

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE

TUESDAY 17 NOVEMBER 2020

7.00 PM

Venue: [Peterborough City Council's YouTube Page](#)

Contact: David Beauchamp, Democratic Services Officer at david.beauchamp@peterborough.gov.uk, or 01733 384628

AGENDA

Page No

1. **Apologies for Absence**
2. **Declarations of Interest and Whipping Declarations**

At this point Members must declare whether they have a disclosable pecuniary interest, or other interest, in any of the items on the agenda, unless it is already entered in the register of members' interests or is a "pending notification " that has been disclosed to the Solicitor to the Council. Members must also declare if they are subject to their party group whip in relation to any items under consideration.
3. **Minutes of the Adults and Communities Scrutiny Committee Meeting Held on 30 September 2020** 3 - 10
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. **Draft Affordable Warmth Strategy 2021 - 2025 and Housing Renewals Policy 2021 - 2024** 11 - 80
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8. **Portfolio Holder Progress Report - Housing Culture and Recreation** 123 - 130

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| 9. | Proposal for Task and Finish Group to Examine Issues with Car Cruising in Peterborough | 131 - 136 |
| 10. | Proposal for Task and Finish Group to Examine Barriers to Equality | 137 - 142 |
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| 15. | Date of Next Meeting | |

19 January 2021 – Adults and Communities Scrutiny Committee

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Committee Members:

Councillors: N. Simons (Chairman), K. Aitken, R. Bisby, S. Bond, R. Brown (Vice Chairman),
A. Ellis, John Fox, J. Howard, J. Howell, M. Jamil, and I. Yasin
Co-opted Members: Parish Councillors Neil Boyce and James Hayes

Substitutes: Councillors: A. Bond, N. Day, D. Fower, C. Harper and H. Skibsted

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

**MINUTES OF THE ADULTS AND COMMUNITIES SCRUTINY COMMITTEE MEETING
HELD AT 7PM, ON
WEDNESDAY 30 SEPTEMBER 2020
VIRTUAL MEETING VIA ZOOM**

Committee Members Present: Councillor N. Simons (Chair), K. Aitken, R. Bisby, S. Bond, R. Brown (Vice Chair), A. Ellis, John Fox, J. Howard, J. Howell, M. Jamil, I Yasin.
Co-opted Members: Parish Councillors Neil Boyce and James Hayes

Officers Present:
Rob Hill – Assistant Director, Community Safety
Vicki Crompton – Domestic Abuse and Sexual Violence Partnership Manager
Caroline Townsend – Head of Commissioning Partnerships and Programmes
Debbie McQuade – Assistant Director, Adult Social Care Operations
Adrian Chapman – Service Director, Communities and Partnerships
David Beauchamp – Democratic Services Officer

Also Present: Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation

1. APOLOGIES FOR ABSENCE

No apologies for absence were received.

2. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS

Agenda Item 6. Domestic Abuse and Sexual Violence Service Update Report

Councillor Bisby declared that he was the Acting Police and Crime Commissioner but would continue to speak and vote on this item.

Agenda Item 8. Review of Vivacity Transition Arrangements

Councillor Simons declared a non-pecuniary interest on this item due to being a Board Member of Peterborough Limited. A limited dispensation had been granted by the Monitoring Officer to allow Councillor Simons to continue to speak, but not vote, on this item.

3. MINUTES OF THE ADULTS AND COMMUNITIES SCRUTINY COMMITTEE MEETING HELD ON 3 MARCH 2020

The minutes of the Adults and Communities Scrutiny Committee Meeting held on 3 March 2020 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. APPOINTMENT OF CO-OPTED MEMBERS

The Democratic Services Officer introduced the report which recommended that Parish Councillor Neil Boyce be appointed as a non-voting co-opted member to represent the rural area. The report also recommended that Parish Councillor James Hayes be appointed as either a second Parish Councillor non-voting co-opted member or as a nominated substitute for Neil Boyce should he be appointed as the substantive Parish Councillor co-opted member. All appointments to be reviewed at the beginning of the next municipal year.

Councillor Jamil, seconded by Councillor Bisby, proposed that both James Hayes and Neil Boyce be appointed as non-voting co-opted members. This was UNANIMOUSLY agreed.

ACTIONS AGREED:

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

1. Appoint Parish Councillor Neil Boyce as a non-voting Co-opted Member to represent the rural area for the municipal year 2020/2021. Appointment to be reviewed annually at the beginning of the next municipal year.
2. Appoint Parish Councillor James Hayes as a second non-voting Co-opted Member to represent the rural area for the municipal year 2020. Appointment to be reviewed annually at the beginning of the next municipal year.

6. DOMESTIC ABUSE AND SEXUAL VIOLENCE SERVICE UPDATE REPORT (*CRIME AND DISORDER SCRUTINY COMMITTEE FOR ITEM 6. ONLY*)

The report was introduced by the Assistant Director, Community Safety accompanied by the Domestic Abuse and Sexual Violence Partnership Manager. The report was presented to inform the Scrutiny committee of the new statutory obligation proposed in the 2020 DA Bill, and to seek the Committee's view on the proposal to provide governance for this via the established DASV partnership board and to update the Committee on the review of the Domestic Abuse and Sexual Violence (DASV) Service.

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

- It was noted that Peterborough City Council was a unitary authority and therefore had the functions of both a Tier 1 and Tier 2 Council.
- Members enquired about potential budgetary pressures caused by the new statutory obligation to provide accommodation. Officers responded that it was believed that the Government would provide funding to cover this but the details were not yet known. The Council participated in a working group with the Ministry of Housing, Communities and Local Government.
- It was anticipated that two separate funding streams would be given to Cambridgeshire and Peterborough Councils. Officers would aim to negotiate fair funding for both. The support of this Committee in achieving this goal was offered.
- The proposed legislation did not demand more than what the Council was already delivering and officers were confident that the required level of accommodation could be provided. Levels required in Peterborough were comparable with other areas. Clear guidance would be provided for every tier 1 or unitary authority area 1 2021.
- Members requested that they receive an annual report on the Domestic Abuse and Sexual Violence Service. Officers added that an annual report was already available and could be circulated to Members.

- Members requested that all Councillors were given the option of receiving counselling training to better assist residents.
- Members requested training information on Domestic Abuse and Sexual Violence and contact details for relevant officers
- Officers stated that a monthly newsletter was available from the Service.
- There were no plans to re-instate the Women's centre in Peterborough. However, outreach centres were set up in useful places, e.g. children's centres. Women's Aid, the City Council and the Peterborough Council for Voluntary Services (PCVS) worked closely together.

The Assistant Director, Community Safety provided further updates on aspects of the report relevant to his service area.

- It was noted that limited funding would make it challenging to grow the service. Work would continue on achieving this.
- A Member commented that he worked with the Assistant Director to secure additional funding as part of his role as Acting Police and Crime Commissioner.
- There was adequate staffing to deal with increased demand for the Service caused by the COVID-19 pandemic. An early decision had been taken not to redeploy staff. Front line services had been protected and this would continue.

ACTIONS AGREED:

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

1. Note the statutory duty on Tier 1 local authorities to provide support to victims of domestic abuse and their children in refuges and other safe accommodation from April 2021, and to consider and comment on the proposal to provide governance for this statutory duty via the existing countywide Domestic Abuse and Sexual Violence Board.
2. Note the impact of COVID-19 on the demand for domestic abuse services, and the proposed cessation of the Service review.
3. Request an annual report on the Domestic Abuse and Sexual Violence Service.
4. Request that all Councillors are given the option of receiving counselling training to better assist residents.
5. Request training information on Domestic Abuse and Sexual Violence and contact details for relevant officers

7. CARE HOME SUPPORT PLAN

The report was introduced by the Head of Commissioning Partnerships and Programmes, accompanied by the Assistant Director, Adult Social Care Operations. The report provided an overview and update on the implementation of Peterborough City Council and Cambridgeshire County Council's Local Care Home Support Plan.

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

- Members asked if the COVID-19 pandemic had caused people to delay seeking care. Officers responded that this had been noticed in the self-funding market but not for Local Authority Care to the same extent. This situation would continue to be monitored. An increase had been seen in home support and live-in care support and concerns had been raised from families regarding care homes. A balanced approach to responding to people's needs was required, taking into account the financial impact.

- Members asked if staff recruitment was providing difficult. Officers responded that no feedback had been received to suggest this was the case. There had been an influx of available funding. There were however pressures around sick pay when staff were self-isolating and the increased use of agency staff.
- There was adequate bed capacity in nursing and residential care, although capacity had been tight for a few months. The area of greatest concern had been residential beds for people with dementia but this situation had since improved.
- Members asked why 17 care homes had opted out of infection control training. Was this training mandatory and were some care homes choosing not to engage with the Care Home Support Plan? Officers responded that Care Homes across Cambridgeshire and Peterborough had welcomed additional training. Cambridgeshire County Council had been instrumental in providing this. Infection training was mandatory in law.
- Members asked what was being done to prevent spreading the virus to care homes following discharge, especially in light of pressure on hospital bed capacity approaching the winter. Officers responded that a great deal had been learnt over the course of the pandemic. The discharge of a patient into a care home would not be supported without a test. All acute trusts had to conduct testing and the Council ensured this testing took place in a timely manner. Multiple tests would also take place when required. Processes were robust and there was a desire to avoid a repeat of the situation that took place in March and April. At the time, Local Authorities had been asked to block-purchase beds in care homes to free up hospital capacity. However, there had since been investment in reablement and intermediate care to enable patients to retain their independence at home where possible.
- Work had been done to ensure a robust supply of high-quality PPE and ensure Care Homes could access PPE from the national supply if needed.
- Testing in Care Homes nationally was not currently meeting expectations although the situation was improving. There were local backup plans with some providers having set up their own private arrangements. 82% of care homes had signed up to national testing portals.
- Members raised concerns that some private care providers did not have the resources to fully undertake the required work when people were discharged from hospital. Officers responded that this was true between April and June but the situation had since improved, e.g. through Multidisciplinary (MDT) and clinical support for care homes, support from the Council's contract and brokerage teams and approval for social care support exclusively for care homes. The Council's offer was now robust and Care Homes could access additional resources if they were struggling.

ACTIONS AGREED

The Adults and Communities Scrutiny Committee **RESOLVED** to note and comment on the contents of this report.

8. REVIEW OF VIVACITY TRANSITION ARRANGEMENTS

The report was introduced by the Service Director, Communities and Partnerships, accompanied by the Cabinet Member for Housing, Culture and Recreation which set out the arrangements for transitioning Vivacity services to the Council following their decision to terminate the contract the Council has with them.

The following updates to the report were also provided:

- Section 4.2 - The Vivacity contract had been extended and would now end on 30 September. This made it easier to deal with the administration of payslips and memberships.

- Section 4.6.1 - The Key Theatre would be re-opened with a Christmas Season instead of a pantomime. Peterborough Museum would re-open on November 11. Building work was currently underway to ensure it was COVID-secure.
- Section 4.7.1 - The Council were working with the Werrington and Bushfield facilities to ensure the safety of children when they re-opened for Community use.
- Section 4.8.1 – Arrangements were still being made between Vivacity and third parties regarding services that did not form part of the Council's Contract. The hydrotherapy pool was still closed due to difficulties with social distancing. A decision was yet to be made on this.

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

- Members praised the legacy of Vivacity and the hard work of the Service Director and Cabinet Member during the transition period.
- The new arrangements were planned to last for a year following the handover in to order to arrive at a conclusion regarding future arrangements although this was not set in stone. The aim was to show customers that there was a great future for Culture and Leisure in the City. Members commented that there should not be a deadline for this decision to be made by.
- Members requested regular updates on the progress of the Council's new Culture and Leisure Operator from the Service Director, Communities and Partnerships.
- Members commented that there had been concerns among residents and staff regarding delays in announcements regarding the future of Vivacity and it was positive that these announcements had now taken place.
- It was confirmed that the Jack Hunt pool would re-open on 1 October for community use. Officers would confirm details with Members and confirm schedules with Members and the Media.
- Members asked if the City College and Peterborough Limited had sufficient resources to run services. Officers responded that services were transferring with a critical budget but they were confident as they could be that the budget was in good order. An investigation would take place to see if there were more efficient ways of running services. A caveat was that it was currently unclear whether the public would return fully to using fee-paying services in light of the COVID-19 pandemic.
- Peterborough Limited and the City Council were entrepreneurial organisations which informed discussions regarding the Lido, which would be opening again in 2021. There was the possibility of attracting funding for opening the facility all year round.
- Members requested that the Service Director, Communities and Partnerships confirmed re-opening plans for the following:
 - Jack Hunt Pool
 - Swim schools
 - Football and Cricket pitches
- The Cabinet Member stated that the swim school and use of pitches was being reviewed. These decisions depended on whether social distancing could eventually be relaxed so they were commercially viable, especially facilities such as the splash park.
- There was a clear opportunity for links between Aragon Direct Services and the Leisure services to be operated by Peterborough Limited. This could help to address environmental challenges. Initial discussions had taken place regarding this and it was agreed that the Service Director would keep the Committee updated.
- Members commented that they would like to see the Council continue to operate culture and leisure services directly.

- Members requested that the Service Director, Communities and Partnerships responds to Members' concerns regarding lack of enforcement of Vivacity's system of retaining deposits when sporting facilities were left in an untidy condition. The Service Director added that he had a personal commitment to tackling littering and the Council always aim to take action to address it where possible.

ACTIONS AGREED:

The Adults and Communities Scrutiny Committee **RESOLVED** to note and comment upon the progress being made to secure the safe transition of services from Vivacity and:

- Requested that the Democratic Services Officer adds the Peterborough Cultural Strategy and Active Lifestyles Strategy to the relevant Scrutiny Committee Work Programmes.
- Requested Regular updates on the progress of the Council's new Culture and Leisure Operator from the Service Director, Communities and Partnerships.
- Requested that the Service Director, Communities and Partnerships confirms re-opening plans for the following:
 - Jack Hunt Pool
 - Swim schools
 - Football and Cricket pitches
- Requested that the Service Director, Communities and Partnerships responds to Members' concerns regarding lack of enforcement of Vivacity's system of retaining deposits when sporting facilities were left in an untidy condition.
- Requested that the Service Director, Communities and Partnerships keeps the committee updated regarding the development of links between Aragon Direct Services and Peterborough Limited's new Culture and Leisure operator.

9. PROPOSAL FOR TASK AND FINISH GROUP TO PROMOTE EQUALITY AND DIVERSITY AMONGST COUNCILLORS

The report was introduced by the Service Director, Communities and Partnerships which set out the proposed detail for the Task and Finish group agreed at Full Council on 29 July, to focus on aspects of equality and diversity amongst councillors.

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

- The Committee requested that the Labour Group Representative pass on the Committee's suggestion to the Labour Group Leader that Cllr Yasin be appointed as the Labour member of the Task and Finish Group.
- Some Members expressed scepticism regarding the likely success of a Task and Finish Group in changing behaviour unless the Code of Conduct was changed and enforced. The Service Director responded that the Task and Finish Group could bring forward any recommendations it saw fit and officers would provide whatever support was necessary. Changing the Constitution would be supported if necessary and the Monitoring Officer had been suggested as a potential adviser to the group.
- In response, Members commented that they had not a chance to debate the motion at Council and were interest in Members' opinions.
- Members commented that the text of the Terms of Reference was somewhat unbalanced and required additional development to ensure all important issues were considered by the group. The text had been taken straight from the motion and there had been no opportunity to debate the wording at Council due to running out of time.

- Some Members felt there needed to be a major shift in the culture of the Council. This required the commitment of every party.
- A Member commented that they had learnt a great deal from being in the Civil Service, who had a great deal of information available that could be used to support the Task and Finish Group. The Service Director agreed to investigate what was available.

ACTIONS AGREED:

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

- Agree to the formation of a time-limited cross-party scrutiny Task and Finish group
- Agree the Terms of Reference for the proposed Task and Finish group
- Agree that the outcomes of the task and finish group should be presented back to the Committee at the relevant meeting
- Request that the Labour Group Representative pass on the Committee's suggestion to the Labour Group Leader that Cllr Yasin be appointed as the Labour member of the Task and Finish Group.

10. REVIEW OF 2019/2020 AND WORK PROGRAMME FOR 2020/21

The Democratic Services Officer introduced the report which considered the 2019/20 year in review and looked at the work programme for the new municipal year 2020/21 to determine the Committees priorities. The report also asked the Committee to consider if further monitoring of recommendations made during 2019/20 was required.

There were no comments by members.

ACTIONS AGREED:

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

1. Consider items presented to the Adults and Communities Scrutiny Committee during 2019/20 and makes recommendations on the future monitoring of these items where necessary.
2. Determine its priorities and approves the draft work programme for 2020/2021 attached at Appendix 1.
3. Note the Recommendations Monitoring Report attached at Appendix 2 and consider if further monitoring of the recommendations made during the 2019/2020 municipal year is required.
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 2, Adults and Communities Scrutiny Committee and paragraph 3.4 Crime and Disorder as attached at Appendix 3.

11. FORWARD PLAN OF EXECUTIVE DECISIONS

The Chairman introduced the report which invited Member 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.

It was noted that a more recent version of the Forward Plan (Key Decisions from 25 September 2020) had been published since the publication of this Committee agenda and it was this version that would be referred to. This version of the Forward Plan had been emailed to Members.

Members requested a briefing note on the following Non-Key Decision: **Leisure Facility Options Appraisal**

ACTIONS AGREED

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

1. Consider the current Forward Plan of Executive Decisions
2. Request a briefing note on the following Non-Key Decision: **Leisure Facility Options Appraisal.**

12. DATE OF NEXT MEETING

11 November 2020 – Joint Scrutiny of the Budget

17 November 2020 – Adults and Communities Scrutiny Committee

Chairman

7pm – 8.47pm.

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 5
17 NOVEMBER 2020	PUBLIC REPORT

Report of:	Debbie McQuade - Assistant Director Adults and Safeguarding	
Cabinet Member(s) responsible:	Councillor Wayne Fitzgerald - Cabinet Member for Adult Social Care, Health and Public Health Councillor Steve Allen - Cabinet Member for Housing, Culture and Recreation	
Contact Officer(s):	Belinda Child – Head of Housing, Prevention & Wellbeing Sharon Malia – Housing Programmes Manager	07920 160731 07920 160632

DRAFT AFFORDABLE WARMTH STRATEGY 2021 – 2025 AND THE HOUSING RENEWALS POLICY 2021 – 2024

RECOMMENDATIONS	
FROM: Debbie McQuade, Assistant Director of Adults & Safeguarding	Deadline date: N/A
It is recommended that the Adults and Communities Scrutiny Committee:	
<ol style="list-style-type: none"> 1. Scrutinise the draft Affordable Warmth Strategy and refreshed Housing Renewals Policy which include: <ol style="list-style-type: none"> a. the schemes, initiatives and assistance the Council will pursue in order to tackle fuel poverty and to ensure that vulnerable, low income residents can afford to heat their home b. the proposed assistance that will be available to vulnerable householders whose housing conditions are such that they may be detrimental to their health, safety, wellbeing or their ability to access their home due to disability. 2. Provide challenge where necessary and to suggest ideas and initiatives to support further activity 3. Endorse the Affordable Warmth Strategy 2021-25 and Housing Renewals Policy 2021 - 2024 for approval by the Executive. 	

1. ORIGIN OF REPORT

1.1 The report is presented at the request of the Adults & Communities Scrutiny Committee

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to provide members with the opportunity to scrutinise the council's draft Affordable Warmth Strategy and the refreshed Housing Renewals Policy.

2.2 This report is for the Adults and Communities 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:

2. Safeguarding Adults
3. Housing need (including homelessness, housing options and selective licensing)

4. Neighbourhood and Community support (including cohesion and community safety)

- 2.4 Both the Affordable Warmth Strategy and the Housing Renewals Policy support the Council's priority of better jobs, good homes and better opportunities for all by keeping people living independently and safely in their own home for as long as possible, therefore reducing or delaying their need for long term care

Furthermore, they support the corporate priority of first rate futures for our children, young people and quality support for our adults and elderly. Both the Affordable Warmth Strategy and the Housing Renewals Policy significantly contribute to keeping vulnerable people safe and improving educational attainment through improvement to the home environment. The use of new technologies that increase the chances of people living fulfilled, independent lives in their own homes is also significant as is working with partners to get people out of hospital and home quickly.

In addition, any work that is undertaken to improve energy efficiency will have a direct and positive impact on carbon emissions, therefore supporting the work undertaken by the council following its declaration of a climate emergency in July 2019.

3. **TIMESCALES**

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

- 4.1 A fuel-poor household cannot afford to keep the home adequately warm at a reasonable cost. This is defined by the government using the low income high cost (LIHC) indicator. This means that a household is fuel poor if their fuel costs are above average to be able to heat their home to an adequate standard and if they were to spend that amount they would be left with a residual income below the poverty line.
- 4.2 The Government is required by law to tackle fuel poverty by making the coldest, leakiest homes in England more energy efficient. The new legally binding target came into force in December 2014 and requires a minimum standard of energy efficiency (Band C) for as many fuel poor homes as reasonably practicable by 2030.
- 4.3 This concentration of poor housing in the private sector is of key importance when planning preventative housing measures to reduce health risks, prevent falls and support safe, timely hospital discharge, all of which impact on NHS costs. The estimated costs of poor housing to the NHS is £1.4 billion pa. The cost to the NHS, in first year treatment costs, of the poorest housing among older households (55yrs+) is c. £624 million. Housing, its availability, standard and suitability, has a critical role to play in plans for a more integrated approach to provision of health services and social care.
- 4.4 Housing disrepair impacts on mental as well as physical health, affects carers' ability to care, and can fundamentally undermine older people's ability to live independently, safely and as part of the wider community. Housing impacts on economic activity, childhood and educational attainment and health across the life course. There are significant potential economic and social gains from addressing private sector housing disrepair, including employment opportunities, economic stimulus through enabling best use of assets, as well as health gains. As well as addressing housing supply, existing housing stock disrepair needs once again to be 'on the radar' of policy makers across housing, health and social care.
- 4.5 Two of the key priorities of Peterborough's overarching Housing Strategy are:
- How we will increase the supply of homes which people can afford
 - How we will improve housing conditions in Peterborough to support health and wellbeing

The draft Affordable Warmth Strategy provides a five year framework over which we will aim to reduce fuel poverty and help residents of Peterborough to live in a warm, healthy and energy efficient home. The Strategy has three main objectives:

Increasing Energy Efficiency

- By providing schemes to increase the energy efficiency of domestic housing
- By providing energy efficiency advice to residents across Peterborough

Reducing Fuel Poverty

- By targeting fuel poor households with assistance
- By maximising the income of households in fuel poverty
- By reducing household fuel bills

Improving Health and Wellbeing through Increasing Affordable Warmth

- By improving household heating without increasing carbon emissions where possible
- Through crisis intervention for vulnerable people in cold homes, including heating installation and repairs
- With help to prevent people falling into fuel poverty

The Affordable Warmth Strategy is being brought to Scrutiny alongside the Housing Renewals Policy which includes details of the type of assistance the Council may make available to help achieve the objectives of the Strategy and which complement externally funded projects and initiatives to tackle fuel poverty and poor housing condition.

