

## GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE

WEDNESDAY 4 SEPTEMBER 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 10 July 2019** 3 - 12
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. **Peterborough City Council's Submission to the Combined Authority's Local Transport Plan Consultation** 13 - 22
6. **Coroner Service Update Report** 23 - 28
7. **Monitoring Scrutiny Recommendations** 29 - 36



There is an induction hearing loop system available in all meeting rooms. Some of the systems are infra-red operated, if you wish to use this system then please contact David Beauchamp on 01733 384628 or [david.beauchamp@peterborough.gov.uk](mailto:david.beauchamp@peterborough.gov.uk) as soon as possible.

**Did you know? All Peterborough City Council's meeting agendas are available online or via the modern.gov app. Help us achieve our environmental protection aspirations and view this agenda online instead of printing it.**

<b>8.</b>	<b>Forward Plan of Executive Decisions</b>	<b>37 - 86</b>
<b>9.</b>	<b>Work Programme 2019/2020</b>	<b>87 - 94</b>
<b>10.</b>	<b>Date of Next Meeting</b>	

6 November 2019

#### **Emergency Evacuation Procedure – Outside Normal Office Hours**

*In the event of the fire alarm sounding all persons should vacate the building by way of the nearest escape route and proceed directly to the assembly point in front of the Cathedral. The duty Beadle will assume overall control during any evacuation, however in the unlikely event the Beadle is unavailable, this responsibility will be assumed by the Committee Chair.*

Recording of Council Meetings: Any member of the public may film, audio-record, take photographs and use social media to report the proceedings of any meeting that is open to the public. Audio recordings of meetings may be published on the Council's website. A protocol on this facility is available at:

<http://democracy.peterborough.gov.uk/ecSDDisplay.aspx?NAME=Protocol%20on%20the%20use%20of%20Recording&ID=690&RPID=2625610&sch=doc&cat=13385&path=13385>

#### **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, H Skibsted and I Yasin,

**Co-opted Member:** Parish Councillor Keith Lievesley

**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, 10 JULY 2019  
BOURGES / VIERSEN ROOM, TOWN HALL, PETERBOROUGH**

**Committee Members Present:** Councillors C. Harper (Committee Chairman), K. Aitken, C. Burbage, D. Fower, J. Goodwin, J Howard, H. Skibsted, C. Wiggin, I. Yasin

Councillor Judy Fox – Chairman of the Task and Finish Group to Review Fly-Tipping and Waste Policy

**Officers Present:** Steve Cox – Executive Director, Place and Economy  
Richard Pearn – Head of Waste, Resources and Energy  
James Collingridge – Head of Environmental Partnerships  
Clair George – Acting Head of Service, Prevention and Enforcement  
Andy Tatt – Head of Peterborough Highway Services  
Adam Payton – PES Senior Officer  
Adrian Chapman – Service Director, Communities and Partnerships  
David Beauchamp – Democratic Services Officer

**Also Present:** Councillor John Fox – Representing the Group Leader of the Werrington First Group

Members of the Task and Finish Review Fly-tipping and Waste Policy not on this Committee:

Councillors C. Hogg, Councillor A Joseph, Parish Councillor Neil Boyce

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Casey (Vice-Chairman), Councillor R Brown, Councillor J Lillis and Parish Councillor K. Lievesley

Councillor J. Goodwin was in attendance as substitute for Councillor Casey. Councillor C. Wiggin was in attendance as a substitute for Councillor J Lillis.

**2. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS**

No declarations of interest were received.

**3. MINUTES OF THE GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE MEETING HELD ON 13 MARCH 2019**

The minutes of the meeting held on 13 March 2019 were agreed as a true and accurate record.

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

There were no requests for call-in to consider.

**5. APPOINTEMENT OF CO-OPTED MEMBERS**

The Democratic Services Officer introduced the report which recommended that the Committee appoint Parish Councillor Keith Lievesley as a non-voting co-opted member to represent the rural communities. This nomination had been put forward by the Parish Council Liaison forum.

A number of queries were raised:

- Members asked why the Committee was only co-opting one member. The Chairman responded that up to four co-opted members could be appointed and committee members would be welcome to suggest additional co-optees.
- Members asked for information regarding the remuneration of co-opted members. The Democratic Services Officer responded that co-opted members receive an allowance of £250 per annum.
- Members suggested that a representative of Opportunity Peterborough could be appointed to the Committee as a Co-opted Member. The Democratic Services suggested that it would not necessarily be advisable to appoint a represent of an organisation the Committee were responsible for scrutinising due to the possibility of creating a conflict of interest.
- The Democratic Services Officer stated that any member could make a proposal for additional co-opted members at any point during the municipal year.
- The Committee **UNANIMOUSLY** agreed to appoint Parish Councillor Keith Lievesley as a co-opted member of the Committee.

**ACTIONS AGREED:**

The Growth, Environment and Resources Scrutiny Committee considered the report and **RESOLVED** to appoint Parish Councillor Keith Lievesley as a non-voting co-opted member to represent the rural areas for the municipal year 2019/20. Appointment to be reviewed annually at the beginning of the next municipal year.

**6. REPORT OF THE TASK AND FINISH GROUP TO REVIEW FLY TIPPING AND WASTE POLCY – PHASE 2**

The report was presented by the Members of the Task and Finish Group to Review Fly Tipping and Waste Policy (Cllrs. Judy Fox, A. Joseph, C. Hogg, Parish Cllr N. Boyce) accompanied by the Head of Environmental Partnerships, Head of Waste, Resources and Energy and the Acting Head of Service, Prevention and Enforcement. The report sought the Committee's endorsement for the group's Phase 2 recommendations for submission to Cabinet on 15 July 2019

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

- Members congratulated the Task and Finish Group on their report.
- The My Peterborough app was being retired in favour of FixMyStreet because My Peterborough was not fully integrated with the Councils systems and created considerable duplication with reports having to be logged on multiple systems. FixMyStreet was already being used by residents and could integrate with the Council's back office systems.
- The development of the new reporting system was at an early stage.
- Publicising the new system was important and this would take place via social media, parish councils and leaflets.
- Some members felt that greater prosecution of offenders was the only way to stop people fly-tipping and suggested that the Council needed to work with magistrates and highlight the seriousness of the issue. Some members felt that a small fine would be 'worth it' for some perpetrators of fly-tipping. Officers agreed and stated that the Council shared intelligence with Cambridgeshire County Council via the Cambridgeshire and Peterborough Waste Partnership (RECAP). Discussions were underway with magistrates.
- Members expressed disappointment that the press were not present at the meeting.
- Members referred to page 33 of the agenda pack; noting that this was the first mention of Education in the report, and that this was essential if fly-tipping was to be reduced in long-term. Fly-tipping rates had reduced in Towns where an education programme had been implemented. Aragon were considered operating a 'recycling roadshow' and it was suggest that officers could provide Councillors with information to share on their Facebook pages. Officers responded that there was a communication plan to support the report which would include education programmes in schools and launching a 'Scrap Fly-tipping campaign'. This campaign would be 'soft-launched' via Social media.
- Members stated that residents were concerned over the time taken to deal with reports of fly-tipping and asked what the average response time was and the anticipated impact of the new reporting system. Officer responded that hazardous fly-tipping must be cleared within 24 hours and non-hazardous waste must be dealt with within 24 hours, once these reports were received from Peterborough Direct. These requirements were monitored as Key Performance Indicators (KPIs)
- The Committee requested that the Head of Environmental Partnerships provided the Committee with information on how long it took Peterborough Direct to respond to and process reports of fly-tipping.
- Members asked if performance had improved since Aragon Direct Services started operating the service. Officers responded that Amey rarely failed to achieve their Key Performance Indicators (KPI) and neither had Aragon.
- Schools had been made aware of the Recycling Roadshow that was due to take place and engagement with schools was ongoing. Some schools were more proactive than others at engaging with this.
- Signage to discourage fly-tipping had been installed in the areas with CCTV with variable results. Members raised the possibility to translating the signage into other languages. Peterborough City Council had signed up to Keep Britain Tidy who had good examples of posters that could be used. Officers would look to deploy many forms of signage in different areas and provide information to the public via the RECAP scheme.
- The MyPeterborough app would be replaced by a system based on FixMyStreet. FixMyStreet Pro is an add-on sold to Councils to enable them to process reports

directly. This would be web-based rather than app based. A Peterborough-specific reporting system could be considered in the future as well as Fix My Street.

- Members of the task and finish group advised that the cost of FixMyStreet was approximately the same as MyPeterborough
- The committee requested that the Head of Environmental Partnerships provides the Committee with information from Serco on the cost to the Council of the new FixMyStreet based system compared with the former MyPeterborough app.
- A report of fly-tipping submitted via FixMyStreet would go via Peterborough Direct to be logged with Aragon Direct Services.
- The Committee requested that the Head of Environmental Partnerships provides the Committee with information from Serco on the cost to the Council of the new FixMyStreet based system compared with the former MyPeterborough app.
- Members of the Task and Finish Group felt that people may feel that fly-tipping is acceptable if dumped waste is collected too quickly, hence the recommendation of the group to use police tape in these areas. The use of the tape sometimes meant fly-tipping is removed before needing to be collected by the Council.
- The cost of removing fly-tipping in the previous year was £200,000. This was a fixed fee paid to Aragon Direct and could be renegotiated if the prevalence of fly-tipping reduced.
- Members expressed support for increasing the prosecution rate of the perpetrators of fly-tipping. Any prosecutions would be publicised and ward councillors made aware.
- All meetings of the Task and Finish Group were held in either the Members Lounge or the Forli Room in the town hall. There were approximately 8 meetings prior to the first report and three prior to the second.
- The approximate annual cost to the Council of being a Member of Keep Britain tidy was £2000. This was paid for via a grant. Key benefits of becoming a member were that the organisation had resources that were proven to work elsewhere.
- Members raised the example of a washing machine engineer, whose only vehicle was a work van, needing to dispose of a mattress and how this would be dealt with. Officers responded that an electronic permit system had been proposed. The system would be mobile friendly and allow 12 visits per year for commercial vehicles with domestic waste. One visit would be allowed before having to apply for a permit. Members felt that publicising this service was particularly important.
- Some members felt that it would be difficult to change the behaviour of the worst offenders.
- Members asked if Aragon Direct Services would deploy police tape as a default response to fly tipping. Officers responded that the standard KPI collection times would be used at first. However, if an area was a known hotspot for fly-tipping, it could be worth cancelling the KPI and using the tape instead. Tape would not be universally used in every instance of fly-tipping.
- Members asked if Councillors would each receive a reel of tape to deploy on instances of fly-tipping while still sticking to the 48-hour KPI response time, as they are often the first to receive reports. It was noted that use of police tape had already been approved by Cabinet following the Task and Finish Group's Phase 1 report.
- Refuse collection trucks could not pick up fly-tipping due to possible damage to the trucks and limits on operative's time. Operatives could report fly-tipping using an in-cab system called Bartec.

## RECOMMENDATIONS

The Growth, Environment and Resources Scrutiny Committee **RESOLVED** to endorse the report and recommendations for submission to Cabinet.

## **ACTIONS AGREED**

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

1. Consider the and comment on the Task and Finish Group report at Appendix 1
2. Request that the Head of Environmental Partnerships provides the Committee with information on how long it takes Peterborough Direct to respond to and process reports of fly-tipping.
3. Request that the Head of Environmental Partnerships provides the Committee with information from Serco on the cost to the Council of the new FixMyStreet based system compared with the former MyPeterborough app.

## **7. VERGE PARKING POLICY**

The report was introduced by the Acting Head of Service, Prevention and Enforcement, the PES Senior Officer and the Head of Peterborough Highway Services, which updated committee members as to the work, progress and impact of the Verge and Pavement Parking Policy.

