

**MINUTES OF THE PARISH COUNCIL LIAISON MEETING  
HELD AT 6.30PM, ON  
WEDNESDAY 18 SEPTEMBER 2019  
BOURGES / VIERSEN ROOM, TOWN HALL, PETERBOROUGH**

**Members Present:**

Cllr Irene Walsh	Chairman
Cllr Phil Thompson	Deeping Gate Parish Council
Cllr Jane Hill	Deeping Gate Parish Council
Cllr Henry Clark	Peakirk Parish Council
Cllr Rob Boulton	Werrington Neighbourhood Council
Cllr Vince Moon	Werrington Neighbourhood Council
Cllr Andrew Kenedler	Hampton Parish Council
Cllr Keith Lievesley	Ufford Parish Council
Cllr Vivien Thorley	Wansford Parish Council

**Officers Present:**

Vanessa Cave	Engagement Manager – Peterborough City College
Sylvia Radouani	Community Capacity Officer and Parish Coordinator
David Beauchamp	Democratic Services Officer

**Also Present:**

Nicola Arbon	Health & Care Social Work Academy (HCSWA) Project Manager – Peterborough City College
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**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Neil Boyce (Castor Parish Council), John Bartlett (Thorney Parish Council), Pamela Blades (Eye Parish Council), June Bull, (Orton Longueville Parish Council), Joseph Dobson (Helpston Parish Council), and Junaid Bhatti (Bretton Parish Council).

The Chairman aired concerns about the poor attendance at the meeting, especially when senior officers were in attendance. The Parish Council Liaison meeting was part of the Peterborough City Council's commitment to Parish Councils but this commitment needed to be reciprocated by the Parish Councils. The Chairman was currently corresponding with parish councillors and officers regarding the future of the meeting and how best to resolve the attendance issues.

**2. MINUTES OF THE PARISH COUNCIL LIAISON MEETINGS HELD ON 3 JULY 2019**

The minutes of the Parish Council Liaison meeting held on 3 July 2019 were agreed as a true and accurate record.

It was UNANIMOUSLY agreed to swap agenda swap agenda items 3 and 4.

### **3. OVERVIEW OF THE SCRUTINY COMMITTEES**

Cllr Henry Clark (Peakirk Parish Councillor and former Co-opted Member of the Health Scrutiny Committee) delivered a presentation on the work of Peterborough City Council's Scrutiny Committees. Presentation slides may be found in Appendix 1. Points raised included:

- Parish Councillors were fortunate to be able to contribute to the work of Peterborough City Council's Scrutiny Committees.
- The remit of the Health Scrutiny Committee extended beyond the Council's Public Health Services to include scrutiny of the NHS and partner organisations.
- Co-opted Parish Council Scrutiny Members had the opportunity ensure the voice of rural communities was represented and to influence strategies, plans and policies as they developed.

Councillors discussed the presentation and in summary, key points raised and responses to questions included:

- Parish Council co-opted members were beneficial to urban, as well as rural, parishes.
- It was important that the views of rural communities were taken into account.
- Councillors enquired how co-opted parish councillors on scrutiny committees reported back to the Parish Council Liaison meeting and if issues should be raised with Cate Harding, the Community Capacity Manager. The Chairman suggested that Parish Councils should place a standing item on their agendas dedicated to identifying any issues that should be raised at the Parish Council Liaison meeting to then allow parish council co-opted scrutiny members to pass these on to the Scrutiny Committee, if a relevant agenda item was being discussed.
- Members enquired about sharing scrutiny work programmes to identify relevant agenda items. The Democratic Services Officer responded that the publically published scrutiny work programmes were often slightly out of date. This was because agendas for future scrutiny committee meetings were set at Group Representative meetings and the resulting work programme was not immediately published. The Democratic Services Officer would investigate if this could be changed to give parish councillors earlier notification.
- Members suggested that work programmes be emailed to parish representatives when they became available.
- The Chairman commented that it was important for parish councillors to influence policy while it was still at the scrutiny stage and it would therefore be beneficial if councillors could see scrutiny work programmes in advance.
- It was suggested that Parish Councillors could place scrutiny work programmes on the agenda of the Parish Council Liaison meeting in order to review them.

### **ACTIONS AGREED**

- It was agreed that the Democratic Services Officer would investigate if scrutiny work programmes could be published and distributed to members immediately after group representatives meetings.

Councillor Henry Clark left the meeting at 6.49pm.

#### **4. OVERVIEW OF THE HEALTH & CARE SECTOR WORK ACADEMY PROGRAMME**

The Engagement Manager – Peterborough City College and the Health & Care Social Work Academy (HCSWA) Project Manager – Peterborough City College delivered a presentation on the Health and Care Sector Work Academy Programme. Presentation slides may be found in Appendix 2.

