recommendation 3

Propose that the Landlord bulk waste collection service be altered so they are required to pay a deposit and supply pictures of waste to be collected, to simplify administration and remove the need for a staff member to visit on each occasion.

Recommendation 4

To establish systems of work to allow information on fly tipping enquiries reported that are judged not to be on Council land to relevant landowners or partners.

Recommendation 5

To change the Bulk Waste Collection service to allow up to 5 items free per household per annum, thereafter additional items and collections would have banded prices.

Recommendation 6

To review Fengate HRC opening hours once customer survey undertaken in September 2019 and report back to scrutiny committee.

Recommendation 7

Progress a proposal to purchase an electronic system for replacing the existing paper HRC permit system with same allowance of annual visits, vehicle size and other controls as exists at present.

Recommendation 8

Work up a proposal to allow commercial waste to be disposed of at the HRC for a charge.

3. TERMS OF REFERENCE

Purpose

To examine the issue of Fly Tipping in Peterborough and how alterations to relevant policies and procedures might be undertaken to help achieve the Environment Capital agenda as well as improving the wellbeing of city residents. To make recommendations to the Growth, Environment and Resources Scrutiny Committee on proposed changes to such policies and procedures identified by the group.

Scope

1. To review the existing policies and procedures on Waste, Recycling and Cleansing as a basis to the group's ongoing work.
2. To review all available data and information relating to Fly Tipping issues, and agree what issues are specifically in-scope for this work.
3. To review all existing policies and procedures in place at Dogsthorpe HRC with a view to informing the operation of the new site being developed in Fengate.
4. To review HRC provision and investigate the potential for provision of another site within the City and the scope of its service provision.
5. To identify and review other areas of the UK where there have been successful alterations to policies and procedures which have impacted on Fly Tipping.
6. To identify and meet with industry, local authority and other sector specialists to help inform discussions and recommendations.
7. To investigate best practice from other local authorities across the country are pursuing in relation to Fly Tipping Collection and handling.
8. To investigate best practice from other local authorities regarding Fly Tipping Education, Information Gathering from incidents, Surveillance, Enforcement and Prosecution techniques.
9. To engage with all Councillors to try and obtain as much evidence as possible.

Reporting

The Task and Finish group will report to the Growth, Environment and Resources Scrutiny Committee.

Approved on 4 July 2018 by the Growth, Environment and Resources Scrutiny Committee

4. PROCESS AND METHODOLOGY USED FOR THE INVESTIGATION

4.1 Methodology

- Desktop research
- Local knowledge / information obtained by the Task and Finish Group members.
- Data, evidence provided by PES Head of Service, Head of Environmental Partnership, Head of Waste, Resources and Energy
- Financial information associated with the cost of dealing with fly tipping

4.2 Process

The timetable of the events leading to the production of this report are set out below:

Meeting Date	Items Discussed / Guests Attending
7 February 2019	Meeting to discuss recommendations from Growth, Environment and Resources Scrutiny Committee and way forward and policies and further evidence associated with this.
11 March 2019	Meeting to discuss education and communication around fly tipping.
22 May 2019	Discussion on conclusions and possible recommendations and content of Phase 2 report.
10 July 2019	Presentation of Phase 2 report of Task and Finish Group to the Growth, Environment and Resources Scrutiny Committee

5. BACKGROUND

The Task and Finish Group completed their initial investigation in to the issue of Fly Tipping in Peterborough and presented their findings of the review to the Growth, Environment and Resources Scrutiny Committee on 9 January 2019. Whilst the Committee were satisfied with the findings within the report and the conclusions and recommendations reached the Committee requested that a further piece of work should be undertaken. Therefore a further recommendation was added to the report for presentation to Cabinet on 4 February 2019. The additional recommendation was as follows:

The Growth, Environment and Resources Scrutiny Committee endorsed the development of detailed policy proposals namely;

- *Bulky waste Collection Policy, including examining the following: price, price banding, number of items per collection, times and days per week. Scheduled community collection events with Parish Councils etc.*
- *HRC Restrictions on van and trailers, opening hours, trade waste ban, DIY waste limits/charging, electronic permit application and/or use on site (e-permits) neighbouring authority policies, legal restrictions and financial implications.*

To include where possible detail on legislative restrictions, neighbouring authority policies and cost estimations for consideration.

On presentation to Cabinet on 4 February 2019 all recommendations including the additional one made by the Committee on 9 January were accepted. The Task and Finish Group have therefore continued to meet to work on the development of detailed policy proposals as requested by the Committee and approved by Cabinet. This report therefore contains the conclusions and recommendations following the request from Cabinet.

6. FINDINGS AND CONCLUSIONS

The Task and Finish Group has met numerous times and after having received further information and evidence from officers the Task and Finish Group concluded the following regarding the development of policies around:

- *Bulky waste Collection Policy, including examining the following: price, price banding, number of items per collection, times and days per week. Scheduled community collection events with Parish Councils etc.*
- *HRC Restrictions on van and trailers, opening hours, trade waste ban, DIY waste limits/charging, electronic permit application and/or use on site (e-permits) neighbouring authority policies, legal restrictions and financial implications.*

General.

- There was a need to ensure all agencies who are involved in this area are working together and sharing resources and information where possible, look for best practice elsewhere as we can learn from others.
- There are a multitude of different approaches taken by Councils across the Country to dealing with the challenges that Fly Tipping brings, no one has 'fixed' the problem but there is considerable good practice that can be followed based on the research the group has undertaken.

Progress update.

- A Cambridgeshire and Peterborough wide project has begun to develop a coordinated approach to the management of fly tipping and related environmental crime in the region, under the control of the Recycling in Cambridgeshire and Peterborough (RECAP) partnership. Aims include sharing intelligence on suspected Fly Tippers, sharing core communications material, specialist enforcement equipment, resources and best practice.
- The City Council are now members of the Keep Britain Tidy group, following the recommendation in the groups interim report. Keep Britain Tidy memberships allows the council access to a wide range of educational material, and provides up to date learning on how to combat environmental crime and access to courses for officers and litter picking groups .

Bulky Waste.

- The current bulky waste service is utilised by residents with over 4000 bulkies collected last financial year and many users unaware that the current service will allow an unlimited number of list A items to be collected for £23.50.
- There is a need to look at how we can make the service accessible for those on low incomes who do not have access to vehicles to be able to use the HRC.
- Over 50% of those that used the bulky waste service had up to 3 items collected and up to 5 items would cover 80% of those that use the service.
- There are a myriad of different approaches to bulk waste collections across Cambridgeshire District areas and as such there is no common foundation upon which Peterborough could base any proposed changes

HRC Policies

- Peterborough does not exist in a vacuum and as such must ensure its policies and procedures reflect those of surrounding Authorities so as to ensure it is not seen as an easy touch by some for the disposal of waste and recycling.
- There are examples of Councils that have a free bulky waste service alongside no restrictions on vehicles entering their HRC sites, Nottingham being discussed at length, and it was accepted that evidence shows fly tipping continues to be a significant problem for such Cities. There was also strong evidence that following an awareness and education program this also had a positive impact on the number of fly tips being reduced.

The Task and Finish Group also concluded that further work should be undertaken with regard to Education and Communication around how residents should deal with their waste in the correct way. We recognise that there are various groups and communication needs to be tailored to the correct method for each group, Appendix A shows the relevant plan for communications.

7. RECOMMENDATIONS

The Task and Finish Group makes the following recommendations:

7.1 That Scrutiny give their support to the corporate project, presently in its initial development stages, which aims to deliver mobile web access that enable residents to report street care issues as was previously possible on the MyPeterborough Application available on mobile devices.

That the project be specifically tasked to include the reporting of Fly-tipping, if not already considered in the specification, and that the importance of this as a contributory tool to managing waste and reducing Fly-tipping be accepted.

7.2 Officers to be tasked with requiring a business plan to be developed by Aragon Direct Services to examine the cost benefit of specialist vehicles being procured when new fleet vehicles are ordered to be fitted with weighing equipment on the lifts. This will allow for trade waste to be collected amongst household waste as we will be able to accurately distinguish how much of the load is to be charged and disposed of trade waste. The onboard weighing will allow the billing of customers very accurately and we would also look to require business customers to pay their bills, at least in part, in advance for trade waste.

7.3 Recommend that the Landlord bulk waste collection service be altered so that pictures of the waste can be sent to Aragon Direct Services (ADS) to arrange a quote rather than having to go out to site. This would require strict rules in place that any waste not being made aware to ADS would not be collected and would require a further quote. Also to reduce the risk, payment is required in full prior to collection. This aims to reduce the cost and administrative burden of the system whilst simplifying the process for those landlords who request a collection.

7.4 To establish a workflow to be distributed through all departments that deal with fly tipping enquiries to allow for reports that are not on PCC land to be forwarded to the relevant land owner for action.

7.5 To change the Bulk Waste Collection service to allow up to one collection of 5 items free per household per annum, thereafter further items on the same collection and additional collections in the same year would have banded prices. The proposed banded prices are: -

1-3 Items - £15.00

4-6 Items - £30.00

7-10 Items £45.00

Propose that 10 (Ten) be the Maximum number of items collected through this service.

The current Bulky waste service cost the authority last financial year £71,000 with an income of £41,000 towards collections, to offer any free service would both directly impact on any income but also would result in the need to increase the department by at least one team

and van which would be a cost of circa £70,000. The present service is administered through Peterborough Direct who take the payment and send the jobs over to Aragon Direct Services to collect, to adopt the above approach would require a new ICT system to manage the jobs and to ascertain if a resident had already had their free bulky collection.

7.6 To review Fengate HRC opening hours once customer survey undertaken in September 2019 and report back to scrutiny committee.

7.7 Recommend progress on a proposal to purchase an electronic system for replacing the existing paper HRC permit system with same allowance of annual visits, vehicle size and other controls as exists at present.

The proposal includes the ability to obtain a permit in advance, whilst on site on a mobile device and also after visiting the site for the first time if the resident was unaware of the system when they first used the site.

Two main approaches are possible, one with staff using handheld devices for recording the visits and the other with an Automatic Number Plate Recognition (ANPR) system reading every registration as vehicles arrive, each has its advantages and disadvantages as well as cost implications.

An example which would satisfy the recommendation is shown in Appendix B, based on a system introduced in Northamptonshire which is presently under consideration for implementation within Cambridgeshire. The Cambridgeshire implementation would follow the same vehicle, trailer, visit limits etc. as is contained within the Peterborough paper based scheme. Example in Appendix B.

7.8 Recommend the development of a proposal to allow commercial waste to be disposed of at the HRC for a charge, alongside the existing site operation for residents.

The Council's HRC site developer and operating partner, FCC Environment UK has drawn up an outline of an arrangement to undertake this on the Council's behalf at the Fengate facility and this can be seen in Appendix C. **Within Appendix C there is a specific reference to charging for all DIY waste. It should be noted that this element of the proposal from FCC had not been discussed by the Task and Finish Group and is therefore not supported by the Task and Finish Group.**

8. FINANCIAL IMPLICATIONS

The elements mentioned in the report may have financial implications, however at this point in time only budget estimates are available as procurement exercises have not been undertaken.

Each element will require a proposal and business case before proceeding, based on the processes followed for specification and procurement, subsequently following appropriate officer or Cabinet Member approval processes.

It should be noted however that any decisions ultimately taken based on these recommendations, which require additional funds not presently accounted for, will be subject to the existing budget bid process in order to secure appropriate funds to be implemented.

9. LEGAL IMPLICATIONS

The Council has the powers to undertake the changes to policy and procedure highlighted in this report which would be implemented through the Cabinet Member Decision Notice (CMDN) process which forms part of the governance procedure employed at the Council.

Individual decisions taken in order to implement the proposals contained within this report will be subject to prior legal, financial, procurement and other appropriate analysis which will be detailed in any applicable CMDN.

10. LIST OF BACKGROUND PAPERS AND RESEARCH SOURCES USED DURING THE INVESTIGATION

<https://www.nottinghampost.com/news/nottingham-news/fly-tipping-down-more-42-326767>

<https://www.nottinghampost.com/news/nottingham-news/been-4730-cases-fly-tipping-22314>

09

11. APPENDICES

Appendix A - Fly Tipping Education and Engagement Action Plan

Appendix B - Example of an electronic HRC permit system

Appendix C - Peterborough HRC Draft Chargeable Waste Proposal June 2019

Further information on this review is available from:

Democratic Services Team
Governance Directorate
Town Hall
Bridge Street
Peterborough
PE1 1HG

Telephone – (01733) 747474

Email – scrutiny@peterborough.gov.uk

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Objectives: Education in schools across Peterborough					
Engage with schools across the city who express and interest in the environment, link with partners in delivery in particular PECT					
Priority	Action	Officer(s)	Target/ Milestones	RAG Rating	Progress
Engagement with Primary Schools across Peterborough	Offer Aragon Recycling roadshow to schools	JC/Aragon	July 2020		Contact schools before the end of the Academic Year to draft a timetable for start of Academic Year 2019/20. Arrange for recycling/litter messages to be promoted as part of Safety Challenge June 2019.
	Litter Picks	Aragon	July 2020		Contact schools encouraging pupils to take part in litter picks - equipment provided
	Ad-hoc activities such as poster competitions	Aragon/ PES	July 2020		Work with schools who express interest in the environment from setting competitions to ad hoc workshops
Engagement with Secondary School	Litter Picks	Aragon	July 2020		Contact schools encouraging pupils to take part in litter picks, wider community events - equipment provided
Engagement with other groups such as Scouts, Duke of Edinburgh etc.	Media Studies	Aragon/ PES	July 2020		Link with schools to produce short media clips on the environment and the impact of litter on the environment
Objective 2: General engagement with residents across the city to promote different ways to dispose of waste as well as impact fly tipping has on the city and consequences - legal enforcement/finance and impact on communities					

Online activities	Review websites and social media channels	JC/RP/PES			Undertake a review of the current website and update were necessary. Link with other community websites/facebook pages to share information.
Promotion of HRC	Activities to promote the new HRC	JC/RP	Ongoing		Various advert to promote the new HRC facilities
Bulky Waste	Activities to promote Bulky Waste Collection Service as well as sign posting to charities which collect	JC/RP			Various activities to promote bulky waste service as well as ensuring website is up to date to sign post individuals to charities which collect furniture etc.
Publicity Campaign	Link to Keep Britain Tidy campaign or other activities being delivered by RECAP Partnership	CG/JC/RP			We are watching you campaign. Also produce a leaflet which cuts across language barriers tick and cross Produce short film clips highlighting public services about how much fly tipping is costing the city. For example you could have x amount of nurses for the cost of clearing all the fly tips. Price Tags on fly tips?
Social Media - Councillors To follow	Clips various languages	PES / CC			Work with communities to produce short clips detailing the legal and financial consequences of fly tipping. Distribute via social media
Objective 3: Engagement with landlords / Residents					
New tenants	Engagement with agents/landlords	PES/HE			Speak with Housing Enforcement to see if information around waste responsibility could be

	about waste collection				circulated to landlords to include in welcome packs
Landlords / new residents -	Engagement with landlords	PES/HE			Speak with Housing Enforcement engagement through the Selective Licensing Scheme
Objective 4: Enforcement					
Covert Cameras	Signage at sites detailing successful fines/prosecuted fly tippers	PES			Place signage at sites after investigations completed if successful. Promote covert cameras in operation across Peterborough.
Reporting	Encourage residents to report incidents and make statements	PES			Post incidents on social media, linking in with parish council and community groups. Increase public confidence in reporting in incidents
Investigation Tape	Investigation Tape to be placed around accumulations when being investigated	PES/ Aragon			Works with Aragon, Parish and other community groups in using the tape around fly tips
Promotion of success	Advertise successful prosecutions	PES			Work with media team to issue statement/releases when prosecutions have been successful
Duty of Care	Promotion of existing and new duty of care legislation	PES			Undertake activities to promote the changes to the duty of care legislation to residents including updating website and social media

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Appendix B - Example of an electronic HRC permit system.