4.6 The National Institute for Health and Care Excellence (NICE) has issued guidance on preventing Excess Winter Deaths and the actions contained in the Affordable Warmth Strategy will ensure that this guidance is followed by the Council and its partners to assist vulnerable households and relieve pressure on health and social services.

4.7 The Home Service Delivery Team within Adult Social Care provides the single point-of-contact health and housing referral service as recommended by NICE and the team is continually developing closer working relationships with colleagues in both adult social care and the health sector to keep people living independently and safely in their own home for as long as possible, therefore reducing or delaying their need for long term care. This work also prevents, as far as possible, admission into hospital, due to falls or medical conditions exacerbated by living in a cold, damp and unhealthy environment and if residents do need to go into hospital, they are discharged without delay into a warm, healthy, safe and accessible home

5. CONSULTATION

5.1 The Affordable Warmth Strategy and the Housing Renewals Policy will be uploaded onto the Consultation pages of the Council's website for a period of 5 weeks.

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 It is anticipated that this report will provide the Committee with an overview of some of the work that is being undertaken to tackle fuel poverty and to achieve affordable warmth for all residents of the city and surrounding rural areas. It also summarises the financial assistance that is available through its Housing Renewals Policy. The report provides an opportunity for the Committee to ask questions and scrutinise the work being undertaken.

7. REASON FOR THE RECOMMENDATION

7.1 The Regulatory Reform (Housing Assistance) (England & Wales) (Order 2002) gives local authorities the power to provide assistance to any person for the purpose of improving living conditions in the local authority area. In order to do so, they must have adopted a policy for the provision of assistance and given publicity to the policy and act in accordance with it.

- 7.2 There is a statutory duty on all local authorities to provide Mandatory Disabled Facility Grants to provide adaptations where a specific need has been identified.
- 7.3 The Housing Act 2004 places a statutory duty on local authorities to remedy Category 1 (the most serious) hazards in property, identified through the Housing Health & Safety Rating System (HHSRS), to an acceptable level. This can be through financial assistance or through enforcement action
- 7.4 The Energy Efficiency (Private Rented Property) (Amendment) (England and Wales) Regulations 2019 introduced a minimum energy efficiency standard for the private rented sector. Since 01 April 2018, landlords of relevant domestic private rented properties must not grant a tenancy to new or existing tenants if their property has an Energy Performance Certificate (EPC) rating of F or G. Since April 2020, landlords must not continue letting a relevant domestic property which is already let if that property has an EPC rating F or G (as shown on a valid EPC for the property). Landlords were encouraged to take action to ensure that their properties reached EPC E by the deadline of 01 April 2020. Where a property is sub-standard, landlords must normally make energy efficiency improvements which raise the EPC rate to minimum E before they let the property. Landlords may claim an exemption in certain circumstances.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 Not applicable

9. IMPLICATIONS

Financial Implications

- 9.1 Mandatory Disabled Facility Grants are funded through the named Disabled Facility Grant Allocation within the Better Care Fund. All other grant assistance is discretionary and provided through the Council's capital programme and are subject to funding availability.

Funding is provided as an individual grant to the owner with the exception of Mandatory Disabled Facility Grant which is cross tenure. Registered social housing providers are asked to make a contribution towards the cost of adaptations within their stock but this is subject to funding availability within their organisations.

Legal Implications

- 9.2 [Continuation of arrangements established under](#) The Regulatory Reform (Housing Assistance) (England & Wales) (Order 2002), The Housing Act 2004 and The Energy Efficiency (Private Rented Property) (Amendment) (England and Wales) Regulations 2019.

Equalities Implications

- 9.3 It is anticipated that the adoption of the Affordable Warmth Strategy and the Housing Renewals Policy will impact on all age groups if they are on low incomes and live in poor housing conditions, but it will positively affect those who are 65 and older and those with young children (under 5) disproportionately as assistance is directly targeted at these vulnerable groups.
- 9.4 The disability group will also be disproportionately positively affected as this group tend to have low, fixed incomes and therefore live in poor housing conditions and have limited ability to leave their homes due to deteriorating health and/or mobility and therefore spend longer periods of time within the poor home environment.

Rural Implications

- 9.5 The reach of the Affordable Warmth Strategy and the Renewals Policy is for the whole of the

City, including rural areas as well as urban. Fuel Poverty is traditionally high in rural areas due to the characteristics of the housing stock and properties that are off the gas network.

Carbon Impact Assessment

- 9.6 Overall a neutral impact because the adoption of the Affordable Warmth Strategy and the Housing Renewals Policy will allow the Council to provide advice and assistance to residents within their own homes.

10. BACKGROUND DOCUMENTS

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

- 10.1 The NICE Guidelines [NG6] Published date: 05 March 2015 - Excess winter deaths and illness and the health risks associated with cold homes Published date: 05 March 2015 - Excess winter deaths and illness and the health risks associated with cold homes

11. APPENDICES

- 11.1 Appendix 1 - Draft Affordable Warmth Strategy 2021 – 2025
11.2 Appendix 2 - Housing Renewals Policy 2021 - 2024

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Peterborough City Council

Affordable Warmth Strategy

2021 - 2025

October 2020

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1. INTRODUCTION

1.1 The purpose and scope of this document

The council produces strategies that set the housing priorities for Peterborough, and what we are going to do to address them. On 12 April 2017 the Council formally adopted the Peterborough Housing Strategy 2016-21. This strategy sets out our priorities, commitments and programme for a wide range of housing matters, including rural issues.

We have identified four key priorities for the Peterborough housing agenda:

- **How we will support substantial and sustainable growth in Peterborough**
- **How we will increase the supply of homes which people can afford**
- **How we will improve housing conditions in Peterborough to support health and wellbeing**
- **How we will ensure that a range of supported and specialist accommodation is available in Peterborough**

Improving the housing condition is important because we know that living in a cold, damp home can have a detrimental effect on the health and wellbeing of residents of all ages. Peterborough City Council through this Affordable Warmth Strategy and its key partnerships intend to fulfil this ambition by raising living standards across the City through improving energy efficiency and reducing fuel poverty. This aim coincides with the national fuel poverty strategy, [Cutting the cost of keeping warm – a fuel poverty strategy for England](#), which sets out targets to improve energy efficiency in housing whilst outlining a collaborative approach between local authorities, health providers and non-statutory organisations to reducing fuel poverty.

1.2 Health & Wellbeing Strategy

The National Housing Federation states that poor housing conditions increase the risk of severe ill-health or disability by up to 25% during childhood and early adulthood. Housing conditions that adversely affect health, include; indoor dampness; pollutants associated with respiratory problems; features that lead to physical injury. Household overcrowding is associated with an increased risk in the spread of infection, and indoor cold is associated with excess winter deaths and cardiovascular problems. The combination of factors associated with poor housing and economic stresses has been identified as having an adverse effect on mental health.

Preventing cold related illness is an objective of [Peterborough's Health and Wellbeing Strategy](#) which seeks to:

- **See a decrease in the ratio of excess winter deaths to average non-winter deaths**
- **See a reduction in unintentional injuries in the home in the under 15 year olds,**
- **See a reduction in delayed discharge from hospital related to housing issues**

The [Joint Strategic Needs Assessment](#) stated in Peterborough, the 3 year rate of excess winter deaths (which may be related to winter infections, cold homes, and becoming cold outside the home) remained similar to the England average in Peterborough in 2010 -2013. It is estimated that poor housing conditions are responsible for over 651 harmful events requiring medical treatment every year in Peterborough. The estimated cost to the local NHS of treating these is £2.2M annually. The rate of family homelessness is worse than the England average. Therefore Peterborough City Council must ensure residents can thrive in healthy and sustainable communities by maximising health improvements through action on housing.

1.3 NICE Recommendations on Excess Winter Deaths and the Health Risks Associated With Cold Homes

The National Institute for Health and Care Excellence (NICE) has issued guidance on preventing Excess Winter Deaths and the actions contained in this strategy will ensure that this guidance is followed by the Council and its partners to assist vulnerable households and relieve pressure on health and social services.

1. Develop a strategy
2. Ensure there is a single point-of-contact health and housing referral service for people living in cold homes
3. Provide tailored solutions via the single point-of-contact health and housing referral service for people living in cold homes
4. Identify people at risk of health from living in a cold home
5. Make every contact count by assessing the heating needs of people who use primary health and home care services
6. Non-health and social care workers who visit people at home should assess their heating needs
7. Discharge vulnerable people from health or social care settings to a warm home
8. Train health and social care practitioners to help people whose homes may be too cold
9. Train housing professionals and faith and voluntary sector workers to help people whose homes may be too cold for their health and wellbeing
10. Train heating engineers, meter installers and those providing building insulation to help vulnerable people at home
11. Raise awareness among practitioners and the public about how to keep warm at home
12. Ensure buildings meet ventilation and other building and trading standards

1.3 NICE recognises the following groups as being particularly vulnerable to cold living conditions:

- People with cardio-vascular conditions
- People with respiratory conditions (In particular COPD and childhood asthma)
- Those suffering from mental health conditions
- People with disabilities
- Older people (age 65 and over)
- Households with young children (new born to school age)

- Pregnant women
- Low income households

Vulnerable people who are not in full time employment will often stay at home for longer periods and some may require a higher than average indoor temperature, leading to higher fuel bills.

- 1.4 This Affordable Warmth Strategy provides a five year framework over which we will aim to reduce fuel poverty and help residents of Peterborough to live in a warm, healthy and energy efficient home. The plan sets out the actions we will take to achieve this ambition. The Strategy has three main objectives:

Increasing Energy Efficiency

- By providing schemes to increase the energy efficiency of domestic housing
- By providing energy efficiency advice to residents across Peterborough

Reducing Fuel Poverty

- By targeting fuel poor households with assistance
- By maximising the income of households in fuel poverty
- By reducing household fuel bills

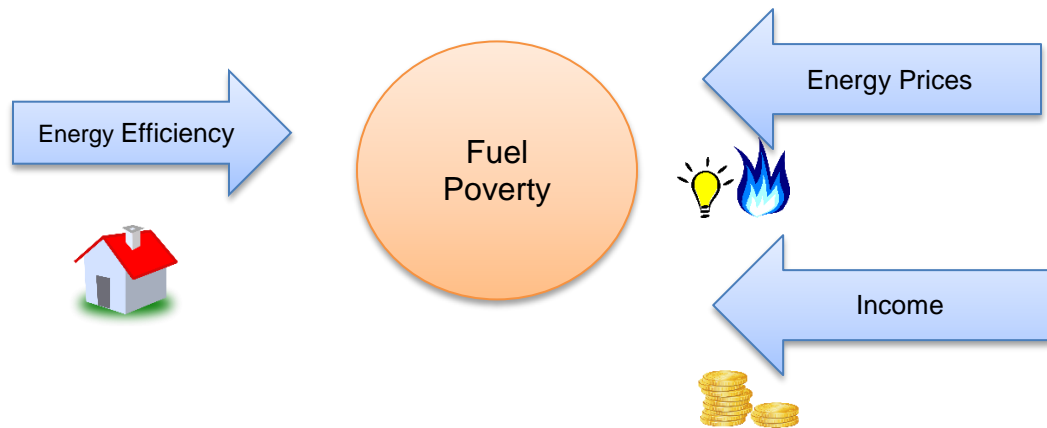
Improving Health and Wellbeing through Increasing Affordable Warmth

- By improving household heating without increasing carbon emissions where possible
- Through crisis intervention for vulnerable people in cold homes, including heating installation and repairs
- With help to prevent people falling into fuel poverty

2. BACKGROUND & NATIONAL CONTEXT

2.1 A fuel-poor household cannot afford to keep the home adequately warm at a reasonable cost. This is defined by the government using the low income high cost (LIHC) indicator. This means that a household is fuel poor if their fuel costs are above average to be able to heat their home to an adequate standard and if they were to spend that amount they would be left with a residual income below the poverty line. The World Health Organisation defines an adequate standard of warmth to be 21 degrees C in the living room and 18 degrees C in all other rooms.

2.2 The main drivers of fuel poverty are therefore the energy efficiency of the property (affecting the amount of energy required to heat the home, household income and the cost of energy.



- 2.3 The Standard Assessment Procedure (SAP) is the Government’s standard for home energy rating. SAP ratings provide a simple but reliable indicator of the efficiency of energy use for space and water heating in new and existing dwellings. SAP ratings are expressed on a scale of 1 (poor) to 100 (excellent). The UK average currently stands at 55. It is these SAP ratings that are used to determine the banding on Energy Performance Certificates (EPCs) ranging from Band A – highest energy efficiency rating and Band G, the lowest.
- 2.4 The government has prioritised the reduction of fuel poverty and in 2015 launched their new Fuel Poverty Strategy for England. The Government are required by law to tackle fuel poverty by making the coldest, leakiest homes in England more energy efficient. The Strategy outlines the challenges and actions for the next 15 years to tackle fuel poverty and get help to those who need it most. The new legally binding target came into force in December 2014 and requires a minimum standard of energy efficiency (Band C) for as many fuel poor homes as reasonably practicable by 2030.
- 2.5 In 2018 further progress was made towards the fuel poverty target and interim milestones in England.

Fuel Poverty Target	2010 Progress	2017 Progress	2018 Progress
BAND E or above by 2020	81.1%	92.2%	92.6%
BAND D or above by 2025	32.7%	65.9%	69.4%
BAND C or above by 2030	1.5%	10.00%	12.4%

- 2.6 Legislation from April 2020 prescribes that EPC ratings in the private rented sector must now be E or above, if the owner wishes to continue to rent properties out. Peterborough City Council was part of a Department for Business, Energy & Industrial Strategy (BEIS) pilot study for the introduction and impact on Local Authorities of the Minimum Energy Efficiency Standards Regulations in the private rented sector in 2019.
- 2.7 A fundamental component of the Care Act is the 'suitability of accommodation' in meeting the at home care and support needs of older and vulnerable people. The Act and the accompanying regulations and guidance outline how housing can support a more integrated approach. Of particular note:
- A general duty to promote wellbeing makes reference to suitable accommodation
 - Housing is not just the 'bricks and mortar', also includes housing related support or services
 - Housing must be considered as part of an assessment process that may prevent, reduce or delay an adult social care need
 - Information and advice should reflect housing options, as part of a universal service offer
 - Care and support delivered in an integrated way with cooperation with partner bodies, including housing
- 2.8 The Public Health Outcomes Framework “Healthy Lives, Healthy People: Improving Outcomes and Supporting Transparency” (Dept of Health, 2013) sets out desired outcome for public health and how they will be measured. Many of the measurements have links to housing including falls and injuries in over 65s, Fuel Poverty and Excess Winter Deaths.
- 2.8 The Home Energy Conservation Act 1995 (HECA) requires all 326 local authorities in England to submit reports to the Secretary of State demonstrating what energy conservation measures they have adopted to improve the energy efficiency of residential accommodation within that LA’s area. This covers measures to improve properties in the owner-occupier, private rented sector, and social rented sector. The Department of Business Energy & Industrial Strategy (BEIS) uses data submitted through Local Authority’s HECA returns to inform policy thinking on energy efficiency, and to build an ongoing picture of local and national energy efficiency policy delivery. Since 2015 Peterborough City Council has submitted a bi-annual progress report,

3 LOCAL CONTEXT

- 3.1 Peterborough is a city with huge ambitions. The vision for the city is:

“To create a Peterborough residents are proud to live, work and grow up in and where services give value for money and deliver what local people need.

3.2 The priority outcomes in the Council’s Corporate Strategy 2019 – 2021 are:

- **Pride in our communities and environment**
 - We want safe, friendly and healthy neighbourhoods with open spaces, roads, pavements and cycle paths that are well maintained and free from litter and mess:
- **First rate futures for our children, young people - and quality support for our adults and elderly**
 - We want to improve opportunities for education and training and to help people to do more for themselves, for each other and for their communities:
- **Better jobs, good homes and better opportunities for all**
 - We will grow our city in a sustainable and fair way to create job opportunities and address poverty. As we grow, we will invest in the quality and availability of housing

3.3 Alongside this, in July 2019, the Council declared a climate emergency committing to reduce its own carbon emissions to net-zero by 2030 and to support the city of Peterborough to do the same. Carbon emissions arising from stationary sources, including homes, are responsible for a significant proportion of local emissions and as such any action taken to improve energy efficiency directly supports this work.

3.4 The latest statistics published in 2020 (based on 2018 data)

Local Authority	Region	No of households	No of households in Fuel Poverty	Proportion of households in Fuel Poverty
Peterborough	East of England	79,276	7,547	9.5%

The highest 10 Local Super Output areas for Fuel Poverty in Peterborough are:

Lower Super Output Area	Lower Super Output Area Description	No of households	Ward	No of households in Fuel Poverty	Proportion of households in Fuel Poverty
E01015601	Millfield	548	Central	141	25.7%
E01015604	Millfield	542	Central	138	25.5%
E01015603	New England	814	Central	155	19.0%
E01015692	West Town	503	West	95	18.9%
E01015600	Millfield	591	Central	107	18.1%
E01015652	New England/Millfield	639	Park	110	17.2%
E01015665	West Town	609	Ravensthorpe	104	17.1%
E01015632	New England	783	North	125	16.0%
E01015602	Eastfield/Millfield	952	Central	144	15.1%
E01015616	Fengate/Eastfield	696	East	105	15.1%

3.5 There are many factors why achieving affordable warmth in Peterborough is difficult. These include:

- A large number of difficult to insulate homes, such as pre – 1919 terraced housing. These have solid walls, requiring external or internal wall insulation, costing many times the price of standard cavity wall insulation.
- Peterborough contains some of the most economically deprived areas in the Country. Since a large proportion of residents in these areas will be on a low income, a large proportion will also be in fuel poverty. Some of these are also inner city areas with many older properties that are expensive to insulate.
- Peterborough has a large proportion of private rented homes that have traditionally had a lower average energy efficiency than other tenures. There are many causes of this, however the presence of low income households, disengagement of some landlords and short term tenancies, meaning that residents have less of a stake in the future of the property, have meant that take up of energy efficiency improvements in private rented accommodation has traditionally been lower than in other tenures, even where grants for improvements have been available.
- Peterborough has many residents who are vulnerable due to age or ill health and who are at risk of having their health problems exacerbated by living in cold, damp conditions. (Ref 1.3 above for the groups NICE has identified as being particularly vulnerable to cold living conditions)
- Peterborough has a number of homes that are not connected to a gas main, the vast majority of which have electricity as their main heating fuel. Whilst some will be in rural areas there are some in the urban area, many of which have obsolete heating systems such as storage heaters and panel heaters which are comparatively expensive to use and difficult to control, meaning that residents are more likely to have difficulty heating their home.
- Many residents on a low income prefer to use pre-payment meters as a means of budgeting for their fuel. However, households using these meters are often denied access to the cheapest tariffs and face punitive charges for having them removed.
- Many households in Peterborough experience a combination of the above factors, meaning that achieving affordable warmth can be particularly difficult and require more than one intervention.

4. PROGRESS SO FAR



4.1

Local Energy Advice Partnership (LEAP)

Peterborough City Council was one of the first pilot local authorities in January 2017 for this fuel poverty outreach service delivered in partnership with Agilty Eco. This award winning service is now in over 100 Local Authorities across the country. The scheme is funded by the Warm Homes Discount Industry Initiative and is therefore at no cost to the Local Authority or residents. The Partnership is managed by the Housing Programmes Team within Adult Social Care's Home Service Delivery Team.

Self-referrals can be made or consent can be given to a wide network of referral organisations operating in the city including Age UK, Citizens Advice, local providers of social housing, the Council's Customer Service Centre, Adult Social Care Early Help and GP surgeries.

Once the referral is received, a member of Agility Eco's highly trained energy advisor team will contact the client to discuss their situation. Tailored advice and support is offered based on the clients' needs, including any onwards referrals or a referral for a follow-up home visit when convenient.

IncomeMax

LEAP will identify and refer the client for further support where required. This includes referrals for income, benefits and debt advice from IncomeMax, a social enterprise company who specialise in money and debt advice, bill management and the maximisation of income. Assistance is also given with applying for the Warm Home Discount and the UK Power Networks Priority Services Register (if eligible).

A summary of the energy advice discussed with the advisor and a reminder of any onward referrals made is sent to the client and if identified during the energy assessment call, LEAPs advisors can refer on for a free follow-up home visit from one of their home energy advisors. In Peterborough, the advisors are provided through Green Energy Switch, (GES) a profit for purpose company, with any profits going to their parent charity Peterborough Environmental City Trust (PECT). GES energy advisors can install free simple energy saving measures into the home, such as LED lightbulbs, draught excluders to doors and windows, chimney balloons, radiator reflectors and TV standby plugs. Advisors will also identify and refer for any heating or insulation requirements and also refer onto the Fire Service and/or the Council if they identify a fire safety issues or hazards in the home.

Period	01/06/2018 – 31/05/2019	01/06/2019 – 30/09/2019
No. of Referrals	1,411	388
No. of Home Visits	970	376
No. of Easy Measure Installed	7,711	3,281
Amount of additional Income Identified	£624,436	£129,208
Total of savings & new income identified	£1,583,999.32	£518,585.20

4.2 **Energy Company Obligation (ECO) – Flexible Eligibility**

The Energy Company Obligation (ECO) is an obligation on energy suppliers aimed at helping households cut their energy bills and reduce carbon emissions by installing energy efficiency measures. The majority of ECO is targeted on those in or at risk of fuel poverty, under the Affordable Warmth obligation. In addition, energy suppliers will also be able to achieve up to 10% of their Affordable Warmth obligation by installing energy saving measures in households declared as eligible by Local Authorities. This “Flexible Eligibility” allows Local Authorities to make declarations determining that certain households meet the eligibility criteria for a measure under the Affordable Warmth element of ECO.

There are two main categories of private tenure household that Government intends to be eligible through Flexible Eligibility:

- **Fuel poor households under the low income, high cost (LIHC) definition**, especially those that are not in receipt of ECO eligible benefits and the estimated 20% of fuel poor households that are not in receipt of any benefits; and
- **Low income households that are vulnerable to the effects of living in a cold home (LIVC)**. It also contains guidance on how Flexible Eligibility can be used for Solid Wall Insulation projects, in relation to “in-fill” properties.

Peterborough City Council published its [Statement of Intent](#) in March 2018 (updated March 2019) which sets out the criteria Peterborough City Council intends to use to target households under Flexible Eligibility, in line with the Government guidance.