Councillors discussed the presentation and in summary, key points raised and responses to questions included:

- Further detail could be provided to councillors via the Community Capacity Officer
- The Chairman commented that the programme provided an opportunity for people to enter the care sector and ‘upskill’.
- The Chairman noted that the Parish Council Liaison meeting was primarily made up of representatives of rural areas and asked if officers would be willing to deliver courses in more remote areas. Officers responded that they worked in Chatteris, Soham and Littlethorpe.
- Service users needed to be in receipt of some form of benefit in order to be eligible for the scheme.
- Members asked if those not in receipt of benefits or pension credit could volunteer instead. Officers responded that work was underway with the Combined Authority to help people currently ineligible for the scheme progress into volunteering roles although this had yet to be approved.
- The Chairman highlighted the work of the ‘Way Wardens’ and the ‘Good Neighbours’ scheme and noted the training for this scheme could be beneficial for those wishing to become carers.
- The course was promoted via officer attendance at a variety of events (such as Parnwell Family Fun Day), ‘Pop up shops’, JobCentre Plus and Social Media. Some people also self-referred themselves to the scheme. Anyone could make contact and discuss whether they were eligible.
- Members enquired about the relationship between the Work Academy Programme and Social Care qualifications offered at Peterborough City College. Officers responded that the college course was purely academic but the care certificate offered at the work academy programme required that the person undertaking it was employed in a practical setting. It included an applied Level 1 qualification and involved the development of a portfolio to make the work fun and relevant.
- Work was underway with employers to offer additional qualifications, such as a Level 2 dementia qualification. This was great flexibility in this area.
- The Chairman noted the importance of advertising the scheme widely.
- Officers encouraged councillors to come forward with any additional suggestions for new locations in which to offer the programme.

#### **5. SCRUTINY COMMITTEE UPDATES**

The Chairman introduced this standing item on the agenda which gave the co-opted Parish Councillors on Peterborough City Council the opportunity to provide feedback on these meetings

**Growth, Environment and Resources Scrutiny Committee**

The Co-opted Member on this Committee, Parish Councillor Keith Lievesley provided a summary of the meeting that took place on 4 September 2019. Discussion points from the scrutiny meeting are listed below under each agenda item. The co-opted member also provided a summary of the content of the four reports which could all be found on the Peterborough City Council website. In summary the updates and responses to questions included:

#### Peterborough City Council's Submission to the Combined Authority's Local Transport Plan Consultation

- Scrutiny Committee members expressed concern that the proposed Local Transport Plan (LTP) was disproportionately focused on the City of Cambridge.
- Scrutiny Committee members felt that there needed to be more orbital bus routes in Peterborough as at present it was often cheaper to take a taxi than travel on two bus journeys via the city centre.
- Committee Members noted that a new railway station for Peterborough would require the re-instatement of four railway lines to facilitate non-stop trains.
- Committee members felt there was inadequate consideration given to rural transport in the LTP and inadequate measures to encourage modal shift away from the car in rural areas. An alternative model of bus provision might be needed if this was to be achieved.

Comments from Parish Councillors included:

- Consideration should be given to allowing bus pass holders to use buses prior to 9.30am in rural areas. The co-opted member responded that he would look into whether this was within the scope of the LTP.
- Most people who used rural buses were elderly and the lack of orbital services would prevent these people from visiting hospital for example, without travelling via the city centre.
- The co-opted member enquired if parish councillors would favour a circular service. A councillor responded that a connection between Werrington and Bretton would be beneficial as traveling via the city centre currently took an hour and half. Another councillor responded that a bus service between Hampton and Peterborough City Hospital would be beneficial.
- The co-opted member stated that the Mayor of Cambridgeshire and Peterborough was suggesting that bus franchising could be introduced to provide services according to need.
- It was noted that bus passes could be used at peak times in some places in the U.K. It could be considered unreasonable that elderly people, who often get up early, have to wait until 9.30pm to get a bus.
- Specific concerns were expressed about bus services east of the A15 as East Hampton grows.
- It was noted that the consultation was still open for responses at the time of the meeting and that not all of the consultation was relevant to Peterborough. Parish Councillors could submit responses collectively as a parish council or individually.
- The co-opted member stated that scrutiny committee members felt that there was a disproportionate focus on train services to Norfolk and Suffolk in the LTP compared with local connectivity in Peterborough.

#### Coroner Service Update Report

No questions were asked by Parish Councillors

#### **Children and Education Scrutiny Committee**

The Co-opted Member on this Committee, Parish Councillor Susie Lucas a summary of the meeting that took place on 1 September 2019. The co-opted member also provided a summary of the content of the four reports which could all be found on the Peterborough City Council website. In summary the updates and responses to questions included:

- Most secondary schools were academies, as were 60% of primary schools
- Councillors asked the co-opted member if there were any problems specifically caused by the high proportion of academies. The co-opted member responded that this could be challenging but the objective was for the Council to work in partnerships with academy trusts. It was noted that the Director of Education was a former regional schools commissioner and he made sure links were in place with both academies and maintained schools. Academies had no direct accountability to the Local Authority but the City Council aimed to provide challenge where necessary and ensure support from the Regional Schools Commissioner in doing this. Some parents of children attending academies mistakenly felt that the local authority should be the first port of call for any issues with academies, when this was not the case. Many academies did not have governing bodies, but local trusts.