As an example we have captured some images from a system employed at Northamptonshire County Council (NCC), which is the basis of a scheme being developed for Cambridgeshire County Council (CCC). CCC are using Peterborough City Councils permit system rules as a base for their implementation and the IT system behind NCC system for its management.

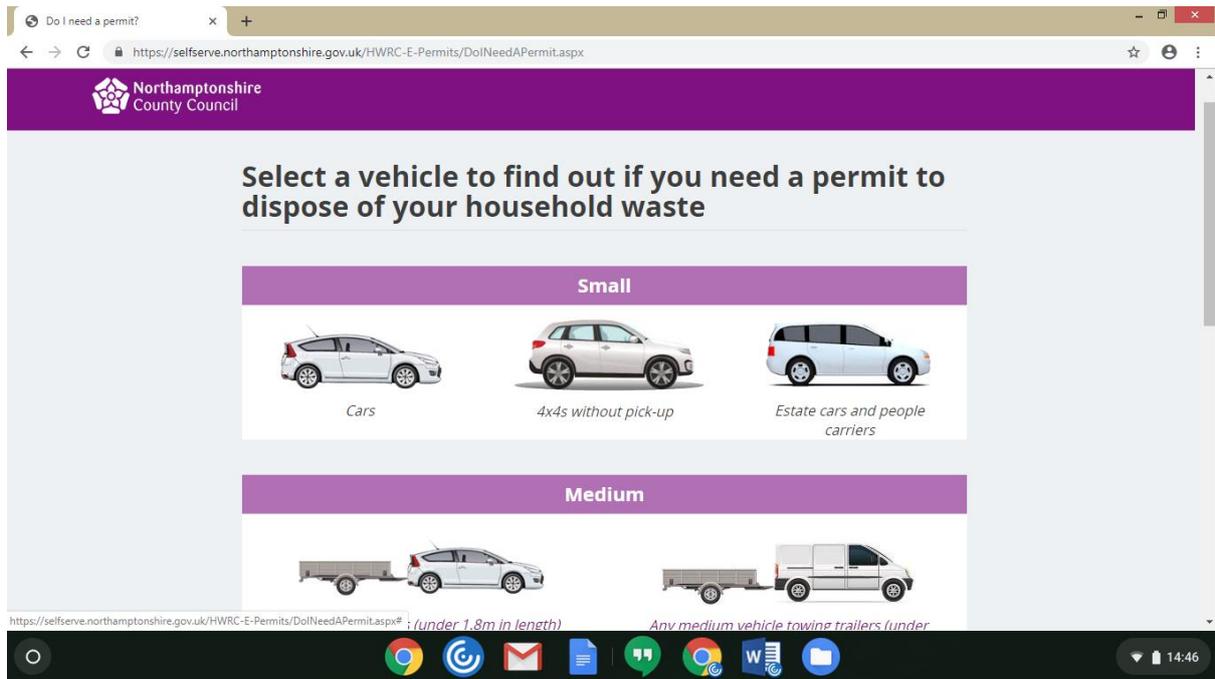
The following information is an example of how the process would work from a residents perspective, using NCC system as an example, it is not intended to indicate how such a scheme may be tailored to the needs of Peterborough as such work would be undertaken as part of the implementation of the system if a decision to proceed were to be made.

The page below is the first one a resident sees after selecting 'Apply for Permit' from the Councils HWRC information page. This includes background information on the permit system and can be tailored to the needs of the Council using it.

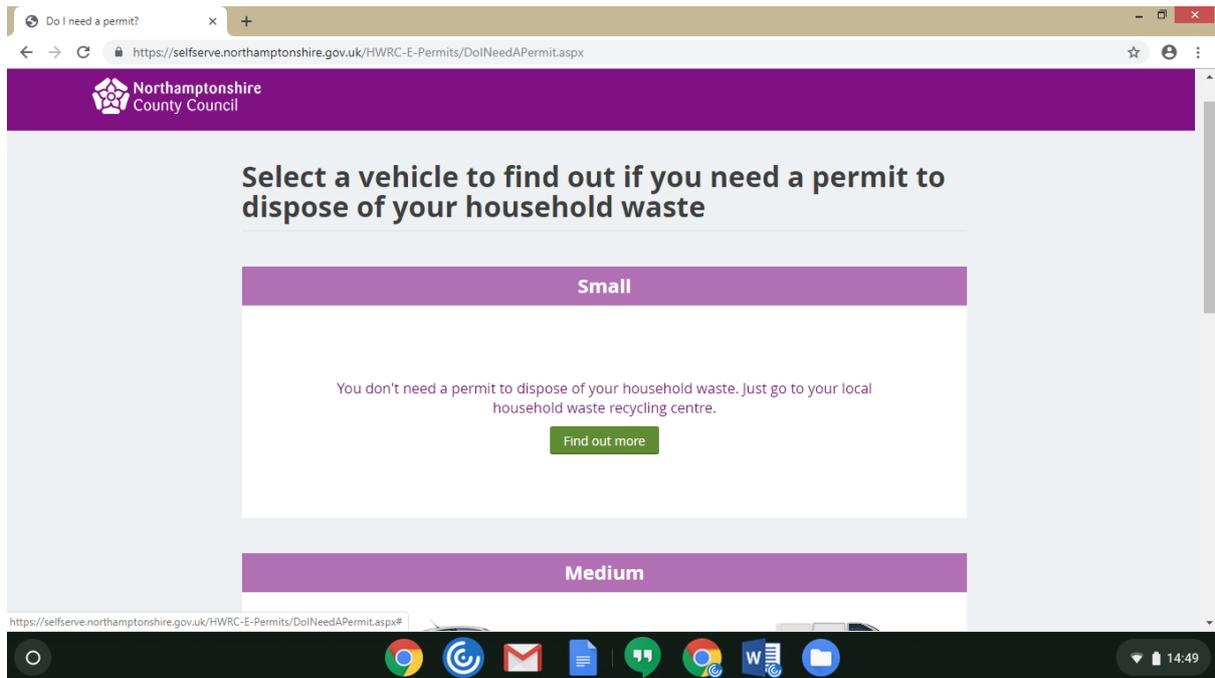


The following screen images follow on from the above page and include a range of vehicle types, specific to the policies employed in NCC, which can be tailored to fit the policies local to Peterborough. In this case there are three classes of vehicles being Small, Medium and

Large and images are included of typical vehicles in these groups to assist users in determining the vehicle type they have. Note that for Peterborough a similar page can be created so as to assist users with their application tailored to our scheme.

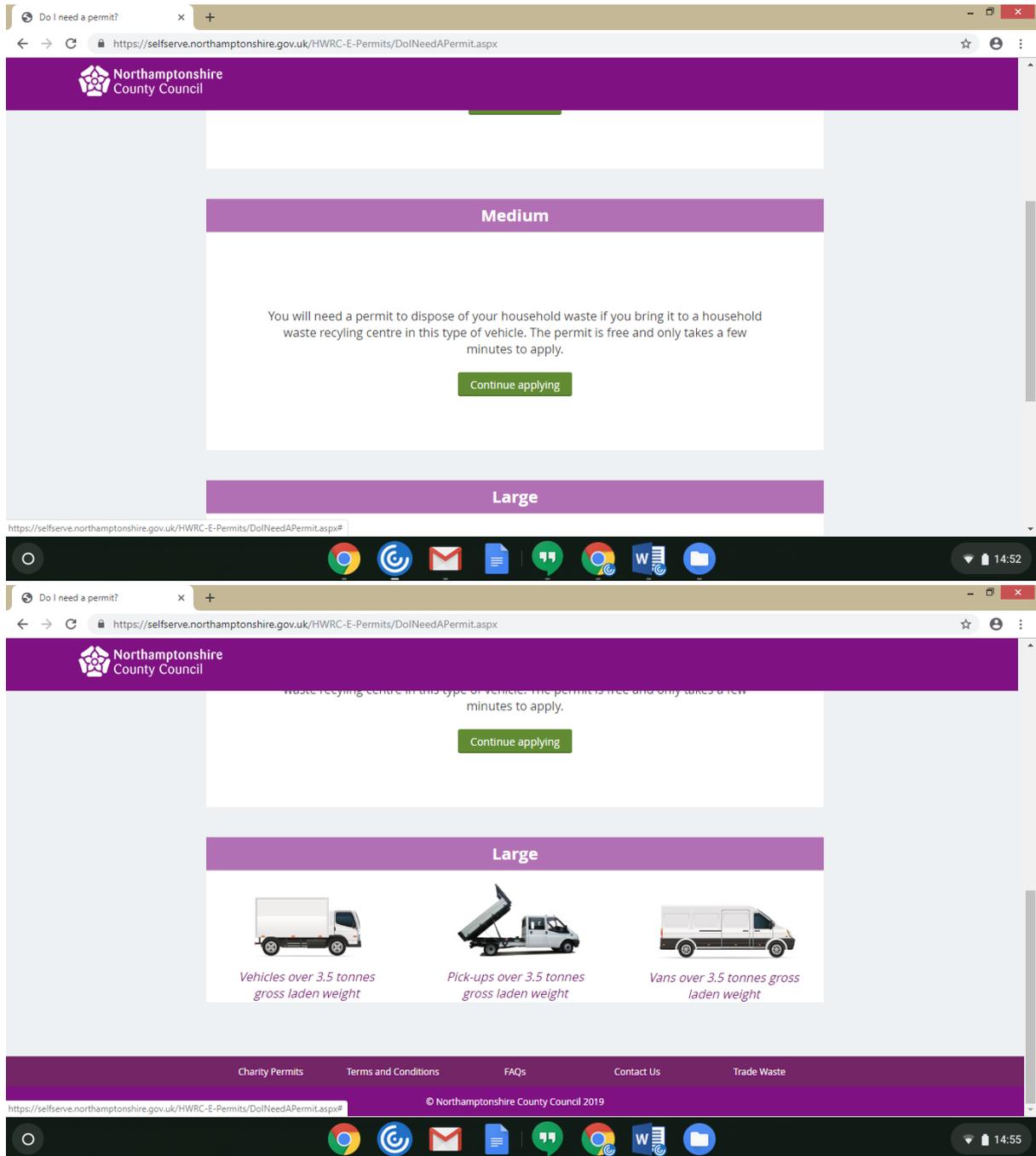


The following image shows that under NCC rules there is no requirement to obtain a permit for small vehicles like cars in the category on the website and when selecting this vehicle type the following message is displayed.

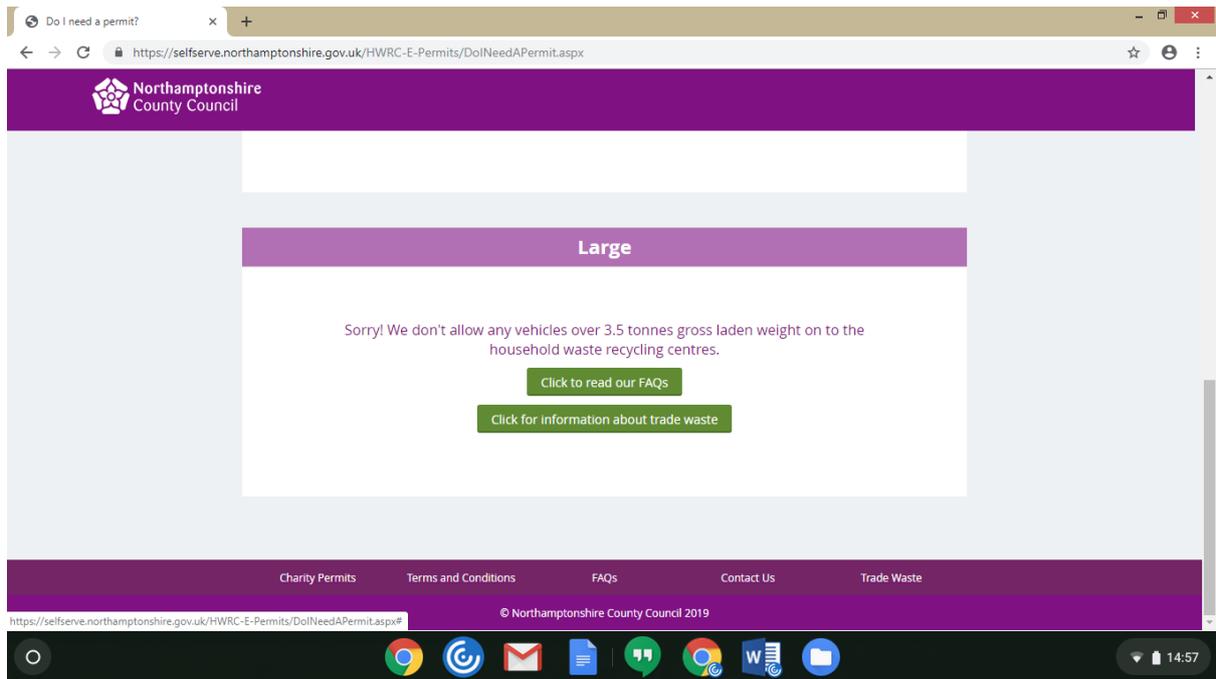


If a resident were to select a Medium sized vehicle from the options available on the vehicle choice webpage a message is displayed indicating that a permit will be required and this