Eligibility for LEAP aligns very well with the Department of Business Energy & Industrial Strategy (BEIS) guidance on Flexible Eligibility. Therefore we aligned the criteria and process for Flexible Eligibility with the LEAP service. LEAP serves a dual purpose in relation to Flexible Eligibility:

- LEAP acts as the Council’s primary means of identifying homes that would benefit from energy efficiency measures funded through ECO Flexible Eligibility
- Information collected from residents through the LEAP process is our primary means of gaining evidence that households qualify under the eligibility criteria thus enabling us to produce declarations of eligibility

4.3 **Other services offered by LEAP**

In addition to the main fuel poverty outreach service there are several other offers to assist low income and vulnerable resident to save money on energy bills and improve the energy efficiency of their home.



4.3.1

Emergency Central Heating Offer (ECHO)

ECHO is a scheme that offers emergency assistance to fuel poor or vulnerable households to repair or replace broken or condemned boilers. ECHO is provided alongside LEAP and is funded

by five energy companies through the Warm Home Discount Industry Initiative Scheme.



4.3.2

Home Energy Appliance Replacement (HEART)

HEART works mainly with charities that support fuel poor and vulnerable households and is again linked to the LEAP service. These charities can help qualifying households to replace old and inefficient appliances (typically appliances will be at least eight years old). Charities offering the HEART service are responsible for confirming the eligibility of beneficiaries and ensuring they have an appliance that qualifies for replacement. In some circumstances, charities can also refer households where there is no existing appliance to be replaced.



4.3.3

Warm Homes Fund

Peterborough City Council is a prominent member of Warmer Homes, a consortium of ten Local Authorities which were successful in securing £4.85 million from the Warm Homes Fund (WHF) to install first time central heating in around 1500 homes over a three year period. The Warm Homes Fund is a £150 million national scheme to help people with high heating costs. It has been provided by the National Grid and administered by its not-for-profit partner, Affordable Warmth Solutions.

The aims of the fund are to reduce bills, increase comfort in non-gas households, and improve health outcomes for residents. A LEAP Home visit will identify properties that do not have gas central heating. LEAP will arrange for a gas connection (if the property does not already have one) and after that for the installation of the new central heating system. Surveys may be required in advance of both the gas connection and installing the central heating system. The property must be no more than 23 meters from an existing gas supply.

Under this Warm Homes Fund, first time central heating installations and connection to the gas network was completed at 76 accommodation units at St Michael's Gate which is utilised by the Council as temporary accommodation. This project was fully funded through the Fuel Poor Network Extension Scheme (for the gas connection of the entire estate), ECO, the Warm Homes Fund and a contribution from St Michael's Gate owners. The lofts were insulated in almost all the properties (a couple were not feasible). The walls are of single-skin solid wall construction and the accommodation had highly inefficient electric panel heaters. This has led to a huge improvement in the living conditions of residents using that accommodation and a significant decrease in the number of complaints the Council receives regarding it being highly energy inefficient and expensive to heat.

4.4 Energy Performance Certificates

Housing Officers in the Housing Programmes Team and the PES Housing Enforcement Team have the delegated statutory responsibility from Trading Standards of enforcing non-compliance of the requirement to have an Energy Performance Certificate. An EPC is required whenever a property in the social or private sector is let to a new tenant. If a request for an EPC is made and cannot be provided within 7 days of request, a fixed penalty notice of £200 could be issued. This also applies if EPCs have not been registered or been issued by an accredited energy assessor.

Period	No. of FPNs issued for not having EPC Certificate
01/04/2019 – 31/03/2020	27
01/04/2020 – 30/09/2020	21

4.5 Minimum Energy Efficiency Standards (MEES)

The Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015, as amended (most recently by the Energy Efficiency (Private Rented Property) (Amendment) (England and Wales) Regulations 2019) introduced a minimum energy efficiency standard for the private rented sector.

- Since 01 April 2018, landlords of relevant domestic private rented properties must not grant a tenancy to new or existing tenants if their property has an EPC rating of F or G (as shown on a valid EPC for the property)
- Since April 2020, landlords must not continue letting a relevant domestic property which is already let if that property has an EPC rating F or G (as shown on a valid EPC for the property). Landlords were encouraged to take action to ensure that their properties reached EPC E by the deadline of 01 April 2020. Where a property is sub-standard, landlords must normally make energy efficiency improvements which raise the EPC rate to minimum E before they let the property. Landlords may claim an exemption in certain circumstances.

The Landlords are subject to the cost cap, whereby they will never be required to spend more than £3,500 (including VAT) on energy efficiency improvements. If they cannot improve the property to EPC E for £3,500 or less, they should make all the improvements which can be made up to that amount, then register an 'all improvements made' exemption (See below)

There are 3 ways to fund the improvements to the property:

- Third party funding to cover the full cost of improving the property to EPC E. The landlord does not have to invest their own funding.
- Combination of third-party funding and self-funding up to the value of the cost cap. Third party funding is available but it is less than £3,500, and is not enough to improve the

property to EPC E

- If third party funding is not available the landlord will need to use their own funding (up to the cost cap) to improve their property. If the property can be improved for less than £3,500, the landlord will have met his obligation. If it would cost more than £3,500 to improve the property to E, they should install all recommended measures that can be installed within that amount, then register an exemption (see below)

Exemptions include

- If the property is still below EPC E after improvements have been made up to the cost cap (£3,500 incl VAT), or there are none that can be made.
- No improvement can be made because the cost of installing even the cheapest recommended measure would exceed £3,500 (including VAT).
- The only relevant improvements for the property are:
 - cavity wall insulation
 - external wall insulation
 - or internal wall insulation (for external walls)

and

the landlord has obtained written expert advice showing that these measures would negatively impact the fabric or structure of the property (or the building of which it is part).

- The relevant improvements for the property need consent from another party, such as a tenant, superior landlord, mortgagee, freeholder or planning department, and despite best efforts that consent cannot be obtained, or is given subject to conditions the landlord could not reasonably comply with.
- That making energy efficiency improvements to the property would devalue it by more than 5%. In order to register this exemption the landlord will need a report from an independent surveyor.

All the above exemptions last 5 years. After that it will expire and the landlord must try again to improve the property's EPC rating to E

- If the person has recently become a landlord under certain circumstances they will not be expected to take immediate action to improve your property to EPC E. The landlord may claim a 6 months exemption from the date they became a landlord. This exemption lasts 6 months from the date they became the landlord.

Local Authorities are legally required to enforce the Regulations which came into force on 1 April 2018. The Council was approached by the Peterborough Environmental City Trust (PECT) to support a bid to the Department of Business, Energy and Industrial Strategy (BEIS) in order to take part in a pilot project to provide an insight into the challenges confronting Local Authorities enforcing the Regulations and identify best practice and potential for a national template guidance toolkit for Local Authorities. The Private Rented Sector Enforcement & Compliance Study involved both Peterborough & Cambridge City Councils, both of which have a higher than East of England average of private rental housing.

The study aimed to identify, scope and test pathways for the rollout of the minimum energy efficiency standards with the intention to learn lessons on the removal of barriers to enable compliance with the standards that could then be shared nationally.

The pilot has helped raise the awareness of MEES with residents, landlords and letting agents. The range of communication has helped prepare the landlords for when enforcement does come in, and the 'grace' period to the 1 April 2021 being provided by the City Council. An event organised by BEIS and held in Peterborough was a sell-out. The awareness raising campaign has encouraged landlords to get ahead of the enforcement and implements the regulations. It has prompted a large range of questions, which due to the briefing and pilots, has allowed enforcement officers to answer succinctly. Housing Enforcement and Green Energy Switch have also been promoting the MEES requirements to the tenants through leaflets during LEAP visits and asking them to check with their landlords that they are aware of the MEES regulations.

As part of that pilot study approximately 250 emails/letters explaining the MEES Regulations and the Landlord responsibilities were sent to Landlords of private rented properties in the Selective Licensing area of the city where the EPC rating was showing as an F or G. In addition 988 properties outside the Selective Licensing area had an EPC rating of F or G. 241 were confirmed as privately rented and 621 were owner occupied

Activity	Private Rented Properties Selective Licensing Area with EPC F or G	Private Rented Properties Outside Selective Licensing Area with EPC F or G
MEES Communication Sent Jan/Feb 2020	250	241
No of Properties improved to EPC of E and above as at 30/09/2020	54	25

4.6 Repairs Assistance through the Council's Capital Programme

The Regulatory Reform (Housing Assistance) (England & Wales) (Order 2002 gives local authorities the power to provide assistance for the purpose of improving living conditions in the local authority area. In order to do that local authorities must have an adopted and published policy for the provision of assistance. The Council's Housing Renewals Policy is that adopted Policy.

The Housing Act 2004 introduced the Housing Health & Safety Rating System [HHSRS] assessment process incorporates a full inspection of the residential premises to identify any deficiencies. The inspecting officer will judge whether the deficiencies mean that there are any hazards that are significantly worse than the average for residential premises of that age and type. The inspecting officer then assesses the likelihood of an occurrence that could cause harm over the next twelve months and the severity of the outcomes from such an occurrence. If a high risk is determined the hazard is defined as a Category 1 hazard which places a statutory

duty on the local authority to reduce that hazard to an acceptable level.

29 hazards are looked at, the most common occurrence being Excess Cold. All inspecting officers are accredited in this inspection regime.

Repairs Assistance is awarded to vulnerable home owners who are on low incomes and the household includes people living with a chronic or severe health difficulty/illness/frailty or disability. Vulnerable households with older people or pre-school children can also be eligible. Repairs Assistance is a discretionary grant and is provided subject to funding availability. It is necessary to prioritise cases which will take into consideration the following factors:

- The severity of the hazard(s) identified under the HHSRS Assessment and the risk to health posed by those hazards
- Chronic or severe illness and disability - including respiratory condition, chronic obstructive pulmonary disease (COPD), heart conditions, asthma, poor mobility
- The age of the applicant
- Lack of/inefficient boiler and central heating systems and thermally inefficient homes
- People who are in-patients at an NHS hospital and in need of works or repair or adaptation enabling them to be safely discharged into their home
- Clients living alone

The aim of targeted Repairs Assistance is to improve resident's health and wellbeing, reduce longer term demand on health and social care services and facilitate the discharge from hospital or intermediate care. The Care & Repair Home Improvement Agency deliver Repairs Assistance to vulnerable households as well as Disabled Facility Grants to the elderly and disabled adults and children who require adaptations to enable them to live independently. All work undertaken by the Agency are carried out at least to the standards required by building regulations, in particular with respect to ventilation.

Caseworkers carry out means tests for these grants and as part of that Casework, carry out referrals into Leap and welfare benefit entitlement checks to ensure income is maximised, and benefits are claimed which can open the door to further assistance.

Referrals are also made to Disability Peterborough, the Disability Advice Service based in Peterborough who also carry out benefit entitlement checks specifically for householders with a disability.

Foundations is the governing body of Home Improvement Agencies and there Independent Living Trust work in partnership with The Gas Safe Charity on an annual project aimed at improving gas safety in the homes of older, disabled and vulnerable people in cases of hardship and urgency. The project pays for preventive measures which reduce the risks of death, injury and illness caused by dangerous gas work and appliances and promotes gas safety awareness across the UK. This hardship fund provides practical gas safety interventions, such as the replacement, repair and servicing of dangerous, faulty or inefficient gas appliances and installations that put the safety of vulnerable people at risk in their own homes

The use of the Council's Capital Programme has reduced in recent years as the LEAP partnership has grown enabling resident to access external funding through ECO, ECO Flexible Eligibility and other successful funding bids.

Financial Year	No. Repairs Assistance Awards (Incl Park Home External Wall Insulation)	No. Repairs Assistance Heating Grants	Amount Spent
2017/2018	37	56	£764,632
2018/2019	27	28	£388,338
2019/2020	18	18	£281,070

4.7 External Wall Insulation Programmes

Historically, Peterborough City Council has been active in delivering energy efficiency measures to hard to treat solid walled properties. In 2014/2015 Green Deal Communities Funding delivered external wall insulation to 365 solid walled properties in the centre of the city.

The Council's Capital Programme for Repairs Assistance has funded an external wall insulation programme on the city's Park Home sites for several years. Park homes are generally occupied by vulnerable, elderly and low, fixed income households at risk of fuel poverty.

Financial Year	No of Park Homes Insulated	Amount Spent inc Associated Work
2015/2016	23	£237,750
2016/2017	24	£313,270
2017/2018	21	£219,413
2018/2019	12	£143,798

4.8 Care & Repair Handyperson Scheme

The Care & Repair Home Improvement Agency also runs a Handyperson service, designed to assist elderly and disabled people to continue living independently. It delivers small scale, small value work that predominantly reduce the risks of falls. The service funds the labour costs of delivering this work, the material costs are chargeable to the client. Many requests include boiler and heating system repairs. Both Care & Repair and Age UK can also provide emergency heaters for vulnerable residents until a heating contractor can attend.

The scheme is open to vulnerable people aged 65 years of age or over and/or disabled and the client is not living with an able bodied person of working age, unless they are a full time carer. The service is also open to single parents of disabled children or very vulnerable residents. Handyperson contractors have also received training to enable them to identify the risks associated with cold homes and LEAP referrals can be made following their initial intervention.

	2018/2019	2019/2020	2020 to 30/09/2020
No. of Handy Person Cases	2,033	1,812	586

4.9 Falls Prevention – Stay Stronger for Longer

The Home Service Delivery Team developed a falls prevention initiative, Stay Stronger for Longer, in conjunction with Public Health and the Peterborough multi agency Falls Working Group. The initiative includes a leaflet which highlights that six out of ten falls happen in the home or garden.

The Stay Stronger for Longer leaflet includes:

- A checklist to consider if the resident is at risk from falls - including if the resident is struggling with maintenance jobs around the house, if clutter has built up at home over the years and whether the resident is not always that warm at home
- How to reduce the risks from falls in the home – including eyesight changes, multiple medications, alcohol consumption and bone strength
- Falls proofing the home – heating, lighting, living areas, kitchen/bathroom, garden with a direct referral link into the Home Service Delivery Team
- Stay strong, Stay Steady – including 6 strength & balance exercises
- Stay safe out and about
- Avoiding slips and trips
- Getting up from a fall
- If a resident falls and cannot get up – including planning ahead and how to get help

The leaflet provides a checklist for residents which includes:

- Make a GP appointment to review my medication (if it hasn't been done for 12 months) or to talk about dizziness or unsteadiness and make an eye-test appointment
- Put a torch by the bed, keep landing/hall lights on at night
- Remove/tape down frayed carpet, replace worn-out slippers and clear clutter, especially in passageways, bedroom and round doorways.
- Reorganise kitchen cupboards to avoid reaching up so often
- Make a fall plan, cushions and blankets in key locations.
- Buy non-slip mats for the bathroom.
- Think: is my home warm enough? If not, request a LEAP home visit
- Find a qualified electrician if I need to change lighting. Plus a local approved handyman

for odd jobs such as changing bulbs and fitting rails etc.

In addition to this initiative, the Home Service Delivery Team offers minor aids and adaptations for low value (under £1,000) items and Technology Enabled Care items such as fall sensors.

4.10 Public Health's Annual Stay Well Campaign

Representatives from Peterborough City Council are members of the Cambridgeshire & Peterborough Stay Well Steering Group. The annual winter campaign includes the distribution of circa 20,000 Stay Well packs across both regions ensuring they reach the most vulnerable communities through the Stay well partners and other external organisations. Last year £50,000 was allocated to Peterborough for the Stay Well grants for heating costs to vulnerable residents in crisis which was administered by Peterborough Citizens Advice. All details of Peterborough's LEAP offer is included in these packs.

Key messages and advice on how to avoid the health risks of living in a cold home and information about what these health risks are as outlined in Public Health England's Cold Weather are also distributed as part of this campaign.

5. PRIORITIES GOING FORWARD

Although significant progress has been made in recent years the main objectives of this strategy continue to be:

- **Increasing Energy Efficiency**
 - By providing schemes to increase the energy efficiency of domestic housing
 - By providing energy efficiency advice to residents across Peterborough
- **Reducing Fuel Poverty**
 - By targeting fuel poor households with assistance
 - By maximising the income of households in fuel poverty
 - By reducing household fuel bills
- **Improving Health and Wellbeing through Increasing Affordable Warmth**
 - By improving household heating without increasing carbon emissions where possible
 - Through crisis intervention for vulnerable people in cold homes, including heating installation and repairs
 - With help to prevent people falling into fuel poverty

The Action Plan accompanying this Strategy sets out how we are going to achieve these

objectives in the coming years.

5.1 **The Home Service Delivery Team**

Peterborough City Council is uniquely placed to meet the guidelines published by the National Institute for Clinical Excellence (NICE) on preventing mental and physical health problems as well as deaths from cold homes. The formation of the Home Service Delivery (HSD) Team brought together Reablement, Therapy Services, the Care & Repair Home Improvement Agency and the Housing Programmes Team into one service within Adult Social Care. The Adult Early Help Team, the “Front Door” to social care, has also recently joined the service. The emphasis and focus of the team is on prevention and early intervention in order to reduce or eliminate costly domiciliary care packages.

The focus of the HSD Team is to:

- keep people living independently and safely in their own home for as long as possible, therefore reducing or delaying their need for long term care

This is achieved by:

- supporting people to recover from illness or injury,
- helping people to relearn lost skills and abilities,
- utilising both technology enable care and, if necessary, adaptations
- prevent, as far as possible, admission into hospital, due to falls or medical conditions exacerbated by living in a cold, damp and unhealthy environment
- ensure that if they do need to go into hospital, they are discharged without delay into a warm, healthy, safe and accessible

The HSD Team are the single point of contact health and housing referral service based in social care for people living in cold homes. Social care and health practitioners, and other support organisations such as Age UK, the Care Network, the Fire & Rescue Service, Citizen’s Advice and local social housing providers have the ability to easily refer their vulnerable clients who are living in a cold home into the Team or into LEAP direct. This may be because of a medical condition, such as heart disease; a disability that stops them moving around to keep warm, or makes them more likely to develop chest infections. It may be personal circumstances, such as being unable to afford to keep warm enough. The HSD Team, working in partnership with health and social care colleagues, external organisations and the voluntary sector can provide tailored solutions, utilising various funding streams and advice services, to identify and help people living in cold homes.

5.2 **Peterborough’s Primary Care Networks (PCNs) & Integrated Neighbourhoods**

Primary Care Networks (PCNs) are a key part of the NHS Long Term Plan. The networks have expanded neighbourhood teams which will comprise a range of staff, led by GPs, including pharmacists, district nurses, matrons, community geriatricians, dementia workers and Allied Health Professionals such as physiotherapists and podiatrists/chiropractors, joined by social care and the voluntary sector. All general practices are aligned to a PCN, covering approximately 30,000-50,000 patients with proactive and co-ordinated services being developed locally, in response to the needs of the patients they serve. The focus of these services is on prevention and personalised care.

The HSD Team will continue to build on the progress made so far in aligning itself with the Integrated Neighbourhood Teams. HSD Team members will continue to promote and raise awareness of the preventative services it offers to support people to relearn lost skills, maintain independence and tackle the issues of living in a cold home and being unable to afford to heat it adequately. By continuing to be part of these Teams will allow the effective identification of people at risk as well as the opportunity to make every contact count by advising health and social care practitioners on how to refer into HSD Team.

5.3 **GP Referrals**

The Home Service Delivery Team has been working with the three Peterborough PCN accelerators and their Integrated Neighbourhood Managers. All three have identified falls as one of their priorities. All GPs working in practices across Peterborough now have the ability to send a direct referral into the HSD Team via ASC Early Help during the GP consultation with a patient or directly after. A referral “pink button” has been added onto Systemone, the database used by all GP practices. The ability to add details whether the referral is for reablement, therapy services, Handyperson services, to address house condition or fuel poverty is also available. Direct access to Systemone for relevant HSD Team members is also being introduced. Working with the PCNs in this way will mean that we are able to identify clients earlier so that we can assist them earlier, therefore enabling them to remain independent for longer.

5.4 **Social Prescribing**

Sometimes a patient will seek help from their GP about a non-medical issue. This can include things like loneliness or difficulty cooking and caring for oneself. In those cases, a Social Prescribing Link Worker, based within the PCN may be able to help. This person will meet with the patient to identify what they need. They will then put them in touch with the right services. Social prescribing can include volunteering, walks through nature or joining community groups. The HSD Team managers meet periodically with the Social Prescribers across the Primary Care Networks to discuss potential referrals, advise on services available and the referral route and to feedback on the outcome of referred cases.

5.5 **Hospital Discharge**

The HSD Team now have established partnership working with the Hospital Transfer of Care Team, the Care Network, who are based in the hospital and support people out of hospital and the Red Cross who provide the Hospital at Home service.

Many people being discharged from hospital are referred through for up to 6 weeks of Reablement and all front line Reablement staff have been trained on LEAP referrals and the wider services available to ensure residents are discharged into a safe and warm environment or any issues are picked up as a matter of urgency when they are returned home.

Every effort is made to ensure that all the practitioners involved in the discharge ensure the home is warm enough. This could include simple measures such as turning on the heating before discharge, providing advice on the ill effects of cold on health, or providing advice on how to use the heating system. If needed, the client can be referred into the HSD Team if the heating system needs replacing or the property needs insulating, or to prevent or address fuel debt which may

accrue during someone's stay in health or social care accommodation.

In recent years extra Disabled Facility Grant Allocation within the Better Care Fund has been available to enable local authorities to introduce more flexible and responsive ways to help reduce pressures on health and social care. The Council's Housing Renewal Policy introduced a discretionary grant to support speedy transfers of care from hospital, reduce admission and readmission to hospital and to reduce the cost of domiciliary care packages by improving house condition (including addressing fuel poverty and Excess Cold). The discretionary grant is up to £6,000 and can be used alongside installing technology enabled care and providing adaptations.

5.6 **Multi-Disciplinary Team Meetings**

The Housing Programmes Manager is now a member of the NHS Multidisciplinary Team (MDT) for Peterborough – City 1 & 2. This MDT brings together health and care staff who are members of different organisations and professions (e.g. GPs, social workers, district nurses, community physiotherapist, mental health workers), that work together to make decisions regarding the treatment of individual patients and service users within a specified area. The Housing Programmes Manager picks up and progresses all housing issues emanating from the meetings, including securing suitable housing and housing condition which assists vulnerable residents living in cold homes who are repeatedly being admitted to hospital due to falls and recurring respiratory illness.

5.7 **LEAP & ECO Flexible Eligibility**

LEAP will continue to be the main fuel poverty outreach service for the Council.

- 5.7.1 A referral into LEAP can trigger a host of additional services described in Section 4 above. LEAP services will continue to be advertised on the Council's website, through Facebook Campaigns and on Insite throughout the year. Green Energy Switch also promote the service widely and Housing Programmes staff attend appropriate internal Team Meetings to advise staff on the services and referral routes into the scheme. HSD Team Managers promote the Scheme to a wide range of partner organisations – such as the Older People's Partnership Board, the Carer's Board and the Disability Forum.

It is expected that approximately 1,200 referrals will be made per annum (dependent on funding availability)

- 5.7.2 The Council will continue to review and, if necessary, update its Statement of Intent which describes the criteria the Council intends to use to target households under Flexible Eligibility for ECO funding for energy efficiency measures.