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

- Members emphasised that it was against the law to block a pavement and that it was not acceptable for people to be forced into the road, especially those with prams or the disabled.
- Some members felt that additional enforcement was required in order to send a message to people that verge parking was not acceptable, in a similar manner to drink-driving and the use of seatbelts. Members noted a considerable change in people's behaviour on Bridge Street after the commencement of Prevention and Enforcement work.
- Officers stated that the criminal offence of obstructing a pavement had not been decriminalised and was still the responsibility of the Police with no way for the Council to enforce this at present. The Council could only prohibit pavement parking completely (including one wheel on a kerb for example) or not at all. The Department for Transport were currently investigating this issue.
- Members expressed concern about the lack of enforcement of pavement obstruction despite how clear-cut and prevalent the offence could be while acknowledging that police resources were stretched. Members felt that the Council needed to look at ways to stop this behaviour.
- The Hamptons were known for a high prevalence of verge parking due to the design of the roads which had been intended to discourage car use. The growth in the number of Houses of Multiple Occupancy (HMOs) has exacerbated the issue. Enforcement was limited although the Parish Council funded Prevention and Enforcement Officer did a good job in this area. Members felt that the current policy would not be effective as residents parking on the verge were not going to want this to apply to themselves.
- The Verge Parking Policy could potentially be used to prevent advertising vans parking on parkway bridges and had been used to do so as an initial response for looking at Highways Act responses.
- There had been no requests for activation from emergency services or highways inspectors (section 6.4). Highways inspectors and the Neighbourhood Policing Manager had been made aware of the scheme however.

- Some members felt that there was a high number of unsuccessful applications for verge parking schemes and asked about the impact of these on staff resources. Officers responded that the impact was minimal. Consultation letters were sent out which were received and reviewed. Forms were completed online to minimise administration and overtime was paid from the budget.
- Some members felt that money spent on establishing verge parking schemes would be better spent on enforcement officers.
- Members commented that attitudes towards verge parking varied depending on the area. Many people did not wish to live in HMOs and car ownership was expensive and some people would be unable to pay fines.
- The Department for Transport were currently conducting an enquiry into pavement parking. Local authorities were being consulted as part of this. The most supported solution to the issue was to decriminalise verge parking. Levels of enforcement by the Council could not be decided until this was done.
- The law on verge parking was different in London and Wales.
- There had been 77 individual requests for the verge parking scheme including those submitted by councillors. Once received applicants were asked to demonstrate additional support for the scheme being applied, hence why only 12 proposals went to consultation.
- Members felt that there were more roads that would benefit from the scheme in Hampton than the number of applications and asked if councillors were doing enough to support these applications to get to the consultation stage.
- It was noted that the proposals that successfully made it through to consultation were all supported by a ward councillor led petition.
- Members commented that the enforcement budget seemed too low. Officers responded that the scheme was enforced by existing officers who were already enforcing other offences in an areas so there was no burden on resources.
- Enforcement outside schools did place additional demands on resources however as the problems were limited to specific times of the day.
- Members felt that it was particularly important for residents to be put at the heart of scheme and asked if there was an evaluation process to check their levels of satisfaction with the scheme. Officers responded that there was no formal feedback process. Emails were frequently received if there was a breach of the scheme. Officers had received many emails praising the scheme and noting its success. Officers were identifying the number of tickets issued vs. number of enforcement visits in a particular area to judge levels of compliance.
- If Councillors identified issues relating to the free movement of emergency vehicles, these should be reported to the Councils Prevention and Enforcement Team. The team had a good relationship with the Fire Authority. Once reported, the fire service could conduct an access check and remove vehicles if they were causing an obstruction.
- Members asked if the verge parking policy could be enforced in situations where emergency service vehicles were blocked by parked cars. Officers responded that if they received such a complaint from the fire service, the scheme could be activated, and the consultation process bypassed.
- The Fire Service would be more concerned about the blockage of roads rather than pavements or verges. Pavement parking could cause safety concerns for emergency vehicles near junctions, however.
- It was difficult to build sufficient evidence to prosecute and fine repeat offenders who caused damage to pavements even if they were well known for doing so. Surveillance work was needed to build sufficient evidence to prosecute.
- People who observed an offence of damaging a verge by parking or crossing it (a different offence) should contact the highway authority. Highways inspectors



would assess the safety of damaged verge and make it safe if necessary.  
Aragon Direct Services would clean up slippery mud on pavements

- Some members felt that residents of the areas most affected by verge parking would be unlikely to request enforcement as they themselves were the offenders.

#### **ACTIONS AGREED:**

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

1. Note the progress of the Verge and Pavement Parking Policy so far since its launch in 2018
2. Note the impact this policy has had in responding to resident complaints and queries surrounding verge parking.

#### **8. LIBRARIES FUTURE MODEL – CIVIC PROGRAMME**

The report was introduced by the Service Director, Communities and Partnerships which informed 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.

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 that libraries were open and thriving despite limited resources.
- Members mentioned that Werrington Library had a very active library which was due to relocate and suggested that it could be used as pilot for Civic's work.
- Members sought reassurance that libraries would continue to be supported, especially those in rural areas. This could include the use of mobile libraries. Members commended any attempts by the Council to do so.
- Some members felt that similar ideas for reinvigorating libraries had been proposed in the past, focussing on turning libraries into community hubs that could be used for a wide variety of purposes.
- Members asked if the financial support offered via Civic was the factor that differentiated Civic's approach from these previous approaches. Officers encouraged members to visit the Civic.co website. The organisation worked on projects internationally, including in impoverished and war-stricken areas of the world as well as Cambridgeshire and operated as a social enterprise.
- Officers added that partnership work with Civic was still at an early stage and there was a possibility it would not be pursued. There was however a sense of optimism and confidence about what could be achieved.
- Members noted that there appeared to be no financial cost to the Council of this project and asked how this was possible. Members also requested greater clarity on the meaning of the phrase 'different commercial models for libraries to ensure the sustainability of library services' and whether this meant privatisation.
- Officers responded that there was no financial relationship with Civic. It was possible in the future however that the Council would part-finance a project with Civic and this would go through the Council's normal budget process. Officers

emphasised the importance of verifying the origin of any funding from Civic and this requirement would be written into any agreement with them.

- Officers stated that the library service would remain in the public sector and emphasised the importance of acting ethically. The desire was to generate income via services offered at libraries to support the library service without resorting to draconian measures such as privatisation. Officers expressed caution about any proposals to work with certain large technology companies.
- Members criticised the language of the report, feeling that it failed the 'plain English' test and offered a similar critique of Civic's website.
- Members expressed concern about the financial aspect to the partnership with Civic, stating that it was implausible for the Council to get cost-free benefits without downsides. Members felt that due diligence should be conducted to identify Civic's funding sources prior to entering into a partnership agreement with them and be clear on any future costs of such an agreement to the Council.
- Officers responded that they had had similar concerns prior to Civic's work with Cambridgeshire County Council. Cambridgeshire had therefore already conducted due diligence into Civic including a credit check and director check so many of these concerns have already been answered and it was felt that the organisation was credible. The risks of Peterborough being unsuccessful in pursuing this partnership would primarily be reputational, not financial.
- It was noted that Civic were already working with Cambridgeshire on the County's library service.
- Members asked what the way forward for Peterborough's library service would be if the partnership with Civic was not pursued. Officers responded that the Service Director for Communities and Safety had taken on responsibility for the Vivacity contract and libraries in Cambridgeshire in Autumn 2018. Discussions had therefore already started with Vivacity regarding the development of the library service in Peterborough. These discussions included how to use utilise the upper floor of Central Library. The closure of Bayard Place meant that Central Library was in a challenging location. Officers had investigated opportunities to pursue partnership working with other organisations to bring different services into the library to address this issue. There were no plans for any closures.
- The risk of not pursuing the partnership with Civic would be that any investment in the library service would all have to come from the City Council, rather than seeing if alternative avenues of funding could be explored.
- Officers acknowledged that there had been an element of stagnation in the library service and discussions had therefore been underway about how to grow the service and what the future direction of travel would be.
- Members felt that the Committee's approval for the pilot programme should be conditional on receiving information on the due Diligence already undertaken on Civic by Cambridgeshire County Council as well as receiving an update on progress made during the pilot period to include information on the results of Peterborough City Council's own due diligence checks. This was **UNANIMIOUSLY** agreed.

#### **ACTIONS AGREED:**

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

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 **SUBJECT TO:**
  - a. Receiving a progress update during the pilot period which also allows the Committee to scrutinise the results of the due diligence completed on Civic by Peterborough City Council.
  - b. Receiving a Briefing Note from the Service Director, Communities and Partnerships containing details of the due diligence already undertaken on Civic by Cambridgeshire County Council.
3. Receive progress updates as required.

## 9. REVIEW OF 2018/19 AND WORK PROGRAMME FOR 2019/20

The Democratic Services Officer introduced the report which considered the 2018/19 year in review and looked at the work programme for the new municipal year 2019/20 to determine the Committee's priorities. The report asked the committee to consider if further monitoring of recommendations made during 2018/19 was required.

There were no further comments made.

### **ACTIONS AGREED:**

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

1. Consider 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. Determine its priorities, and approves the draft work programme for 2019/2020 attached at Appendix 1.
3. Note 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
4. Note 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.

## 10. FORWARD PLAN OF EXECUTIVE DECISIONS

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

There were no further comments made.

### **ACTIONS AGREED:**

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

**11. DATE OF NEXT MEETING**

4 September 2019.

Chairman  
7pm– 8.37pm

<b>GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 5
<b>4 SEPTEMBER 2019</b>	<b>PUBLIC REPORT</b>

Report of:	Steve Cox, Executive Director Place & Economy	
Cabinet Member(s) responsible:	Cllr Peter Hiller, Cabinet Member for Strategic Planning, Commercial Strategy and Investment	
Contact Officer(s):	Lewis Banks, Principal Sustainable Transport Planning Officer	Tel. 01733 317465

**PETERBOROUGH CITY COUNCIL'S SUBMISSION TO THE COMBINED AUTHORITY'S LOCAL TRANSPORT PLAN CONSULTATION**

<b>R E C O M M E N D A T I O N S</b>	
<b>FROM:</b> Steve Cox, Executive Director Place & Economy	<b>Deadline date:</b> 4 September 2019
<p>It is recommended that the Growth, Environment and Resources Scrutiny Committee:</p> <ul style="list-style-type: none"> <li>Consider, and make comments as it sees fit, in respect of the Council's proposed consultation response to the Combined Authority's Local Transport Plan.</li> </ul>	

**1. ORIGIN OF REPORT**

1.1 The City Council will be responding to the Combined Authority's Local Transport Plan consultation. This Committee has asked that this report is presented to them for consideration before going to Cabinet and being submitted to the Combined Authority.

**2. PURPOSE AND REASON FOR REPORT**

2.1 The Cambridgeshire and Peterborough Combined Authority is now the transport authority for Peterborough City Council and Cambridgeshire County Council. The Combined Authority has a statutory duty to produce a Local Transport Plan which is currently out to consultation and the Council's proposed response to this consultation is detailed below.

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:

6. Transport, Highways and Road Traffic

2.4 The LTP will have an impact on a number of Council priorities because transport / highway provision can facilitate a number of improvements:

- Drive growth, regeneration and economic development for example by improving highway capacity to unlock the Red Brick Farm and the Norwood development.
- Improve educational attainment and skills for example by improving access to the new University
- Implement the Environment Capital agenda for example by increasing the number of electric vehicle charging posts.

- Achieve the best health and wellbeing for the city for example by improving walking and cycling provisions.

2.5 The LTP will have a number of positive impacts for children, for example by improving access to key services and promoting and enhancing active travel.