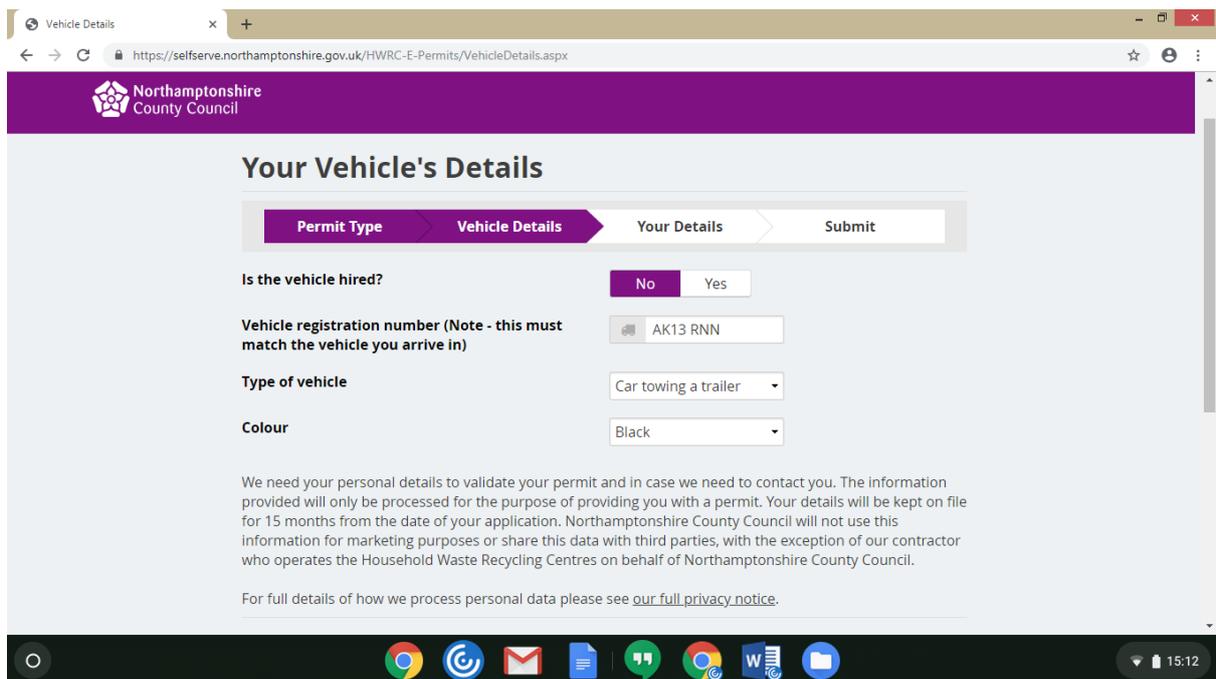
would take the user onto the pages where vehicle information and resident details can be entered.



Vehicles classed as large according to NCC are not accepted at their facilities and this is clearly set out on the following page.



If the resident has selected a 'Medium' vehicle from the available list then the system will bring them through to the following page in order to complete the application process. This page seeks information regarding to the vehicle type, registration and colour.



The following page collects name, address and contact details for the resident before bringing them to the final page which contains the final warnings and declarations required before the permit can be processed and issued.

The screenshot shows a web browser window displaying the 'Declaration' page of the Northamptonshire County Council's E-Permits system. The browser's address bar shows the URL: <https://selfserve.northamptonshire.gov.uk/HWRC-E-Permits/Declaration.aspx>. The page header features the Northamptonshire County Council logo and name. A navigation bar contains four tabs: 'Permit Type', 'Vehicle Details', 'Your Details', and 'Declaration', with 'Declaration' being the active tab. The main content area contains the following text:

By completing this form, you are declaring that any waste you will deposit is from your house and has not been generated through any activity for which you have been paid or have paid for, neither is it from premises including houses, that you own and rent or lease to other persons.

Think carefully - if you are the owner or operator of a business you have a duty of care under [Controlled Waste \(England and Wales\) Regulations 2012](#) and [The Environmental Protection \(Duty of Care\) Regulations 1991](#) to ensure that any waste generated from your premises or by your business activities is disposed of legally.

I confirm that all the details I have provided are correct and commit to only using this permit to deposit my household waste

I have read and agree with the E-Permit scheme [terms and conditions](#)

I understand that failure to do so can result in prosecution with an unlimited fine upon conviction and/or up to 6 months imprisonment if the case is heard in a Magistrates Court, and up to 5 years imprisonment and/or unlimited fine at the Crown Court

At the bottom of the form are two green buttons: 'Back' and 'Submit'. The Windows taskbar is visible at the bottom of the screenshot, showing various application icons and the system clock at 15:24.

Once this process is complete the applicant will receive a confirmation email indicating the number of visits they have available for the type of permit they have applied. Each time the resident makes use of a permit by visiting the site an email can be sent by the system indicating that the number of remaining visits has reduced in line with the number of uses. The resident need not take anything with them to the HRC as the vehicle registration is the permit for visiting and when scanned by systems on the site the visit is logged and is deducted from that users remaining allocation.

If a resident was to visit the site without having obtained a permit in advance, it is possible to configure the system so as to allow that one off visit and require them to apply for a permit before visiting again. Upon applying for a permit following this initial visit the system can be configured to remove one of the total number of visits that resident is able to make in the remaining year by the one visit they made before registering.

There is some considerable flexibility in having an electronic system for the issuance and management of HRC permits, from a customer and Council perspective. The system allows a considerable amount of information to be gathered on site use and also to carefully manage instances of suspected trade waste disposal, site misuse etc. in a manner not possible with a paper based system.

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Appendix C



Peterborough Household Recycling Centre

Outline Proposal for Provision of Chargeable Commercial Waste Service and DIY Waste Service at Fengate HRC

19th June 2019

1. Proposal to provide a chargeable service for the following waste services;
 - Commercial and Industrial waste service for small to medium sized businesses for the disposal and recycling of their own waste. This should cover a broad range of materials and where possible should encourage recycling.
 - DIY waste – waste not classified as household waste, specifically hard-core, rubble, soil and plasterboard.
2. As well as the associated benefits of providing a safe and legal disposal route for many SMEs, this service also gives some consistency to site operatives in enforcing the Council Policies, notably that all site users carrying hard-core, rubble, soil and plasterboard will be charged for the service regardless of vehicle type, source of waste etc.
3. Measurement, payment and containers:

Charges would be applied on a volume and apportioned basis – see attached example in Appendix 1. The rates shown here are indicative and will vary depending on location and market information. It is recommended that the prices for large vans etc., are disproportionately greater to discourage this type of user which can cause problems on site. The electronic form will allow percentage fill to be applied to the different type of vehicle and class of waste.

The advantage of the Fengate site is that we have access to a weighbridge for out-going loads, which we could use to validate the charging mechanism once a container is full.

An electronic form will be completed by the site operative on the iPad to calculate the cost, complete waste transfer note, and payment taken and receipt issued before the waste is deposited.

We have a number of possible options for container provision for chargeable waste:

- **Hard-core, rubble, soil, plasterboard & asbestos** – dedicated containers on lower level
- **Wood (x2) and green** – either dedicated containers or commingled with household containers.

If we were to use dedicated containers, located at the end of the line adjacent to the van parking area, then this may require an additional dedicated resource to monitor

and enforce. This approach has the advantage containers being weighed as they leave site. Commingling with the other household containers would be easier to supervise and police, and over time as the practice becomes embedded we could relocate to dedicated containers located elsewhere.

- **Residual** – commingled with household waste container.
- **Other recycling (card, paper, ferrous etc.)** – commingled in remainder containers.

4. Staffing

This is the area that can be difficult to get right from day one but is key to the scheme working.

We would recommend that a security officer and/or your enforcement officers has a permanent presence on site for the first 4 weeks of the scheme. This will ensure that users are effectively and robustly challenged and comply with the new policy and charges or are asked to leave the site. This will also provide a clear steer to the site team on how this should be applied and that what may have been 'normal arrangements' prior to the changeover are no longer acceptable and that the new policies have to be enforced.

It may be necessary to have an additional member of staff on site on an ongoing basis to effectively cover the DIY/Trade waste areas, but that decision should be left until we have some good sales data and the scheme has settled in.

However it would be prudent to budget for that now.

5. Restrictions

- Service is typically for disposal of waste generated in connection with the persons business only. If the service is to be opened up to include those carrying other people's waste, such as house clearance then that needs to be considered very carefully as these users tend to take up a lot of room on the site and we only have one HRC in which to try to balance the needs of residents and small businesses.
- All those carrying trade waste will be required to hold a Waste Carriers Licence, and this will be checked before being allowed to deposit waste.
- Trade service only available Monday to Friday.
- De-minimis quantities of DIY waste will be accepted for e.g. gravel from a fish tank, single paving slab etc.
- Site operatives decision would be final (unless PCC representatives on site at the time), with a protocol for dealing with complaints, after the event.
- Card/phone payment only – no cash.
- Recyclable and reusable waste still chargeable.
- Users must be encouraged to segregate and recycle, rather than simply and conveniently deposit in residual container; refusal could result in waste being turned away, or banned in future.
- Need access to ANPR system and records.

6. Planning & Permitting

The cost of amending this is not included in the proposal at this early stage.

7. Costs and profit share

Establishment costs and ongoing running costs would be invoiced on an open book basis. An admin charge would also be invoiced based on 10% of revenue sales to cover processing of transactions, banking etc. Disposal costs and haulage would be reimbursed as per the contract and recycling bonus paid in accordance with the contract pay-mech.

We would also like to propose that there is a profit share after all revenues and costs have been accounted for; this would help incentivise the effective implementation and development of the scheme.

Budget costs are detailed below and give an indication of what the costs could be;

Establishment Costs	Qty	Item	total	
1 Signage	1	£2,000	£2,000	
2 Comms	1	£2,000	£2,000	
3 Ipad x3 (one already provided)	2	£500 item	£1,000	incl protective covers
4 Software - forms development	3	tbc	tbc	This may change in the future depending on our service provic
5 Security Personnel (or similar) for first 4 weeks	4	£1,400 wk	£5,600	
6 CCTV camera to cover areas in question	2	£2,000 item	£4,000	
7 Misc. consumables	1	£250	£250	
			£14,850	
On-going revenue costs				
1 Transaction costs			tbc	2-3% per transactions
2 Chip & Pin machines - rent £25/mth per machine - £300pa	3	£300 per year per item	£900	
3 Sim cards for chip and pin	3	£240	£720	
4 6 days of security guard if required	6	£200	£1,200	
5 Additional operative resource, if required.	1	£30,000	£30,000	
6 Hardware/soft ware replacement			tbc	difficult to quantify at this stage
7 Licence costs for software			tbc	unlikely
			£32,820	

In our experience, the introduction of charging has on some occasions reduced the site usage and the volume handled and recycling levels. Whilst this does reduce the council's disposal costs it does also reduce our ability to earn the recycling bonus, and we would like to propose that in the event of this happening there is a mechanism in place to protect our position.

Appendix 1

Example of Commercial and Industrial Waste Charges

	Non-recyclable / unsorted waste	Pre-sorted recyclables	Green garden waste	Wood
Small car	£32	£20	£10	£20
Large car, estate, MPV, 4 x 4, small trailer (less than 2m x 1m)	£40	£25	£15	£25
Car derived vans, unbraked large trailer (over 2m x 1m)	£54	£35	£25	£32.50
Medium van, double axle or braked trailer	£81	£40	£30	£49
Large Van (SWB, single wheel axle only)	£108	£60	£45	£65
Large van (MWB)	£135	£75	£56.50	£81
Large van (LWB)	£162	£90	£67.50	£98

Example of DIY Waste Charges (Hardcore, rubble, soil)

Volume	Charge (including VAT)
Up to ten (25 litre) bags or equivalent	£2 per 25 litres (minimum charge £2)
Over ten (25 litre) bags or equivalent	£2.50 per 25 litres
Half transit van or equivalent	£25
Full transit van or equivalent	£50
Double wheeled van or equivalent	£100

Example of DIY Waste Charges (Plasterboard)

Volume	Charge (including VAT)
Up to 3 sheets or equivalent	£2.50 per sheet
4 to 8 sheets or equivalent	£5 per sheet
Half transit van or equivalent	£50
Full transit van or equivalent	£100
Double wheeled van or equivalent	£200

Single item charges

Item	Charge (including VAT)
Toilet bowl	£2
Toilet cistern	£2
Single sink	£2
Sink pedestal	£2
Double sink	£4
Small shower tray	£2
Large shower tray	£4

Minimum £2 charge regardless of size. Other items charge at the discretion of site staff based on estimated volume.

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GROWTH, ENVIRONMENT AND RESOURCES COMMITTEE	AGENDA ITEM No. 7
10 JULY 2019	PUBLIC REPORT

Report of:	Adrian Chapman, Service Director for Communities and Partnerships	
Cabinet Member(s) responsible:	Irene Walsh, Cabinet Member for Communities Marco Cereste, Cabinet Member for Waste, Street Scene and the Environment Cabinet Member for Strategic Planning and Commercial Strategy and Investments.	
Contact Officer(s):	Adam Payton, PES Senior Officer	Tel. 452314

VERGE PARKING POLICY UPDATE

R E C O M M E N D A T I O N S	
FROM: <i>Growth, Environment and Resources Scrutiny Committee</i>	Deadline date: <i>n/a</i>
<p>It is recommended that the Growth, Environment and Resources Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Note the progress of the Verge and Pavement Parking Policy so far since it's launch in 2018. 2. Note the impact this policy has had in responding to resident complaints and queries surrounding verge parking. 	

1. ORIGIN OF REPORT

1.1 This report was requested by the Growth, Environment and Resources Scrutiny Committee following their annual work programming meeting.