5.8 **Green Home Grant**

A £2 billion Green Homes Grant Scheme announced by the Chancellor on 8 July 2020 to help fund energy efficient upgrades to households across England. There are two main element to

this scheme

- 5.8.1 The Green Homes Grants in England are available to both owner-occupiers and landlords. They will fund up to two-thirds of the cost of installing eligible energy efficiency measures through a voucher scheme, up to a maximum of £5000 per property. This is to be delivered via companies that are registered through the Trustmark or Microgeneration Certification Scheme. Grants will become available at the end of September and will be available for works completed by 31 March 2021.

Residents may be able to receive a higher level of subsidy if they are a homeowner and either they or a member of their household receives one of the qualifying means-tested benefits, covering 100% of the cost of the improvements. The maximum value of this voucher is £10,000. Landlords cannot apply for the low-income part of the scheme. The government has created an easy to use tool on the Simple Energy Advice website to establish what home owners/landlords can do to their property with some indicative costs

- 5.8.2 £500 million has been earmarked specifically for delivery through a Local Authority Delivery (LAD) Scheme. Under this competition, Local Authorities across England can bid for funding to improve the energy efficiency of low income, fuel poor households in their local area.

Peterborough City Council, as part of the Warmer Homes Consortium have submitted a bid for Round 1 of Local Authority Delivery element of this funding (a total of £200 million) and were notified on the 1 October 2020 that bid was successful within our existing Warmer Homes scheme. The grant funding awarded is £3,100,500.00 to target 300 homes overall (predominantly owner occupied and privately rented) with a mixture of primary insulation or low carbon heating measures and secondary measures such as double glazing and smart heating controls.

Funding has to be spent by 31 March 2021 and we are already working on plans to target and approach suitable households (EPC rating of E, F and G and a gross household income of less than £30,000).

The LEAP scheme has strong referral networks and brand awareness in place and so it is the intention to promote this LAD project alongside LEAP as an extension to the trusted 'Warmer Homes' offer. The consortium members have together identified many thousands of properties with an EPC rating of E, F or G in target areas of deprivation and the figure of 300 represents a small fraction of the number of households that could be helped. This reflects the very tight timescale of the LAD project, together with the anticipated difficulties of working over the winter in a Covid-19 pandemic. Consortium members are keen to ensure success and build on this initial project to secure further funding in future Green Homes Grant rounds. Round 2 is expected to total £300 million of funding overall.

5.9 **Landmark Data**

Because of recent Government relaxations local authorities now have access to Landmark data which is the register of lodged Energy Performance Certificates. As at March 2020, 74,490 EPCs

have been lodged for Peterborough UA.

An initial search of the data where the tenure is present revealed:

Tenure	EPC Rating E	EPC Rating F & G
Owner Occupiers	4,326	939
Private Rented	2,249	334
Social Rent	219	27
Total	6,794	1,300

More work is currently being carried out on this data in order to actively target the properties that would benefit from appropriate funding streams, including both elements of the Green Homes Grant. Properties that are owner occupied or privately rented, have an EPC rating of E to G and have the recommended measure of external wall insulation, are being particularly targeted for the LAD element of the Green Homes Grant.

5.10 Minimum Energy Efficiency Standards Energy Efficiency Standard

The data obtained through the MEES Pilot Study described in Section 4.5 above will be used for direct targeting of F & G privately rented properties and potential funding assistance through the Warm Homes Fund and the Green Homes Grant.

The PES Housing Enforcement Team now have the powers and a policy in place for potential enforcement of the MEES regulations from April 2021 onwards, although properties currently being inspected in the Selective licensing area may be subject to earlier enforcement if appropriate funding opportunities are not taken up.

6. Affordable Warmth Strategy – Action Plan

No	Action	Priority	KPI	Responsibility	Delivery
1.	To develop further the Home Service Delivery Team to become the single point of referral for health and social care professionals, internal departmental colleagues and other external statutory and voluntary agencies	Increasing Energy Efficiency Reducing Fuel Poverty		Head of Housing, Prevention & Wellbeing Housing Programmes Manager	Ongoing throughout the Strategy
2.	To carry out appropriate housing energy advice and support activities on how to achieve affordable warmth through lifestyles changes, accessing cheaper energy tariffs, and taking advantage of government and energy company grants to improve the energy efficiency of people's homes.	Increasing Energy Efficiency Reducing Fuel Poverty Improving Health and Wellbeing through Increasing Affordable Warmth	Achieve 1,200 referrals into LEAP per year (subject to funding availability)	Home Service Delivery Team – Housing Programmes LEAP – Agility Eco and Green Energy Switch	Ongoing throughout the Strategy
3.	To develop further collaborative working with Integrated Neighbourhood Teams, Multi-Disciplinary Teams and GP Practices to raise awareness of the health impact of living in cold homes	Improving Health and Wellbeing through Increasing Affordable Warmth		Head of Housing, Prevention & Wellbeing Housing Programmes Manager	Ongoing throughout the Strategy
4.	To identify homes where an excess cold hazard exists and to take appropriate action to reduce the hazard. This may include the use of external grant funding or enforcement action in the	Increasing Energy Efficiency Reducing Fuel Poverty Improving	Cat 1 hazards for Excess Cold dealt with 100% spend of the Capital Programme for Repairs	Home Service Delivery Team – Housing Programmes Care & Repair Prevention & Enforcement –	Ongoing throughout the Strategy but Repairs Assistance dependent on funding availability

	case of privately-rented accommodation and internal and external financial assistance for vulnerable owner-occupiers	Health and Wellbeing through Increasing Affordable Warmth	Assistance No of Improvement Notices served	Housing Enforcement	
5.	To work with the Peterborough Falls Working group to continue to develop multi agency working and identifying projects that prevent people falling across all vulnerable groups and promote the Stronger for Longer campaign and strength and balance exercise	Improving Health and Wellbeing through Increasing Affordable Warmth		Home Service Delivery Team	Ongoing throughout the Strategy
6.	To review and implement the Council's Statement of Intent on delivering ECO Flexible Eligibility to reach as many vulnerable households as possible	Increasing Energy Efficiency Reducing Fuel Poverty Improving Health and Wellbeing through Increasing Affordable Warmth		Home Services Delivery Team – Housing Programmes	Ongoing throughout the Strategy
7.	To continue to utilise discretionary funding to expediate the discharge from hospital, of vulnerable residents into a warm and safe home environment		100% of Discretionary Grant to Support ASC budget spent	Home Services Delivery Team – Housing Programmes Reablement Team Adult Early Help	Ongoing throughout the Strategy but dependent on funding availability
8.	Identify external sources of funding that could be accessed to support affordable warmth work e.g. Green Homes Grant LAD Round 2	Increasing Energy Efficiency Reducing Fuel Poverty		Home Services Delivery Team – Housing Programmes	Ongoing throughout the Strategy but dependent on opportunities for external funding bids

		Improving Health and Wellbeing through Increasing Affordable Warmth			
9.	To continue to refer into the Warm Homes Consortium properties that are off gas and are energy inefficient for first time central heating	Increasing Energy Efficiency Reducing Fuel Poverty Improving Health and Wellbeing through Increasing Affordable Warmth		Home Service Delivery Team – Housing Programmes Prevention & Enforcement – Housing Enforcement	Referrals until the end of the Project May 2021
10.	To enforce the Minimum Energy Efficiency Standards in the Private Rented Sector utilising Landmark EPC data to effectively target activity	Increasing Energy Efficiency Reducing Fuel Poverty Improving Health and Wellbeing through Increasing Affordable Warmth	No. of F & G rented properties taken to EPC E and above No of FPNs issued for not having an EPC	Prevention & Enforcement – Housing Enforcement Home Service Delivery Team – Housing Programmes	Ongoing throughout the Strategy



Peterborough City Council

Housing Renewal Policy

2021 - 2024

Housing Assistance to Improve Health, Safety & Wellbeing

October 2020

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1. INTRODUCTION

1.1 The Regulatory Reform (Housing Assistance) (England & Wales) (Order 2002

- 1.1.1 Article 3 of the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 gives local authorities the power to provide assistance (either directly or indirectly) to any person for the purpose of improving living conditions in the local authority area.
- 1.1.2 Paragraph (3) of article 3 allows assistance to be provided in any form.
- 1.1.3 The Order provides that the power may be exercised subject to certain qualifications detailed in article 3.
- 1.1.4 Paragraph (4) of article 3 gives local housing authorities the power to make assistance subject to certain conditions, including making repayment or a contribution.
- 1.1.5 Article 4 of the Order prevents local housing authorities from exercising their Article 3 power unless they have adopted a policy for the provision of assistance under that article and given publicity to the policy and act in accordance with it.
- 1.1.6 Article 11 of the Order makes amendments to the Housing Grants, Construction and Regeneration Act 1996 in accordance with Schedule 3 of the Order.

1.2 The purpose and scope of this document

- 1.2.1 In accordance with article 4 of the Regulatory Reform (Housing Assistance)(England and Wales) Order 2002, this document sets out in full the policy that has been adopted by Peterborough City Council, and includes details of –
 - (a) how the Council intends to exercise its article 3 powers and ensure that the statutory qualifications to that power are observed;
 - (a) the types of assistance the Council may make available;
 - (a) the circumstances in which persons will be eligible for assistance;
 - (a) how the amount of any assistance awarded will be calculated;
 - (a) the conditions that will apply to the provision of assistance;
 - (a) how and in what circumstances any assistance made may be repaid.

1.3 Commencement and transitional arrangements

- 1.3.1 This revised policy shall have effect from 1 January 2021.
- 1.3.2 From 1 January 2021 a valid application for assistance made under a power derived under article 3 of the Order will be determined under the provisions of the policy described in this document.

1.4 NATIONAL CONTEXT

1.4.1 The Ministry of Housing, Communities & Local Governments (MHCLG) English Housing Survey 2018 – 2019 published in January 2020 stated:

- Of the estimated 23.5 million households in England, 15.0 million or 64% were owner occupiers.
- In 2018-19, the private rented sector accounted for 4.6 million or 19% of households the sector has doubled in size since 2002,
- The social rented sector, at 4.0 million households (17%), remained the smallest tenure, following a long downward trend which has stabilised over the last decade or so.
- After more than a decade of decline, the proportion of 25-34 year olds in owner occupation has increased and there are now almost equal proportions of 25-34 year olds living in the private rented and owner occupied sectors (41%)
- In 2018-19, 10% of 55-64 year olds lived in the private rented sector and the proportion of 55-64 year olds in the social rented sector increased from 14% to 17%. Meanwhile, the proportion of 55-64 year olds that were owner occupiers decreased from 79% to 73%.
- In 2018-19, 8% of social renters lived in overcrowded accommodation, up from 5% in 1998-99. Over the same period, the proportion of private renters living in overcrowded accommodation increased from 3% to 6%.
- In 2018, the average SAP (Energy Efficiency) rating of English dwellings was 63, up from 62 in 2017. This increase was evident in all tenures apart from housing association dwellings where there was no significant increase. The proportion of dwellings in the highest SAP energy efficiency rating bands A to C increased considerably between 2008 and 2018, from 9% to 34%. Over the same period, the proportion of dwellings in the lowest F and G bands fell from 14% to 4%.
- In 2018, 22% of dwellings with mains electricity had an electricity smart meter and 21% of dwellings with mains gas supply had a gas one, up from 15% and 14% respectively in 2017.

1.4.2 The Housing Act 2004 brought about changes to the way in which properties are assessed and has replaced the former system based on the test of fitness for human habitation. The Housing Health & Safety Rating System [HHSRS] assessment process incorporates a full inspection of the residential premises to identify any deficiencies. The inspecting officer will judge whether the deficiencies mean that there are any hazards that are significantly worse than the average for residential premises of that age and type. The inspecting officer then assesses the likelihood of an occurrence that could cause harm over the next twelve months and the severity of the outcomes from such an occurrence.

1.4.3 A hazard is a situation where there is risk of harm. The hazards assessed by the inspecting officer

are:

- Damp and mould growth – exposure to dust mites, damp, mould or fungal growth
- Excess cold – exposure to low temperatures
- Excess heat – exposure to high temperatures
- Exposure to asbestos & manufactured mineral fibres
- Biocides – exposure to chemicals used to treat timber and mould growth
- Carbon Monoxide and fuel combustion products – exposure to carbon monoxide, nitrogen dioxide, sulphur dioxide and smoke
- Ingestion of lead
- Exposure to radiation
- Exposure to uncombusted fuel gas
- Exposure to volatile organic compounds
- A lack of adequate space for living and sleeping
- Difficulty in keeping the dwelling secure against unauthorised entry
- A lack of adequate lighting
- Exposure to noise
- Domestic hygiene, pests and refuse – poor design, layout or construction such that the dwelling cannot readily be kept clean, exposure to pests; an adequate provision for the hygienic storage and disposal of household waste
- Food Safety – an inadequate provision of facilities for the storage, preparation and cooking of food
- Personal hygiene, sanitation and drainage – an inadequate provision of facilities for maintaining good personal hygiene, sanitation and drainage
- Water supply – an inadequate supply of water free from contamination, for drinking and other domestic purposes
- Falls associated with toilets, baths, showers or other washing facilities
- Falling on any level surface or falling between surfaces where the change of level is less than 300 mm
- Falling on stairs, steps or ramps where the change of level is 300 mm or more
- Falling between levels where the difference in levels is 300 mm or more
- Exposure to electricity
- Exposure to uncontrolled fire and associated smoke
- Contact with controlled fire or flames, hot objects, liquid or vapours
- Collision with, or entrapment of body parts in doors, windows or other architectural features
- An explosion in the dwelling
- The position, location and operability of amenities, fittings and equipment
- The collapse of the whole or part of the dwelling

1.4.4 To allow for the comparison of the significance of the widely differing hazards, the HHSRS uses a formula to generate hazard scores. Hazards are classified as either Category 1 or Category 2.

1.4.5 The Housing Act 2004 imposes a duty on Local Authorities to deal with identified Category 1 hazards and a power to deal with Category 2 hazards.

Providing financial assistance to lower income and vulnerable owner occupiers as well as taking

appropriate and proportionate enforcement action on Landlords of privately rented properties are two ways Local Authorities may exercise that duty and power.

- 1.4.6 The English Housing Survey 2018 – 2019 found across all tenures, the proportion of homes with HHSRS Category 1 hazards has declined over the past decade. In 2018, 11% of the housing stock had a HHSRS Category 1 hazard, down from 23% in 2008. Such hazards are more prevalent in the private rented sector (14%) than owner occupied housing stock (11%) and the social rented sector (5%). While the private rented sector had the highest proportion of homes with a Category 1 hazard, there was a notable decrease in the proportion of stock with such hazards, from 31% in 2008 to 14% in 2018.
- 1.4.8 This concentration of poor housing in the private sector is of key importance when planning preventative housing measures eg. to reduce health risks, prevent falls and support safe, timely hospital discharge, all of which impact on NHS costs. The estimated costs of poor housing to the NHS is £1.4 billion pa. The cost to the NHS, in first year treatment costs, of the poorest housing among older households (55yrs+) is c. £624 million. Housing, its availability, standard and suitability, has a critical role to play in plans for a more integrated approach to provision of health services and social care.
- 1.4.9 Housing disrepair impacts on mental as well as physical health, affects carers' ability to care, and can fundamentally undermine older people's ability to live independently, safely and as part of the wider community. Housing impacts on economic activity, childhood and educational attainment and health across the life course. In England there has been a long history of systematic action to improve and maintain housing stock condition. There are significant potential economic and social gains from a coherent national response to addressing private sector housing disrepair, including employment opportunities, economic stimulus through enabling best use of assets, as well as health gains. As well as addressing housing supply, existing housing stock disrepair needs once again to be 'on the radar' of policy makers across housing, health and social care.
- 1.4.10 The Care Act 2014 focusses on prevention. Guidance states "*Local authorities must provide or arrange services, resources or facilities that maximises independence for those already with such needs, for example interventions such as rehabilitation/reablement services, e.g. community equipment services and adaptations.*" The guidance goes on to state "A fundamental component of the Care Act is the suitability of accommodation' in meeting the at home care and support needs of older and vulnerable people. The Act and the accompanying regulations and guidance outline how housing can support a more integrated approach
- 1.4.11 Section 1 of the Care Act states that whatever social services does under the Act, in respect of an individual person, it has a general duty to promote the wellbeing of that individual, including
 - a. personal dignity
 - b. physical and mental health and emotional wellbeing;
 - c. protection from abuse and neglect;
 - d. control by the individual over day-to-day life (including over the care and support

- provided to the adult and the way in which it is provided)
- e. participation in work, education, training or recreation;
- f. social and economic wellbeing
- g. domestic, family and personal relationships;
- h. suitability of living accommodation;**
- i. the adult's contribution to society.

1.4.12 Housing is not just the 'bricks and mortar', but also includes housing related support or services. Housing must be considered as part of an assessment process that may prevent, reduce or delay an adult social care need. Information and advice should reflect housing options, as part of a universal service offer. The aim is for care and support to be delivered in an integrated way with cooperation with partner bodies, including housing

1.4.13 The Public Health Outcomes Framework “Healthy Lives, Healthy People: Improving Outcomes and Supporting Transparency” (Dept of Health, 2013) sets out desired outcome for public health and how they will be measure. Many of the measurements have links to housing including falls and injuries in over 65s, Fuel Poverty and Excess Winter Deaths.

1.4.14 The National Institute for Health and Care Excellence (NICE) has issued guidance on preventing Excess Winter Deaths and identifies the following groups as being particularly vulnerable to cold living conditions:

- People with cardio-vascular conditions
- People with respiratory conditions (In particular COPD and childhood asthma)
- Those suffering from mental health conditions
- People with disabilities
- Older people (age 65 and over)
- Households with young children (new born to school age)
- Pregnant women
- Low income households

1.4.15 The Council's Affordable Warmth Strategy 2020 – 2025 and this Renewals Policy are closely aligned to the NICE recommendations. This includes:

- developing a single point-of-contact health and housing referral service for people living in cold homes,
- providing tailored solutions,
- Identify people at risk of health from living in a cold home
- Make every contact count by assessing the heating needs of people who use primary health and home care service
- Discharge vulnerable people from health or social care settings to a warm home
- Raise awareness among practitioners and the public about how to keep warm at home
- Ensure buildings meet ventilation and other building and trading standards

1.5 LOCAL CONTEXT

1.5.1 Peterborough is a city with huge ambitions. The vision for the city is:

“To create a Peterborough residents are proud to live, work and grow up in and where services give value for money and deliver what local people need.

1.5.2 The priority outcomes in the Council’s Corporate Strategy 2019 – 2021 are:

- Pride in our communities and environment
 - We want safe, friendly and healthy neighbourhoods with open spaces, roads, pavements and cycle paths that are well maintained and free from litter and mess:
- First rate futures for our children, young people - and quality support for our adults and elderly
 - We want to improve opportunities for education and training and to help people to do more for themselves, for each other and for their communities:
- Better jobs, good homes and better opportunities for all
 - We will grow our city in a sustainable and fair way to create job opportunities and address poverty. As we grow, we will invest in the quality and availability of housing

1.5.3 The last stock modelling conducted in the City was by the Building Research Establishment (BRE) in 2015/2016. The BRE undertook a series of modelling exercises on the housing which included the prevalence of Category 1 hazards and energy performance.

Indicator	All Stock				Private Sector Stock			
	P'boro No	P'boro %	2011 EHS Regional %	2011 EHS England %	P'boro No	P'boro %	2011 EHS Regional %	2011 EHS England %
No of dwellings	82,695	-	-	-	66,414	-	-	-
All Cat 1 hazards	8,937	11%	17%	15%	7,952	12%	19%	17%
Excess Cold	2,522	3%	7%	6%	2,286	3%	8%	7%
Falls	7,414	9%	10%	9%	6,714	10%	11%	10%
Disrepair	2,123	3%	3%	5%	1,978	3%	3%	6%
*Fuel Poverty LIHC	8,742	11%	10%	11%	7,218	11%	11%	11%
Low income households	29,336	35%	28%	33%	17,084	26%	20%	24%
All Cat 2 hazards	12,499	15%	29%	31%	10,849	16%	31%	33%

Table 1.2 Estimates of the numbers and percentages of dwellings meeting key indicator criteria for all stock and private sector stock in Peterborough compared to East of England and England

Indicator	Private Sector Stock				Social Stock	
	Owner Occupied		Private Rented			
	No	%	No	%	No	%
No of dwellings	49,956	-	16,458	-	16,281	-
All Cat 1 hazards	5,442	11%	2,510	15%	985	6%
Excess Cold	1,639	3%	647	4%	236	1%
Falls	4,536	9%	2,178	13%	700	4%
Disrepair	1,139	2%	839	5%	145	1%
**uel Poverty LIHC	4,156	8%	3,062	19%	1,524	9%
Low income households	10,444	21%	6,640	40%	12,252	75%
All Cat 2 hazards	7,203	14%	3735	23%	1,050	6%

Table 1.3 Estimate of the numbers and percentage of dwellings meeting the key indicator criteria by tenure for Peterborough

*Low Income High Cost Fuel Poverty Indicator – required fuel costs are above average (national median level) and were household to spend that amount they would be left with a residual income below the official poverty line

1.5.8 The Report estimated the total cost of mitigating all hazards within dwellings as £28.2 million.

1.5.9 As well as commissioning the stock modelling, Peterborough City Council also commissioned a quantitative Health Impact Assessment which utilises the data in the stock modelling to better understand the effect of private sector housing hazards and intervention strategies on the health of residents in Peterborough using the methodology developed by the BRE for the “Real Cost of Poor Housing” publication.

1.5.10 The conclusions of the Health Impact Assessment estimated the total cost of mitigating the Category 1 hazards so that the risk is reduced to an acceptable level is £27 million with £8.4 million in the private rented sector. The estimated cost to the NHS of treating accidents and ill health caused by these hazards is £2.1 million each year. If the wider costs to society are considered, the total costs are estimated to be £5.2 million each year. If these hazards are mitigated to an acceptable level then the total annual savings to society are estimated to be £4.9 million, including £1.9 million of savings to the NHS.

1.6 Peterborough City Council’s Home Services Delivery Team

1.6.1 The formation of the Home Service Delivery (HSD) Team in October 2016 brought together Reablement, Therapy Services, the Care & Repair Home Improvement Agency and the Housing Programmes Team (which includes a housing environmental health function) into one service within Adult Social Care.

The Adult Early Help Team, the “Front Door” to social care, has also recently joined the service.

The emphasis and focus of the team is on prevention and early intervention in order to reduce or eliminate costly domiciliary care packages.

The focus of the HSD Team is to:

- keep people living independently and safely in their own home for as long as possible, therefore reducing or delaying their need for long term care

This is achieved by:

- supporting people to recover from illness or injury,
- helping people to relearn lost skills and abilities,
- utilising both technology enable care and, if necessary, adaptations
- prevent, as far as possible, admission into hospital, due to falls or medical conditions exacerbated by living in a cold, damp and unhealthy environment
- ensure that if they do need to go into hospital, they are discharged without delay into a warm, healthy, safe and accessible

The HSD Team are the single point of contact health and housing referral service as recommended in the NICE Guidelines. This service works closely with Adult Social Care colleagues, CPFT, Housing Needs, PES Housing Enforcement, social housing providers and voluntary organisations within the City to ensure the suitable accommodation requirements of the Care Act are fulfilled and all residents can live as independently as possible in a safe environment.