### 3. **TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	Date for Cabinet meeting	23 September 2019
---	-----------	--------------------------	-------------------

### 4. **BACKGROUND AND KEY ISSUES**

4.1 The directly-elected Mayor and the Cambridgeshire and Peterborough Combined Authority hold strategic transport powers and are the Local Transport Authority for the Cambridgeshire and Peterborough area. They are responsible for allocating local transport funding to the most important transport needs to help improve traffic flow, reduce congestion, improve road safety, increase walking and cycling and improve accessibility amongst other things. The Combined Authority sets the overall transport strategy for Cambridgeshire and Peterborough, called the Local Transport Plan. Peterborough City Council previously had these powers and produced its own Local Transport Plan (LTP) but this is now a function of the Combined Authority.

The Combined Authority's first draft LTP has been produced and is out to consultation. Currently, the Combined Authority has an Interim LTP; this document brings together the LTPs previously agreed by Cambridgeshire County Council and Peterborough City Council. They are now adopted into a single plan for the whole area until the full LTP is adopted by the Combined Authority.

The Combined Authority has worked closely with Peterborough City Council and Cambridgeshire County Council in producing the LTP and a number of Peterborough City Council officers have been involved in discussing the details contained in the various policies. Officers from the Council and Cambridgeshire County Council have worked collaboratively in producing their respective proposals, ensuring alignment as much as possible.

The draft LTP is out for consultation until 27 September 2019 (further information about the consultation process is included in section 5). The Council will be submitting its response to this consultation and below is the proposed response.

#### 4.2 **Proposed response**

4.21 Peterborough's new Local Plan was recently adopted on 24th July and sets out our approach for the development of Peterborough to 2036 and beyond including the delivery of 19,400 additional homes. Peterborough is the fifth fastest growing city in the UK and having the right infrastructure in the future will be of critical importance for our growth agenda. Large urban extensions are planned at Hampton, Stanground South, Paston Reserve, Gateway Peterborough, Norwood, Great Haddon and at the East of England Showground. The new LTP recognises Peterborough's growth aspirations and highlights a number of key pieces of infrastructure that will be needed to facilitate this growth and we are supportive of the inclusion of these.

One of the most significant and transformative things for Peterborough will be the new independent campus based university on the Embankment. With up to 12,500 students and 1,250 staff, there will be a number of transport challenges to be addressed. We are pleased with the support that the Combined Authority has provided on this so far, including assistance with a bid to Government for new slip roads off the Parkway between junctions 4 and 5 as well as funding this financial year to begin the business case to secure funding for highway improvements. Although road improvements will be necessary the Council and the LTP recognises that a number of walking and cycling improvements will be needed as well and we want to develop these further

with the Combined Authority and to explore funding opportunities.



Images: The Embankment, site of the new University.

4.22 On 24 July this year the Council declared a Climate Emergency that requires urgent action. The Council has committed to a number of actions in order to achieve this which have transport implications including:

- Ensure that all strategic decisions, budgets and approaches to planning decisions are in line with a shift to zero carbon by 2030.
- Support and work with all other relevant agencies towards making the entire area zero carbon within the same timescale.
- Produce an action plan within 12 months, together with budget actions and a measured baseline.
- Request that Council Scrutiny Panels consider the impact of climate change and the environment when reviewing Council policies and strategies.
- Work with, influence and inspire partners across the district, county and region to help deliver this goal through all relevant strategies, plans and shared resources by developing a series of meetings, events and partner workshops.
- Request that the Council and partners take steps to proactively include young people in the process, ensuring that they have a voice in shaping the future.
- Request that the Executive Portfolio holder with responsibility for Climate Change convenes a Citizens' Assembly in 2019 in order to involve the wider population in this process. This group would help develop their own role, identify how the Council's activities might be made net-zero carbon by 2030, consider the latest climate science and expert advice on solutions and to consider systematically the climate change impact of each area of the Council's activities.
- Set up a Climate Change Partnership group, involving Councillors, residents, young citizens, climate science and solutions experts, businesses, Citizens Assembly representatives and other relevant parties. Run competitions in primary, secondary and other educational establishments to seek young people's views.
- Over the following 12 months, the Group will consider strategies and actions being developed by the Council and other partner organisations and develop a strategy in line with a target of net zero emissions by 2030. It will also recommend ways to maximise local benefits of these actions in other sectors such as employment, health, agriculture, transport and the economy chaired by Cllr Cereste. When progress has been made we will consult the wider public at various stages.
- To give councillors and members of the public updates on progress on a regular basis.
- Ensure that all reports in preparation for the 2020/21 budget cycle and investment strategy will take into account the actions the council will take to address this emergency. Seek councils support for budget approval to assist with the coordination of this project.
- Call on the UK Government to provide the powers, resources and help with funding to make this possible, and ask local MPs to do likewise.
- Consider other actions that could be implemented, including (but not restricted to): renewable energy 408 generation and storage, providing electric vehicle infrastructure and encouraging alternatives to private car use, increasing the efficiency of buildings, in particular to address fuel poverty; proactively using local planning powers to accelerate the delivery of net carbon new developments and communities, coordinating a series of information and training events to raise awareness and share good practice. Look to replacing all council vehicles with electric or hybrids including the mayors car as soon practical.



At tonight's full council meeting members unanimously declared a climate emergency and committed to urgent action - you can read the motion here - [bit.ly/2SD75aB](https://bit.ly/2SD75aB)

♡ 37 21:38 - 24 Jul 2019



💬 25 people are talking about this



Image: Tweet about the Climate Emergency declaration.

We would encourage the Combined Authority to declare a Climate Emergency and commit to a number of policies and actions to become zero carbon by 2030 and provide assistance to Peterborough in achieving its climate Emergency goals. Some district Councils in Cambridgeshire as well as the County Council have also declared a Climate Emergency which gives further weight to this important issue.

4.23

The LTP will be the blueprint which shapes the future of transport decisions for years to come. Therefore, it is important that local Members and the general public have ample opportunity to input into this process and having a 3 month consultation period will achieve this. The Council believes that engagement with Members has been effective, two all Member briefings have occurred with a further one planned on 26 September. In addition, the Combined Authority has agreed to present to the Council's Air Quality Task and Finish Group on air quality policies within the LTP. There have been three public consultation events in Peterborough with a fourth planned on 7 September. These have been welcomed but have not been very well attended despite local publicity and direct contact with key local groups. For future consultations we recommend that consideration is given to more innovative engagement methods to get greater participation from the public and special interest groups.



Image: One of the consultation materials produced by the Combined Authority.

4.24

Peterborough is currently developing its Local Cycling and Walking Infrastructure Plans following a successful bid to Government to get external support for this process. Cambridgeshire are also developing Local Cycling and Walking Infrastructure Plans. Further development, expertise and support will be needed to develop the plans further and the Council would welcome further joint working on developing these as well as exploring funding opportunities to achieve significant increases in walking and cycling numbers due to the benefits this can have on congestion, air quality and the health of our residents. In supporting the walking and cycling agenda we are glad that the transport user hierarchy is included within the LTP and that it prioritises walking and cycling as the most important travel modes. In addition to infrastructure, softer measures are also important and lead to an increase in walking and cycling. We encourage the Combined Authority to continue to invest in walking and cycling revenue initiatives in our schools, businesses and with the general public. To reflect this, we would support Cambridgeshire's position that the LTP could be ordered in a different way to reflect the commitment to the user hierarchy, with sustainable modes and initiatives placed towards the front end of the document and road building / private car initiatives towards the end.





Image: Cycle lane in Lower Bridge Street.

- 4.25 We recognise that the Cambridge Autonomous Metro has the potential to truly transform the region. We are pleased that the Combined Authority has funded a mass rapid transit study in Peterborough and we recommend that both of these pieces of work come together so that one joined up connected system that works for the whole area can be developed further and rolled out in the future. Now is the right time for this to happen as approval has just been given to move the Cambridge Autonomous Metro project onto the Outline Business Case stage of development.

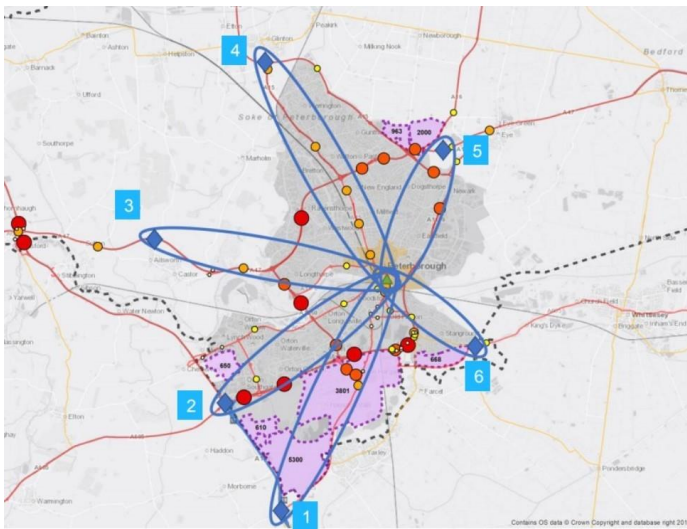


Image: Map showing possible mass rapid transit corridors.

- 4.26 Rail services play an important role in Peterborough and for the region as a whole. There is rightly a lot of information about east / west connectivity within the LTP and we are aligned with Cambridgeshire in a desire for these services to be improved. However, the east west train service (Birmingham to Stansted) is a vital service for our city and whilst it operates an hourly service it has an appalling lack of capacity often resulting in standing room only. This service regularly operates with only two carriages and the operator is aware of the capacity issue because they often issue apologise as a result of it. The Council believes the Combined Authority should take a leadership role to work with the operator to make swift improvements to this essential service.

We would also encourage more details on the importance of the East Coast Mainline. The Council is a member of ECMA (Consortium of East Coast Mainline Authorities) which is made up of a number of local authorities, Combined Authorities and regional authorities from Hertfordshire up into Scotland. This group does a lot of campaigning and economic research to promote the benefits of this rail line and has been instrumental in helping to establish the recent All Party Parliamentary Group for the East Coast Mainline. We would welcome further support in the LTP on this policy and would encourage the Combined Authority to become a member of ECMA.

A timetable change will be implemented in December 2021 and this change will show the true potential of the new Azuma trains and the new timetable will be the biggest change on the East Coast Mainline since it was electrified in 1991 so it is the ideal opportunity to ensure the people

of Peterborough get the services they deserve. A key target, which is mentioned in the LTP, is to have journey times from Peterborough to London in under 40 minutes and this could have a truly transformative impact on the attractiveness of Peterborough as a place for businesses to settle and for people to live.



Image: A new Azuma train.

4.27 Public transport and in particular buses are of vital importance for many of our residents. The Combined Authority now has public transport powers and we are supportive of the bus service review that has taken place and the formation of a task force with officers from Peterborough, Cambridgeshire and the Combined Authority who are developing some of the recommendations that came out of the review. The LTP discusses a number of public transport requirements, with the support of park and ride in Cambridge. Although Peterborough did not have park and ride as a future consideration in its fourth LTP we would encourage the Combined Authority to make sure that Peterborough has the right public transport provision, especially given the planned growth.

4.28 Electric vehicles are of critical importance to the region and the country. Between September 2016 and September 2017, the city saw the biggest increase in electric vehicles anywhere in the country (rising by 52 per cent from 5,425 to 8,249). It is important that this growth continues and we need further joint working to understand how we can roll out the infrastructure needed to support this change. We would encourage the Combined Authority to undertake some feasibility work on what infrastructure is needed and how this can be rolled out, looking at initiatives for on-street residential parking, further taxi infrastructure (Peterborough recently secured Government funding to install four rapid chargers for taxis) and buses amongst other considerations such as the energy requirements for the region. We are of the same opinion as Cambridgeshire in that the LTP should seize the opportunity to state an aim for the region to have a world class network of electric vehicles and charging infrastructure.



Image: Electric taxi charging in Peterborough.