2. PURPOSE AND REASON FOR REPORT

2.1 This report is being presented in order to inform and update committee members as to the work, progress and impact of the Verge and Pavement Parking Policy

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

- 4. Environmental Capital
- 6. Transport, Highways and Road Traffic

2.3 How does this report link to the Corporate Priorities?

This report and the work of the Verge and Pavement Parking Policy links to the corporate priorities 'Safe and Cohesive Communities' and 'Environment and Energy Innovation' as verge and pavement parking can have impacts on both safety and the environment.

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

n/a

3. TIMESCALES [If this is not a Major Policy item, answer **NO** and delete the second line of boxes.]

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 Following a motion at full council on 13th July 2016 it was agreed that 'Council notes difficulties, obstruction, inconvenience and cases of damage because of vehicles parked on pavements and verges. Council believes that the inconvenience caused to residents and pedestrians can be mitigated by introducing regulations to prohibit parking on pavements and protecting verges'.

4.2 The Verge and Pavement Parking Policy was an outcome of the work of the Verge Parking Action Group who were investigating the impact of vehicles parking on verges across the city. The finding of the group, following research of actions taken by other local authorities, was that even with considerable investment it is not possible to eradicate the problem entirely. The best that could be achieved was to manage the problem. The Verge and Pavement Parking Policy document was created for endorsement by this committee on 15 March 2017.

4.3 The Verge and Pavement Parking Policy enables the council to activate a verge and pavement parking restriction locally at a given location in the following circumstances:

- It is desired by a sufficient number of affected residents
- It is requested by the emergency services
- The location is being used to park advertising vehicles
- Following a request from a highways inspector due to an unacceptable level of damage

4.4 The policy document was endorsed by the committee with the following changes made to it as recommended:

- The response rate required to activate a scheme requested by residents was lowered from 50% to 40%.
- The percentage of those in favour in order to activate a scheme was lowered from 70% to a simple majority of 50%

4.5 Budgetary requirements associated with implementing the policy were set out and approved as below.

- £21K per year from 2018/19 to 2023/24
- In 2018/19 this consisted of £1.5K for the city wide Traffic Regulation Order, £5K for signage and £15K for administration and enforcement of the scheme.
- In the following 4 years £1.5K will be allocated for signage and £20K for administration and enforcement.

4.6 Business support was secured to run and administer the scheme, commencing in July 2018. The council website was updated, Ward Councillors, highways inspectors and other key stakeholders were notified and a verge parking email address and telephone number were created for residents to contact us.

4.7 The outcomes and impacts of the policy so far are included in section 6 below.

5. CONSULTATION

5.1 The initial policy document was consulted upon by key stakeholders within the council including - Prevention and Enforcement Service, Peterborough Highways Services, Legal and members of the scrutiny committee. External stakeholders also consulted included the police and members of the public (for the making of the Traffic Regulation Order).

Affected residents and Ward Councillors are always consulted before a scheme is activated in their area.

6. OUTCOMES OR IMPACT

6.1 Since July 2018 we have received 77 individual requests from residents to activate a scheme locally to them. There was sufficient support in 12 areas to warrant an informal consultation of all affected residents. The consultations held and the results of those consultations are as follows:

- The Causeway, Thorney - successful, scheme activated
- Dogsthorpe Road, Airedale Drive to Brownlow Road - successful, scheme activated
- Ayres Drive - unsuccessful
- Shortacres Road - successful, scheme activated
- Southfields Avenue - successful, scheme activated
- Grimshaw Road - unsuccessful
- Airedale Close - successful, scheme activated
- Blackmead - unsuccessful
- Vale Drive, Hampton Vale - successful, scheme due to be activated
- Eyebury Road / Little Close, Eye - partly successful, revised scheme to be activated
- Toll House Road - unsuccessful

An informal consultation is currently open for The Village, Orton and there is a consultation planned for Green Elms Crescent/Beech Road/Oak Road, Glinton.

6.2 The summarised outcome of the above results is that whilst one or two individual residents may object to verge parking and voice concerns loudly, there is not majority support for schemes were the parking is a result of a lack of parking space for residents. Most successful schemes, with perhaps the exception of Vale Drive, are a result of verge parking caused by visitors as opposed to residents, largely school run traffic. Residents would rather use green spaces for additional parking in areas where available parking is lacking.

6.3 In addition to the 7 successful resident backed schemes, there have been a further 20 locations where the scheme has been activated due to vehicles parking for advertising purposes and another 5 locations are planned for this reason.

Although Legal highlighted a power Highways could use for removal of these vehicles, it can only be used where the vehicle can be justified as causing a hazard - which has only been the case on one occasion. The Verge and Pavement Parking Policy remains the sole tool at our disposal to tackle the issue of advertising vans and we continue to restrict locations according to their activity.

6.4 There have so far been no requests for activation from the emergency services or highways inspectors.

6.5 Since July 2018 the Prevention and Enforcement Service have issued 103 penalty charge notices (PCNs) for parking in contravention of a verge or pavement parking restriction activated under this policy. These instances would have previously gone unpunished.

6.6 The policy has given the council a fair, consistent and accountable approach to dealing with queries and requests for enforcement in relation to verge and pavement parking, where previously there was none.

6.7 The policy has been a viable alternative to an outright blanket ban on verge and pavement parking which would not be appropriate for many locations in Peterborough. It has placed the opinion of residents of Peterborough at the heart of it's process and given them a voice in deciding what happens in their local area.

6.8 Protection of grass verges by the installation of physical prevention methods (bollards, fencing

etc) or installation of grasscrete type products has been considered by Peterborough Highway Services but is viewed as too cost prohibitive to be a city wide solution.

7. REASON FOR THE RECOMMENDATION

7.1 Reason report has been completed is at the request of the committee by way of an update on the policy. There is no recommendation being made.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 Remove the policy and revert to how things were before - parking on verges or pavements is not expressly forbidden and no action will be taken against those who do so.

8.2 Activate the verge and pavement parking restriction across the entire city, making it an offence to park with any part of a vehicle on or over any verge or pavement - not viable, would require a lot of signage to make it enforceable and would cause problems in narrow streets or where there is limited parking space available.

9. IMPLICATIONS

Financial Implications

9.1 £21K per year for 5 years to run the policy until 2023/24. Current financial year £1.5K is allocated to Peterborough Highway Services for signage and £20K to the Prevention and Enforcement Service to administer and enforce the scheme.

Legal Implications

9.2 As the process of parking enforcement is decriminalised there are no legal implications. Penalty charge notices are challenged and appealed via an independent adjudication service and cases are not heard in a Magistrates court.

Equalities Implications

9.3 There are potential implications for disabled badge holders - the restrictions imposed by the policy are 'no stopping' restrictions and blue badge holders are not exempt. Consideration will be given in areas where a disabled badge holder opposes activation of a scheme because it will prevent them parking close to their property. Alternatives - provision of a dedicated disabled badge holders parking bay - are available.

Rural Implications

9.4 None.

10. BACKGROUND DOCUMENTS

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

10.1 Report of the Verge Parking Working Group 15th March 2017
Verge and Pavement Parking Policy Document
Minutes of a meeting of the Growth, Environment and Resources Scrutiny Committee on 15th March 2017

11. APPENDICES

11.1 Appendix A - Report of the Verge Parking Working Group 15th March 2017
Appendix B - Verge and Pavement Parking Policy Document

GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE	Agenda Item No.
15 March 2017	Public Report

Report of the Corporate Director for Growth and Regeneration		
Contact Officer	<i>Andy Tatt - Head of Peterborough Highway Services</i>	<i>Tel. 453469</i>
	<i>Graeme Clark – Prevention and Enforcement Service Manager</i>	<i>Tel. 317495</i>

REPORT OF THE VERGE PARKING WORKING GROUP

1. PURPOSE

- 1.1 The purpose of this report is to provide the Committee with an update on progress made by the Verge Parking Working Group (VPWG) following a request to re-establish this group at Full Council following a motion from Councillor Murphy on 13 July 2016.

2. RECOMMENDATIONS

- 2.1 The Committee is asked to:
1. Consider and comment on the findings of the Verge Parking Working Group and;
 2. To endorse the Verge and Pavement Parking Policy as attached at Appendix A for approval to the Cabinet Member for Communities and Environment Capital.

3. LINKS TO THE CORPORATE PRIORITIES AND RELEVANT CABINET PORTFOLIO

- 3.1 This report directly contributes to the objectives and outcomes contained in the Sustainable Community Strategy.
- 3.2 The report falls within the Cabinet portfolio of Communities and Environment Capital.

4. BACKGROUND

- 4.1 The Verge Parking Working Group (VPWG) is led by Andy Tatt, Head of Peterborough Highway Services and supported by the Prevention and Enforcement Service and Legal officers.

- 4.2 This working group has been re-established following a motion from Councillor Murphy at Full Council on 13 July 2016 where it was agreed that:

*Council notes difficulties, obstruction, inconvenience and cases of damage because of vehicles parked on pavements and verges;
Council believes that inconvenience caused to residents and pedestrians and damage being caused to verges can be mitigated by introducing regulations to prohibit parking on pavements and by protecting verges; and, building on the work already instigated by Councillor Peach.*

- 4.3 Council agreed to reconvene the Verge Parking Action Group to review the areas affected by damage from verge parking. The working group will report its findings into the Growth, Environment and Resources Scrutiny Committee. As such, the work undertaken by the group builds on that led by Graeme Clark, Prevention and Enforcement Service Manager in 2015 which resulted in a paper being submitted to the Safer Peterborough Partnership Delivery Board.

- 4.4 Parking on grass verges is a persistent problem as it can reduce the verge to an unsightly state, and can also obstruct the highway preventing pedestrians and wheel chair users from accessing roads and footways if there is no other pathway. Verge parking can also cause a hazard to other motorists especially if the vehicle is parked on a bend, narrow road or junction and could prevent emergency vehicles from attending an incident.
- 4.5 As car ownership has increased so has the problem of parking on grass verges. Priority is given to dealing with verge parking near to junctions where sightlines are being obstructed, or where the damage caused could be a hazard. Parking on grass verges not only damages the grass it may damage cables and pipes beneath the surface. It is not an offence to park a motor vehicle, with the exception of a HGV, on a grass verge unless it causes an obstruction or a Traffic Regulation Order or byelaw is in force prohibiting it.
- 4.6 Verge parking is not unique to Peterborough; it is a UK-wide challenge and exists mainly due to a lack of available parking. Some of the factors which contribute to the verge parking issue include ageing housing stock, population density and the increasing level of vehicle ownership. Much of Peterborough's housing stock was built at a time when there were no or few cars on the road. This means that many houses do not have off-street parking provision yet these households now own one or more vehicles. The 2011 Census shows that in Peterborough the average number of cars per household is 1 to 1.12.
- 4.6 The VPWG has researched actions taken by other local authorities in an attempt to combat verge parking. In general this research shows that even where considerable investment has been made it has not been possible to eradicate the problem over a period of time.
- 4.7 The verge parking challenge in Peterborough has existed for many years, yet despite various interventions, some more successful than others, it remains a problem. The issue has been subject to discussion at Council, the former Neighbourhood Committee's and Scrutiny Committee none of which have identified the 'silver bullet' to eradicate verge parking. As such the VPWG have concluded that it will never be possible to eradicate verge parking in Peterborough, yet it is felt that some interventions may be possible which are likely to see a positive impact in some areas. It should be noted however that all interventions face a number of constraints primarily in relation to budget availability.
- 4.8 Based on the work undertaken by the VPWG a draft Verge and Pavement Parking Policy Document has been produced (appendix A). It is proposed to introduce a Traffic Regulation Order which prohibits verge parking across the entire city, but to only activate it in instances covered by the policy. It will only be practically invoked if there is suitable and sufficient support from the community directly affected. The policy sets out a process whereby, should certain conditions be met, members of a locally effected community can gather evidence that the prohibition of verge and pavement parking TRO is desired. It then outlines the process that the Council will undertake to evaluate this request and should it be accepted the measures that will be put in place to address the issue, subject to budget being available.
- 4.9 Should the approach outlined in this report be deemed desirable it should be noted that there will be financial implications for the Council both in terms of enforcement and associated highway works both short and long term. This work would be undertaken if finance is made available.

5. KEY ISSUES

- 5.1 Within the scope of this Committee's responsibilities, Members are asked to note the content of this report.

6. IMPLICATIONS

- 6.1 There are no direct implications associated with this report. However, should the Committee recommend that the Verge and Pavement Parking Policy Document (appendix A) progress further there will be financial implications incurred at the implementation stage which will need

to be considered as part of the budget setting process.

7. CONSULTATION

- 7.1 This report has been developed as a direct result of the VPWG. If it is recommended that a formal policy should be considered for adoption a consultation exercise with key stakeholders would be undertaken.

8. NEXT STEPS

- 8.1 The views of the Committee will be presented back to the VPWG and action taken as appropriate.

9. BACKGROUND DOCUMENTS

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

- 9.1 N/A.

10. APPENDICES

- 10.1 Appendix A – Verge and Pavement Parking Policy Document – Localised Activation of the Unitary Wide Prohibition of Verge and Pavement Parking (Traffic Regulation Order)TRO

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Verge and Pavement Parking Policy Document – Localised Activation of the Unitary Wide Prohibition of Verge and Pavement Parking (Traffic Regulation Order)TRO

1. Introduction

There is a city wide prohibition of verge and pavement parking traffic regulation order which requires activation in localised areas before it can be enforced. The Council will only consider activating the order in the following circumstances:

1. 1.1 Evidence that it is desired by a sufficient number of affected residents. This process is outlined in section 2.
2. 1.2 If a request is received from the emergency services to ban verge and pavement parking as it is hindering their emergency vehicle access or dangerously obstructing the view from a junction.
3. 1.3 If the location is being used to park vehicles for sale, advertising purposes or other nuisance and there are no residents likely to be affected.
4. 1.4 Following a request from the local highways inspector where the verge or pavement is being damaged such that it represents a health and safety concern and/or where a significant cost will be incurred to carry out repairs.
5. 1.5 Where budget provision is available for the works required.

Information about the scheme and requests for it to be activated can be made via the council's website or by emailing vergeparking@peterborough.gov.uk.

2. Consulting Local Residents

The Council requires evidence that the prohibition of verge and pavement parking TRO is desired by a sufficient number of affected residents before it will consider activating at a local level. Therefore the lead resident or Ward Councillor who contacts the Council to request the activation of the scheme in any area will be asked to mobilise their neighbours and demonstrate that they have gathered support from other local residents, and that it is not an isolated request.