1.7 Types of Assistance Available

1.7.1 The following forms of assistance are available from Peterborough City Council to address the issues described above:

- Repairs Assistance
- Disabled Persons Relocation Grant
- Mandatory Disabled Facility Grant
- Discretionary Disabled Facility Grants to Support Adult Social Care

2 REPAIRS ASSISTANCE

2.1. Eligibility

Assistance may be awarded to a vulnerable client who has:

- an owner's interest (alone or jointly with others) in the dwelling to which the application relates for at least 3 years. This includes a leasehold with a legal obligation to repair with a minimum of five years left unexpired
- occupied the dwelling for at least 3 years
- a medical condition or other vulnerability that may be affected by the condition of their property or
- whose housing conditions are such that they may be detrimental to their health, safety or wellbeing and
- not been awarded financial assistance from the Council (except for insulation and heating measures) within the last 15 years

2.1.2 A vulnerable person for the purpose of this policy is defined as a person on low income, who is receipt of one of the following means tested benefits:

- Income Support
- income-related Jobseeker's Allowance
- Income based Employment Support Allowance
- Guaranteed Pension Credit
- Working Tax Credit with an income under £15,050.00
- Universal Credit

Or has

- a combined gross household income, from all sources including assessed income from savings and/or capital, of less than £25,000

2.1.3 and includes;

- people living with a chronic or severe health difficulty/illness/frailty or disability (evidence may be sought)
- Older people or pre-school children - defined as those over 60 and under 5 years of age

2.1.4 For those applicants not included within paragraph 2.1.2 above, the Housing Renewal Grants Regulations 1996, as amended, shall be applied to calculate the applicant's contribution in order to assess the extent to which any assistance may be given up to the maximum eligible expense limit.

2.1.5 The applicant and all adults living in the property must be receiving a means tested benefit or have been means tested as described in 2.1.4 above, for Repair Assistance purposes.

2.1.6 Repairs Assistance is a discretionary grant and is provided subject to funding availability. It may be necessary to prioritise cases which will take into consideration the following factors:

- The severity of the hazard(s) identified under the HHSRS Assessment and the risk to health posed by those hazards
- Chronic or severe illness and disability - including respiratory condition, chronic obstructive pulmonary disease (COPD), heart conditions, asthma, poor mobility
- The age of the applicant
- Lack of/inefficient boiler and central heating systems and thermally inefficient homes
- People who are in-patients at an NHS hospital and in need of works or repair or adaptation enabling them to be safely discharged into their home
- Clients living alone

2.1.7 The maximum Repair Assistance is £20,000.

2.1.8 Repairs Assistance will be financial assistance in order to improve health and wellbeing, reduce longer term demand on health and social care services and facilitate the discharge from hospital or intermediate care.

2.1.9 All Repairs Assistance is project managed and delivered by the Care & Repair Home Improvement Agency. A fee for this service is charged and is added to the amount of assistance awarded.

2.1.10 Repairs Assistance funding will only pay for the works detailed in the Schedule produced by the Home Improvement Agency

2.1.11 Enquires related to insulation, boiler and heating measures will be screened for their eligibility for Central Government or Energy Company Obligation schemes before awarding any Council assistance outlined in this Policy. This eligibility check will be carried out as part of the Local Energy Advice Partnership (LEAP), a fuel poverty outreach scheme currently adopted by the Council.

2.2 Making a valid application

2.2.1 The applicant must provide all information or evidence (including information relating to financial and medical circumstances) as may reasonably be required for those purposes of determining an application for assistance.

2.2.2 An owner's application for Repair Assistance will not be considered a valid application unless it is accompanied by an owner-occupation certificate.

2.2.3 A tenant's application for Repair Assistance will not be considered valid unless it is accompanied by a tenant's certificate and a statement of consent to the works signed by the person who at the time of the application is the landlord under the tenancy.

2.3 Determining a valid application for Repair Assistance – eligibility conditions

- 2.3.1 An application is not a valid application unless all sections of the application form are completed or, where they do not apply, marked appropriately.
- 2.3.2 Unless the Council directs otherwise in any particular case, an application for assistance is not valid unless it is accompanied by at least 3 estimates from different contractors of the cost of carrying out the works to which the application relates if the work is over £5,000 or one written estimate for works under £5,000. The exception to this is a specification based on the pre-priced schedule of rates in Lots 1 to 4 of the current Care & Repair Framework Agreement in place or any agreed exemption that supercede it.
- 2.3.3 The Council will not approve an application for Repair Assistance if the works to which the application relates have been started before the application is approved.

2.4 Determination and notification of amount of assistance

- 2.4.1 Where the Council has decided either to approve or refuse an application for Repair Assistance, it will notify the applicant of the outcome no later than two calendar month after the date of valid application.
- 2.4.2 If the application is refused, the Council will notify the applicant of the reasons for the refusal and inform the applicant of the Council's review procedure.
- 2.4.3 If the application is approved the notice will:
- specify the works for which assistance is approved
 - specify the full cost of the works for which assistance is approved;
 - specify the amount of assistance that is approved
 - provide a statement of the conditions to which assistance is subject;
- 2.4.4 The full cost of works will include:
- the cost of the building works (which will be the cost of the lowest of the quotes that accompanied the application, whether or not that contractor is the contractor that carries out the work); plus
 - the cost of any approved preliminary or ancillary services and charges. agreed by the Council to be necessary for the preparation and execution of the approved works and may include:
 - fees necessary to establish ownership of the dwelling;
 - architect's fees;
 - Peterborough City Council's Home Improvement Agency fees;
 - property valuation fees;
 - structural engineer's fees

- Building Control fees
 - any other fees the Council may decide in any particular case.
- 2.4.5 If, after an application for Repair Assistance has been approved the Council is satisfied that owing to circumstances beyond the control of the applicant the work cannot be completed for the approved amount, the Council may re-determine the approved amount within the overall cost limits applying.
- 2.4.6 If the cost of the eligible works exceed the £20,000 Repairs Assistance maximum grant limit, the Home Improvement Agency will discuss with the applicant if they are able to meet the excess amount over the grant limit. If the applicant is able to make the excess contribution the Agency will secure a bankers draft from the applicant made payable to the successful contractor which will be held by the Agency and paid to the contractor on satisfactory completion of works.
- 2.4.7 If the applicant is unable to meet the excess costs over the maximum grant limit, discussion and agreement will take place on which works to omit from the specification which will have the minimal impact on the health, safety or wellbeing of the applicant and family and which will bring the overall cost of work under the £20,000 maximum grant limit.
- 2.4.8 Any financial assistance awarded will be registered as a land charge for the condition period and will be recoverable by the Council on sale of the property or transfer of the Freehold or Leasehold.

2.5 Payment of Repair Assistance

- 2.5.1 The Council may pay Repair Assistance in whole after the work has been completed; or in part by instalments. Where Repair Assistance is paid in instalments, the aggregate of instalments paid before the works are completed shall not exceed 90% of the original approved amount.
- 2.5.2 It is a condition of payment of Repairs Assistance that the approved works are carried out within 12 months from the date of approval unless the Council agrees otherwise in any particular case.
- 2.5.3 The payment of Repair Assistance is conditional on –
- the approved works being carried out to the satisfaction of the Council, and
 - the Council being provided with an acceptable invoice or receipt for payment for the building works and for any other approved services and charges, and
 - the work being carried out by the approved contractor appointed by the Home Improvement Agency whose quote accompanied the application unless the Council agrees otherwise by prior notification in any particular case.
- 2.5.4 The Council will pay Repairs Assistance directly to the contractor.

- 2.5.5 Where the approved work has not been carried out to the satisfaction of the applicant the Council may, at the request of the applicant and if it considers it to be reasonable, withhold payment.
- 2.5.6 Where an award of Repair Assistance has been approved but before the date on which the works are certified as having been completed to the satisfaction of the Council (the “certified date”) it subsequently appears to the Council that the applicant was not, at the time of approval, entitled to the award, or if the applicant has ceased to be a person entitled to the award, then no award will be payable or, as the case may be, no further payment will be made.
- 2.5.7 Where 2.5.6 above applies, the Council may demand that any payment of Repair Assistance which has been made is repaid, together with interest on that amount from the date on which it was paid until the date of repayment, at such reasonable rates as the Council may determine.
- 2.5.8 Where an award of Repair Assistance has been approved but:
- the amount of the award was determined on the basis of inaccurate or incomplete information with regard to section 2.3 of the Policy, or
 - the approved works were started before the award was approved without the consent of the Council, or
 - the eligible works were not completed to the satisfaction of the Council within the period specified in paragraph 2.5.2 or any extended period agreed under the provision of that paragraph, or
 - the work was not carried out by an approved contractor appointed by the Home Improvement Agency whose quote accompanied the application
- then the Council may –
- refuse to pay Repairs Assistance or, as the case may be, any further instalment of Repair Assistance, or
 - re-determine the amount of Repair Assistance
- and may in both cases demand that any payment of Repair Assistance which has been made is repaid, together with interest from the date on which it was paid until the date of repayment, at such reasonable rates as the Council may determine.
- 2.5.9 Repairs Assistance is discretionary and is provided subject to funding availability

2.6 Local Energy Advice Partnership & ECO Flexible Eligibility

- 2.6.2 Peterborough City Council was one of the first pilot local authorities in January 2017 for this fuel poverty outreach service delivered in partnership with Agilty Eco. This award winning service is now in over 100 Local Authorities across the country. The scheme is funded by the Warm Homes Discount Industry Initiative and is therefore at no cost to the Local Authority or residents.

The Partnership is managed by the Housing Programmes Team within Adult Social Care's Home Service Delivery Team.

- 2.6.3 As well as energy advice, an income maximisation and welfare benefit check and tariff switching, LEAP home assessors can install free simple energy saving measures into the home, such as LED lightbulbs, draught excluders to doors and windows, chimney balloons, radiator reflectors and TV standby plugs. Advisors will also identify and refer clients for any larger scale heating or insulation requirements identified funded through the Energy Company Obligation (ECO)
- 2.6.4 The Energy Company Obligation (ECO) is an obligation on energy suppliers aimed at helping households cut their energy bills and reduce carbon emissions by installing energy efficiency measures.
- 2.6.5 The majority of ECO is targeted on those in or at risk of fuel poverty, under the Affordable Warmth obligation. Energy suppliers will be able to achieve up to 10% of their Affordable Warmth obligation by installing energy saving measures in households declared as eligible by Local Authorities. This "Flexible Eligibility" allows Local Authorities to make declarations determining that certain households meet the eligibility criteria for a measure under the Affordable Warmth element of ECO.
- 2.6.6 There are two main categories of private tenure household that Government intends to be eligible through Flexible Eligibility:
- **Fuel poor households under the low income, high cost (LIHC) definition**, especially those that are not in receipt of ECO eligible benefits and the estimated 20% of fuel poor households that are not in receipt of any benefits; and
 - **Low income households that are vulnerable to the effects of living in a cold home (LIVC)**. It also contains guidance on how Flexible Eligibility can be used for Solid Wall Insulation projects, in relation to "in-fill" properties.
- 2.6.7 Peterborough City Council published its [Statement of Intent](#) in March 2018 (updated March 2019) which sets out the criteria Peterborough City Council intends to use to target households under Flexible Eligibility, in line with the Government guidance.
- 2.6.8 Eligibility for LEAP aligns very well with the Department of Business Energy & Industrial Strategy (BEIS) guidance on Flexible Eligibility. Therefore we aligned the criteria and process for Flexible Eligibility with the LEAP service. LEAP serves a dual purpose in relation to Flexible Eligibility:
- LEAP acts as the Council's primary means of identifying homes that would benefit from energy efficiency measures funded through ECO Flexible Eligibility
 - Information collected from residents through the LEAP process is our primary means of gaining evidence that households qualify under the eligibility criteria thus enabling us to produce declarations of eligibility

3 DISABLED PERSONS RELOCATION GRANT

- 3.1.1 Applications for assistance made for the purpose may be approved to enable a person to move to more suitable accommodation if:
- (a) advice and adaptation recommendation has been received from Adult Social Care or Children's Services
 - (b) in the Council's opinion the disabled person's existing accommodation is not reasonably and practically capable of being adapted to meet the needs of the disabled person or due to cost or to social reasons, and
 - (c) the aggregate cost of all assistance made by the Council would not, in the opinion of the Council, exceed the cost of adapting the disabled person's existing accommodation.
- 3.1.2 To qualify, the applicant must have an owner's interest in the property or is proposing to acquire an owner's interest or a leaseholder with a legal obligation to repair with a minimum of 5 years left unexpired
- 3.1.3 An award made under this section may include the cost of:
- removal expenses;
 - carpets, window coverings and white goods where the replacement is wholly and necessarily required as a consequence of the relocation;
 - estate agent's fees;
 - redecoration;
 - security measures;
 - any other expense of relocation reasonably incurred as a result of the relocation
- 3.1.4 Unless the Council decides otherwise, a grant will be calculated according to the cost of the lower of two quotations provided by the applicant to the Council for each element of relocation cost being requested and found to be acceptable by the Council.
- 3.1.5 Grant will be calculated according to the replacement value of goods of a standard equivalent to the applicant's existing goods.
- 3.1.6 Grant will be made to the full extent of the expense incurred only where the Council accept such expense is reasonable.
- 3.1.7 Grant may not be paid if the applicant is transferring to a rented property and redecoration is the owner's responsibility.
- 3.1.8 Applicants will not be means tested for this grant
- 3.1.9 No repeat relocation grants will be awarded

- 3.1.10 A visit will be made to the property being considered for relocation by the Housing Programmes Manager and an Occupational Therapist from Adult Social Care or Children's Services to ensure that it is suitable and will meet the needs of the disabled person.
- 3.1.11 A Disabled Facility Grant may also be subsequently awarded after relocation in order to provide internal adaptations to meet the disabled person's needs.
- 3.1.12 The maximum grant payable will be £30,000 - which includes both the relocation element and the adaptation costs in the new property.
- 3.1.13 Disabled Person Relocation Grant will be secured as a legal land charge for a period of 10 years from the certified completion date and will be required to be repaid on sale or transfer of the freehold or leasehold.
- 3.1.14 Where an award has been made under this section of the Policy and the applicant dies before the relocation has taken place, the Council may pay the relocation grant or any part thereof.
- 3.1.15 Disabled Persons Relocation Grant is discretionary and is provided subject to funding availability.

4. MANDATORY DISABLED FACILITY GRANT

4.1 Eligibility

4.1.1 The provisions governing Mandatory Disabled Facility Grants are set out in the Housing Grants, Construction and Regeneration Act 1996, as amended by the Regulatory Reform (Housing Assistance)(England & Wales) Order 2002.

4.1.2 The maximum mandatory grant will be £30,000 in any one application.

4.1.3 To qualify for assistance an applicant should be the homeowner or tenant, but the grant is available to help the home to be adapted to meet the needs of any disabled person living in the property to enable them to continue living there. Landlords may also apply for a Disabled Facility Grant on behalf of a disabled tenant but must also satisfy the requirements of future occupancy. Council tenants and housing association tenants are eligible to apply for Disabled Facility Grant and are assessed for needs on the same basis as private owners and under the same means testing arrangements

4.1.4 For those client who are in receipt of: -

- Income support
- Income-related Jobseeker's Allowance
- Income based Employment Support Allowance
- Guaranteed Pension Credit
- Housing Benefit
- Working Tax or Child Tax Credit with income under £15,050]
- Universal Credit

at the time the application is made their contribution towards the Disabled facility Grant will be NIL

4.1.5 For those applicants not included within paragraph 4.1.4 above, the Housing Renewal Grants Regulations 1996, as amended, shall be applied to calculate the applicant's contribution in order to assess the extent to which any assistance may be given up to the maximum eligible expense limit

4.1.6 The parents of disabled children are not means tested for applications for Disabled Facility Grant funding. Full grant entitlement up to a maximum of £30,000 is available for eligible works

4.1.7 All large scale proposals will be subject to a feasibility visit by the Housing Programmes Manager and an Occupational Therapist from Adult Social Care or Children's Services. The feasibility visit will look at the disabled person's needs identified by the Occupational Therapist and establish the most suitable housing solution to meet those needs.

4.1.8 First consideration will **always** be given to the internal alteration or rearrangement of living accommodation within the existing dwelling.

- 4.1.9 If the property does not lend itself to internal adaptation, consideration will be given to assessing the disabled person's (and family's) ability to relocate to a more suitable property. The Disabled Persons Relocation Grant is covered in Chapter 3 of this policy.
- 4.1.10 Only when internal alteration, rearrangement or relocation is not feasible will consideration be given to providing additional sleeping and/or bathing accommodation by way of an extension to the existing dwelling.
- 4.1.11 Where the works cost in excess of £30,000 and the applicant and/or his/her family is considered to be in financial hardship, the Care & Repair Home Improvement Agency will investigate alternative means of funding, including charitable contributions in order to meet the applicant's costs above the value of the Disabled Facility Grant.
- 4.1.12 Where the works cost in excess of £30,000 and the applicant and/or his/her family is considered to be in financial hardship and alternative sources of funding are not forthcoming, consideration may be given to awarding a discretionary Disabled Facility Top Up Grant in addition to the mandatory Disabled Facility Grant. The Discretionary Disabled facility Grant is covered in Section 5 of this Policy.
- 4.1.13 Other than in exceptional circumstances agreed by the City Council, all Disabled Facility Grants are project managed and delivered by the Home Improvement Agency. A fee for this service is charged and in most circumstances will be included in the grant award.
- 4.1.14 In circumstances where the applicant wishes to and can demonstrate to the Council that they have the financial resource to achieve an adaptation which exceeds that which the Council has deemed is needed to meet the needs of the disabled person, then the Council may consider funding parts of the adaptation which it could have funded under the mandatory DFG. For example, the fitting out of a Level Access Shower or the installation of a ceiling track hoist in any extension that the applicant supplies and funds. Offsetting of costs will not be considered.
- 4.1.15 If the Council has not received a full Disabled Facility Grant application for any proposal in relation to section 4.1.14 within a period of 6 months from the time it was first raised with the Council, the case will be closed.
- 4.1.16 Where an applicant's prognosis implies a deteriorating illness, the response will be fast as possible and consideration will be given to expedited procedures and interim solutions where some measure of delay is inevitable. Adaptations should provide for the progress of the illness and a relatively limited period in which a particular adaptation is appropriate will not be regarded as a sufficient reason for delaying or withholding its provision.
- 4.1.17 The purposes for which Mandatory Disabled Facilities Grants may be given are detailed in Section 4.2 below

4.2 Facilitating Access and Provision

4.2.1 These include works to remove or help overcome any obstacles which prevent the disabled person from moving freely into and around the dwelling and enjoying the use of the dwelling and the facilities or amenities within it. In particular,

- facilitating access to and from the dwelling or the building in which the dwelling or, as the case may be, flat is situated;
- facilitating access to a room used or usable as the principal family room;
- facilitating access to a room used or usable for sleeping, or alternatively providing such a room for the disabled occupant;
- facilitating access to a room in which there is a lavatory, a bath or shower (or both) and a wash basin or providing a room in which there is such a facility or facilities;
- facilities for the preparation and cooking of food.

4.2.2 In considering applications for grant towards such works, the presumption should be that the occupant should have reasonable access into his home, to the main habitable rooms with the home – namely the living room and bedroom, and to a bathroom or shower room in which there are suitable facilities for washing and/or showering.

4.2.3 Items that will attract Disabled Facility Grant funding include adaptations requiring structural modifications as long as they are reasonable and practicable and form part of the mandatory works for the disabled person and may include:

- A ramp (and associated guard rails if necessary) to gain access into and out of the property
- Thresholds and associated doors including the relocation of door handles etc
- Internal door adaptations to:
 - the principal family room if more than one person
 - the sleeping area
 - the WC, bath or shower and wash hand basin, including provision of lever taps where necessary
 - the preparation and cooking of food area
- Overhead tracking with associated electrics and joist strengthening

4.3 Making a dwelling or building safe

4.3.1 Adaptations to the dwelling or building to make it safe for the disabled person and other persons residing with him. This may be the provision of lighting where safety is an issue or for adaptations designed to minimise the risk of danger where a disabled person has behavioural problems which causes him to act in a boisterous or violent manner damaging the house, himself and perhaps other people. Where such need has been identified, DFG is available to carry out appropriate adaptations to eliminate or minimise that risk.

4.3.2 For those with hearing difficulties, an enhanced alarm system, which may be required in the dwelling to provide improved safety for the disabled occupant in connection with the use of cooking facilities or works to provide means of escape from fire could also qualify for mandatory grant.

- 4.3.3 Provision of specialised lighting (or measures such as special blinds to reduce lighting where the disabled person has sensitivity to light), toughened or shatterproof glass in certain parts of the dwelling (i.e. in doors and side panels at entrance points) to which the disabled person has normal access or the installation of guards around certain facilities such as fires or radiators to prevent the disabled person harming himself. Sometimes reinforcement of floors, walls or ceilings may be needed, as may be cladding of exposed surfaces and corners to prevent self-injury.

4.4 Room usable for sleeping

- 4.4.1 While in some cases a living room may be large enough to enable a second room for sleeping to be created, in smaller homes this will not be possible. The provision of a room usable for sleeping should therefore only be undertaken if the housing authority are satisfied that the adaptation of an existing room in the dwelling (upstairs or downstairs) or the access to that room is unsuitable in the particular circumstances. Where the disabled occupant shares a bedroom with another person, mandatory grant may be given to provide a room of sufficient size so that the normal sleeping arrangements can be maintained.
- 4.4.2 If a single disabled person applies, consideration will be given to adapt an existing room to provide a bedroom or create a bed-sitting room.
- 4.4.3 If a relative is living as part of the family and conversion of the existing property is impracticable, e.g. understairs cupboard conversion for a WC or subdividing an existing room, consideration will be given to providing an adequate sized extension.

4.5 Bathroom

- 4.5.1 A disabled person should have access to a wash hand basin, a WC and a shower or bath (or if more appropriate, both a shower and a bath).
- 4.5.2 Facilities may include:
- flush floor harmer type shower or low level shower tray including curtain and rail
 - specialised bath including hydraulic shower seat when manual hoisting cannot be used with existing bathroom
 - lower height bath
 - overbath shower including curtain and rail
 - wall mounted wash hand basin
 - large vanity type wash hand basin where no bath or shower is to be used
 - WC including plinth where necessary
 - washing WC where self-hygiene cannot be achieved satisfactorily
 - including provision of lever taps where necessary
 - shower stretchers

4.6 Facilitating preparation and cooking of food

4.6.1 A wide range of works are available to enable a disabled person to cater independently. Eligible works include the rearrangement or enlargement of a kitchen to ease manoeuvrability of a wheelchair and specially modified or designed storage units, gas, electricity and plumbing installations to enable the disabled person to use the facilities independently.