4.29 Road safety is of paramount importance to the Council and we are fully supportive of the safe systems approach and the goal of zero fatalities or serious injuries, a vision that is also shared by Cambridgeshire. We look forward to working with the Combined Authority to achieve this goal and recommend that a group is setup to further develop this vision and to ensure that the resources and expertise from all road safety practitioners are in place to make this a reality.

- 4.30 The Council is pleased that the important major schemes have been included in the LTP. The Council has been a member of the A47 Alliance, a group of local authorities and other bodies who are campaigning for full dualling from the A1 interchange into Suffolk, a goal that is also shared by Cambridgeshire County Council. We would welcome further emphasis on improving the A1 north of junction 17 given the level of traffic delay, the dualling of the A47 from Wansford to Sutton and the dangerous access at the Wittering junction. The inclusion of a number of local highways schemes is supported as most of these have been in our previous LTPs and are in our new Local Plan so will be supporting the creation of more jobs and houses.
- 4.31 The LTP rightly talks about harmonising standards between Peterborough and Cambridgeshire, particularly around highway maintenance standards. This is an important consideration but the document should make clear that this will be achieved by bringing standards up to the highest level and not by improving one set of standards at the detriment to others.
- 4.32 We welcome the commitment of the LTP to “integrate environmental considerations, including biodiversity net gain, into our thinking throughout the development of the future transport network and ensure that all new transport schemes cause minimal disruption to the environment both during construction and operation.” However, greater commitment is required if the Combined Authority is to truly demonstrate its support of Natural Cambridgeshire Local Nature Partnership’s ambition to double the area of rich wildlife habitat and natural greenspaces by 2050 (as endorsed at the Combined Authority Board Meeting 31/07/19) and meet the expectation that mandatory net gain will be included within the forthcoming Environment Act, expected September 2019 (as highlighted within the Chancellor’s spring statement).



Images: Botolph Green pond and a section of the Green Wheel in Hampton.

We welcome the inclusion of metrics for environmental net gain. This should be developed in consultation with Natural Cambridgeshire Local Nature Partnership, local government officers, statutory bodies and nature conservation organisations (e.g. Wildlife Trust). Local natural capital investment planning should be undertaken to identify the most effective way to deliver appropriate environmental net gain across the region and individual projects.

In terms of biodiversity net gain, the metric should follow Natural England’s new biodiversity net gain metric (version 2.0), which is expected to be published by the end of July 2019. We suggest that a target of 20% net gain in biodiversity value be set across the LTP projects, in order to deliver a measurable net gain in biodiversity (NPPF 2019). This figure has been derived locally through consultation with local government ecologists and Wildlife Trust based on Cambridgeshire & Peterborough having a more impoverished natural environment than most of England. It is also important that all projects deliver long-term management in order for habitats to establish and achieve biodiversity net gain.

- 4.33 The schemes identified (Parkway Network; Eastern Industries & Fengate; Stanground) have the potential to negatively impact on the natural environment including Orton Pit International Site (adjacent to A1139 Parkway) and Local Wildlife Sites (adjacent to A1260 Nene Parkway and Storeys Bar Road, Fengate), as well as protected species. In planning and delivering these schemes the Council will adhere to the biodiversity mitigation hierarchy and also deliver measurable biodiversity net gain and we think this commitment should be reflected within the LTP.

4.34 Greater detail is required within policy 9 to demonstrate how the Combined Authority will achieve net environmental gain as part of the LTP, especially to demonstrate how it will help deliver double the area of rich wildlife habitat and natural greenspace by 2050 (Section 5, NSSF Part 2). Policy 9, and throughout the wider LTP document, implies there is “high quality” natural environment across the Combined Authority area, which is not correct. It is important that the LTP assessment recognises that while there are some areas of high quality natural environment, these are relatively small isolated sites across an impoverished landscape. Riquotte, J. (2019) shows there has been significant decline in biodiversity value across Cambridgeshire and Peterborough due to agricultural intensification and development (e.g. housing) with the loss of 84% of our semi-improved grassland since 1930s (from 23.7% of land cover in the 1930s to 4.5% by 2018). By 2018, habitats of potential high biodiversity value (semi-natural and marshy grassland, woodland, scrub and trees and water) only account for 11.4% land of the Cambridgeshire and Peterborough; and only 6.4% of the area has any nature conservation designation.

Small isolated habitats and the species they support are vulnerable to additional pressures, such as pollution and climate change. Any subsequent sterilisation of the landscape, such as LTP projects, have the potential to have a significant impact on the remnant habitats and the resilience of the habitats and species to adapt to these and future pressures. Policy 9 should seek to protect the existing biodiversity assets and avoid adverse impact to any nature conservation designations (including locally important sites) wherever possible through the delivery of the LTP.

Furthermore, Policy 9 should demonstrate how the Combined Authority will ensure the conservation of biodiversity, and wider environmental net gain will be delivered. Some of the LTP projects may conflict with the habitat opportunities map produced by Riquotte, J. (2019), which identify the best location for the creation of semi-natural grassland, wet grassland / wetland and broadleaved / mixed woodland. We therefore recommend that a clear green infrastructure / biodiversity strategy across the Combined Authority is produced to identify the most effective way to deliver appropriate environmental net gain as part of the LTP, such as the use of natural capital investment planning, and deliver strategic scale biodiversity enhancement across the region and delivery of landscape-scale projects (e.g. Great Fen) to ensure the protection of existing biodiversity and overall measurable biodiversity net gain.



Image: Hampton Lake and the River Nene.

Policy 9 should also provide a commitment to a specified level of biodiversity net gain upon which the LTP projects will be delivered and recommend that 20% increase in order to deliver a measurable net gain in biodiversity (NPPF 2019) - this figure has been derived locally through consultation with local government ecologists and Wildlife Trust based on Cambridgeshire & Peterborough having a more impoverished natural environment than most of England. Greater Cambridge Partnership are also looking to implement this figure within their projects.

Policy 9 should also commit the Combined Authority to long-term management of the biodiversity assets for the lifetime of the operational phase of the transport projects, to continue the conservation of habitats and prevent biodiversity loss in the long-term.

4.35 In conclusion we are supportive of the LTP; of the collaborative process followed between the Council, Cambridgeshire County Council, the Greater Cambridge Partnership and the Combined Authority; the level of consultation undertaken; and would welcome the inclusion of the points

that we have made above.

## **5. CONSULTATION**

5.1 Public consultation started on 17 June and finishes on 27 September 2019. Three public consultation events have happened and a further one is planned on 7 September. Details of these are given below.

- Sat 22 Jun, 10am-3pm, Peterborough Town Hall
- Thu 04 Jul, 3pm-8pm, Peterborough Town Hall
- Tue 16 Jul, 3pm-8pm, Peterborough Town Hall
- Sat 07 Sep, 10am-3pm, Peterborough Town Hall

The consultation has been well publicised and details of the events and how to respond are also on the Council and Combined Authority's website. An email was sent to all Peterborough City Council councillors notifying them about the consultation. A number of Council officers have been consulted in the development of this document.

## **6. ANTICIPATED OUTCOMES OR IMPACT**

6.1 The LTP has a wide ranging impact on the future of Peterborough including areas such as highway funding, growth, the local economy, health, air quality, safety, accessibility and the environment. Therefore, it has been important that Officers have been involved in the process and that the Council responds to the consultation.

## **7. REASON FOR THE RECOMMENDATION**

7.1 The LTP is a statutory document that the Combined Authority must produce and given its importance to Peterborough and the wider area it is essential that the Council responds to the consultation.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

8.1 To not respond to the consultation. This has been rejected because of the importance of this document and its future implications.

To produce a different consultation response. The draft response has been developed by a number of Officers and will be considered by this Committee before going to Cabinet for consideration before submission.

## **9. IMPLICATIONS**

### **Financial Implications**

9.1 No direct financial implications are associated with this report but the document will allow the Council to secure future highway funding through a number of different methods.

### **Legal Implications**

9.2 There are no legal implications to the Council as the Combined Authority now has statutory duties with regards to producing an LTP.

### **Equalities Implications**

9.3 A Community Impact Assessment (CIA), incorporating a Health Impact Assessment (HIA), and an Equality Impact Assessment (EqIA) compliant with the Equality Act 2010 have been produced along with the main LTP.

## **Rural Implications**

- 9.4 There are a number of rural policies within the LTP aimed at supporting and enhancing the rural areas.

### **Environmental Implications**

- 9.5 The LTP has a number of positive impacts for the Council's Environment Capital priority including reducing emissions; improving sustainable travel; improving equity and local economy; and improving health and well-being.

## **10. BACKGROUND DOCUMENTS**

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

Combined Authority Interim Local Transport Plan

<http://cambridgeshirepeterborough-ca.gov.uk/assets/Transport/Interim-Transport-Plan-170628.pdf>

Draft Local Transport Plan

<https://cambridgeshirepeterborough-ca.gov.uk/about-us/programmes/transport/ltpl/>

Declaration of our Climate Emergency

<https://democracy.peterborough.gov.uk/documents/s39660/12.%20Motions%20on%20Notice.pdf>

Riquotte, J (2019) Mapping natural capital and opportunities for habitat creation in Cambridgeshire. Cambridgeshire Biodiversity Partnership. <http://www.cbiodiversity.org.uk/wp-content/uploads/2018/08/Cambridgeshire-habitat-mapping-final-report-FINAL.pdf>

## **11. APPENDICES**

- 11.1 N/A

<b>GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 6
<b>4 SEPTEMBER 2019</b>	<b>PUBLIC REPORT</b>

Report of:	Adrian Chapman, Service Director - Communities and Safety	
Cabinet Member(s) responsible:	Councillor Marco Cereste - Cabinet Member for Waste and Street Scene and the Environment	
Contact Officer(s):	Christine May, Assistant Director, Cultural and Community Services (CCC); Amy Donovan, Coroner Service Manager	Tel.01223 703521 01223 379839

**CORONER SERVICE UPDATE REPORT**

R E C O M M E N D A T I O N S	
<b>FROM:</b> David Heming - HM Senior Coroner for Cambridgeshire and Peterborough	<b>Deadline date:</b> N/A
It is recommended that the Growth, Environment and Resources Scrutiny Committee scrutinises and comments on the services described in this report.	

**1. ORIGIN OF REPORT**

1.1 The report is presented to the Growth, Environment and Resources Scrutiny Committee following a request from the Service Director - Communities and Safety and the Assistant Director - Cultural and Community Services.

**2. PURPOSE AND REASON FOR REPORT**

2.1 This report provides an update for Members on the Coroner Service and highlights the current issues and challenges facing the Service.

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. 2.1 Functions determined by Council:

10. Partnerships and Shared Services

2.3 The Coroner is an independent Judicial Officer. He investigates deaths that have been reported to him if there is reason to think:

- the death was violent or unnatural
- the cause of death is unknown, or
- the deceased died while in prison, police custody or another type of state detention

The service also works closely with partner organisations to support work to preserve life by providing statistical information and identifying areas where action can be taken to prevent future deaths. In this way, the Coroner Service links to the Council's following Strategic Priorities:

- Safeguarding vulnerable children and adults
- Keeping all our communities safe, cohesive and healthy
- Achieving the best health and wellbeing for the city

### 3. **TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	N/A
---	-----------	----------------------------------	-----

### 4. **BACKGROUND AND KEY ISSUES**

4.1 The joint Cambridgeshire and Peterborough coronial jurisdiction was created on 1 August 2015 when the Her Majesty's (HM) Senior Coroner, David Heming was appointed. The service is based at Lawrence Court in Huntingdon. HM Coroner conducts investigations into deaths that are unexpected or unexplained, including those where it is suspected that the deceased died a violent or unnatural death, the cause of death is unknown, or the deceased died while in custody or otherwise in state detention. HM Coroner determines the identity of the deceased and how, when and where they died. Around half of all deaths across the jurisdiction are referred to the Coroner. The duties of HM Coroner and the statutory duties of the service and the local authority are set out in the Coroner and Justice Act 2009. Over the past year there have been some notable successes, however there are also significant pressures on the service. This report sets out these service improvements, issues and challenges.