This can be in the form of all residents individually writing to the Council, or usually more conveniently, the lead resident organising a 'petition' requesting the introduction of a scheme. This document needs to show the names and addresses of all supporting residents, and their signature. Although never ideal (due to obstruction of wheelchair and pushchair users, damage to verges and kerbs, and sometimes underground utilities) in some areas allowing verge and pavement parking is a better alternative than no parking, therefore residents may not always support a ban.

The Council will seek the approval of the Cabinet Member responsible for Communities and Environment Capital and also comments from the relevant Ward Members before proceeding to the next stage.

On receipt of this, assuming there is sufficient support relative to the size of the street, the Council will hold an informal (not legally required) consultation with residents of the street/area that have asked for the scheme. The Council will consider whether it is appropriate to consult with residents of the surrounding area also.

This involves sending a standard document package (letter, short questionnaire and sometimes plans) to the residents explaining the advantages and disadvantages of activating the prohibition of verge and pavement parking TRO. An online option is usually provided. Usually, 6 weeks are allowed for responses.

The Council will only proceed to activation if a response rate of 40% of properties affected or above is achieved, and that the majority of those properties that have responded are in support of the introduction of a verge and pavement parking ban for their area.

There is no requirement to undertake a further round of statutory consultation as the TRO has already been drafted to cover all of the Peterborough City Council area.

Subject to the outcome of the informal consultation process, a prohibition of verge and pavement parking scheme can then be activated, subject to budget being available. The Council reserve the right to determine not to bring any scheme into effect, notwithstanding local support for the proposal, where it is satisfied that bringing the scheme into effect would have a detrimental impact on the use of the highway network in the vicinity of the proposed scheme e.g. displacement of parking to the road resulting in obstructions or to surrounding streets.

The Council shall have due regard to the provisions of the Equality Act 2011 or any legislation passed in substitution therefor, when taking decisions under its statutory powers and duties.

3. Activating the Scheme

Once an area is designated for activation the area will be signed in accordance with legal requirements and 'soft' enforcement will commence from the implementation date for a 2 week period. The implementation date will be the date on which signage is erected. This will involve warning notices being issued to vehicles parked in contravention of the verge parking prohibition. After the 2 week warning period any vehicles found to be parked in contravention will be liable for a penalty charge notice.

Areas where the ban has been activated will be published on the Council website.

4. Enforcement

Enforcement will be conducted by Prevention and Enforcement Officers with the power to enforce civil parking contraventions under the Traffic Management Act 2004. Random checks will be conducted on activated areas as part of a normal patrol of the area, as and when resources allow. There is no commitment from the Council to operate a 'rapid response' to calls reporting breaches of the ban but will consider changes to patrol patterns in order to tackle persistent offenders.

5. Time frames and repeat requests for activation.

The process from request to implementation takes about 4 months, which includes the consultation time-frames and statutory time-frames. If a consultation achieves a negative response, it will not be repeated for a minimum of 2 years.

GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE	AGENDA ITEM No. 8
10 JULY 2019	PUBLIC REPORT

Report of:	Adrian Chapman, Service Director: Communities and Partnerships	
Cabinet Member(s) responsible:	Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation	
Contact Officer(s):	Adrian Chapman, Service Director: Communities and Partnerships Peter Appleton, Chief Executive - Vivacity	Tel. 01223 703521

LIBRARIES FUTURE MODEL – CIVIC PROGRAMME

R E C O M M E N D A T I O N S	
FROM: Adrian Chapman, Service Director: Communities and Partnerships	Deadline date: n/a
<p>It is recommended that the Growth, Environment and Resources Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Note the work to date and the partnership between Vivacity, Peterborough City Council, Cambridgeshire County Council and Civic to develop a pilot transformation programme for the City's libraries 2. Support Thorney Library and Central Library being the two prototype libraries for the pilot 3. Receive progress updates as required 	

1. ORIGIN OF REPORT

1.1 This report is presented to the Growth, Environment and Resources Scrutiny Committee following a request by the Service Director: Communities and Partnerships.

2. PURPOSE AND REASON FOR REPORT

2.1 To inform the Committee about the City Council's partnership work with Civic to develop proposals for a future model for libraries, in partnership with Vivacity and Cambridgeshire County Council.

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

3. Libraries, Arts and Museums

2.3 This project has the potential to contribute across all of the Council's Corporate Priorities, and specifically links as follows:

Drive growth, regeneration and economic development

The project will consider and reinforce the role of public libraries in helping to drive economic development, in particular the 'Anchor to the High Street' prototype which recognises the library's potential to bring increased community footfall to help reinvigorate town centres, and

the 'Centre for Rural Life' prototype which sees the library extending its role as a cultural centre, community centre and council outpost as a hub for rural life. It will also build on the successful launch of the British Library Business & Intellectual Property Centres recently launched at Cambridge and Peterborough Central Libraries, through ongoing partnership with the British Library and a range of other business partners.

Support Vivacity, Peterborough's Culture and Leisure Trust to deliver arts and culture to all people.

Vivacity is a co-partner in the project and operates the Library Service across Peterborough. It has been actively involved in the discussions to progress the project to this stage. It is proposed that initially the project will work with two contrasting library offers, at the Central Library and Thorney Library. The ambition is following the pilot, over the course of the 3-year programme, all of Peterborough's libraries will benefit from the project. This could include improved buildings, content, products and services, better tailored to their local communities. This work will look at how libraries can offer services and house partnerships promoting new social, cultural and economic opportunities/experiences that come together to enhance the lives of community members and promote a place through the library.

Keep all our communities safe, cohesive and healthy

This project has strong links to the Council's *Think Communities* strategy and shares objectives around building community capacity and working in partnership across the public sector and beyond, helping to reduce the need for public services. Libraries will become go-to hubs in their communities, somewhere safe and nurturing that connects people within their communities and helps them develop and maintain a healthy lifestyle. The project will be looking at how the library can provide support across personal health and wellbeing, community support and social prescribing, SME and entrepreneur business support and employability support – all promoting individual economic independence and a sense of wellbeing.

- 2.4 This work will bring international best practice library service thinking and innovation elsewhere to Peterborough providing opportunities to enhance children's education and social development, alongside creating new partnerships, services and experiences that aim to prevent demand on social services– all aiming to promote the life chances the library can create for children, especially Children in Care. Providing support for children helps to ensure that the workforce of the future has well-developed essential literacy skills, and is equipped to engage in lifelong learning.

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	
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Prototyping work with the initial pilot communities will begin in summer/autumn 2019 calendar year, with learnings from the project feeding into the Council's and Vivacity's business planning process as appropriate. In 2020 the project will further develop the proof of concept and work up a strategy for scaling up the project across Peterborough and Cambridgeshire for rollout in 2021, followed by articulation of the learning as a national model for libraries.

4. BACKGROUND AND KEY ISSUES

Vivacity has already identified the need to re-think libraries, to strengthen their role as a valued community asset alongside the need for investment in the positioning and very fabric of the service offer to ensure they are welcoming and vibrant community facilities. This thinking is not new in the library world; however the capacity, opportunity and potential investment brings a welcome and energised focus on libraries.

- 4.1 William Sieghart CBE, the author of DCMS' Independent Library Report for England and former chair of the national cross-government Libraries Taskforce – and an international social

enterprise called Civic, have proposed a partnership project to prototype a new model for the future of libraries.

William Sieghart CBE is an entrepreneur, philanthropist and publisher. He has chaired two reviews into libraries for DCMS and DCLG. He is currently the chair of the Somerset House Trust and was previously chair of the Arts Council's Lottery Panel.

Civic works with select organisations across the world to support a major step-change in how communities and organisations can work together to accelerate impact. They are currently working internationally with a number of communities and local institutional partners including the National Trust, UNHCR, Bernard von Leer Foundation and the London Legacy Development Corporation. www.civic.co

Working with William and Civic presents a unique opportunity to transform the Library Service in both Peterborough and Cambridgeshire. This offers a truly revolutionary opportunity to improve the life chances of all our residents and supports our Think Communities approach, attracting external best practice partners and funding, and can build on existing local best practice.

- 4.2 The partnership will provide financial support and additional capacity to transform library services. Civic have already invested significant resource into this partnership. William Sieghart, himself a philanthropist, believes that philanthropic organisations have untapped sources of funding that our library services (and library services across the country) could benefit from if there was a clearer vision of the role and future for libraries.

This goes beyond traditional supporters of libraries to those interested in the future of the high streets, community resilience, local social entrepreneurship, social prescribing to combat health and social care issues and many others. By looking at libraries as a platform for delivering public services and bringing communities together, as well as a traditional place for self-improvement, we will be investigating the potential to open up multiple new opportunities for financial, service and design innovation and support in line with community needs.

- 4.3 The partnership will also provide us with significant know-how to support and bolster the Council's wider transformation plans and to link us into a network of different organisations. For example, conversations about the opportunities that this work could present have been held with the Director General of the BBC, Nesta, FutureGov, Wellcome, prize winning architecture practices, as well as government ministers for DHSC, MHCLG and DCMS.

This adds to the partnerships that are already being developed with organisations like the Combined Authority, British Library, and local higher and further education colleges as part of our British Library Business and Intellectual Property Centre offer.

- 4.4 This partnership will also position us as a national leader in good practice, and enable us to ensure that strong links exist between the library service transformation work and other key programmes such as Think Communities.

The national Libraries Taskforce is maintaining a keen interest in the project, and officers and representatives of Civic were invited to discuss the project with them at their meeting in March 2019. It was noted that this is complementary to other national pieces of work looking at the future of libraries, including DCMS' own future thinking (currently being formulated), and Libraries Connected / CILIP / Carnegie's work on a future Libraries Blueprint, which is focused on future structures, quality standards, legislation, funding and digital connectivity - see <https://www.librariesconnected.org.uk/news/blueprint-libraries-update>

The 'project team' will remain in close contact with these pieces of work, bringing in their best practice thinking into our prototypes and have been invited back to update the Taskforce in March 2020.

- 4.5 The project vision is: 'to put libraries at the heart of a new and sustainable 21st century operating system for community-first service delivery', enabling the financial security of public services, re-energising the position of libraries in communities and creating improved citizen outcomes.

Working with a wide range of local and national partners and the communities in the library catchment areas, the approach seeks to reimagine and redesign what libraries could be and provide for the community, and identify alternative sources of funding and commercial models for libraries to ensure the sustainability of library services.

The proposed approach is to develop a family of archetypal models of 'Libraries of the Future' that reflect the diversity of communities and contexts around the UK, piloted within the broad Cambridgeshire and Peterborough library network. The services are already working together closely on a number of initiatives and projects including the British Library Business & IP Centre, and this cross-boundary mix of libraries will enhance the project as it provides even greater potential to work with a wider range of libraries and ensure the archetypes are truly replicable across the country.

- 4.6 These new archetypes will reposition libraries in our society, creating a new brief for the physical library - what new content, products and services should be available in libraries?, What is an appropriate evolved definition of a 'librarian'?, What are the most effective new governance structures and partnerships to roll out across our libraries?

The nature of Peterborough and the County, with its varied geography of urban areas, new communities, market towns and more rural areas, as well as the breadth and variety of our library services, makes Peterborough and Cambridgeshire an ideal place to test these archetypes.

- 4.7 It is proposed that 5-10 locations across Peterborough and Cambridgeshire will be selected for these prototype locations initially at the start of this three year project. However, it is important to note that the intention is that the project and these archetypes are rolled out to all libraries over the 3 years of the project. Some of these may follow on quite quickly from the pilots, depending on circumstances, and it will be important to take a flexible and responsive approach to this.

- 4.8 Through quantitative and qualitative analysis supported by our shared Business Intelligence team, a shortlist of these prototype libraries has been developed that represents:

- The range of archetypes
- A range of ownership models (Vivacity managed, Council managed, community managed)
- A fair mix of physical locations across Cambridgeshire and Peterborough
- Strategic alignment with other place-based projects
- A range of physical development opportunities (minimal investment, retrofit, full renovation, new build)

The proposed shortlist of prototype libraries based on this assessment is as follows:

- Anchor to the High Street: Peterborough Central Library, Wisbech Library
- Centre for Rural Life: Thorney Library, Soham Library
- (Re)Animating Communities: Northstowe (new build)
- Hub for the Region: Cambridge Central
- Pop-Up for Reviving Community Assets: Brampton Library Access Point

The recommended prototypes above represent the strongest immediate prototyping opportunities to trial new ideas, partnerships and designs in a manageable, strategic way. Once ideas are proven, we will look to roll them out, by archetype, across Cambridgeshire and Peterborough, working with each community as we go.

5. CONSULTATION

5.1 There has been regular engagement between the project partners and informal discussion with the portfolio holder about this project. Once approved, the project will move on to extensive engagement with local members, communities, and other stakeholders as required.

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 It is anticipated that the two contrasting libraries selected for this pilot (Central and Thorney) will set the blueprint for a new approach to library provision across all libraries in Peterborough.

7. REASON FOR THE RECOMMENDATION

7.1 The reason for making these recommendations is to improve library service provision and widen its relevance and impact for local communities, whilst ensuring the service is sustainable for the future, securing its place at the heart of a 21st century operating model for public services.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 If we do not enter into this partnership project we would miss out on a unique opportunity to develop the library service with the support of a well-connected and highly influential partner, and this opportunity is likely to be taken up by other authorities instead. Alternatives to this proposal may involve further reductions to local library services in order to meet budget challenges. Given the nature of the initial approach to us, alternative options for such a partnership have not been considered; however the work will integrate closely with other national initiatives within the sector as outlined above.

9. IMPLICATIONS

Financial Implications

9.1 It is intended that the new model of library provision will be cost neutral at a minimum than the existing model. A funding bid may be made in the future for Transformation Funding for one-off resources to sit alongside the external funding to support the development costs of the new model.

Legal Implications

9.2 Procurement colleagues have been involved early on in this project to ensure that the procurement of any goods and services as part of the project is legal and in line with Council policies and procedures. A partnership agreement is being drawn up which will set out the respective roles and obligations of the partners, and a non-disclosure agreement is also in hand.

Equalities Implications

9.3 There are no significant implications within this category.

Rural Implications

9.4 The project partners are aware of the rural nature of parts of the City and conscious of ensuring that the specific needs of rural communities are considered across the Peterborough area. This will be a particular feature of the 'Centre for Rural Life' prototype as outlined above.