4.6.2 Facilities may include:

- one sink unit (adjustable, if partner is abled bodied) including lever taps where necessary
- 1 meter of work surface for the preparation of food (maximum)
- raising and lowering of power points (i.e. two double points and cooker panel where appropriate)
- relocation of existing units – if units cannot be relocated due to condition, allow one double storage cupboard.
- consideration will also be given to the colour differential between cupboards and work surfaces and existing tiling and wall surfaces

4.6.3 Where most of the cooking and preparation of meals is done by another household member, it would not normally be appropriate to carry out full adaptations to the kitchen. However, it might be appropriate that certain adaptations be carried out to enable the disabled person to perform certain functions in the kitchen, such as preparing light meals or hot drinks.

4.7 Heating, lighting and power

4.7.1 The improvement of an existing heating system in the dwelling to meet the disabled occupant's needs. Where there is no heating system or where the existing heating arrangements are unsuitable to meet his needs, a heating system may be provided. A Disabled Facility Grant should not be given to adapt or install heating in rooms which are not normally used by the disabled person. The installation of central heating to the dwelling should only be considered where the wellbeing and mobility of the disabled person would otherwise be adversely affected.

4.7.2 Provision may include:

- Heating to the main living room, bedroom and bathroom
- Where no other form of heating to the bathroom, allow for one dimplex or similar heater and storage heaters, or extend the existing system
- Where there are no adequate means of heating to the main living room, bedroom and bathroom, the existing heating system, if any, will be extended or a new heating system maybe installed in these rooms. Consideration will be given to each individual case with regards to installing electrical storage heaters or a new gas boiler and radiators.
- New gas pipe including appropriate boiler and connection to the mains supply, even outside the curtilage of the dwelling, if the only means of a suitable source of heating for the disabled occupant is by a wet radiator system.

4.7.3 Works to enable a disabled person to have full use of heating, lighting and power controls in the dwelling. Such work includes the relocation of power points to make them more accessible, the provision of suitably adapted controls where a disabled person has difficulty in using normal types of controls and the installation of additional controls.

4.7.4 Provision may include:

- Raising power points – one double power point in the bedroom, and two double power points in the living room or equivalent
- Lower light points to access the main living room, bedroom, kitchen, bathroom and hallway, if appropriate.

4.8 Dependent residents

4.8.1 Works to a dwelling required to enable a disabled occupant better access and movement around the dwelling in order to care for another person who normally resides where whether or not they are related to the disabled person. This may include spouse, partner or family member, another disabled person or a child. Importantly the dependent being cared for need not be disabled. Such works could include adaptations to part of the dwelling to which the disabled person would not normally need access but which is used by a person to whom they are providing care and therefore it is reasonable for such works to be carried out.

4.9 Access to garden

4.9.1 Works for:

- facilitating access to and from a garden by a disabled occupant, or
- making access to a garden safe for a disabled occupant.

4.10 Making a valid application

4.10.1 The applicant has provided all such information or evidence (including information relating to the disabled person's financial circumstances as may reasonably be required for those purposes of determining an application for Disabled Facility Grant.

4.10.2 An owner's application for Disabled Facility Grant will not be considered a valid application unless it is accompanied by an owner-occupation certificate.

4.10.3 A tenant's application for Disabled Facility Grant will not be considered valid unless it is accompanied by a tenant's certificate and a statement of consent to the works signed by the person who at the time of the application is the landlord under the tenancy.

4.11 Determining a valid application for Disabled Facility Grant – eligibility conditions

4.11.1 An application is not a valid application unless all sections of the application form are completed or, where they do not apply, marked appropriately.

4.11.2 Unless the Council directs otherwise in any particular case, an application for Disabled Facility Grant is not valid unless it is accompanied by at least 3 estimates, from different contractors, of the cost of carrying out the works to which the application relates if the work is over £5,000 or one written estimate for works under £5,000. The exception to this is a specification based on the pre-priced schedule of rates for works covered in Lots 1 to 4 in the current Care & Repair Framework Agreement in place, or any agreed exemptions that supercede it.

4.12 Determination and notification of amount of Disabled Facility Grant

4.12.1 Where the Council has decided either to approve or refuse an application for Disabled Facility Grant, it will notify the applicant of the outcome no later than six calendar months after the date of valid application.

4.12.2 If the application is refused, the Council will notify the applicant of the reasons for the refusal and inform the applicant of the Council's review procedure.

4.12.3 If the application is approved the notice will:

- specify the works for which Disabled Facility Grant is approved
- specify the full cost of the works for which Disabled Facility Grant is approved
- specify the amount of Disabled Facility Grant that is approved
- provide a statement of the conditions to which the Disabled Facility Grant is subject

4.12.4 The full cost of works will include:

- the cost of the adaptation works (which will be the cost of the lowest of the quotes that accompanied the application, whether or not that contractor is the contractor that carries out the work or the allocated contractor on the framework agreement); plus
- the cost of any approved preliminary or ancillary services and charges. agreed by the Council to be necessary for the preparation and execution of the approved works and may include:
 - fees necessary to establish ownership of the dwelling;
 - architect's fees;
 - Peterborough City Council Home Improvement Agency fees;
 - property valuation fees;
 - structural engineer's fees
 - Building Control fees

- any other fees the Council may decide in any particular case.
- 4.12.5 If, after an application for Disabled Facility Grant has been approved the Council is satisfied that owing to circumstances beyond the control of the applicant the work cannot be completed for the approved amount, the Council may re-determine the approved amount within the overall cost limits applying.
- 4.12.6 Any financial assistance awarded in excess of £5,000 to a maximum of £10,000 will be registered as a local land charge for a period of 10 years and will be recoverable by the Council on sale of the property or transfer of the Freehold or Leasehold.

4.13 Payment of Disabled Facility Grant

- 4.13.1 The Council may pay Disabled Facility Grant funding in whole after the work has been completed or in part by instalments. Where Disabled Facility Grant is paid in instalments, the aggregate of instalments paid before the works are completed shall not exceed 90% of the original approved amount.
- 4.13.2 The payment of Disabled Facility Grant is conditional on:
- The approved works being carried out within 12 months from the date of approval unless the Council agrees otherwise in any particular case and
 - the approved works being carried out to the satisfaction of the Council, and
 - the Council being provided with an acceptable invoice or receipt for payment for the building works and for any other approved services and charges, and
 - the work being carried out by the approved contractor appointed by the Home Improvement Agency whose quote or schedule of rate specification for any work covered in Lots 1 to 4 of the current Framework Agreement accompanied the application unless the Council agrees otherwise by prior notification in any particular case.
- 4.13.3 The Council will pay Disabled Facility Grant directly to the contractor.
- 4.13.4 Where the approved work has not been carried out to the satisfaction of the applicant the Council may, at the request of the applicant and if it considers it to be reasonable, withhold payment.
- 4.13.5 Where an award of Disabled Facility Grant has been approved but before the date on which the works are certified as having been completed to the satisfaction of the Council (the “certified date”) it subsequently appears to the Council that the applicant was not, at the time of approval, entitled to the award, or if the applicant has ceased to be a person entitled to the award, then no award will be payable or, as the case may be, no further payment will be made.
- 4.13.6 Where 4.13.5 above applies, the Council may demand that any payment of Disabled Facility Grant which has been made is repaid, together with interest on that amount from the date on which it was paid until the date of repayment, at such reasonable rates as the Council may determine.

4.13.7 Where an award of Disabled Facility Grant has been approved but:

- the amount of the award was determined on the basis of inaccurate or incomplete information with regard to sections 4.10 and 4.11 of the Policy, or
- the approved works were started before the award was approved without the consent of the Council, or
- the eligible works were not completed to the satisfaction of the Council within the period specified in paragraph 4.13.2 or any extended period agreed under the provision of that paragraph, or
- the work was not carried out by an approved contractor appointed by the Home Improvement Agency whose quote accompanied the application

then the Council may

- refuse to pay Disabled Facility Grant or, as the case may be, any further instalment of Disabled Facility Grant, or
- re-determine the amount of Disabled Facility Grant

and may in both cases demand that any payment of Disabled Facility Grant which has been made is repaid, together with interest from the date on which it was paid until the date of repayment, at such reasonable rates as the Council may determine.

5 DISCRETIONARY DISABLED FACILITY GRANT

5.1 Purpose

5.1.1 A Discretionary Disabled Facility Grant may be available in conjunction with a Mandatory Disabled Facility Grant in order to provide additional assistance where the cost of eligible works exceeds the current mandatory maximum grant limit of £30,000 per client. In addition Discretionary Disabled Facility Grant can be used to offer flexible support to disabled and vulnerable clients in order for them to live independently, to be able to be discharged from hospital into a warm, safe and accessible home environment, to avoid future hospital admissions and to potentially reduce or withdraw expensive domiciliary care packages.

5.2 Discretionary Disabled Facility Grant Top Up of Mandatory Disabled Facility Grants

5.2.1 To qualify, the applicant must be the homeowner or tenant. The Top Up grant is available to adapt the home to meet the needs of any disabled person living in the property as their main and only residence, to enable them to continue living there as independently as possible. Private and social landlords may also apply for a Discretionary Disabled Facility Top Up Grant on behalf of a disabled tenant but must also satisfy the requirements of future occupancy. Tenant's needs are assessed on the same basis as home owners. Cross Keys Homes housing association make an annual contribution towards disabled facility adaptations in their properties. Other social housing providers are asked for a contribution on a case by case basis.

5.2.2 A basic financial assessment or a discussion between the client and the Housing Programmes Manager will be carried out to determine the applicant/disabled person's inability to meet the shortfall in funding in excess of the mandatory £30,000 limit.

5.2.3 The Discretionary Disabled Facility Top Up Grant could contribute to the total cost of eligible works to meet the needs of the disabled person, as assessed and recommended by the Occupational Therapist, which is in excess of the Mandatory Disabled Facility Grant limit and the relevant disabled person's contribution as calculated by the means test. If the client is able to make a contribution, but not the full amount of the excess costs, their contribution will be accepted and a Top Up may be awarded to meet the shortfall in funding.

5.2.4 The maximum amount of Discretionary Disabled Facility Top Up Grant will be £20,000

5.2.5 The amount of the Discretionary Disabled Facility Top Up Grant will be secured by attaching a legal charge on the adapted property for the full amount of discretionary Top Up funding awarded. This charge only applies if the applicant has a qualifying owner's interest in the property on which the adaptations are to be carried out.

5.2.6 The charge on the adapted property will last for 10 years from the certified completion date of the Discretionary Disabled Facility Top Up Grant.

5.2.7 This is a discretionary grant and is subject to funding being available.

5.3 Discretionary DFG to Support Adult Social Care

5.3.2 The preventative role of the Disabled Facility Grant in keeping people living safely and independently in their own homes can be fully utilised by using the additional allocation of Disabled Facility Grant Allocation within the Better Care Fund in more flexible and responsive ways. This funding is aimed to help reduce pressures on health and social care. The use of Discretionary Disabled Facility Grant to support speedy transfers of care and and preventative measure within client's homes to reduce admission and readmission to hospital and to reduce the cost of domiciliary care packages is of particular importance.

5.3.3 Discretionary Disabled Facility Grants to Support ASC are not subject to a means test

5.3.4 To qualify, the applicant must have an owner's interest in the property or be a leaseholder with a legal obligation to repair with a minimum of 5 years left unexpired. Applications from tenant's in social housing and the private rented sector may also be eligible for financial assistance to enable discharge from hospital or an interim care setting.

5.3.5 For preventative works, applications from tenants in social housing will be subject to securing effective partnership working with the provider's tenancy sustainment and support teams. This will help towards ensuring that tenant will continue to be supported following any Council intervention and not require any repeated intervention. Tenants in the private rented sector will be assessed on a case by case basis depending on the circumstances presented.

5.2.6 The maximum amount of Discretionary Disabled Facility Grant to Support Health will be £6,000

5.3.7 The Discretionary Disabled Facility Grant to Support ASC will contribute to the total cost of eligible works to meet the identified and agreed needs of the vulnerable person in a timely manner.

5.3.8 Officers will check ownership details of the property being discharged into or subject to preventative funding. The owner or the tenant must sign an application form acknowledging receipt of assistance from Peterborough City Council.

5.3.9 Discretionary Disabled Facility Grants to Support ASC are not secured as a charge against the property.

5.3.9 **The type of work that will be considered for hospital discharge/to prevent delayed transfer of care includes:**

- Clearance and a one-off deep clean of significantly cluttered and filthy properties, including hoarded properties
- Ceiling Track Hoists to facilitate care in order to return home quickly
- Level access showers to facilitate care

- Heating and energy efficiency measures
- Sensory Equipment
- Ramps and door widening to facilitate access
- Telephone land line (installation only) to facilitate Technology Enabled Care to be installed
- Fixed Safety equipment – alarms, safety locks, specialised lighting, fire/radiator guards, carbon monoxide alarms, smoke alarms and heat detectors
- Physical changes to the property in order to eliminate/reduce the risk of falls which are outside the remit of the Handy Person service
- Physical changes to the property that have arisen due to the impact of Covid 19
- Changing flooring to facilitate safe moving & handling of equipment
- Relocation of furniture (including beds) to facilitate safe moving and handling of equipment
- Any other request for physical property changes or adaptations deemed reasonable and practicable, necessary and appropriate to facilitate hospital discharge to a safe environment and to either reduce or eliminate high cost care packages.

5.3.10 The type of work that will be considered to achieve hospital admission or re-admission avoidance are:

- Clearance and a one-off deep clean of cluttered and filthy properties, including hoarded properties – where there is a particular high risk of falls, fire, infection with potential serious harm outcomes
- Heating and energy efficiency measures
- Sensory Equipment
- Ramps and door widening to facilitate access
- Telephone land line (installation only) to facilitate Technology Assisted Care
- Fixed Safety equipment – alarms, safety locks, specialised lighting, fire/radiator guards, carbon monoxide alarms, smoke alarms and heat detectors
- Changing flooring to facilitate safe moving & handling of equipment
- Relocation of furniture (including beds) to facilitate safe moving and handling of equipment
- Physical changes to the property in order to eliminate/reduce the risk of falls which are outside the remit of the Handy Person service
- Physical changes to the property that have arisen due to the impact of Covid 19
- Any other request for physical property changes/adaptations deemed reasonable and practicable, necessary and appropriate to avoid a hospital admission or readmission, to maintain a safe environment and to either reduce or eliminate high cost care packages.

5.3.11 These lists are not exhaustive and funding will be approved on the discretion of the Housing Programmes Manager and Head of Housing, Prevention & Wellbeing

6 CONDITIONS ON FINANCIAL ASSISTANCE

- 6.1 This section will apply when an owner occupier's application for assistance has been approved by the Council and an offer made to the applicant which the applicant has accepted. The term "assistance" means any form of financial assistance approved for the purpose of housing renewal, maintenance, improvement or adaptation. "Condition" means any condition attached to any such assistance.
- 6.2 Any reference to "owner" or "person responsible" is to be taken to mean any owner or other person who is responsible for the relevant condition(s), assistance either singly or jointly. This includes the original person(s) who applied for and/or received the assistance, as well as any other person who has subsequently become responsible for any condition as a result of acquiring the property or an interest in it.
- 6.3 Conditions come into force from the date the assistance is approved so that the Council may recover any interim payments or costs incurred where necessary. Where a condition period is specified, this takes effect from the certified date of completion of the eligible works.
- 6.4 Any financial assistance and related conditions will be secured as a legal charge against the property, where breach of condition would require the repayment of all or part of the assistance. This charge will not be removed until either the condition period expires or until the assistance is repaid, together with any interest that may apply.
- 6.5 In some cases, if the conditions are broken the Housing Programmes Manager may specify that only part of the assistance has to be repaid. In these cases the charge will be removed upon payment of the specified part of the assistance
- 6.6 Where the Council has the right to demand repayment, it may determine not to demand payment or to demand a lesser amount if:
- the extent to which the recipient of the grant would suffer financial hardship were he be required to repay all or any of the grant
 - the owner, or any member of the owner's family who lives in the dwelling as their only or main residence, is aged 60 or over, or is infirm, and
 - the disposal is being made for the purpose of enabling that person who is aged 60 or over, or is infirm to be cared for, and
 - the Council is satisfied that such arrangements for the care of that person who is aged 60 or over, or is infirm will not otherwise be possible.
 - Whether the disposal is made for reasons connected with the physical or mental health or wellbeing of the recipient of the grant or of a disabled occupant of the premises, and
 - Whether the disposal is made to enable the recipient of the grant to live with, or near, any person who is disabled or infirm and in need of care, which the recipient of the grant

is intending to provide, or who is intending to provide care of which the recipient of the grant is in need by reason of disability or infirmity,

- the sale is made to enable the owner or his partner to take up employment or to change location of his employment and the Council is satisfied that the offer would otherwise not be able to be accepted

6.7 A charge on the property is binding on any person who is, for the time being, an owner of the property concerned.

6.8 Where a condition is in force, the Council may require the person responsible to provide any information to satisfy the Council that the condition is being complied with. The Council can require this information in writing or in any other reasonable form. It is a condition that this information is provided in a reasonable time period specified by the Council and as fully, accurately and honestly as reasonably possible. Failure to comply with this requirement is a breach of conditions in itself and the assistance, or part assistance where this is specified, must then be repaid to the Council.

6.9 It is the responsibility of the person responsible for any condition to demonstrate to the Council's satisfaction that the condition is being complied with. Failure to do so will be treated as failure to comply with the condition. The Council does not have the burden of having to prove that the condition is not being complied with.

6.10 Any reference to a member of a person's family is to be taken to mean someone who is their:

- Parent
- Grandparent
- Child (including illegitimate child)
- Grandchild
- Brother or Sister
- Uncle or Aunt
- Nephew or niece

A relationship by marriage is treated as if it were a relationship by blood. A half-blood relationship is treated as a full blood relationship.

6.11 "Disposal" means

- A conveyance of the freehold
- An assignment of the lease - where the lease was used to qualify for the assistance, e.g. a long lease that was treated as effective ownership
- The grant of a lease, other than a mortgage term, for a term of more than 21 years otherwise than at a rack rent
- In the case of a mobile home or a houseboat, the sale, pledge or assignment of the mobile home or houseboat

It is assumed that any option to renew or extend a lease or sub-lease, whether or not forming part of a series of options, is exercised and that any option to terminate a lease or sub-lease is not exercised. Also, the grant of an option enabling a person to call for a disposal shall be treated as such a disposal made to that person

- 6.12 An exempt disposal means that there is no requirement to repay. However, all the conditions do then continue to apply and are binding upon the person or persons to whom the disposal is made for the remainder of the condition period. A disposal is classed as exempt where the person, or each of the persons, to whom it is made is:
- The person, or one of the persons, by whom the disposal is made
 - A member of the family of that person, or one of those persons
 - The spouse or former spouse of that person, or one of those persons, in the case of a company, an associated company of the company by whom the disposal is made
- 6.13 No retrospective application or request for financial assistance will be considered where the relevant work has already started or completed.
- 6.14 Unless otherwise specified, all relevant work must be completed, to the satisfaction of the Council, within 12 months of the approval date of the assistance. The Council may agree, in writing, an extension to this period, but this will only be done if there is an extremely good reason.
- 6.15 Work must be carried out by the contractor who provided the estimate or who was allocated from the Schedule of Rates Framework on which the assistance was based.
- 6.16 A grant will only be paid when the Council receives a satisfactory invoice in relation to the work, together with any supporting documentation or information requested by the Council
- 6.17 The approval of assistance does not give or imply the Council's approval of any consents that may be required, such as planning permission or Building Regulation consent.
- 6.18 It is a condition of Repairs Assistance that for the duration of the condition period the homeowner will ensure that the property is kept maintained and that the property has appropriate house insurance cover. The Council will require copies of the annual house insurance policy from the applicant to satisfy this condition. On payment of Repairs Assistance the applicant must notify the Council of the insurance company the policy is held with.
- 6.19 It is a condition of any assistance that the applicant takes all reasonable steps to pursue any insurance or legal claim that may be relevant to any part of the work to be carried out and to repay the Council the assistance, so far as appropriate, out of the proceeds of such a claim. A claim is relevant if it relates to any damage or defect to the property, to the extent that the works required to make good damage or defect are works to which the assistance relates.
- 6.20 Conditions will generally be enforced in all cases. Money repaid will be recycled into the Council's capital programme for further assistance awards

6.21 Condition Periods

Assistance Type	Value	Condition Period from Certified Completion Date	Interest Applied
Repairs Assistance - Owner/Occupiers	Up to £20,000	30 years	Yes
Mandatory DFG	Amount of Grant over £5,000 to a max of £10,000	10 years	No
Discretionary Top Up DFG	Up to £20,000	10 years	Yes
Discretionary DFG - To Support ASC	No Conditions	0 years	No
Disabled Persons Relocation Grant	Amount of Grant	10 years	Yes

8. OTHER MATTERS

7.1 Decision Review

- 7.1.1 Any decision made under the Policy may be reviewed at the request of the applicant. The review request should be addressed to the officer who made the decision being appealed against in writing, and within 21 days of the date of the decision letter unless the Council determines otherwise in any particular case.
- 7.1.2 The review will be conducted by a senior Council officer not previously connected with the case (the “Review Officer”).
- 7.1.3 The Review Officer will make such enquiries and request such evidence as he/she thinks necessary and will inform the appellant in writing of his/her decision within ten days of receiving such evidence.
- 7.1.4 Where he/she refuses an appeal, the Review Officer will inform the appellant of his/her rights under the Council’s complaint procedure and the Local Authority Ombudsman procedure.

7.2 Reviewing the Policy

- 7.2.1 This Policy came into force on the 1 January 2021 by Cabinet Member Decision Notice. It will remain in force until the end of 2024. Minor changes which do not affect the broad scope of the policy may from time to time be made by the Assistant Director Adult Operations and the Head of Housing, Prevention & Wellbeing

7.3 Budgetary Matters

- 7.3.1 Mandatory Disabled Facility Grants are funded through the annual DFG Allocation contain within the Better Care Fund. Discretionary Grants and Repairs Assistance are funded through the Councils annual Capital Programme.
- 7.3.2 These budgets are monitored monthly through the Council’s Capital Finance Team

7.4 Performance

- 7.4.1 The performance of the Policy will be monitored as part of the City Council’s Adult Social Care Performance Management Dashboard with the statutory and locally determined performance indicators published in line with the performance framework.