#### 4.2 **Service Improvements**

##### 4.2.1 Medical Examiner Service

From April 2019 a new Medical Examiner (ME) scheme is being rolled out within hospitals in England and Wales. The ME scheme introduces a new level of scrutiny whereby *all* deaths will be subject to either a medical examiner's scrutiny or a coroner's investigation. These reforms follow various independent reviews and reports stemming from the Harold Shipman murders.

Originally ME schemes were to be the responsibility of local authorities. However, following many reviews and consultations (from 2009 to 2017), the Department of Health and Social Care moved the responsibility to local Health Trusts and also reduced the scope of the initial roll-out to Secondary Care providers (hospitals). The roll out for Primary Care providers (GPs) will follow at a later date yet to be confirmed. Across this jurisdiction we have 4 hospitals impacted by these changes.

At a very early stage the Coroner Service recognised that, to achieve operational efficiencies, new ME schemes and coroner processes must align to ensure that bereaved families receive a timely and professional service and are not lost in the system. The Service has hosted partnership meetings inviting MEs, bereavement teams, pathologists, mortuary services and registration services to plan and discuss how the new service will operate and be integrated in the work of the partners including the Coroner Service. We now have excellent working relationships with all of the MEs in our area who are also sharing lessons learnt. The ME Scheme at Addenbrookes Hospital is leading the way in terms of implementation, just ahead of Papworth. Medical Examiners have been appointed at Peterborough City Hospital and they are planning the roll out of their scheme. The partnership working between HM Coroner and the Addenbrookes ME is exceptionally effective and has been recognised nationally as an example of best practice. This allows us to be increasingly efficient with our processes as well as improving the experience received by bereaved families, and will be of benefit as the scheme rolls out elsewhere.

##### 4.2.2 Coroner Case Management System and Referral Portal

In 2017 a new case management system (CMS) was introduced. This system has radically improved the process for managing cases referred to HM Coroner, introducing electronic signatures and moving the vast majority of communications with partners to email rather than paper forms and post. The CMS also provides the opportunity to develop an electronic referral system for doctors, to replace the paper based telephone referrals previously received. The service has worked hard to develop the portal at Addenbrookes Hospital and it was first rolled out to a test site at the hospital in November 2018. This has proved extremely successful,



enabling doctors to refer cases at any time of the day or night without leaving the ward, and Coroners Officers can manage case distribution and investigation in a more planned and efficient way.

The portal has now been rolled out to the majority of medical areas at Addenbrookes Hospital along with all of Papworth Hospital and the Arthur Rank Hospice. The Service is ready to roll out at Peterborough City Hospital and Hinchingsbrooke Hospital as soon as the ME scheme launches. HM Coroner has written to all GPs and we have been very pleased with the positive reception received from them. Over 90% of GPs provided the initial information required immediately. All GP information has now been gathered and the portal will be rolled out in a managed staged process that will be completed by November 2019. This will allow GPs to refer cases to HM Coroner electronically. Cambridgeshire & Peterborough is the first jurisdiction in the country to successfully introduce this solution. It will remove the need for our staff to re-key information as well as simplifying the referral process for our partners.

#### 4.2.3 Accommodation

Local authorities are obliged to provide suitable accommodation for the Coroner Service. The current accommodation in Lawrence Court, Huntingdon, was previously shared with Huntingdon Registration Service. The Registration Service relocated from Lawrence Court to Huntingdon Library in March 2019, enabling the Coroner Service to address overcrowding in the offices and make use of some additional space to provide a small second court. HMC also negotiated free use of the Huntingdon Law Court facility for larger jury inquests. Work has also been completed recently to address some structural issues on the first floor of Lawrence Court and the building now has potential to be further improved for the Coroner Service. Managers are preparing a business case for funding for these improvements.

### 4.3 **Service Challenges**

#### 4.3.1 Service Challenges

The Coroner Service continues to face significant challenges due to several unavoidable pressures resulting in increasing workloads. Workload increases can be attributed to three main causes: the complexity of the coronial area; the increasing complexity of the cases referred; and the historic backlog that must be tackled alongside the other pressures.

#### 4.3.2 Complexity of the Coronial Area

There are four main hospitals in the Area, and as specialist teaching hospitals, Addenbrookes and Papworth produce a significant number of exceptionally complex hospital deaths that require an inquest. These entail specialist reports and witnesses, and can be difficult to investigate and conclude. These cases take up additional officer and Coroner time that is not obvious in overall reported death statistics. Similarly there are 4 prisons across the area. During the period from 1 June 2017 to 31 May 2019 HMC opened inquests for 15 prison deaths. All of these are deaths in state detention and require jury inquests, several are also Article 2 inquests where the State or 'its agents' have 'failed to protect the deceased against a human threat or other risk'. These are complex high profile cases that require a significant time investment.

#### 4.3.3 Increasing Complexity of Inquest cases

Although the total number of referrals has not increased in 2018/19, this is due in part to the significant work that HMC and the service has done to reduce the number of simple cases that were being referred to HMC unnecessarily. HMC has worked closely with the newly set up Medical Examiners and other partners to provide advice, training and support to avoid unnecessary referrals. This means that, whilst the number of referrals has remained constant, there is an increase in the proportion of complex and highly complex cases. This is demonstrated to some extent by analysing conclusions at inquest. The percentage of inquests with a conclusion of a Suicide or Drug Related Death rose from 15.6% in 2017 to 21.6% in 2018; these deaths are linked to mental health issues which require significant investigation. Inquests with an unclassified conclusion (where a narrative is required because they do not fit into the standard set of conclusions) also rose from 10.5% to 19.2%; these cases are often medically based, usually require significant investigation and are often highly complex. At the

same time there was a significant reduction in the percentage of simpler Natural Cause conclusions (dropping from 38.3% to 17.2%). In the past few years there has been increased national and local media scrutiny of many of the inquests held by the Coroner, this has most recently been seen with the case of Rosa King. The number of media enquiries related to Coroner cases has risen from below 10 in each of 2014-16, to 133 in 2018.

#### 4.3.4 Historic Backlog

Prior to 2015 a backlog of cases had built up across the jurisdictions (see below). The Coroner and Justice Act 2009 requires that all inquest cases are heard within 6 months and HMC is required to provide an annual report to the Chief Coroner of England & Wales of all cases that remain open after 12 months. Despite making significant in-roads into the backlog numbers in 2017, in 2018 the increasing pressures outlined above meant that in April 2019 our area reported 86 cases open after 12 months. This is significantly higher than most coronial areas.

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Cases Opened	344	347	373	375	353	307	359	468	476	443
Cases Closed	339	334	363	333	341	328	391	461	603	449
Balance	5	13	10	42	12	-21	-32	7	-127	-6

#### 4.3.5 Increasing costs of contracted services

Through negotiation with suppliers and robust management we have avoided cost increases on these contracts for several years. However as part of contract renewals cost increases are now inevitable:

- (i) **Body Removals Contract**  
In 2018 the body removals contract was required to be re-tendered. This has resulted in some increased costs, partly due to the relocation of Papworth Hospital to a shared Cambridge site with no mortuary facility. Although we have now secured reliable local funeral directors for the storage of HMC community deaths, these additional requirements are reflected in the increased costs.
- (ii) **Body Storage and Post Mortem Arrangements**  
Work previously undertaken at Papworth has been relocated to Addenbrookes and Peterborough City Hospital (PCH). The hospital Service Level Agreements for both Addenbrookes and PCH required review following these changes. The hospitals have also reviewed their costs as part of this process; PCH require a significant increase immediately and Addenbrookes will increase their charges in 2020.

#### 4.3.6 Staff Issues

The ability of the service to meet targets for investigating cases in the complex environment described above can sometimes be challenging, and the need for the service to be able to maintain staffing levels (by taking on additional staff to cover absences) to deal with the immediate referrals received and the rising levels of inquest work is of paramount importance. This inevitably adds to budget pressures.

#### 4.3.7 Mitigations

The Assistant Director, HMC and Service Manager have reviewed the issues across the service. The transfer of the service to a new directorate will also enable the Service Director for Communities and Safety to review the issues in depth, and agree necessary mitigations. It is also the intention of the service to present to this Committee at regular intervals to ensure Members are kept fully informed of progress.

Additionally, a short term (12-month) increase in the service's budget has been agreed, to enable the backlog to be removed and to manage more effectively the increases in demand, whilst at the same time carrying out a review of the processes within the service. The service has already made a number of changes to manage the increased demand, including covering

absences due to maternity and long term sickness. Going forwards, a proposed revised staffing structure has been designed that meets the increased work resulting from the issues described above. In particular, we need to lower the ratio of cases to officers to reflect the increased complexity of cases and the time they take to investigate and bring to inquest.

## **5. CONSULTATION**

- 5.1 The Senior Coroner and the Service Manager have contacted peers in other jurisdictions to identify best practice in order to inform process design and the redesigned structure of the service moving forward.
- 5.2 A consultation with staff working within the Service will be undertaken as part of the proposed structure changes.

## **6. ANTICIPATED OUTCOMES OR IMPACT**

- 6.1 Feedback from Members of the Committee will help to ensure that the next phase of development and delivery of the service reflects their views.

## **7. REASON FOR THE RECOMMENDATION**

- 7.1 Officers felt it was important for Members to be aware of the challenges facing the service, as well as recent modernisation achievements in the service.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 As noted above, work has been ongoing to make internal processes more efficient and streamlined. This is a demand-driven service, only the Coroner can make decisions about what reports and services are required as part of investigations, so alternative options are extremely limited.

## **9. IMPLICATIONS**

### **Financial Implications**

- 9.1 The service is reviewing its current demands and will bring forward any additional resource implications as part of finance reports and business planning. The budget for 2019/20 is £1.7M split on a 65:35 ratio (CCC:PCC).

### **Legal Implications**

- 9.2 The Local Authority has a statutory duty to provide the necessary resource to support the work of HMC.

### **Equalities Implications**

- 9.3 *There are no significant implications*

### **Rural Implications**

- 9.4 *There are no significant implications*

### **Risk**

- 9.5 This is a high profile service and therefore carries reputational risk implications.

## **10. BACKGROUND DOCUMENTS**

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

- 10.1 **A Model Coroner's Office: the Chief Coroner's Recommended Model.** Annex B to

the Report of the Chief Coroner to the Lord Chancellor: Fifth Annual Report 2017-18 (p57-).  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/764720/report-of-the-chief-coroner-lord-chancellor-2017-18.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/764720/report-of-the-chief-coroner-lord-chancellor-2017-18.pdf)

**11. APPENDICES**

11.1 None

<b>GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 7
<b>4 SEPTEMBER 2019</b>	<b>PUBLIC REPORT</b>

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

**MONITORING SCRUTINY RECOMMENDATIONS**

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

**1. ORIGIN OF REPORT**

1.1 The Growth, Environment and Resources Scrutiny Committee agreed at a meeting held on 28 June 2017 that a report be provided at each meeting to note the outcome of any recommendations made at the previous meeting held thereby providing an opportunity for the Committee to request further monitoring of the recommendation should this be required.

**2. PURPOSE AND REASON FOR REPORT**

2.1 The report enables the Growth, Environment and Resources Scrutiny Committee to monitor and track progress of recommendations made to the Executive or Officers at previous meetings.

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:*

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

### 3. **TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	N/A
---	-----------	----------------------------------	-----

### 4. **BACKGROUND**

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

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

### 5. **ANTICIPATED OUTCOMES OR IMPACT**

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

### 6. **REASON FOR THE RECOMMENDATION**

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

### 7. **BACKGROUND DOCUMENTS**

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

7.1 Minutes of the Growth, Environment and Resources Scrutiny meetings held 7 November 2018, 9 January 2019, 13 March 2019 and 10 July 2019.