Engagement and Communications Implications

9.5 There are significant communication and engagement implications, and our shared Communications Team is working closely with all project partners. A communication strategy will be developed with the partners and Civic for this project, ensuring members are briefed and this work is communicated to the media and the wider public as ideas are designed, tested and refined.

9.6 **Public Health Implications**

Libraries play a key role in providing information and opportunities to acquire new skills that will support users to improve their health and wellbeing. They provide focal points for communities to meet and mitigate the effects of isolation and loneliness on mental health.

Through embedding them into the community they become important community assets that contribute to strengthening and building community resilience that are associated with improvements in health and wellbeing.

10. BACKGROUND DOCUMENTS

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

10.1 N/A

11. APPENDICES

11.1 N/A

GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE	AGENDA ITEM No. 9
10 JULY 2019	PUBLIC REPORT

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

REVIEW OF 2018/2019 AND WORK PROGRAMME FOR 2019/2020

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 Growth, Environment and Resources Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Considers items presented to the Growth, Environment and Resources Scrutiny Committee during 2018/2019 and makes recommendations on the future monitoring of these items where necessary. 2. Determines its priorities, and approves the draft work programme for 2019/2020 attached at Appendix 1. 3. Notes the Recommendations Monitoring Report attached at Appendix 2 and considers if further monitoring of the recommendations made during the 2018/2019 municipal year is required. 4. Notes the Terms of Reference for this Committee as set out in Part 3, Section 4, Overview and Scrutiny Functions and in particular paragraph 2.1 item 4 Growth, Environment and Resources Scrutiny Committee and paragraph 3.8 Flood Risk Management as attached at Appendix 3. 	

1. ORIGIN OF REPORT

1.1 The report is presented to the Committee on behalf of the Director of Law and Governance.

2. PURPOSE AND REASON FOR REPORT

2.1 To provide the committee with a review of the work undertaken during 2018/19 by the Growth, Environment and Resources Scrutiny Committee and to consider if further monitoring of these items are required.

To determine the committee's priorities and approve the draft work programme for 2019/2020 attached at Appendix 1.

To note the recommendations made last year attached at Appendix 2 and consider if further monitoring is required.

To note the Terms of Reference for this Committee attached at Appendix 3.

2.2 This report is for Growth, Environment and Resources Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4, Overview and Scrutiny Functions, paragraphs 2.1, and

3, Specific Role of Overview and Scrutiny, sub paragraphs 3.1, 3.2, 3.3 and 3.8.

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 Growth, Environment and Resources Scrutiny Committee was established by Council at its meeting on 12 October 2016.

4.2 During 2018/19 the Growth, Environment and Resources Scrutiny Committee scrutinised the following items:

Information / Update

- Review of 2017/18 and Work Programme 2018/2019

Monitoring / Calling to Account

- Active Lifestyles and Sport Strategy
- Peterborough Rural (Farms) Estate Action Plan Update
- Portfolio Progress Report for Cabinet Member for Growth, Planning, Housing and Economic Development
- Skanska Annual Report 2017/18
- Serco Annual Report 2017-18
- NPS Peterborough Limited 2017-19
- Portfolio Progress Report for the Cabinet Member for Resources
- Annual Corporate Complaints Report 2017-18
- Affordable Housing Need and Delivery in Peterborough
- Shared Services Update
- Portfolio Progress Report for the Cabinet Member for Waste and Street Scene
- Vivacity Annual Report

Policy / Plans / Consultation

- Peterborough Statement of Community Involvement (SCI)
- Updated Reg 123 List and Community Infrastructure Levy Supporting Policies
- Minerals and Waste Local Plan – Further Draft for Consultation
- Council Asset Strategy
- Corporate Strategy 2019 – 2021
- Opportunity Peterborough Business Plan 2019/20

4.3 **Call-In**

One Call-in - 24 October 2018 Executive Decision – Amendment of Loan Facility for Fletton Quays Hotel – OCT18/CMDN/46 Call-in not upheld

4.4 **Task & Finish Groups**

Task and Finish Group to Review Waste Policies and Fly Tipping – started July 2018 – ongoing:
Task and Finish Group to Review Air Quality – started September 2018 - ongoing

4.5 **Joint Committees**

- Joint Scrutiny of the Budget – Tranche One – 18 June 2018
- Joint Scrutiny of the Budget – Tranche Two – 28 November 2019
- Joint Scrutiny of the Budget – Tranche Three – 12 March 2019

- 4.6 **Recommendations Made**
A list of any recommendations made during the year are attached at Appendix 2 for consideration.
5. **WORK PROGRAMME 2019/2020**
- 5.1 The Committee is asked to consider the work undertaken during 2018-2019 and make recommendations on the future monitoring of any of these items where necessary.
- 5.2 In preparing a work programme for 2019-2020, the Committee is requested to consider its functions as set out in the terms of reference attached at Appendix 3 - Part 3, Section 4, Overview and Scrutiny Functions and Terms of Reference.
- 5.3 A draft work programme which shows the items identified for scrutiny at the Annual Work Programming Session held on 5 June 2019 is attached at Appendix 1 for consideration and approval.
6. **CONSULTATION**
- 6.1 N/A
7. **REASON FOR THE RECOMMENDATION**
- 7.1 To ensure the Scrutiny Committee fulfil the requirements as set out in the terms of reference attached at appendix 3.
8. **IMPLICATIONS**
- Financial Implications**
- 8.1 None
- Legal Implications**
- 8.2 A review of last year's priorities, acting upon lessons learnt and continuous improvement and approval of the coming year's Scrutiny priorities providing a planned and focussed approach to the work of Scrutiny, is in keeping with good governance.
- Equalities Implications**
- 8.3 None
- Rural Implications**
- 8.4 None.
9. **BACKGROUND DOCUMENTS**
Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985
- 9.1 Minutes of the meetings of the Growth, Environment and Resources Scrutiny Committee held on: 4 July 2018, 5 September 2018, 7 November 2018, 9 January 2019 and 13 March 2019
10. **APPENDICES**
- 10.1 Appendix 1 – Draft Work Programme 2019/20
Appendix 2 – Recommendations made during 2018/2019
Appendix 3 – Part 3, Section 4 – Overview and Scrutiny Functions

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Draft Growth, Environment and Resources Scrutiny Committee Work Programme 2019/2020

Updated: 5 June 2019

Meeting Date	Item	Indicative Timings	Comments
CANCELLED - 13 JUNE 2019	CANCELLED - Call-In of Executive Decision: Approval Of Funding For The Provision Of Accommodation To Reduce Homelessness - MAY19/CMDN/01		
10 JULY 2019 <i>Draft Report 17 June</i> <i>Final Report 28 June</i>	Co-opted Member Report To agree to the appointment of co-opted members to the committee for the municipal year 2019/2020 Contact Officer: Paulina Ford, Senior Democratic Services Officer		
	Phase 2 Report of the Task and Finish Group to Review Waste Policies and Fly Tipping To endorse the Phase 2 report of the Task and Finish Group for submission to Cabinet. Contact Officer: Richard Pearn		
	Update on impact of Verge Parking and Pavement Policy following implementation in 2017 To update committee members as to the work, progress and impact of the Verge and Pavement Parking Policy. Contact Officer: Adam Payton		
	Libraries Future Model – Civic Programme To inform the Committee about the City Council's partnership work with Civic to develop proposals for a future		

Meeting Date	Item	Indicative Timings	Comments
	<p>model for libraries, in partnership with Vivacity and Cambridgeshire County Council.</p> <p>Contact Officer: Christine May</p>		
	<p>Review Of 2018/2019 And Work Programme For 2019/2020</p> <p>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</p> <p>That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
<p>16 JULY 2019 Joint Scrutiny of the Budget Meeting</p>	<p>Medium Term Financial Strategy 2020/21 to 2022/23</p> <p>Contact Officer: Peter Carpenter</p>		
<p>4 SEPTEMBER 2019 <i>Draft Report 9 August</i> <i>Final Report 22 August</i></p>	<p>Portfolio Progress Report from the Cabinet Member for Finance</p>		

Meeting Date	Item	Indicative Timings	Comments
	Contact Officer: Peter Carpenter		
	Peterborough Culture Strategy due for review 2020 Update Contact Officer: Lisa Roberts/Adrian Chapman		
	Scrutinise PCCs submission to the Combined Authority Transport Plan Contact Officer: Lewis Banks		
	Skanska Annual Report Contact Officer: Andy Tatt		
	Monitoring Scrutiny Recommendations To monitor progress made on recommendations made at the previous meeting. Contact Officer: Paulina Ford, Senior Democratic Services Officer		
	Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee. Contact Officer: Paulina Ford, Senior Democratic Services Officer		
	Work Programme 2019/2020 To consider the Work Programme for 2019/2020		

Meeting Date	Item	Indicative Timings	Comments
	Contact Officer: Paulina Ford, Senior Democratic Services Officer		
17 SEPTEMBER 2019 Joint Scrutiny of the Budget	Medium Term Financial Strategy 2020/21 to 2022/23 - Contact Officer: Peter Carpenter		
6 NOVEMBER 2019 <i>Draft Report 14 October</i> <i>Final Report 25 October</i>	Portfolio Progress Report from the Cabinet Member for Strategic Planning and Commercial Strategy and Investments Contact Officer: Steve Cox		
	Serco Annual Report Contact Officer: Peter Carpenter / Mark Bennett		
	NPS Peterborough Limited Annual Report Contact Officer: Peter Carpenter		
	Monitoring Scrutiny Recommendations To monitor progress made on recommendations made at the previous meeting. Contact Officer: Paulina Ford, Senior Democratic		

Meeting Date	Item	Indicative Timings	Comments
	Services Officer		
	Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee. Contact Officer: Paulina Ford, Senior Democratic Services Officer		
	Work Programme 2019/2020 To consider the Work Programme for 2019/2020 Contact Officer: Paulina Ford, Senior Democratic Services Officer		
27 NOVEMBER 2019 Joint Scrutiny of the Budget Meeting	Medium Term Financial Strategy 2020/21 to 2022/23 - Contact Officer: Peter Carpenter		
8 JANUARY 2020 <i>Draft Report 6 December</i> <i>Final Report 19 December</i>	Portfolio Progress Report for Cabinet Member for Waste and Street Scene - to include update on Aaragon Contact Officer: Steve Cox		
	Review of recycling rates and possible improvements Contact Officer: Richard Pearn		

Meeting Date	Item	Indicative Timings	Comments
	<p>Opportunity Peterborough Draft Business Plan 2021</p> <p>Contact: Tom Hennessy</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>		
<p>12 FEBRUARY 2020 Joint Scrutiny of the Budget Meeting</p>	<p>Medium Term Financial Strategy 2020/21 to 2022/23 -</p> <p>Contact Officer: Peter Carpenter</p>		

Meeting Date	Item	Indicative Timings	Comments
11 MARCH 2020 <i>Draft Report 17 February</i> <i>Final Report 28 February</i>	Portfolio Progress Report for Cabinet Member for Housing, Culture and Recreation Contact Officer:		
	Vivacity Annual Report Contact Officer: Peter Appleton		
	Monitoring Scrutiny Recommendations To monitor progress made on recommendations made at the previous meeting. Contact Officer: Paulina Ford, Senior Democratic Services Officer		
	Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee. Contact Officer: Paulina Ford, Senior Democratic Services Officer		

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RECOMMENDATIONS MONITORING REPORT 2018 - 2019

GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
4 JULY 2018	Cllr Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development	PETERBOROUGH STATEMENT OF COMMUNITY INVOLVEMENT (SCI)	RECOMMENDATION The Growth Environment and Resources Scrutiny Committee considered the report and RESOLVED to endorse the Statement of Community Involvement (SCI) in Appendix A and recommended it to Cabinet for adoption.	Cabinet considered the report and RESOLVED to adopt the updated Statement of Community Involvement as attached at Appendix 1 to the report. REASONS FOR THE DECISION There was a legal requirement to have an up to date SCI, following recent legislative changes, the current adopted SCI was considered out of date and in need of replacement.	Completed
4 JULY 2018	Cllr Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development	UPDATED REG 123 LIST AND COMMUNITY INFRASTRUCTURE LEVY SUPPORT POLICIES	RECOMMENDATION The Growth, Environment and Resources Scrutiny Committee considered the report and	Cabinet considered the report and RESOLVED to approve the set of Community Infrastructure Levy Supporting Policies	Completed

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
			<p>RESOLVED to endorse the draft set of Community Infrastructure Levy Supporting Policies documents including a revised Reg 123 List and recommended them to Cabinet for adoption.</p>	<p>Documents including Regulation 123 List for a targeted consultation.</p> <p>REASONS FOR THE DECISION</p> <p>The adoption of these documents would assist Peterborough City Council in delivering the necessary infrastructure to support growth in the city and in the surrounding areas, in accordance with the adopted CIL Charging Schedule.</p>	
4 JULY 2018	Cllr Allen Cabinet Adviser to John Holdich	ACTIVE LIFESTYLES & SPORTS STRATEGY	<p>RECOMMENDATION:</p> <p>The Growth, Environment and Resources Scrutiny Committee recommend that the Sports Steering Group include within the Sports Strategy more emphasis on the benefits of healthy activities which can be undertaken in rural areas of the city utilising existing</p>	<p>The Head of Culture and Leisure has advised that the Strategy would be out for consultation to the public until the 31/8/18 after which time any changes will be made to the document. A further up date with regard to how the recommendation has been taken forward will be provided in time for</p>	Completed.

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
			infrastructures such as the large footpath network to the west of the city. Additionally more emphasis should be included within the strategy regarding the positive impact of rural areas on health and wellbeing in general.	the November meeting. The Head of Culture and Leisure has advised that the committee's recommendations have been added to the Active Lifestyles Strategy on pages 16, 20 and 22.	
7 NOVEMBER 2018	Cllr Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development	AFFORDABLE HOUSING NEED AND DELIVERY	RECOMMENDATION The Growth, Environment and Resources Scrutiny Committee RESOLVED to recommend that Cabinet examines the viability of setting up a Housing Revenue Account (HRA).	Response from Cabinet Member: I'd be happy to recommend to Cabinet that we examine the viability of setting up a Housing Revenue Account (HRA). A further update has been provided in June 2019 from the Acting Corporate Director of Resources and may be accessed via the following link: https://docs.google.com/document/d/1basy8p9kpEHFi78Nssto1j-WK2QKzTy_o94LbkLSJ	Ongoing.