There were no discussions regarding the September meeting of the Adults and Communities Scrutiny Committee or the Health Scrutiny Committee (which was held on the same evening as this Parish Council Liaison meeting.

## **6. UPDATE ON PETERBOROUGH 2019 PARISH CONFERENCE**

The Parish Coordinator and Community Capacity Officer provided information to councillors on the upcoming Parish Conference as follows:

- The Parish Conference would take place on 12 November and theme would be Planning, as requested by parish councillors.
- Councillors were encouraged to attend and confirm their attendance within 45 days of this meeting. At present, only 11 parish councillors were attending despite 40 others being there including guest speakers.
- The Chairman expressed concern about attendance at the Parish Conference and Parish Council Liaison meetings, noting that these meetings were becoming increasingly difficult to justify under the present financial climate. The City Council were happy to contribute to engagement with parishes as long as this engagement was reciprocated.

## **7. PARISH COUNCIL LIAISON WORK PROGRAMME 2019/20**

The Chairman introduced this standing agenda item and invited any comments on the future work programme for the Parish Council Liaison work programme.

It was suggested that one meeting could be dedicated to criminal issues such as neighbourhood watch, fraud prevention and community speed watch.

In the absence of any other comments, the Chairman noted that they would investigate the availability of speakers and timings for future agenda items as currently set out in the work programme. The Parish Council Liaison Meeting would also be consulted on the budget.

**8. DATE OF NEXT MEETING**

11 December 2019.

Chairman

18 September 2019

6.30pm – 8.01pm

## Appendix 1 – Scrutiny Presentation Slides

# Scrutiny

Henry Clark  
September 2019

## Scrutiny Committees

- Adults and Communities
- Children and Education
- Growth, Environment and Resources
- Health

## Co-opted Members Role

- Critical friend
- The voice of the public
- Politically independent and open minded
- Help improve policies and strategies
  - Remind authors about the needs of rural communities
  - Challenge assumptions
  - Ask for evidence
  - Provide local knowledge

## What to Do?

- Read papers before the meeting
- Raise points and ask questions
- Make recommendations
- Make a brief report to the Liaison Meeting
  - Summary of the last meeting
  - Information about the upcoming meetings
- Ask for input from parish councils



## Summing Up

- Scrutiny is important to ensure that the work of PCC and partners is meeting the needs of the public
- We are fortunate in Peterborough that the City Council has agreed to co-opt parish councillors on to scrutiny committees
- This means that, through the parish liaison committee, we can influence emerging plans, policies and strategies to meet the needs of our communities
- We can make sure that the rural communities are not inadvertently overlooked

## Further Reading

- The Centre for Public Scrutiny [cfps.org.uk](https://www.cfps.org.uk)
  - The Good Scrutiny Guide
  - <https://www.cfps.org.uk/the-good-scrutiny-guide/>

## Appendix 2 – Health and Care Sector Work Academy Presentation Slides



[www.healthandcareacademy.co.uk](http://www.healthandcareacademy.co.uk)

[libby@healthandcareacademy.co.uk](mailto:libby@healthandcareacademy.co.uk)



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0800 3101160

### **The Devolution Deal**



- £5.2m funding for 2100 learners over 3 years
- New intervention to address a specific local labour and skills shortage in the sector.
- Stimulating progression and improving career prospects for those in receipt of in- and out-of-work benefits



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## The Innovation



- Training people from outside and within the health and care sector simultaneously
  - Outside the sector it will train those that are trapped in low paid jobs with no career or pay prospects
  - Inside the sector it will train existing employees for progression



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## The Course Offer



- Level 1 Qualification in Health and Care
- Care Certificate Standards
- Apprenticeships

### Benefits – wrap around support

- Mentor – on course and after course
- Learner support to be inclusive
- Financial Bursaries for travel and care cover
- Employer input



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## Snapshot of progress to date

No of learners to date	374
Locations delivered in Peterborough	Dosgthorpe, Bretton, Central, Orton, Stanground, Fletton
Courses delivered	Flexible, at local venues, evening, specialized eg low level or ESOL
Helping to	Create a sustainable community Increase in Wellbeing Increase social economy

## Mary's Experience

Mary said that the course helped her to 'get a job and develop skills in the care sector'.

Mary's ultimate aim from here was to attend more training to enable her to be a nurse and said she would still like to volunteer in her spare time.



# How you can be involved?



- Do you know where or how we can recruit?
- Do you know employers that would like to be involved?
- Do you know any good venues?
- Are there any marketing opportunities around you?



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