### 8. **APPENDICES**

8.1 Appendix 1 – Recommendation Monitoring Report

RECOMMENDATIONS MONITORING REPORT 2019-20 and 2018-19

GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
<b>2019/20</b>					
10 JULY 2019	Councillor Marco Cereste – Cabinet Member for Waste and Street Scene	<b>6. Report of the Task and Finish Group to Review Fly Tipping and Waste Policy – Phase 2</b>	The Growth, Environment and Resources Scrutiny Committee <b>RESOLVED</b> to endorse the report and recommendations for submission to Cabinet.	July 15 Cabinet Meeting:  Cabinet considered the report and <b>RESOLVED:</b>  1. To endorse the Task and Finish Group Review Fly Tipping and Waste Policy report (Appendix 1 to the report) and recommendations for implementation.  2. For recommendations where financial implications have been identified agree that a business case be produced and brought back to Cabinet for approval.	<b>Ongoing</b>
<b>2018/19</b>					

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
7 NOVEMBER 2018	Cllr Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development	<b>AFFORDABLE HOUSING NEED AND DELIVERY</b>	<p><b>RECOMMENDATION</b></p> <p>The Growth, Environment and Resources Scrutiny Committee <b>RESOLVED</b> to recommend that Cabinet examines the viability of setting up a Housing Revenue Account (HRA).</p>	<p>Response from Cabinet Member:</p> <p>I'd be happy to recommend to Cabinet that we examine the viability of setting up a Housing Revenue Account (HRA).</p> <p>A further update has been provided in June 2019 from the Acting Corporate Director of Resources and may be accessed via the following link:</p> <p><a href="https://docs.google.com/document/d/1basy8p9kpEHFi78Nssto1j-WK2QKzTy_o94LbkLSJ-Q/edit?usp=sharing">https://docs.google.com/document/d/1basy8p9kpEHFi78Nssto1j-WK2QKzTy_o94LbkLSJ-Q/edit?usp=sharing</a></p>	<b>Ongoing.</b>
9 JANUARY 2019	Cllr Cereste, Cabinet Member for Waste and Street Scene	<b>TASK AND FINISH GROUP TO REVIEW FLY TIPPING AND WASTE POLICY</b>	<p><b>RECOMMENDATION</b></p> <p>The Growth, Environment and Resources Scrutiny Committee endorsed the report and recommendations as interim</p>	Interim recommendations endorsed by Cabinet on 04/02/19:	<b>Ongoing.</b>



Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
			documents for submission to Cabinet on 4 February 2019.	<p>Cabinet considered the report and <b>RESOLVED</b> to:</p> <ol style="list-style-type: none"> <li>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.</li> <li>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 Task and Finish Group's interim report.</li> <li>3. Support the Task and Finish Group in their further work on the specified additional work as requested by</li> </ol>	

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
				<p>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.	<b>5. Corporate Strategy 2019-2021</b>	The Committee also <b>RESOLVED</b> 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 note, on 16/04/2019.</p> <p>Sent to committee members on 11/06/2019.</p>	<b>Ongoing.</b>
13 MARCH 2019	Cllr John Holdich – Leader of the Council and Deputy Mayor of	<b>5. Corporate Strategy 2019-2021</b>	The Growth, Environment and Resources Scrutiny Committee <b>RESOLVED</b> to endorse the	Recommendations sent to Cllr Holdich, Cllr Fitzgerald and Amanda	<b>Ongoing.</b>

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
	the Cambridgeshire and Peterborough Combined Authority		proposed Corporate Strategy 2019-2021 to be approved by Cabinet in June 2019 and Full Council in July 2019.	Askham on 18/03/2019.  At the time of publication, the strategy had yet to go to Cabinet.	
					<b>Ongoing</b>

This page is intentionally left blank

<b>GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 8
<b>4 SEPTEMBER 2019</b>	<b>PUBLIC REPORT</b>

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

**FORWARD PLAN OF EXECUTIVE DECISIONS**

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

**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?	<b>NO</b>	If yes, date for Cabinet meeting	N/A
---	-----------	----------------------------------	-----

#### **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 16 September 2019.
- 4.2 The information in the Forward Plan of Executive Decisions provides the Committee with the opportunity of considering whether it wishes to seek to influence any of these executive decisions, or to request further information.
- 4.3 If the Committee wished to examine any of the executive decisions, consideration would need to be given as to how this could be accommodated within the work programme.
- 4.4 As the Forward Plan is published fortnightly any version of the Forward Plan published after dispatch of this agenda will be tabled at the meeting.

#### **5. CONSULTATION**

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

#### **6. ANTICIPATED OUTCOMES OR IMPACT**

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

#### **7. REASON FOR THE RECOMMENDATION**

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

#### **8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 N/A

#### **9. IMPLICATIONS**

##### **Financial Implications**

- 9.1 N/A

##### **Legal Implications**

- 9.2 N/A

#### **10. BACKGROUND DOCUMENTS**

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

- 10.1 None

#### **11. APPENDICES**

- 11.1 Appendix 1 – Forward Plan of Executive Decisions

# **PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS**

PUBLISHED: 16 AUGUST 2019

# FORWARD PLAN

## **PART 1 – KEY DECISIONS**

In the period commencing 28 clear days after the date of publication of this Plan, Peterborough City Council's Executive intends to take 'key decisions' on the issues set out below in **Part 1**. Key decisions relate to those executive decisions which are likely to result in the Council spending or saving money in excess of £500,000 and/or have a significant impact on two or more wards in Peterborough.

If the decision is to be taken by an individual Cabinet Member, the name of the Cabinet Member is shown against the decision, in addition to details of the Councillor's portfolio. If the decision is to be taken by the Cabinet, this too is shown against the decision and its members are as listed below:  
Cllr Holdich (Leader); Cllr Fitzgerald (Deputy Leader); Cllr Ayres; Cllr Cereste; Cllr Hiller; Cllr Seaton; Cllr Walsh; Cllr Allen and Cllr Farooq.

This Plan should be seen as an outline of the proposed decisions for the forthcoming month and it will be updated on a fortnightly basis to reflect new key-decisions. Each new Plan supersedes the previous Plan and items may be carried over into forthcoming Plans. Any questions on specific issues included on the Plan should be included on the form which appears at the back of the Plan and submitted to philippa.turvey@peterborough.gov.uk, Democratic and Constitutional Services Manager, Legal and Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388039). Alternatively, you can submit your views via e-mail to or by telephone on 01733 452460. For each decision a public report will be available from the Democratic Services Team one week before the decision is taken.

## **PART 2 – NOTICE OF INTENTION TO TAKE DECISION IN PRIVATE**

Whilst the majority of the Executive's business at the Cabinet meetings listed in this Plan will be open to the public and media organisations to attend, there will be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. In these circumstances the meeting may be held in private, and on the rare occasion this applies, notice will be given within **Part 2** of this document, 'notice of intention to hold meeting in private'. A further formal notice of the intention to hold the meeting, or part of it, in private, will also be given 28 clear days in advance of any private meeting in accordance with The Local Authorities (Executive Arrangements) Meetings and Access to Information) (England) Regulations 2012.

The Council invites members of the public to attend any of the meetings at which these decisions will be discussed (unless a notice of intention to hold the meeting in private has been given).

## **PART 3 – NOTIFICATION OF NON-KEY DECISIONS**

For complete transparency relating to the work of the Executive, this Plan also includes an overview of non-key decisions to be taken by the Cabinet or individual Cabinet Members, these decisions are listed at **Part 3** and will be updated on a weekly basis.

You are entitled to view any documents listed on the Plan, or obtain extracts from any documents listed or subsequently submitted to the decision maker prior to the decision being made, subject to any restrictions on disclosure. There is no charge for viewing the documents, although charges may be made for photocopying or postage. Documents listed on the notice and relevant documents subsequently being submitted can be requested from Philippa Turvey, Democratic and Constitutional Services Manager, Legal and Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388038), e-mail to [philippa.turvey@peterborough.gov.uk](mailto: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](http://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 16 SEPTEMBER 2019**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>Uncollectable Debts in Excess of £10,000 – KEY/16SEPT19/01</b>                      To authorise the write-off of uncollectable debts shown as outstanding in respect of non-domestic rates, council tax, housing benefit overpayments and accounts receivable (sundry debt) accounts. All cases requested for write-off follow a lengthy process to recover the outstanding money, sometimes dating back many years. Only once all avenues have been exhausted will the council consider writing off debt.</p>	<p><b>Councillor Seaton, Cabinet Member for Finance</b></p>	<p><b>November 2019</b></p>	<p>Growth, Environment, &amp; Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Peter Carpenter, Acting Corporate Director Of Resources, Tel: 01733 452520, Email: peter.carpenter@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>To agree the future of the Northminster (Market) multi-storey car park - KEY/16SEPT19/02</b></p> <p>The decision required is whether to refurbish the car park and extend its life for up to 10 years or to demolish it.</p>	<p><b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>August 2019</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>Relevant internal and external stakeholders.</p>	<p>Stuart Macdonald. Head of Property. Tel: 07715 802 489. Email: stuart.macdonald@peterborough.gov.uk</p>	<p>Rolton Engineer Group Report. SKANSKA Engineer Report</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**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>1. <b>Affordable Warmth Strategy 2019 – 2021 - KEY/17APR17/03</b>                      Recommendation to approve the Affordable Warmth Strategy 2019 – 2021</p>	<p><b>Councillor Walsh, Cabinet Member for Communities</b></p>	<p><b>August 2019</b></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>

43

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>2. <b>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</b>            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><b>Councillor Seaton, Cabinet Member for Finance</b></p>	<p><b>August 2019</b></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>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>	
45	<p><b>3. ICT Infrastructure works for Fletton Quays – KEY/13NOV17/02</b> To agree to the procurement of ICT infrastructure works for Fletton Quays</p>	<p><b>Councillor Seaton, Cabinet Member for Finance</b></p>	<p><b>August 2019</b></p>	<p>Growth, Environment &amp; Resources Scrutiny Committee</p>	<p>N/A</p>	<p>Relevant internal and external stakeholders</p>	<p>Peter Carpenter, Acting Corporate Director, Resources Tel: 07920160122 Email: Peter.carpenter@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published. The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>
	<p><b>4. Expansion and Remodelling of Marshfields School – KEY/11DEC17/03</b> To approve the proposed expansion and remodelling of Marshfields school</p>	<p><b>Cabinet Member for Children’s Services and Education, Skills and University</b></p>	<p><b>August 2019</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>Dogsthorpe Ward</p>	<p>Relevant internal and external stakeholders.  Public Consultation Meeting</p>	<p>Sharon Bishop, Capital Projects &amp; Assets Officer Tel: 01733 863997 Email: Sharon.bishop@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  School Organisational Plan</p>

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
46	<p><b>5. A605 Whittlesey Access Phase 2 - Stanground Access - KEY/25DEC17/03</b> 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><b>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>August 2019</b></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: <a href="https://www.peterborough.gov.uk/upload/www.peterborough.gov.uk/residents/transport-and-streets/A605Application.pdf?inline=true">https://www.peterborough.gov.uk/upload/www.peterborough.gov.uk/residents/transport-and-streets/A605Application.pdf?inline=true</a></p>

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
6.	<p><b>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</b></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><b>Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment</b></p>	<p><b>August 2019</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central, North &amp; Park wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Community engagement with local residents, businesses &amp; partner organisations</p>	<p>Charlotte Palmer, Group Manager – Transport and Environment, charlotte.palmer@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>Budget allocation in MTFP 2017/18</p>
7.	<p><b>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</b></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><b>Councillor Seaton, Cabinet Member for Finance</b></p>	<p><b>August 2019</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central, North &amp; 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>