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
				-Q/edit?usp=sharing	
9 JANUARY 2019	Cllr Cereste, Cabinet Member for Waste and Street Scene	TASK AND FINISH GROUP TO REVIEW FLY TIPPING AND WASTE POLICY	RECOMMENDATION The Growth, Environment and Resources Scrutiny Committee endorsed the report and recommendations as interim documents for submission to Cabinet on 4 February 2019.	Interim recommendations endorsed by Cabinet on 04/02/19: Cabinet considered the report and RESOLVED to: 1. Agree the recommendations set out in the interim report of the Task and Finish Group and note that further recommendations are expected following continued work by the Group. 2. Approve the financial and resource commitment required to deliver the short term enforcement and communication elements specified in 7.2 and 7.3 of the	Ongoing.

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
				<p>Task and Finish Group's interim report.</p> <p>3. Support the Task and Finish Group in their further work on the specified additional work as requested by Scrutiny Committee at their meeting 9 January 2019. (Section 2.1(b) of the report).</p> <p>Phase two report completed and due to be presented to the Growth, Environment and Resources Scrutiny Committee on 10 July 2019.</p>	
13 MARCH 2019	Cllr John Holdich – Leader of the Council and Deputy Mayor of the Cambridgeshire and Peterborough Combined Authority.	5. Corporate Strategy 2019-2021	The Committee also RESOLVED to recommend to Cabinet that the Strategy includes specific reference to Climate Change and Loss of Biodiversity under the 'Pride in our Communities and environment' Priority Outcome.	<p>Recommendation sent to Cllr Holdich, Cllr Fitzgerald and Amanda Askham on 18/03/2019</p> <p>Response received, combined with Environment Capital Action Plan briefing</p>	Ongoing.

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
				note, on 16/04/2019. Sent to committee members on 11/06/2019.	
13 MARCH 2019	Cllr John Holdich – Leader of the Council and Deputy Mayor of the Cambridgeshire and Peterborough Combined Authority	5. Corporate Strategy 2019-2021	The Growth, Environment and Resources Scrutiny Committee RESOLVED to endorse the proposed Corporate Strategy 2019-2021 to be approved by Cabinet in June 2019 and Full Council in July 2019.	Recommendations sent to Cllr Holdich, Cllr Fitzgerald and Amanda Askham on 18/03/2019. At the time of publication, the strategy had yet to go to Cabinet.	Ongoing.

Section 4 – Overview and Scrutiny Functions & Terms of Reference

1. OVERVIEW AND SCRUTINY COMMITTEES

1.1 The Council has appointed the following Overview and Scrutiny Committees to carry out those functions under Sections 9F to 9FI of the Local Government Act 2000, as amended by:

- (a) Section 19 of the Police and Justice Act 2006 in relation to the scrutiny of crime and disorder matters;
- (b) Section 244 of the Health & Social Care Act 2012 in relation to health matters; and
- (c) Section 22 of the Flood Risk Management Act 2010 in relation to flood risk management.

2. TERMS OF REFERENCE

2.1 Council has established the following Scrutiny Committees and they shall have responsibility for overview and scrutiny in relation to the matters set out below:

1.	Children and Education Scrutiny Committee	
	No of Elected Members appointed by Council: Eleven, none of whom may be a Cabinet Member.	Chairman and Vice-Chairman Appointed by Council.
	Quorum: At least half the Members of the Committee (including voting co-opted members).	Co-opted Members to be appointed by the Committee/Council Four representatives as follows with full voting and call-in rights on education matters only: (a) 1 Church of England Diocese representative; (b) 1 Roman Catholic Diocese representative; and (c) 2 parent governor representatives. No more than four non-voting members.
	Functions determined by Council 1. Children’s Services including a) Social Care of Children; b) Safeguarding; and c) Children’s Health. 2. Education, including a) University and Higher Education; b) Youth Service; c) Careers; and d) Special Needs and Inclusion. 3. Adult Learning and Skills	

	<p>Functions determined by Statute</p> <p>All powers of an Overview and Scrutiny Committee as set out in Sections 9F to 9FI Local Government Act 2000, Local Government and Public Involvement in Health Act 2007, and any subsequent regulations.</p>

2.	Adults and Communities Scrutiny Committee	
	<p>No of Elected Members appointed by Council:</p> <p>Eleven, none of whom may be a Cabinet Member.</p>	<p>Chairman and Vice-Chairman</p> <p>Appointed by Council.</p>
	<p>Quorum:</p> <p>At least half the Members of the Committee.</p>	<p>Co-opted Members to be appointed by the Committee/Council</p> <p>No more than four non-voting members.</p>
	<p>Functions determined by the Council</p> <ol style="list-style-type: none"> 1. Adult Social Care; 2. Safeguarding Adults; 3. Housing need (including homelessness, housing options and selective licensing); 4. Neighbourhood and Community Support (including cohesion, community safety and youth offending) and; 5. Equalities 	
	<p>Functions determined by Statute</p> <p>To review and scrutinise crime and disorder matters, including acting as the Council's crime and disorder committee in accordance with Sections 19 of the Police and Justice Act 2006;</p>	

3.	Health Scrutiny Committee	
	No of Elected Members appointed by Council: Eleven, none of whom may be a Cabinet Member or the Health and Wellbeing Board.	Chairman and Vice-Chairman Appointed by Council.
	Quorum: At least half the Members of the Committee.	Co-opted Members to be appointed by the Committee/Council No more than four non-voting members.
	Functions determined by the Council 1. Public Health; 2. The Health and Wellbeing including the Health and Wellbeing Board; and 3. Scrutiny of the NHS and NHS providers.	
	Functions determined by Statute To review and scrutinise local authority services under Sections 9F to 9FI Local Government Act 2000, Local Government and Public Involvement in Health Act 2007, and any subsequent regulations To review and scrutinise matters relating to the Health Service and to make reports and recommendations to local NHS bodies in accordance with section 244 of the National Health Service Act 2006. This will include establishing joint health committees in relation to health issues that cross local authority boundaries and appointing members from within the membership of the Committee to any joint health overview and scrutiny committees with other local authorities. (Also see The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013)	

4.	Growth, Environment and Resources Scrutiny Committee	
	No of Elected Members appointed by Council: Eleven, none of whom may be a Cabinet Member.	Chairman and Vice-Chairman Appointed by Council.
	Quorum: At least half the Members of the committee.	Co-opted Members to be appointed by the Committee/Council No more than four non-voting members.
	Functions determined by the Council 1. City Centre Management; 2. Tourism, Culture & Recreation; 3. Libraries, Arts and Museums; 4. Environmental Capital;	

	<ul style="list-style-type: none"> 5. Economic Development and Regeneration including Strategic Housing and Strategic Planning; 6. Transport, Highways and Road Traffic; 7. Flood Risk Management; 8. Waste Strategy & Management; 9. Strategic Financial Planning; 10. Partnerships and Shared Services; and 11. Digital Services and Information Management.
	<p>Functions determined by Statute</p> <p>To review and scrutinise flood risk management in accordance with Section 21F of the Local Government Act 2000 (as amended by the Flood and Water Management Act 2010 and under the Flood Management Overview & Scrutiny (England) Regulations 2011 No. 697).</p>

3. SPECIFIC ROLE OF OVERVIEW AND SCRUTINY

3.1 To review and scrutinise the planning, decisions, policy development, service provision and performance within their terms of reference as follows:

POLICY DEVELOPMENT AND REVIEW

3.2 Within their terms of reference the scrutiny functions will:

- (a) Help the Council and the Executive to develop its budget and policy framework and service Budgets;
- (b) Carry out research into and consultation about policy issues and possible options;
- (c) Consider and promote ways of encouraging the public to take part in developing the Council's policies;
- (d) Question Members of the Cabinet, Committees and senior officers about their views on policy proposals;
- (e) Work with outside organisations in the area to make sure the interests of local people are taken into account;
- (f) Question, and gather evidence from, any person who gives their permission; and
- (g) Monitor and scrutinise the implementation of Council policy.

SCRUTINY

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;
- (e) Question, and gather evidence from any person with their consent;
- (f) Hold the Executive to account for the discharge of functions in the following ways:
 - i. By exercising the right to call-in, for reconsideration, decisions made but not yet implemented by the Executive or key decisions which have been delegated to an officer;
 - ii. By scrutinising Key Decisions which the Executive is planning to take, as set out in the Forward Plan of executive decisions;

- iii. By scrutinising decisions the Executive are planning to make; and
 - iv. By scrutinising Executive decisions after they have been implemented, as part of a wider policy review.
- (g) To consider petitions submitted to it;
- (h) Establish ad-hoc Task and Finish Groups to investigate specific topics on a time-limited basis in accordance with the Scrutiny Committee Procedure Rules; and

CRIME AND DISORDER

- 3.4 The Scrutiny Committee responsible for crime and disorder shall, and any sub committees may:
- (a) Act as the crime and disorder committee within the meaning of Section 19 of the Police and Justice Act 2006;
 - (b) Review or scrutinise decisions made, or other actions taken by bodies or persons responsible for crime and disorder strategies in the Peterborough area;
 - (c) Make reports or recommendations to the local authority on any local crime and disorder matter in relation to a member of the authority; and
 - (d) Consider any crime and disorder matters referred by any Member of the Council.

HEALTH ISSUES

- 3.5 The Scrutiny Committee responsible for health and any sub committees shall undertake their responsibilities under section 244 of the National Health Service Act 2006 as follows:
- (a) May review and scrutinise any matter relating to the planning, provision and operation of the health service in the Peterborough area (including NHS Bodies and other NHS providers);
 - (b) Must invite interested parties to comment on the matter and provide reasonable notice;
 - (c) Take account of relevant information available to it and, in particular, from a Local Healthwatch organisation or representative;
 - (d) Acknowledge any referral within 20 working days and keep the referrer informed of any action taken;
 - (e) Request information about the planning, provision and operation of health services in the area to enable it to carry out its functions;
 - (f) Make reports or recommendations on a matter it has reviewed or scrutinised including;
 - i) An explanation of the matter reviewed or scrutinised;
 - ii) A summary of the evidence considered;
 - iii) A list of the participants involved in the reviews; and
 - iv) An explanation of any recommendations made.
 - (g) Where the Committee asks for a response, the person must respond in writing within 28 days of the request.
- 3.6 The Committee will consider any proposals received from a National Health Service body, Clinical Commissioning Groups or other provider about;

- (a) Any substantial development of the health service in Peterborough; or
 - (b) Any substantial variation to the provision of NHS Services as set out the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.
- 3.7 In considering the proposals, the Committee must take account of the effect or potential effect of the proposals on the sustainability of the Health Service in its areas and may refer proposals to the Secretary of State in certain circumstances.

FLOOD RISK MANAGEMENT

- 3.8 The Scrutiny Committee responsible for flood risk management, and any sub committees shall undertake their responsibilities under the Flood and Water Management Act 2010 as follows:
- (a) May review and scrutinise any matter relating to the planning, provision and operation of the flood risk management in the Peterborough area;
 - (b) May invite those authorities responsible for flood risk management to comment on the matter;
 - (c) Request information from them to enable it to carry out its responsibilities; and
 - (d) Make reports or recommendations and request a response from flood risk management authorities.

4. MEMBERSHIP

- 4.1 All Members, except Members of the Executive, may be a member of a Scrutiny Committee. However, no Member may be involved in scrutinising a decision with which he or she has been directly involved. Members of the Health and Wellbeing Board should not be a member of the Health Scrutiny Committee.
- 4.2 Members must have undertaken relevant training within the past three years in order to hold a seat on a Scrutiny Committee.

CO-OPTEEES

- 4.3 The Scrutiny Committees shall be entitled to co-opt, as non-voting members, up to four external representatives or otherwise invite participation from non-members where this is relevant to their work.
- 4.4 The Children and Education Scrutiny Committee shall include in its membership the following representatives. These representatives will have full voting and call-in rights on education matters only, and when other matters are dealt with they may stay in the meeting and speak:
- (a) 1 Church of England Diocese representative;
 - (b) 1 Roman Catholic Diocese representative; and
 - (c) 2 parent governor representatives.

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GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE	AGENDA ITEM No. 10
10 JULY 2019	PUBLIC REPORT

Report of:	Director of Law and Governance		
Cabinet Member(s) responsible:	Cabinet Member for Digital Services and Transformation		
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: David Beauchamp, Democratic Services Officer	Deadline date: N/A
<p>It is recommended that the Growth, Environment and Resources 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 Growth, Environment and Resources Scrutiny 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 Growth, Environment and Resources Scrutiny Committee outlining the content of the Forward Plan of Executive Decisions.

2.2 This report is for the Growth, Environment and Resources 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 22 July 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

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/executivedeisions. If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the Democratic and Constitutional Services Manager using the form attached. For your information, the contact details for the Council's various service departments are incorporated within this Plan.