7.5 Cases falling outside of the policy

- 7.5.1 For those applicants whose circumstances fall outside the scope of this policy, the applicant must put their case in writing to the Housing Programmes Manager who will review the circumstances of the case with the Head of Housing, Prevention & Wellbeing. Should the case be refused the applicant can exercise their right to complain through the Council's complaints procedure

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 6
17th NOVEMBER 2020	PUBLIC REPORT

Report of:	Mohamed Hussein – Director: Housing Needs & Supply	
Cabinet Member(s) responsible:	Cllr Steve Allen - Cabinet Member for Housing, Culture and Recreation	
Contact Officer(s):	Sarah Hebblethwaite – Housing Needs Operations Manager	Tel. 07525 125727

HOMELESSNESS REVIEW

RECOMMENDATIONS	
FROM: Mohamed Hussein – Director: Housing Needs & Supply	Deadline date: N/A
<p>It is recommended that Adults and Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Reviews the contents of the Homelessness Review and endorses the development of a new Homelessness Strategy. 2. Supports the development of the Homelessness Strategy from the information provided in the Homelessness Review. 	

1. ORIGIN OF REPORT

1.1 Members requested this report in collaboration with officers to keep the Committee updated on the Homelessness Review and the development of the New Homelessness Strategy.

2. PURPOSE AND REASON FOR REPORT

2.1 This report is required as the Homelessness Strategy is a Major Policy that must be considered by the Scrutiny Committee prior to amendment and implementation.

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

3. Housing need (including homelessness, housing options and selective licensing)

2.3 The report is being presented to the committee to provide an update on the current homelessness levels, access to accommodation and support available throughout the city. The review will inform the development of the Homelessness Strategy and its strategic objectives.

2.4 This report links to the following Corporate priority:

6. Keep all our communities safe, cohesive and healthy:

Providing affordable, warm, safe and secure housing is the cornerstone of a strong society, and the Common Housing Allocations Policy is one of the vehicles available to the council and its social landlord partners to achieve this.

Whilst this work cuts across the entire Sustainable Community Strategy, it most closely aligns with the priority to achieve strong and supportive communities

3. **TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	YES	If yes, date for Cabinet meeting	15/3/2020
Date for relevant Council meeting if applicable	TBC in 2021	Date for submission to Government Dept. (<i>Please specify which Government Dept.</i>)	N/A

4. **BACKGROUND AND KEY ISSUES**

This document begins the process that will lead to the creation of a new homelessness and rough sleeping strategy for Peterborough. The strategy will set out the actions that Peterborough City Council and its partners will undertake to both prevent and relieve homelessness and rough sleeping in the city.

Extensive progress has been made in recent years to ease the impact of homelessness on our city and its residents. Key to this is the understanding that preventing and relieving homelessness cannot solely be achieved by the Council, but through joint working with its partners in a 'one city' approach.

The key underlying challenge is to ensure that there is sufficient accommodation and support to create these opportunities. The strategy recognises the importance of meeting the holistic needs of people who are homeless and those at risk of homelessness and these are best met through shared outcomes and commitments with our partners.

Peterborough City Council has a statutory duty under section 2(1) of the Homelessness Act 2002 to complete a homelessness review. The review must consider the following –

- The levels and likely future levels of homelessness in their district
- The activities which are carried out for any of the following purposes:
 - i. Preventing homelessness in the housing authority's district
 - ii. Securing that accommodation is or will be available for people in the district who are or may become homeless; and
 - iii. Providing support for people in the district who are homeless or who may become at risk of homelessness: or who have been homeless and need

It must also consider the resources available to the housing authority, the social services authority for the district, other public authorities, voluntary organisations and other persons for the activities mentioned above.

4.1 **OUR JOURNEY (2017 to 2020)**

4.1.1 Nationally, a sharp and sudden increase in the number of homeless households was experienced during 2018. Like many councils, Peterborough City Council had no option but to house 150 in temporary bed and breakfast accommodation, with 63 of these outside of the city's boundaries.

Over the past two years, the Council has succeeded in reducing this number to zero – this has been achieved despite a 56 per cent increase in the number of households approaching in 2018/2019 for help after being threatened with homelessness.

The Council met this challenge by committing extra funding to its housing service, restructuring the team, recruiting extra staff and providing comprehensive training to ensure the best possible outcomes were achieved quickly and consistently. While this was happening, careful attention was placed on the morale with the team, with the number of caseloads per worker reduced.

At the same time, the Council strived to increase the number of affordable homes in the city. By working with landlords, building, buying and working with partners, an additional 301 affordable homes are being created in 2020/21 which will help to ease demand.

In order to truly meet the need for affordable homes, both now and in the future, the Council plans to relaunch its Housing Revenue Account to bring about the return of council homes in Peterborough.

In addition, the Council played a pivotal role in the launch of the Safer Off the Streets partnership, which saw the whole city come together to reduce the number of rough sleepers on our streets. During the recent Covid-19 lockdown, huge progress has been made in housing rough sleepers in hotels and then transferring them to longer-term accommodation after their needs had been assessed. By working with its partners, the council has been able to provide the support needed by the former rough sleepers to encourage them to leave their lives on the street for good. During 2020 alone, our monthly rough sleeper counts have seen a reduction from 29 in January to only five in October.

Our partnership working was recognised nationally when we received a visit from HRH Prince of Cambridge earlier in the year.

Additional key achievements include:

4.1.2

Reducing and preventing rough sleeping

- A predicted annual count of 5 rough sleepers for 2020.
- 123 rough sleepers were accommodated in emergency shelter at the height of the pandemic. Over 75 have now been moved to longer term accommodation.
- Creation of Safer off the Streets Partnership to create a 'one-city' approach to the services and support offered to rough sleepers.
- Successful Rough Sleeper Initiative Grant for 2020/21 totalling over £800,000. This has enabled us to put in place a range of initiatives to prevent and relieve rough sleeping.
- Boosting rough sleeper team from 1 FTE to 4 FTE and 1 Team Leader. 2 FTE rough sleeper posts and 1 Team Leader posts are funded through Rough Sleeper Initiative. This has enabled a confidence in our knowledge and understanding of the rough sleeping cohort.
- Housing First model is currently being developed in Peterborough

4.1.3 **Access to permanent accommodation**

- The successful introduction of utilising the private rented sector to discharge housing duty following the Localism Act (2011). Since 1 October 2020 we had successfully supported 69 households into private rented sector accommodation.
- The continuation of an essential rent deposit scheme which supports households to access accommodation.
- The introduction of the Private Rented Sector team to support private sector landlords and tenants in both preventing and relieving homelessness.
- Allocating 795 Social housing tenancies for our RSL partners in line with the Peterborough Homes Allocations Policy in 2019/20.

4.1.4 **The Housing Needs Team**

- The Housing Needs team have successfully prevented and relieved homelessness for 775 households in 2019/2020.
- The training of the whole Housing Needs team in the Homelessness Reduction Act 2017 has resulted in lower caseloads and clear pathway to permanent plans to permanent accommodation. These have resulted in a considerable reduction in the number of households in B&B and no families in B&B.
- Creation of a Private Rented Sector team in November 2019 has assist with preventing homelessness and sourcing and securing properties in the private sector – reducing the length time of time in temporary accommodation, being able to make an offer before prior to the household becoming homeless and offering permanent accommodation to those at risk of homelessness.
- Introduction of new customer focused IT system to manage applications and allocations of social housing. Enabling customers to download the application, view their application, make changes and set an alert to know when properties become available to let.

4.1.5 **Reducing and improving the need for temporary accommodation**

- Reduction of the number of households in Bed and Breakfast style accommodation to zero was accomplished on 19 March 2020.
- The quality of temporary accommodation for homeless households has been greatly improved through the private sector leasing scheme and purchasing properties to enable households to where possible live in self contained accommodation.

4.2 **CHANGING NEEDS IN THE CITY**

4.2.1 ***Peterborough – A Changing City***

The population of Peterborough is growing rapidly. Between 2011 and 2018 the population grew by 18,000 bringing the mid-year population estimate to 203,600. The natural change of more births than deaths appears to be the key driver of population growth, although migration was also a prominent factor.

This growth has brought new jobs, skills, housing and opportunities. Peterborough has benefitted hugely from the rich, vibrant cultures that new and existing people living in the City

have brought with them. But rapid growth and a changing population has also brought challenges.

With the increase in population, we have also seen growth in the number of children and older people significant pressure on public services such as schools, social care and health providers. Not only are public services seeing an increase in the volume of demand for support, they are also dealing with increasingly challenging and complex issues, which often require a multi-agency response to tackle.

Demand for housing has also increased, changing the character of some local communities. Over the last few years, more adults of working age have moved into areas that traditionally had provided homes for families, resulting in longstanding communities moving to other parts of the city. This has led to some areas feeling a sense of overcrowding and the loss of community.

If the council and its partners are to adapt to the changing needs and demands for public services, it will need to fundamentally change the way it operates. Think Communities is a new approach to how the public sector in Peterborough and Cambridgeshire functions which will find new ways to support citizens to find the right solution to meet their needs, including accessing services and support, when they need it.

The Think Communities approach will:

- address the ways in which demand for statutory and sometimes costly services will be managed
- it will be cognizant of and reflect the role and input of all our key partners
- it will allow a single cross-partnership conversation with communities to convey a shared vision to achieve mutual benefit
- it will demonstrate how we will build and sustain trust, transparency and accountability with and between communities and our partners

Our vision is to develop a system wide approach to tackling complex needs which builds upon community strengths and assets. The vision has three key areas:

- **People:** Resilient communities across Cambridgeshire and Peterborough where people can feel safe, healthy, connected and able to help themselves and each other.
- **Places:** New and established communities that are integrated, possess a sense of place, and which support the resilience of their residents.
- **System:** A system wide approach in which partners listen, engage and align with communities and with each other, to deliver public service and support community-led activity.

This will be achieved through the service re-design work that commenced in October 2020.

4.2.2

Housing Affordability

In considering homelessness and rough sleeping there is a need to consider housing and in particular availability and affordability. The average house price based on sales in July 2020 was £222,420, an increase of £16,799. Using CACI data on households' incomes and the average house prices based on sales and valuations a calculation can be made to consider how many times income the local house prices represent. A common rule of thumb is that a house price of 3 to 3.5 times income is considered to be affordable. In July 2020 the ratio was

8.8 making home ownership unaffordable for those on lower incomes.

The private rented sector is buoyant in Peterborough. The median weekly rent for a 1 bedroom property in Peterborough was £126 in July 2020 and an increase of £5 per week in the last 12 months, the Local Housing Allowance rate was £110 per week. The gap between median rent and Local Housing Allowance grows with the size of the property and with a gap of £34 per week for a 4 bedroom property.

4.2.3 **Peterborough Homes Housing Register**

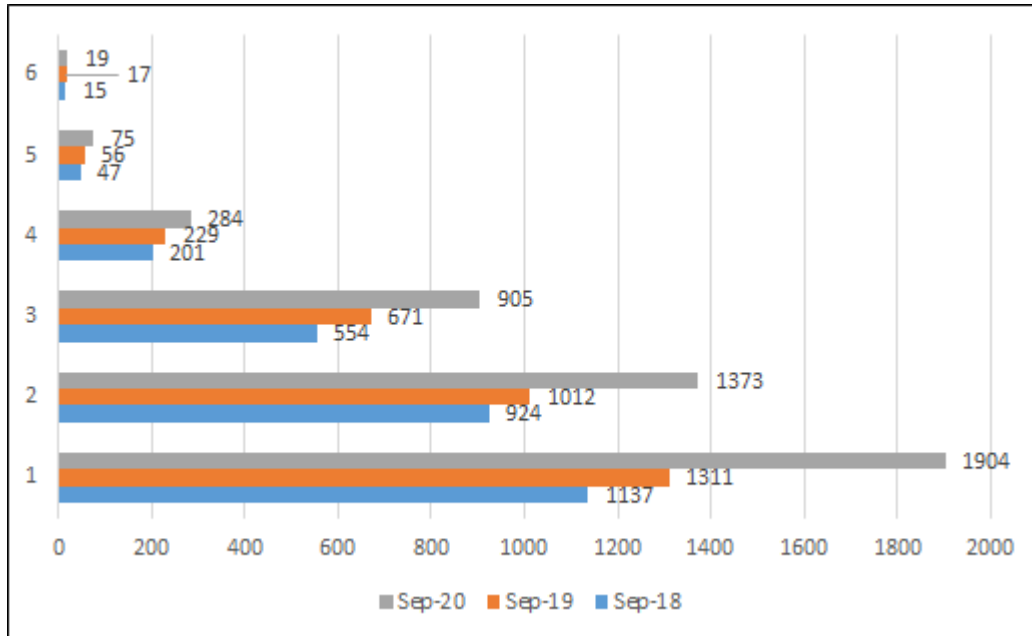
A considerable number of household's approach Peterborough City Council with a specific housing need. Peterborough City Council works with Cross Keys Homes, Accent, Longhurst, BPHA, Circle Anglia, Home Group, Hyde, Clarion, Riverside ECHG, Chorus Homes and Muir Group. Applications are assessed in line with the Peterborough Homes Allocations Policy. This policy is agreed by all partners and Peterborough City Council and outlines the process for allocating social housing in the city.

Choice Based Lettings is a way of allocating social housing. It gives households seeking accommodation with a social landlord the choice of the type of property and area of the city they would like to live. The Choice Based Lettings partnership in Peterborough includes eight Registered Social Landlords excluding Cross Keys Homes. These members advertise their properties through the Choice Based Lettings Scheme via the Peterborough Homes Jigsaw website. Available properties are advertised on a weekly cycle and eligible applicants can place bids of interest.

Cross Keys Homes properties are also advertised via the Peterborough Homes Jigsaw website. Those that were transferred in 2004 via the Large-Scale Voluntary Transfer require a 48 hour turnaround and so are advertised for 24 hours. Those that were built or acquired after 2004 are advertised on a weekly cycle.

Additionally, the Housing Needs service have recently began the process for reviewing and creating a new Allocations Policy.

4.2.4 **Total number of households on the Housing Register from 2018-2020 by bedroom requirement**



Between September 2019 and September 2020 the number of households on the Peterborough Homes Housing Register increased by 1,264. A household's chances of securing social housing are based upon the number of properties that are advertised for let through the Choice Based Lettings Scheme.

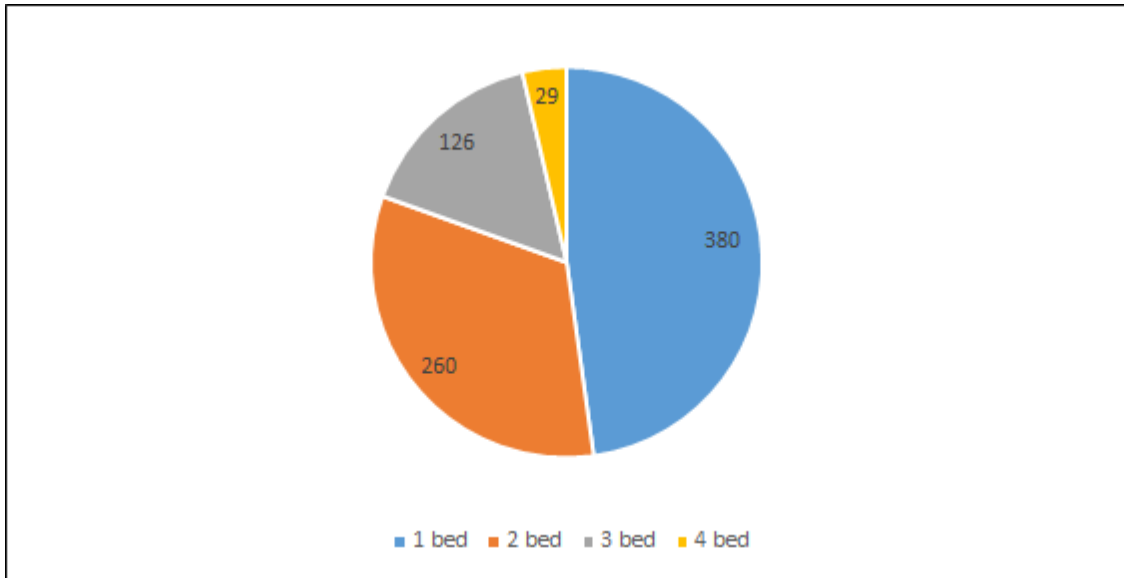
Whilst work has continued at a pace to secure an appropriate level of temporary accommodation to meet increasing demand it remains important to secure the development of new permanent homes with a suitable mix of tenure. The total stock of housing managed by Registered Providers in Peterborough is approximately 17,000.

During the financial year 2019/20, 281 new affordable housing homes were built in Peterborough comprising 184 rented tenure homes and 97 shared ownership tenure homes. In total, 1,145 new dwellings were built in Peterborough during this period, with affordable housing representing 24.5% of the overall delivery. This is a significant improvement in rates of affordable housing delivery achieved in recent years which have seen an annual average of less than 150 new affordable homes delivered per year over the previous 4 year period.

The increase in affordable housing delivery rate is set to continue for this year, with 301 new affordable homes anticipated for completion by the end of 2020/21 comprising a tenure split of 191 rented tenure homes and 110 shared ownership tenure homes. Delays caused by the pandemic may see these figures fluctuate if timescales for completions. The rate of completion of affordable housing delivered through S106 agreements remains challenging on large strategic sites with major infrastructure requirements that affect the overall development viability of the scheme.

4.2.5

Total number of properties advertised through Choice Based Lettings by bedroom size between September 2019 – August 2020

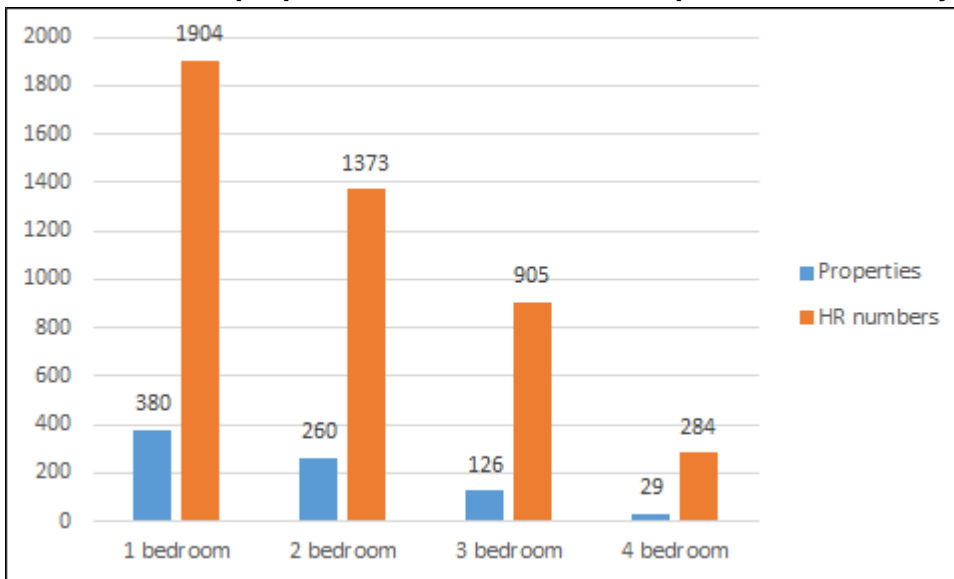


Please note that some properties may have been advertised on several occasions in order to find a suitable tenant.

The chart below shows the total number of available lets in the table above in comparison to the total number of applicants by property size. This provides an indication of a household's chances of securing a social housing tenancy.

4.2.6

Total number of properties re-let in 2019/20 compared to demand by bedroom size



The demand for social housing is high and is far greater than the properties that are available to let.

4.2.7

Housing Revenue Account

When Peterborough sold its stock to Cross Keys Homes, the rationale for transfer and closure of the Housing Revenue Account (HRA) was clear: huge constraints on investment, a housing “subsidy” redistribution system that collected net income from council tenants and passed it to the government, and challenges around stock investment requirements.

We are now in very different times: the subsidy system has gone and artificial constraints on investment have been relaxed. Homes England provides grants to local authorities for development.

One of Peterborough’s key drivers is to increase the supply of social and low-cost housing for those in the greatest need. Our Registered Provider partners are committed to providing affordable housing but are unable to develop sufficient social housing. Also developing our own homes offers the possibility to build to meet our corporate objectives including environmental ambitions and providing pathways for the most vulnerable in our community.

HOMELESSNESS

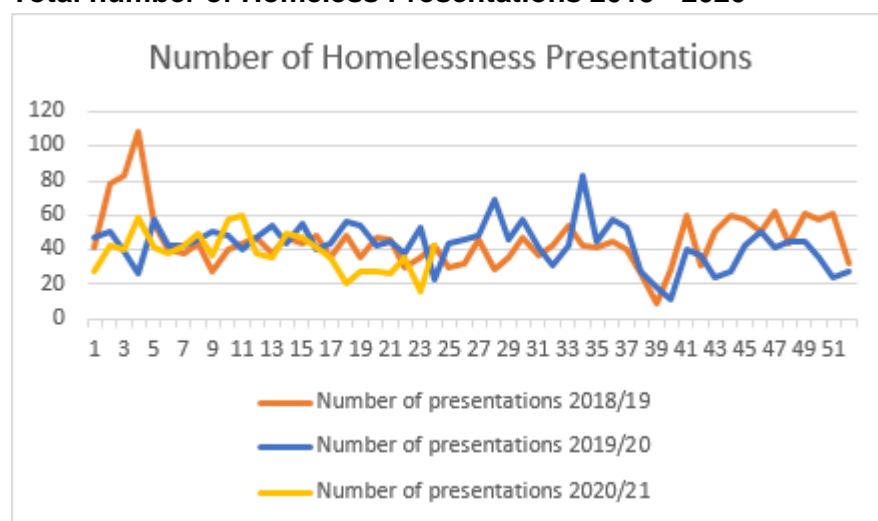
4.2.8 Numbers of people becoming homeless

Peterborough has seen consistently high number of Homelessness presentations to the City Council:

- 2018/2019 - 2355
- 2019/2020 - 2231
- 2020/2021 - 1680

Southwark was a Pathfinder Authority for the Homelessness Reduction Act and saw an increase of 38% in homeless presentations during its Pathfinder year. However, during 2018/19 Peterborough had 2,355 presentations - a 56% increase on the previous year. This represents an adverse gap of 18% between the expected demand (from the Pathfinder results) and the actual demand.

4.2.9 Total number of Homeless Presentations 2015 - 2020



Since 2018 the service has worked hard to address the backlog of casework and provide permanent accommodation for those who they have a duty to rehouse. This has been achieved through Homelessness Reduction Act 2017 training, case management sessions, and a focus on decision making. Furthermore, this has been complemented by the rapid development of the Private Rented Sector team and their dedication to procure accommodation for those who are excluded from the Peterborough Homes Housing Register. This has built resilience across the team and enabled the service to further reduce the number of households in temporary accommodation.

4.2.10 The pandemic has had an impact on homelessness presentations. The number of clients contacting Housing Needs for assistance has remained at a steady level during this time, but those becoming homeless as a result has reduced. This is because measures put in place by

the government to suspend eviction action has meant households in rented accommodation have been able to remain and continue to. Additionally, the number of households becoming homeless after being asked to leave by friends and family reduced during lockdown, as family units were required to remain isolated together. This has started to re-emerge as measures have been eased.