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>8.</b> <b>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</b> public realm improvements within the CAN Do area</p>	<p><b>Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>August 2019</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central, North &amp; Park wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Community engagement with local residents, groups, businesses and partner agencies</p>	<p>Charlotte Palmer, Group Manager – Transport and Environment, charlotte.palmer@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>Budget allocation £3m in MTFP 2017/18</p>
<p><b>9.</b> <b>Extension to the Section 75 Agreement for Learning Disabilities Services - KEY/30APR18/01</b> Extension of the existing staff and commissioned arrangements for a period of 12 months</p>	<p><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health &amp; Public Health</b></p>	<p><b>August 2019</b></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>



<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>10. <b>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</b>            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><b>Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>August 2019</b></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>

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
50	<p><b>11. Disposal of freehold in Centre of the City - KEY/12JUN18/01</b> To delegate authority to the Corporate Director of Growth and Regeneration to sell the property</p>	<p><b>Councillor Seaton, Cabinet Member for Finance</b></p>	<p><b>August 2019</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>Relevant internal and external stakeholders</p>	<p>Peter Carpenter, Acting Corporate Director, Resources Tel: 0792016012 2 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><b>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).</b></p>

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
12.	<p><b>To approve the awarding of contracts to external providers following a competitive tender exercise led by Cambridgeshire County Council. - KEY/25JUNE18/02</b></p> <p>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><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health &amp; Public Health</b></p>	<p><b>August 2019</b></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>

<i><b>DECISION REQUIRED</b></i>		<i><b>DECISION MAKER</b></i>	<i><b>DATE DECISION EXPECTED</b></i>	<i><b>RELEVANT SCRUTINY COMMITTEE</b></i>	<i><b>WARD</b></i>	<i><b>CONSULTATION</b></i>	<i><b>CONTACT DETAILS / REPORT AUTHORS</b></i>	<i><b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b></i>
13.	<b>University Delivery Vehicle – KEY/3SEP18/02</b> Approval and setting up of an appropriate delivery vehicle with University project partners to move council assets to enable the delivery of the university.	<b>Councillor Lynne Ayres, Cabinet Member for Children’s Services and Education, Skills and the University</b>	<b>August 2019</b>	Growth, Environment and Resources Scrutiny Committee	Central	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 07920160122 Email: Peter.carpenter@peterborough.gov.uk	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><b>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).</b></p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>14. <b>Adoption of the “Dynamic Purchasing System” (DPS) procedure for Public Health contracts with Primary Care providers – KEY/10DEC18/01</b>            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><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health &amp; Public Health</b></p>	<p><b>August 2019</b></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>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>15. <b>Authority to spot-purchase externally commissioned placement services for looked after children until the mobilization of the new Dynamic Purchasing System – KEY/24DEC18/06</b>            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><b>Councillor Ayres, Cabinet Member for Children’s Services and Education, Skills and the University</b></p>	<p><b>August 2019</b></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 &amp; 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>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>16. <b>Approval of funding for the provision of accommodation to reduce homelessness - KEY/07JAN19/02</b>            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><b>Councillor Allen, Cabinet Member for Housing, Culture and Recreation</b></p>	<p><b>August 2019</b></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><b>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).</b></p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>17. Clinical Waste Collections - KEY/18FEB19/01</b> Decision required to approve the new collection method for domestic sharps disposal.</p>	<p><b>Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment</b></p>	<p><b>September 2019</b></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><b>18. Recommissioning of the Unpaid Carers Contract – KEY/01APR19/01</b> 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><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health &amp; Public Health</b></p>	<p><b>November 2019</b></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 &amp; 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.  The decision will include an exempt annexe. By virtue of paragraph 1, Information relating to any individual</p>



<b>KEY DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b>
57	<p><b>19. Vehicle removal for Parking contravention – KEY/15APR19/02</b> 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>	<b>Councillor Walsh, Cabinet Member for Communities</b>	<b>August 2019</b>	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
	<p><b>20. Award of contract for the refurbishment of the Town Hall North - KEY/29APR19/04</b> - Award of construction design and build contract with regard to the refurbishment of the Peterborough Town Hall North</p>	<b>Councillor Seaton, Cabinet Member for Finance</b>	<b>August 2019</b>	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.

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>21. <b>Approval for contract to be awarded to Skanska to deliver design of Eastern Industries Access Phase 1 scheme - KEY/10JUN19/01</b>            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><b>Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>August 2019</b></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>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>22. <b>Approval for contract to be awarded to Skanska to deliver design of A1260 Nene Parkway Junction 15 Improvement scheme – KEY/10JUN19/02</b>            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><b>Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>August 2019</b></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>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>23. Disposal of Freehold Large Leisure Facility – KEY/24JUN19/01</b> – Delegate the Authority to the Corporate Director of Growth and Regeneration to sell the property.</p> <p>60</p>	<p><b>Councillor Seaton, Cabinet Member for Finance</b></p>	<p><b>August 2019</b></p>	<p>Growth, Environment &amp; 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>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>24. <b>Clare Lodge refurbishment (Phase 7) - KEY/24JUN19/02</b> Refurbishment of 16 bedrooms, 4 lounges and gymnasium</p> <p>61</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University</b></p>	<p><b>August 2019</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>Glington &amp; Castor</p>	<p>Relevant internal and external stakeholders.</p> <p>Grant submitted to and approved by Department for Education</p>	<p>Steve McFaden, Business Manager Clare Lodge, steve.mcfaden@peterborough.gov.uk Tel no:01733 253246 Direct no. 01733 254009</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>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>25. <b>Recommissioning of Integrated Contraception and Sexual Health Services - KEY/24JUN19/03</b>  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><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health &amp; Public Health</b></p>	<p><b>August 2019</b></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>

<b>KEY DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
26.	<b>Recommissioning Integrated Lifestyle Services - KEY/24JUN19/04</b> To undertake competitive procurement for the recommission of Integrated lifestyles services	<b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health &amp; Public Health</b>	<b>August 2019</b>	Health Scrutiny Committee	All Wards	Relevant internal and external stakeholders.  The procurement process will involve consultation current service users, partner organisations and other stakeholders and a general public online request	Val Thomas, Consultant in Public Health Email: Val.Thomas@cambridgeshire.gov.uk Tel: 01223 703264/07884 183374	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>27. <b>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</b>  - 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><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</b></p>	<p><b>August 2019</b></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>



<b>KEY DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
28.	<p><b>Sign-off on Pseudo Framework - KEY/22JUL19/02</b> - 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><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</b></p>	<p><b>November 2019</b></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>
29.	<p><b>Approval of invest to save expenditure - KEY/22JUL19/03</b> - 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><b>Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation</b></p>	<p><b>August 2019</b></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>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>30. Award the new contract for Multi Functional Devices as well as Print equipment across variety of Council's sites – KEY/5AUG19/01 –</b>            The decision will be sought to award the successful bidder the new 3+1+1 contract for the Print equipment and Multi Functional devices across a variety of the Council's properties. This to include Vivacity sites.</p>	<p><b>Councillor Mohammed Farooq, Cabinet Member for Digital Services and Transformation</b></p>	<p><b>August 2019</b></p>	<p><b>Growth, Environment and Resources Scrutiny Committee</b></p>	<p>N/A</p>	<p>The internal fleet audit will be undertaken on 2nd, 3rd and 9th of June. Based on the outcome of the audit the decision will be made whether to progress with the new solution. The consultation of all stakeholders on site will take place accordingly. ICT has already been consulted. Project management is engaged in the project. Business Case to proceed with this project was signed off by Peter Carpenter, Colin Arnold and Serco Procurement team.</p>	<p>Ewa Klimek Senior Category Manager, ewa.klimek@peterborough.gov.uk</p> <p>Report completed on behalf of Colin Arnold- ICT Manager.</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>31. To approve the Sexual and Reproductive Health Prevention retender – KEY/5AUG19/02 –</b> Approval is sought for the recommission of the prevention of sexual ill health services as one contract across Peterborough and Cambridgeshire County Council which will include universal and targeted interventions for high need groups</p>	<p><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Public Health</b></p>	<p><b>September 2019</b></p>	<p>Health Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Consultation will be made with current service users, high need groups and partner agencies</p>	<p>Charlene Elliott, Sexual Health Commissioner, 01733863603, charlene.elliott@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>KEY DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
32.	<p><b>Proceed with the purchase of a commercial property investment and associated professional costs - KEY/19AUG19/01</b> - Purchase of a commercial property investment</p>	<p><b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>August 19</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>N/A</p>	<p>Relevant internal and external stakeholders.</p> <p>The investment is to be made with reference to Peterborough City Council's Investment Strategy and Asset Management Plan which were approved by Cabinet earlier in the year.</p>	<p>Tristram Hill, Strategic Asset Manager; Tel:07849 079787 Email: tristram.hill@peterborough.gov.uk</p>	<p>Investment acquisition business case. Investment strategy.</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>

<b>KEY DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
33.	<p><b>Award of 9 Large Tail lift school transport routes to Aragon Direct Services - KEY/19AUG19/02 -</b></p> <p>Replacement routes due to current operator terminating contract to transport pupils with complex needs to Phoenix, Heltwate and Marshfields School</p>	Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University	August 2019	Children and Education Scrutiny Committee	All Wards	<p>Relevant internal and external stakeholders.</p> <p>Parents of those currently receiving transport advised there will be a change of operator due to current operator terminating routes.</p>	<p>Bryony Wolstenholme - Team Manager, Passenger Transport Operations, Tel: 01733 317453, Email: bryony.wolstenholme@peterborough.gov.uk</p>	<p>Other documentation to follow once final costs confirmed and decision made on external testing of market</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>34. Consultancy support to ensure delivery of the 2020/21 Medium Term Financial Strategy - KEY/19AUG19/03 -</b>            In order to deliver the 2020/21 budget within the required timescales specialist expertise is required to supplement work being undertaken by Council officers and add expertise in following areas: 1) Detailed data and benchmarking information to check that all services being provided are value for money, 2) complex contractual negotiations, 3) technical accountancy and commercial skills, 4) business case development</p>	<p>Councillor David Seaton, Cabinet Member for Finance</p>	<p>August 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Consultation will form part of the 2020/21 Medium Term Financial Plan process</p>	<p>Pete Carpenter, Acting Corporate Director Resources,            Email: peter.carpenter@peterborough.gov.uk            Tel: 01733 452520</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>35.</b> <b>Decision to delegate responsibility of the commissioning of the National Child Measurement Programme (NCMP) from Peterborough City Council to Cambridgeshire County Council - KEY/2SEP19/01</b> Approval is being sought to a) award the contract for the delivery of the National Child Measurement Programme (NCMP) to the Integrated Lifestyle Service provider Everyone Health, the Public Health arm of Sports and Leisure Ltd.</p> <p>A decision is also being sought to delegate responsibility of the commissioning of this function from Peterborough City Council (PCC) to Cambridgeshire County Council (CCC), from September 1st 2019 until May 31st 2020.</p>	<p><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</b></p>	<p><b>September 2019</b></p>	<p>Health Scrutiny Committee</p>	<p>All wards.</p>	<p>Relevant internal and external stakeholders.</p> <p>Consultation has taken place with staff affected by TUPE. The PCC commissioned NCMP will then form part of the current re-commissioning of lifestyle services across Peterborough and Cambridgeshire as one service, which will commence in June 2020. The NCMP will be included in the wider consultation for this reprocurement.</p>	<p>Amy Hall, Childrens Public Health Commissioning Manager, amy.hall@peterborough.gov.uk, 01733 863687</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>36. Contract for remedial works by PCC to the Stanground Bypass – KEY/2SEP19/02</b>            To approve works to the Stanground bypass and authorise the associated package of work to be issued to Skanska Construction UK Limited under the Council's existing agreement with SKANSKA dated 18th September 2013 (the Highways Services Agreement).</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>September 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Stanground South and Hargate and Hempsted</p>	<p>Relevant internal and external stakeholders</p> <p>Standard consultation for highway schemes.</p>	<p>Charlotte Palmer, Group Manager – Transport and Environment, charlotte.palmer@peterborough.gov.uk</p>	<p>To be determined.</p>