PART 1 – FORWARD PLAN OF KEY DECISIONS

KEY DECISIONS FROM 22 JULY 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>Decision to extend the current Section 75 agreements for the Healthy Child Programme (HCP) in Peterborough (Health Visiting, Family Nurse Partnership and School Nursing) from 01.07.2019 - 30.09.2019. – KEY/22JUL19/01 - The Healthy Child Programme (“HCP”) includes School Nursing, Health Visiting and Family Nurse Partnership Services. Work is underway between both Local Authorities and service Providers to develop an integrated HCP offer across the county and it shall be amongst the first child health service to be recommissioned within this strategic vision. Due to the complexity of the work required, an extension is being sought under the current terms for a further 3 month period.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</p>	<p>July 2019</p>	<p>Health Scrutiny Committee</p>	<p>N/A</p>	<p>Relevant internal and external stakeholders.</p>	<p>Amy Hall, Children's Commissioning Manager for Public Health; Telephone: 01733 863687 Email: amy.hall@peterborough.gov.uk</p>	<p>Documents relevant to the decision include: CMDN FEB19/CMDN/88 and CMDN KEY/29APR19/05</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>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>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>July 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@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>

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>June 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>

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>2. Award of contract for the expansion and partial remodelling of Ken Stimpson Community School – KEY/18SEP17/03 The intention is to expand the school by 2 forms of entry (300 additional pupils plus 150 sixth form) to meet the growing need for secondary school places. A new building block is planned on the site with an extension to the dining hall and minor remodelling to an adjacent building. As part of the remodelling the on site library will be demolished - following its relocation to a suitable site close by.</p>	<p>Councillor Ayres, Cabinet Member for Children’s Services and Education, Skills and the University</p>	<p>June 2019</p>	<p>Children and Education Scrutiny Committee</p>	<p>Werrington</p>	<p>Relevant internal and external stakeholders.</p> <p>Consultation will include: Senior School Management team, Sport England, local residents and the Department For Education</p>	<p>Stuart Macdonald, Property Manager.</p> <p>Tel: 07715 802 489. Email: stuart.macdonald@pet-erborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>School Organisation Plan 2015 -2022</p>

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>105</p> <p>3. Approval of contract for the delivery of Lot 1 - General Information, Advice and Guidance Services and Lot 2 - Specialist Information, Advice and Guidance Services – KEY/16OCT17/04 Following competitive procurement of these services, to approve the contract to deliver Lot 1 Generalist Information, Advice and Guidance Services - Homelessness Prevention; and Lot 2 Specialist Information, Advice and Guidance Services - supporting protected characteristic groups.</p>	<p>Councillor Seaton, Cabinet Member for Finance</p>	<p>June 2019</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Voluntary sector advice agencies consulted in service design. Market testing of providers has also taken place.</p>	<p>Ian Phillips, Senior Policy Manager Tel: 01733 863849 Email: ian.phillips@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published</p>

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	
106	<p>4. 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>June 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>

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>5.</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">107</p> <p>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>June 2019</p>	<p>Children and Education Scrutiny Committee</p>	<p>Dogsthorpe Ward</p>	<p>Relevant internal and external stakeholders.</p> <p>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.</p> <p>School Organisational Plan</p>

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108	<p>6. 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>June 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>

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7.	<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>June 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</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>
8.	<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>June 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>

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<p>9. 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>June 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</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>
<p>10. 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>June 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>

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<p>11. 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>June 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>

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<p>13. 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>June 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, Tel: 07718654207, Email: mubarak.darbar@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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114	14. IT Strategy – KEY/3SEP18/01 Approval of an IT Strategy and associated investment for the 2019 to 2022 time period	Councillor Farooq, Cabinet Member for Digital Services and Transformation	June 2019	Growth, Environment and Resources Scrutiny Committee	N/A	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 07920160122 Email: Peter.carpenter@peterborough.gov.uk	IT Improvement Plan 23/07/18. There will be the possibility of an exempt annex if the report contains commercial information. 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>16. 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>June 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>

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<p>17. Enhanced highway patch repair funding – KEY/24DEC18/05 An additional £500k p.a. of capital funding is to be spent on enhanced patch repairs on the highway network from 1 April 2019 for 5 years. This is in lieu of a revenue reduction of £520k p.a.</p>	<p>Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>June 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders</p> <p>Consultation was undertaken as part of the budget setting process. Relevant consultation will occur on a scheme by scheme basis.</p>	<p>Kevin Ekins, Asset and Contract Performance Manager, 01733 453448, kevin.ekins@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>18. Authority to spot-purchase externally commissioned placement services for looked after children until the mobilization of the new Dynamic Purchasing System – KEY/24DEC18/06 Authority to spot-purchase externally commissioned placement services for looked after children, pending the launch of the Dynamic Purchasing System [DPS] for external placements in April 2019.</p>	<p>Councillor Ayres, Cabinet Member for Children’s Services and Education, Skills and the University</p>	<p>June 2019</p>	<p>Children and Education Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Helene Carr, Head of Children’s Social Care Commissioning - Peterborough & Cambridgeshire, 07904 909039, helene.carr@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published</p>

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<p>19. Bus Operator Concessionary Fare Reimbursement - KEY/07JAN19/01 Approval is sought for spend on reimbursement to bus operators for ENCTS (English National Concessionary Travel Scheme) for the financial years 2018/19, 2019/20 & 2020/21</p>	<p>Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>June 2019</p>	<p>Growth, Environment And Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Negotiations with bus operators will be undertaken in order to get an agreed rate at which they will be reimbursed.</p>	<p>Andy Bryan, Passenger Transport Officer, Tel: 01733 317458, andrew.bryan@peterborough.gov.uk Charlotte Palmer, Group Manager - Transport & Environment, Tel: 01733 453538, 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>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>20. Approval of funding for the provision of accommodation to reduce homelessness - KEY/07JAN19/02 Following Cabinet Decision JAN18/CAB/18 this is a new project to increase the supply of housing and address the demand for accommodation resulting from the increase in homelessness</p>	<p>Councillor Allen, Cabinet Member for Housing, Culture and Recreation</p>	<p>June 2019</p>	<p>Growth, Environment And Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>The issues associated with homelessness in Peterborough have been subject to significant discussion in various forums, including the Council's Adults and Communities Scrutiny, Cabinet and Full Council</p>	<p>Adrian Chapman, Service Director for Communities and Safety Tel 01733 863887 Email: adrian.chapman@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>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>21. Clinical Waste Collections - KEY/18FEB19/01</p> <p>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>September 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>22. Recommissioning of the Unpaid Carers Contract – KEY/01APR19/01</p> <p>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>

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23.	<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	July 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
121								
24.	<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	June 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>25. Establishing New Schools. For Cabinet to agree a policy position on the establishment of new faith schools in Peterborough - KEY/27MAY19/05 This will inform the Council's approach to planning and reviewing of educational provision and decisions which result from this activity.</p>	<p>Cabinet</p>	<p>10 June 2019</p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Briefing note previously sent to Service Director: Education and Cllr Ayres (Cabinet Member for Children's Services and Education, Skills and the University).</p> <p>If the DfE agrees funding for either or both of the applications made to its Voluntary Aided Schools Fund (announcement expected in May) this would trigger a statutory process which would include consultation and representation processes.</p>	<p>Clare Buckingham: Strategic Education Place Planning Manager (Cambridgeshire & Peterborough) Clare.buckingham@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>

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<p>26. 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>June 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>27. 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>June 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>
<p>28. Approval of increased levels of liability and insurance - KEY/10JUNE19/03 Approval of increased levels of liability and insurance under corporate contract.</p>	<p>Councillor Seaton, Cabinet Member for Finance</p>	<p>June 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All wards.</p>	<p>Relevant internal and external stakeholders.</p>	<p>Peter Carpenter, Acting Corporate Director, 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>

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<p>29. Disposal of Freehold Large Leisure Facility – KEY/24JUN19/01 – Delegate the Authority to the Corporate Director of Growth and Regeneration to sell the property.</p> <p>125</p>	<p>Councillor Seaton, Cabinet Member for Finance</p>	<p>June 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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<p>31. 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 style="text-align: right;">127</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health</p>	<p>June 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>32. Recommissioning Integrated Lifestyle Services - KEY/24JUN19/04 To undertake competitive procurement for the recommission of Integrated lifestyles services</p> <p>128</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health</p>	<p>June 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>

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>
<p>Amendments to arrangements with Empower - KEY/29APR19/02 - A loan facility previously approved by Cabinet requires approval of an amendment to that arrangement.</p>	Cabinet	15 July 2019	Growth, Environment and Resources Scrutiny Committee	All Wards	<p>Relevant internal and external stakeholders.</p> <p>Detailed consultation was undertaken in the original decision to offer the loan facility.</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>

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>
<p>Approval of the Proposed Submission version of the Cambridgeshire and Peterborough Minerals and Waste Local Plan for public consultation and subsequent submission to the Secretary of State for independent examination - For Cabinet to recommend to Full Council for approval of the Proposed Submission version of the Cambridgeshire and Peterborough Minerals and Waste Local Plan for public consultation and subsequent submission to the Secretary of State for the purposes of independent examination</p>	<p>Cabinet</p>	<p>Cabinet on 23rd September and then Full Council on 16th October</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders</p> <p>Planning Committee on 3rd September; Scrutiny briefing note to be submitted to the committee on 4th September.</p>	<p>Richard Kay, Head of Sustainable Growth Strategy, Tel: 863795 Email: richard.kay@peterborough.gov.uk and Chris Stanek, Senior Strategic Planning Officer, Tel 863883 Email: chris.stanek@peterborough.gov.uk</p>	<p>Cambridgeshire and Peterborough Minerals and Waste Local Plan</p> <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

PREVIOUSLY ADVERTISED 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
1.	<p>Funding of Information, Advice and Guidance services within the voluntary sector - To authorise award of grants.</p>	<p>Councillor David Seaton Cabinet Member for Finance</p>	<p>June 2019</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Ian Phillips Senior Policy Manager Tel: 01733 863849 Email: ian.phillips@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
134	<p>A Lengthmans to be deployed on Lincoln Road Millfield - There will be a daily presence along Lincoln Road, the operative will litter pick, empty bins as well as report fly-tips and other environmental issues.</p>	<p>Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment</p>	<p>June 2019</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>Central Ward</p>	<p>Relevant internal and external stakeholders. Cross party task and finish group report which went to the Growth, Environment and Resources Scrutiny Committee and it was also approved at Full Council as part of the 2017-18 Budget.</p>	<p>James Collingridge, Head of Environmental Partnerships, Tel: 01733 864736 Email: james.collingridge@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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3.	2017/18 VCS grant funding - Award of grant to VCS organisations to provide Information, Advice and Guidance services	Councillor Seaton, Cabinet Member for Finance	June 2019	Adults and Communities Scrutiny Committee	All wards	Relevant internal and external stakeholders.	Ian Phillips Senior Policy Manager Tel: 863849 Email: ian.phillips@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
4. 132	Inclusion of Investment Acquisition Strategy in the Council's Medium Term Financial Strategy (MTFS) - To recommend to Council that the Investment Acquisition Strategy be included in the Medium Term Financial Strategy to enable the Council to acquire investment properties	Cabinet	10 June 2019	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.

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133 5.	Grant funding for voluntary organisations – To provide funding for voluntary organisations in Peterborough to carry out essential support for vulnerable people, particularly in relation to welfare benefits assistance and other crisis support.	Councillor Seaton, Cabinet Member for Finance	June 2019	Adults and Communities Scrutiny Committee	N/A	Relevant internal and external stakeholders.	Ian Phillips Senior Policy Manager Tel: 01733 863849 Email: Ian.Phillips@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
6.	Approval of Additional Powers to the Combined Authority (Transfer of Powers) - Approve additional powers for the Combined Authority via a Statutory Instrument for Adult Skills Commissioning.	Councillor Holdich, Leader of the Council and Deputy Mayor of the Cambridgeshire and Peterborough Combined Authority	June 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	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. Combined Authority Statutory Instrument Request

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<p>8. To agree the process of awarding community grants through the Integrated Communities Programme – Following the successful bid to Government, funding has been awarded to the council via the Integrated Communities Strategy. One of the funded projects will see a communities grant programme launched that will provide opportunities for communities to apply for up to £20k to deliver projects in their neighbourhood. The Cabinet Member is requested to approve the process in which the grants programme will be run.</p>	<p>Councillor Seaton, Cabinet Member for Finance</p>	<p>June 2019</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>N/A</p>	<p>Relevant internal and external stakeholders.</p>	<p>Ian Phillips Senior Policy Manager – Tel: 01733 863849 Email: ian.phillips@pet-erborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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9.	<p>Disposal of former Barnack Primary School caretaker house - Delegate authority to the Corporate Director of Growth and Regeneration to dispose of the property.</p>	<p>Councillor Seaton, Cabinet Member for Finance</p>	<p>June 2019</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>NVA</p>	<p>Relevant internal and external stakeholders.</p>	<p>Stuart Macdonald, Property Manager. Tel: 07715 802 489. Email: stuart.macdonald@peterborough.gov.uk Bill Tilah (Bill.Tilah@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>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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10.	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.	Councillor Seaton, Cabinet Member for Finance	June 2019	Growth, Environment and Resources Scrutiny Committee	Central Ward	Relevant internal and external stakeholders. 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.	Tristram Hill, Strategic Asset Manager, Tel: 07849 079787 Email: tristram.hill@nps.co.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
11.	Funding for voluntary sector 2019/20 - To provide funding to a number of voluntary sector organisations to provide essential support to vulnerable clients	Councillor Seaton, Cabinet Member for Finance	June 2019	Adults and Communities Scrutiny Committee	N/A	Relevant internal and external stakeholders.	Ian Phillips Senior Policy Manager Tel: 01733 863849 Email: ian.phillips@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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12.	Asset Transfer of Gladstone Park Community Centre - The proposed long term lease of Gladstone Park Community Centre to The Thomas Deacon Academy Trust	Councillor Seaton, Cabinet Member for Finance	June 2019	Growth, Environment and Resources Scrutiny Committee	North	Relevant internal and external stakeholders. Ward Councillors for Central, Park and North have been advised of the decision to transfer of the Community Centre	Caroline Rowan, Urban Regeneration Project Manager, Tel: 01733 864095 Email:caroline.rowan@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
13.	To purchase the offices at 16-20 Lincoln Road, Peterborough PE1 2RL at a cost set out in the annex – The above property is being purchased for its strategic position in the city centre (which is important for future redevelopment) and will in the short term provide rental income to PCC.	Cabinet Seaton, Cabinet Member for Finance	June 2019	Growth, Environment and Resources Scrutiny Committee	Central	Relevant internal and external stakeholders. NPS are acting for PCC in the acquisition of this commercial property. All the relevant internal stakeholders for example in democratic services, legal, finance and property will be consulted in this process.	Tristram Hill, Strategic Asset Manager, NPS, email: tristram.hill@peterborough.gov.uk tel: 07849 079787	Heads of terms for the purchase of 16-20 Lincoln Road, Peterborough. Details of the purchase, the price and associated costs should not be made public whilst commercial negotiations and associated legal work are progressing.

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14.	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	July 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.
15.	Approval of the Corporate Energy Strategy – The Corporate Energy Strategy has been jointly drafted with Cambridgeshire County Council and approved at Joint SMT.	Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment	June 2019	Growth, Environment and Resources Scrutiny Committee	N/A	Relevant internal and external stakeholders Predominantly internal consultation. As a Strategy, it is intended to show a direction and not specific projects at this stage, which would impact and require wider consultation.	Elliot Smith, Commercial Manager; Smart 7Energy, Infrastructure and Regeneration, elliot.smith@peterborough.gov.uk	The Corporate Energy Strategy.

PART 4 – NOTIFICATION OF KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES

DECISION TAKEN:	<i>DECISION MAKER</i>	<i>DATE DECISION TAKEN</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	WARD	CONSULTATION	<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.							