**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><b>Amendments to arrangements with Empower - KEY/29APR19/02</b> - A loan facility previously approved by Cabinet requires approval of an amendment to that arrangement.</p>	<b>Cabinet</b>	<b>23 September 2019</b>	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><b>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).</b></p>

**PART 3 – NOTIFICATION OF NON-KEY DECISIONS**

**NON-KEY DECISIONS**

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

**PREVIOUSLY ADVERTISED DECISIONS**

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
1.	<p><b>A Lengthmans to be deployed on Lincoln Road Millfield -</b> 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><b>Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment</b></p>	<p><b>August 2019</b></p>	<p>Growth, Environment &amp; Resources Scrutiny Committee</p>	<p>Central Ward</p>	<p>Relevant internal and external stakeholders.</p> <p>Cross party task and finish group report which went to the Growth, Environment and Resources Scrutiny Committee and it was also approved at Full Council as part of the 2017-18 Budget.</p>	<p>James Collingridge, Head of Environmental Partnerships, Tel: 01733 864736 Email: james.collingridge@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
2.	<p><b>2017/18 VCS grant funding -</b> Award of grant to VCS organisations to provide Information, Advice and Guidance services</p>	<p><b>Councillor Seaton, Cabinet Member for Finance</b></p>	<p><b>August 2019</b></p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Ian Phillips, Senior Policy Manager Tel: 863849 Email: ian.phillips@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

75

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
76	<p><b>3. Inclusion of Investment Acquisition Strategy in the Council's Medium Term Financial Strategy (MTFS) -</b> To recommend to Council that the Investment Acquisition Strategy be included in the Medium Term Financial Strategy to enable the Council to acquire investment properties</p>	<b>Cabinet</b>	<b>23 September 2019</b>	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.
	<p><b>4. Grant funding for voluntary organisations –</b> 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.</p>	<b>Councillor Seaton, Cabinet Member for Finance</b>	<b>August 2019</b>	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.

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>	
77 5.	<b>Approval of Additional Powers to the Combined Authority (Transfer of Powers)</b> - Approve additional powers for the Combined Authority via a Statutory Instrument for Adult Skills Commissioning.	<b>Councillor Holdich, Leader of the Council and Deputy Mayor of the Cambridgeshire and Peterborough Combined Authority</b>	<b>August 2019</b>	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

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
78	<p><b>6. To agree the process of awarding community grants through the Integrated Communities Programme –</b> 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><b>Councillor Seaton, Cabinet Member for Finance</b></p>	<p><b>August 2019</b></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>

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
79	<p><b>7. Disposal of former Barnack Primary School caretaker house -</b> Delegate authority to the Corporate Director of Growth and Regeneration to dispose of the property.</p>	<p><b>Councillor Seaton, Cabinet Member for Finance</b></p>	<p><b>August 2019</b></p>	<p>Growth, Environment &amp; 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><b>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).</b></p>

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
08	<p><b>8. Approval to dispose of a property on Cromwell Road at a minimum of £375,000 and a maximum of £475,000</b> - This property was most recently used by Youth Services but has now become surplus to requirements. It has been marked for disposal by the council in order to generate a capital receipt.</p>	<p><b>Councillor Seaton, Cabinet Member for Finance</b></p>	<p><b>August 2019</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central Ward</p>	<p>Relevant internal and external stakeholders.</p> <p>Authority has been provided by the acting head of resources to dispose of this property. A Cabinet Member Decision Notice will need to be produced once heads of terms have been agreed with a purchaser.</p>	<p>Tristram Hill, Strategic Asset Manager, Tel: 07849 079787 Email: <a href="mailto:tristram.hill@nps.co.uk">tristram.hill@nps.co.uk</a></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
	<p><b>9. Funding for voluntary sector 2019/20</b> - To provide funding to a number of voluntary sector organisations to provide essential support to vulnerable clients</p>	<p><b>Councillor Seaton, Cabinet Member for Finance</b></p>	<p><b>August 2019</b></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: <a href="mailto:ian.phillips@peterborough.gov.uk">ian.phillips@peterborough.gov.uk</a></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>



<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
81	<p><b>10. Asset Transfer of Gladstone Park Community Centre</b> - The proposed long term lease of Gladstone Park Community Centre to The Thomas Deacon Academy Trust</p>	<p><b>Councillor Seaton, Cabinet Member for Finance</b></p>	<p><b>August 2019</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>North</p>	<p>Relevant internal and external stakeholders.</p> <p>Ward Councillors for Central, Park and North have been advised of the decision to transfer of the Community Centre</p>	<p>Caroline Rowan, Urban Regeneration Project Manager, Tel: 01733 864095 Email:caroline.rowan@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
	<p><b>11. To purchase the offices at 16-20 Lincoln Road, Peterborough PE1 2RL at a cost set out in the annex –</b> 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.</p>	<p><b>Cabinet Seaton, Cabinet Member for Finance</b></p>	<p><b>August 2019</b></p>	<p><b>Growth, Environment and Resources Scrutiny Committee</b></p>	<p>Central</p>	<p>Relevant internal and external stakeholders.</p> <p>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.</p>	<p>Tristram Hill, Strategic Asset Manager, NPS, Email: tristram.hill@peterborough.gov.uk Tel: 07849 079787</p>	<p>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.</p>

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
12.	<b>Food and Feed Service Plan 2019/20</b> - Decision required to approve Food and Feed Service Plan 2019/20 in line with Government guidance	<b>Councillor Walsh, Cabinet Member for Communities</b>	<b>August 2019</b>	<b>Growth, Environment and Resources Scrutiny Committee</b>	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.
13.	<b>Approval of the Corporate Energy Strategy –</b> The Corporate Energy Strategy has been jointly drafted with Cambridgeshire County Council and approved at Joint SMT.	<b>Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment</b>	<b>August 2019</b>	<b>Growth, Environment and Resources Scrutiny Committee</b>	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.

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>14. <b>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</b> - 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><b>Cabinet</b></p>	<p><b>Cabinet on 23rd September and then Full Council on 16th October</b></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>

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
15.	<p><b>To seek approval to implement a refreshed Prevent Strategy, bringing together the PCC and CCC processes</b></p> <p>- To provide cabinet with an explanation of the proposed shared Prevent Strategy, and seek approval to implement</p>	<b>Cabinet</b>	<b>Sept 2019</b>	Adults and Communities Scrutiny Committee	All Wards	Relevant internal and external stakeholders	Rob Hill – Assistant Director Public Protection Tel: 01733 864715 Email: rob.hill@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
16.	<p><b>Amendment to Environmental Enforcement Contract -</b></p> <p>Amendment is required to the current environmental enforcement contract</p>	<b>Councillor Irene Walsh, Cabinet Member for Communities</b>	<b>August 2019</b>	Adults and Communities Scrutiny Committee	N/A	Relevant internal and external stakeholders	Clair George Acting Head of Service - Prevention and Enforcement Service Tel: 01733 453576 Email: clair.georgepes@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

**PART 4 – NOTIFICATION OF KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES**

<b>DECISION TAKEN:</b>	<b><i>DECISION MAKER</i></b>	<b><i>DATE DECISION TAKEN</i></b>	<b><i>RELEVANT SCRUTINY COMMITTEE</i></b>	<b>WARD</b>	<b>CONSULTATION</b>	<b><i>CONTACT DETAILS / REPORT AUTHORS</i></b>	<b><i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i></b>
<b>None.</b>							

This page is intentionally left blank

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

Updated: 27 August 2019

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

	<p>model for libraries, in partnership with Vivacity and Cambridgeshire County Council.</p> <p><b>Contact Officer: Christine May</b></p>		
	<p><b>Review Of 2018/2019 And Work Programme For 2019/2020</b></p> <p>To review the work undertaken during 2018/19 and to consider the work programme of the Committee for 2019/2020</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<p><b>Forward Plan of Executive Decisions</b></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><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
<p><b>4 SEPTEMBER 2019</b>  <i>Draft Report 9 August</i>  <i>Final Report 22 August</i></p>	<p><b>Peterborough City Council's Submission to the Combined Authority's Local Transport Plan Consultation</b></p> <p>To consider and scrutinise Peterborough City Council's submission to the Combined Authority's Local Transport Plan (LTP) Consultation.</p> <p><b>Contact Officer: Lewis Banks</b></p>		
	<p><b>Coroner Service Update Report</b></p> <p>To scrutinise and comment on the Coroner Service and the challenges it faces.</p>		



	<p><b>Contact Officer: Christine May</b></p>		
	<p><b>Monitoring Scrutiny Recommendations</b> To monitor progress made on recommendations made at the previous meeting.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<p><b>Forward Plan of Executive Decisions</b> That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<p><b>Work Programme 2019/2020</b> To consider the Work Programme for 2019/2020</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
<p><b>6 NOVEMBER 2019</b> <i>Draft Report 14 October</i> <i>Final Report 25 October</i></p>	<p><b>Growth, Environment and Resources Scrutiny Committee Meeting Start Time 2020-2021</b></p> <p><b>Contact Officer: David Beauchamp</b></p>		
	<p><b>Portfolio Progress Report from the Cabinet Member for Strategic Planning and Commercial Strategy and Investments incorporating Skanska Annual Report</b></p> <p><b>Contact Officer: Andy Tatt / Steve Cox</b></p>		

	<p><b>Serco Annual Report</b></p> <p><b>Contact Officer: Peter Carpenter / Mark Bennett</b></p>		
	<p><b>NPS Peterborough Limited Annual Report</b></p> <p><b>Contact Officer: Peter Carpenter</b></p>		
	<p><b>Portfolio Progress Report from the Cabinet Member for Finance</b></p> <p><b>Contact Officer: Peter Carpenter</b></p>		
	<p><b>Monitoring Scrutiny Recommendations</b> To monitor progress made on recommendations made at the previous meeting.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<p><b>Forward Plan of Executive Decisions</b> That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<p><b>Work Programme 2019/2020</b> To consider the Work Programme for 2019/2020</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		

<b>8 JANUARY 2020</b> <i>Draft Report 6 December</i> <i>Final Report 19 December</i>	<b>Portfolio Progress Report for Cabinet Member for Waste and Street Scene - to include update on Aragon</b>  <b>Contact Officer: Steve Cox</b>		
	<b>Review of recycling rates and possible improvements</b>  <b>Contact Officer: Richard Pearn</b>		
	<b>Six monthly review – Outcomes of Task and Finish Group to Review Fly-Tipping and Waste Management.</b>  <b>Contact Officer: Richard Pearn / James Collingridge</b>		
	<b>Monitoring Scrutiny Recommendations</b> To monitor progress made on recommendations made at the previous meeting.  <b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b>		
	<b>Forward Plan of Executive Decisions</b> That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.  <b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b>		

	<p><b>Work Programme 2019/2020</b> To consider the Work Programme for 2019/2020</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
<p><b>11 MARCH 2020</b> <i>Draft Report 17 February</i> <i>Final Report 28 February</i></p>	<p><b>Portfolio Progress Report for Cabinet Member for Housing, Culture and Recreation incorporating Peterborough Culture Strategy due for review 2020 - Update</b></p> <p><b>Contact Officer: Lisa Roberts/Adrian Chapman</b></p>		
	<p><b>Opportunity Peterborough Draft Business Plan 2021</b></p> <p><b>Contact: Tom Hennessy</b></p>		
	<p><b>Vivacity Annual Report</b></p> <p><b>Contact Officer: Peter Appleton</b></p>		
	<p><b>Monitoring Scrutiny Recommendations</b> To monitor progress made on recommendations made at the previous meeting.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<p><b>Forward Plan of Executive Decisions</b> That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p>		

	<b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b>		
<b>Pending for 2020/2021</b>	<b>July: One-year review of Task and Finish Group to Review Fly-Tipping and Waste Policy</b>		

This page is intentionally left blank