Furthermore, the restrictions placed on landlords have resulted in evictions ceasing. There is likely to be a surge in evictions once the restrictions are eased or lifted. This may result in households approaching the Housing Needs service with higher levels of rent arrears making the challenge of finding alternative accommodation difficult. Many households have remained together during the pandemic, which may result in an increased strain on relationships and trigger an increase in households presenting once the restrictions are lifted. Housing Needs are therefore expecting a surge in demand over the coming months.

4.2.11 Ethnicity of households making homeless presentations` in 2018/19 and 2019/20

Ethnic Group	2018/19	2019/20
Any other ethnic group	14	10
Asian or Asian British - Bangladeshi	1	2
Asian or Asian British - East African Asian	2	1
Asian or Asian British - Indian	8	6
Asian or Asian British - Other	54	33
Asian or Asian British - Pakistani	93	87
Black or Black British - African	82	104
Black or Black British - Caribbean	21	15
Black or Black British - Other	23	21
Chinese or Other Ethnic Group - Chinese	5	2
Don't know / refused	26	13
Mixed - Other	33	42
Mixed - White and Asian	13	20
Mixed - White and Black African	21	19
Mixed - White and Black Caribbean	23	22
Other ethnic group: Arab	9	10
White - British	1086	1054
White - Irish	9	10
White Other - Greek/ Greek Cypriot	1	1
White Other - Gypsy/Roma	2	4
White Other - Irish Traveller	1	2
White Other - Kurdish	9	8
White Other - Other	297	283
White Other - Turkish	1	1
Unknown	521	461
Total	2355	1770

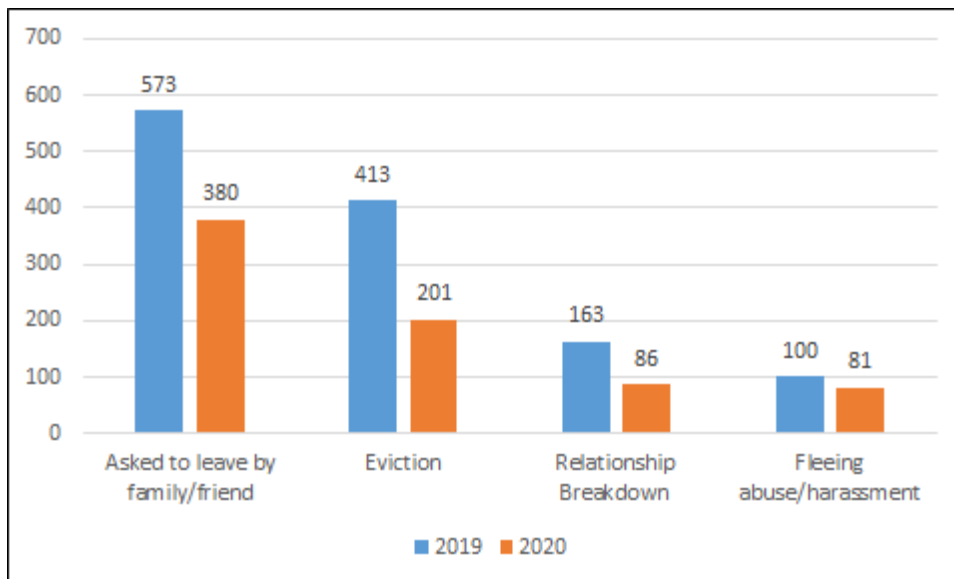
4.2.12 Reasons for Homelessness

In 2019 the main reason for presenting as homeless was asked to leave by family (21.7%), followed by Section 21 notice (15.2%), friends no longer willing to accommodate (8.4%) and relationship breakdown (8.6%). In 2020 the main reasons are detailed in the graph below.

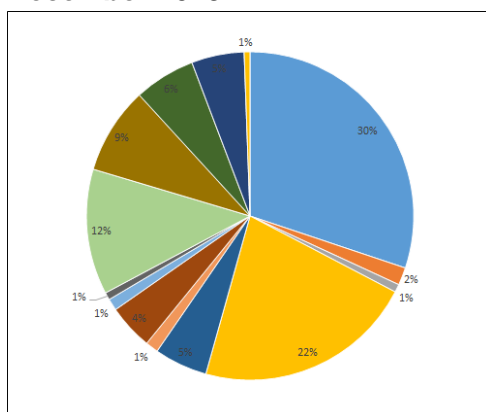
In order to reduce and prevent the number of households approaching with a s21 notice, both landlords and tenants need to be able to access immediate support and advice as soon as difficulties arise in the tenancy. Landlord and tenant liaison/mediation alongside a dedicated resource to resolve any difficulties at the outset will provide an important prevention tool. The changes to the s21 notice period to 6 months provide the perfect opportunity.

The high number of households being made homeless as a result of being asked to leave accommodation by their family or friends. Often the households who have been made homeless are families which have formed and grown, but are unable to access housing through other routes, such as private sector accommodation or home purchase. If homelessness from friends and family is to be reduced there will need to be the development of a targeted and pro-active response. Effective and timely mediation, together with home visits, and planned moves into alternative accommodation could be considered.

4.2.13 The 4 main reasons for homelessness 2019 and 2020

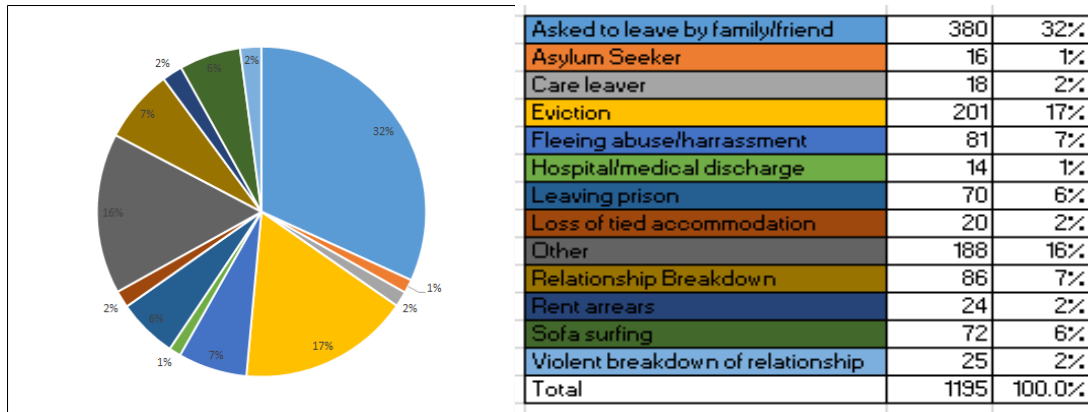


The main reason for homelessness for all households approaching from January to December 2019



Asked to leave by family/friend	573	30%
Asylum Seeker	33	2%
Care leaver	15	1%
Eviction	413	22%
Fleeing abuse/harassment	100	5%
Hospital/medical discharge	24	1%
Leaving prison	85	4%
Loss of tied accommodation	22	1%
Mortgage repossession	14	1%
Other	235	12%
Relationship Breakdown	163	9%
Rent arrears	115	6%
Sofa surfing	99	5%
Violent breakdown of relationship	11	1%
Total	1902	100%

4.2.14 **The main reason for homelessness for all households approaching between January and October 2020**



4.2.15 **Duty to Refer**

The Homelessness Reduction Act of April 2018 placed a duty upon statutory agencies to refer cases into the Council's Housing Needs team whenever a risk of homelessness has been identified. This referral arrangement was implemented in October 2018.

Following several months of agencies getting used to the new requirements the Council has seen an increase in referrals from organisations such as the DWP, prison and probation services. With these referrals has come a heightened sense of expectation. Clients who may well have not approached the Council previously and found accommodation without our assistance are now being referred to the Council. In 2019 this resulted in an increase in persons approaching us due to leaving prison in

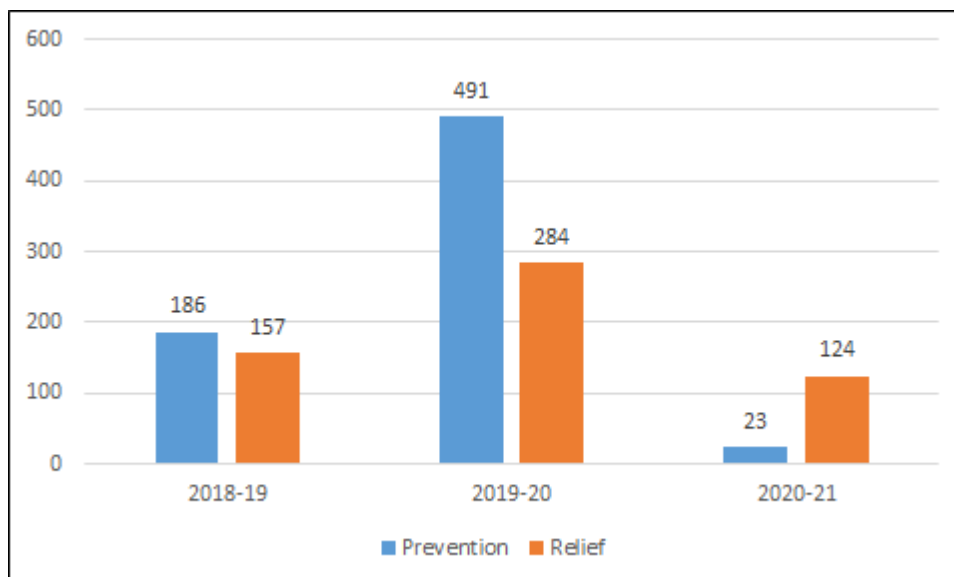
- 2019 - 85
- 2020 - 70 to date

4.3 PREVENTING AND RELIEVING HOMELESSNESS

4.3.1 Applicants who approach the Local Authority are assessed in line with the Homelessness Reduction Act 2017. Applicants are owed a duty when a Local Authority is satisfied that they are eligible for assistance and are homeless, threatened with homelessness or have been served a valid s21 notice. Applicants who are threatened with homelessness are owed a prevention duty and those whose who are homeless are owed a relief duty.

A key function of the Housing Needs Service is to prevent and relieve homelessness when possible through using the homelessness prevention tools or assisting households into alternative accommodation in the private rented sector.

4.3.2 **Total number of homeless preventions and reliefs in 2018-19 to date**



The Housing Needs Team continues to develop prevention tools and strategies to enable officers to focus on preventing homelessness. These include use of the Rent Deposit Scheme and Discretionary Housing Payment to prevent homelessness, negotiation with friends and family and resolving landlord and tenant disputes.

When prevention is not possible, the officers will then focus on relieving homelessness through effective Personalised Housing Plans and actions for both the officer and client. In 2018/19 through to 2019/2020, officers worked hard to increase the numbers of preventions and reliefs from 325 to 775.

During 2020/2021 and the pandemic there were limited opportunities to both prevent and relieve homelessness. Prevention activity within the Housing Needs service was reduced due to the focus on providing the emergency shelters and dealing with households who were homeless on the day.

4.3.3 Housing Needs Team

The key work of both relieving and preventing homelessness is a shared aim of the team. Over the last six months the team has also additionally led the coordination and management of the shelter for rough sleepers. The team have worked tirelessly to support households who are homeless alongside managing the shelter and supporting the day to day challenges of accommodating rough sleepers across multiple sites.

The six Gateway Officers within the team provide the initial contact and triage for the service and assess if clients are eligible and they have reason to believe that they are homeless or threatened with homelessness.

There is a considerable demand for the service and there are often long waiting times for a customer to be able to speak to an officer. However, during the pandemic this has greatly improved by clients leaving a voicemail and a contact number and Gateway Officers calling them back the same day preventing a long wait on the telephone.

A total of 10 Housing Solutions Officers are employed with the remit of both preventing and relieving homelessness. Officers are encouraged to be both innovative and practical in their approach and are guided by a Team Leader and through 1 to 1's and case management sessions provided by the wider management team.

MHCLG advise that the average caseload for officers is between 35-40 cases but where local authorities manage demand and systems well, the caseload is between 20-25 per officer. However, this approach involves regular management support. The current average caseload for officers within the Housing Needs team is 51. This is a 30% reduction that has been achieved whilst managing rest centers, reducing B&B to zero and alleviating the backlog of application to be processed to join the Peterborough Homes Housing Register.

Officers report that they are seeing an increased level of complexity amongst those presenting as homeless. This includes both mental and physical health. The thresholds for access to both social care and mental health services appear to have increased and clients who would have previously qualified for assistance are no longer able to access this support. With the pressures on services many clients are only dealt with at the point of crisis, often leading to an increase in the client's support needs.

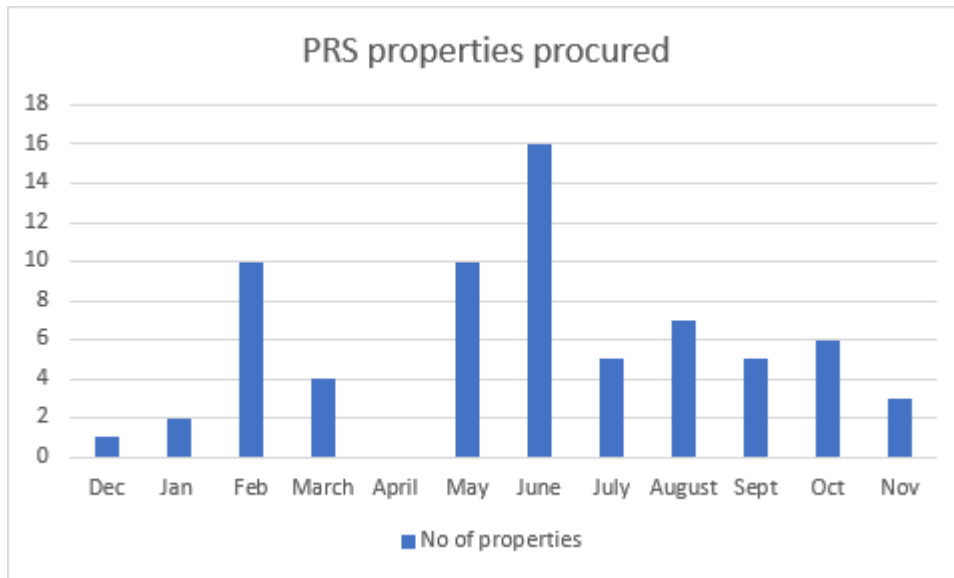
Following intensive training through group sessions and coaching through casework and one to ones the officers are advising that they are both confident and able to approach their caseloads in a systematic manner. Much progress has been made in terms of ensuring that all households have a pathway into accommodation. Referrals are made to floating support service to support the opportunities for households to maintain their accommodation. The service was closed for a week to ensure that all Housing Register application were processed, and households could maximise their opportunities to secure permanent accommodation. Furthermore, we are working with MCHLG on an improvement plan to further develop prevention tools and the opportunities to both prevent and relieve homelessness.

Work has recently commenced to look at the re-design of the service in order to meet both current and future demand and improve the customer journey.

4.3.4 **Access to the private rented sector**

The success of the Private Rented Sector means that we procured 119 properties through the scheme and have discharged duty to 67 families and single clients, some of whom have been in our temporary accommodation settings for over two years. This includes 5 two bed properties, 1 three bed property, 2 four bed properties, 2 five bed properties and 57 one bed or shared facilities properties. We recognize that landlord packages need to be tailored to the individual landlords / letting agents we are working with and need to be reactive to the current climate i.e., newly introduced Coronavirus Act.

4.3.5 **Total number of PRS properties available by date available from December 2019 to November 2020**



One of the challenges that the PRS team face is managing client's expectations. Most households approaching the service wish to access social housing. This is often a barrier as households are not willing to consider private rented options.

4.3.6 **Rent Deposit Scheme**

The rent deposit scheme offers an interest free loan for households at risk of homelessness or who are homeless to access alternative accommodation. Officers are required to ensure that properties are both reasonable and affordable prior to agreeing an interest free loan. This scheme is primarily used to access the private rented sector but is also used to enable households to be able to provide registered social landlords with rent in advance required to be able to sign up to a new tenancy. In 2019/2020, 199 households were assisted through the scheme.

4.3.7 **Discretionary Housing Payments**

There had been for several years a disconnect between the Housing Needs Service and the department who manages the Discretionary Housing Payments fund. We have worked closely with the team to ensure we work together on utilizing the fund in the most efficient way and have formed a closer working relationship with the DHP department to ensure that administrators of the fund have a greater understanding of our clients and their issues. Processing times have improved to ensure we can effectively utilize the fund as a homelessness prevention tool and clients can access affordable private rented properties.

During 2019/20 a total of 107 households received Discretionary Housing Payments to prevent or relieve their homelessness.

4.3.8 **Negotiation with Landlords**

The Private Rented Sector Team have built strong relationships with Landlords and we now have a better understanding of the issues which they feel they need support with. Key to private tenancy success is supporting tenants with the initial 'set-up' of their tenancies. The PRS team offer a 6-week initial support package which is now supported by the newly established floating support team.

A further primary concern of landlords is the financial risk they may take when taking on a high-risk tenant or a tenant with a poor tenancy record. We assist on negating this risk by negotiating a financial incentive at the beginning of the tenancy and setting up direct payments to the landlords of any benefits payments.

Success of the scheme is demonstrated by the fact that all tenancies that have been instigated by the team have yet to be terminated.

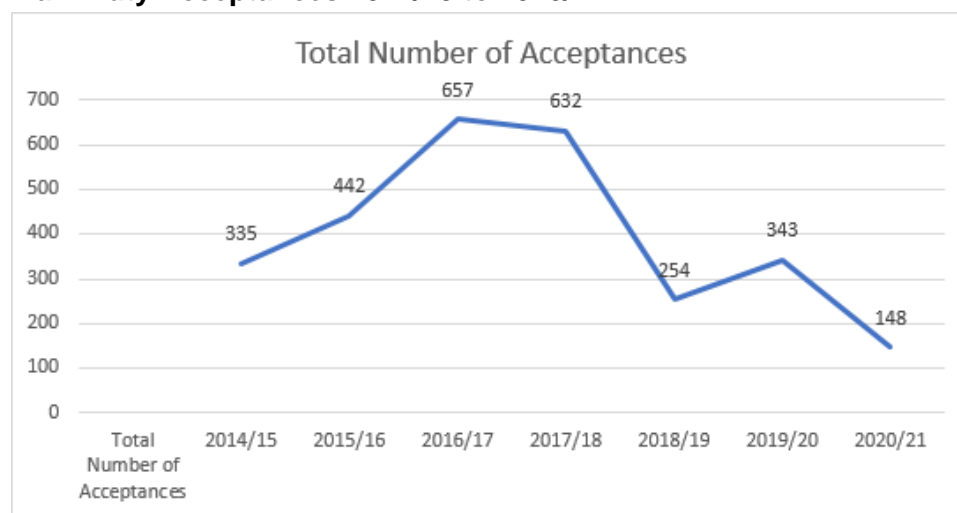
Acceptances and Temporary Accommodation

4.3.9

The two graphs below show main duty acceptances and households in temporary accommodation. The 2018/19 figure for accepted cases is far lower than previous years. This figure is reported under the new Homelessness Reduction Act 2018. Whilst main duty acceptance criteria have not altered the process prior to this has with additional duties in both prevention and relief prior to main duty decision. Therefore, the lower figure in 2018/19 is in part due to the amendments within the Act.

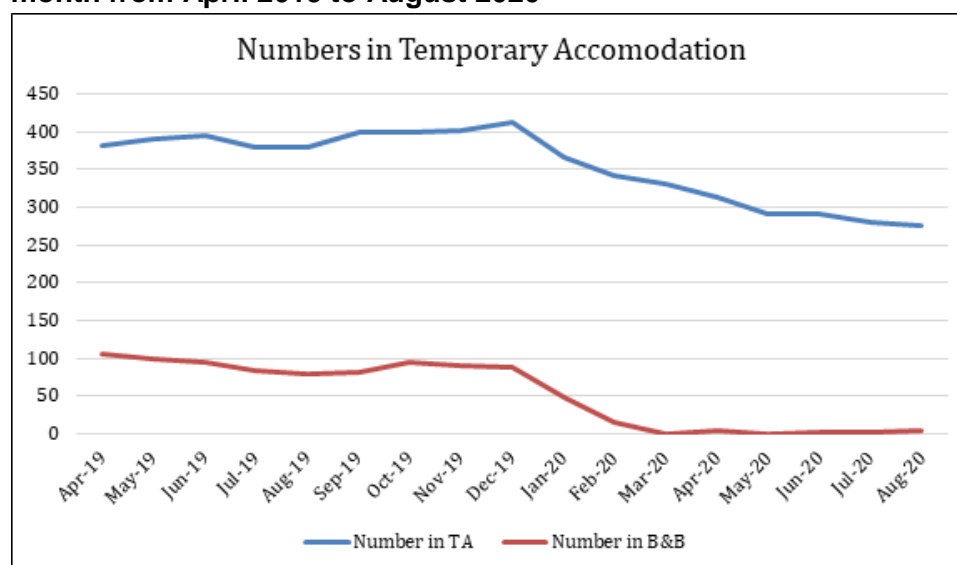
Main Duty Acceptances 2014/15 to 2020/21

4.3.10



Households accommodated in temporary accommodation and in B&B at the end of each month from April 2019 to August 2020

4.3.11



The Housing Needs service have continued to work hard to reduce the number of households accommodated in temporary accommodation. They have reached the point that they have very few households with children accommodated in hostel accommodation and none in B&B

accommodation. The households in hostel accommodation are quickly moved to self-contained once it is secured. B&B is no longer used for families and for single applicants is now only in an emergency and only for a very short period.

Rough Sleeping

4.3.12

Reasons for rough sleeping


The reasons for rough sleeping are multi-faceted and include poor mental health, relationship breakdown, loss of employment or temporary contracts and substance misuse.

Public Health England recognises both structural and individual factors.

The causes of homelessness and rough sleeping

The causes of rough sleeping are typically described as either structural or individual factors. These can be interrelated and reinforced by one another.

<p>Structural factors include:</p> <ul style="list-style-type: none"> • poverty • inequality • housing supply and affordability • unemployment or insecure employment • access to social security 	<p>Individual factors include:</p> <ul style="list-style-type: none"> • poor physical health • mental health problems • experience of violence, abuse and neglect • drug and alcohol problems • relationship breakdown • experience of care or prison • bereavement • refugees
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4.3.13 Levels of rough sleeping

Rough sleeping in Peterborough, through the official rough sleeper count, has increased over the last 5 years, however data obtained by our monthly non-official counts we believe this has dropped significantly in 2020, as can be seen in table below.

4.3.14 Total number of persons found sleeping rough in Peterborough during official count/estimate 2014-2020

Year	2018	2019	2020*
No of Rough Sleepers	29	37	5*
Percentage Change	-6%	+29%	-86%*
Percentage Change since 2010	38%	43%	-76%*

The rough sleeper team are confident that the predicted number for 2020 is accurate. The street outreach is more frequent and the understanding and knowledge of who is sleeping out has grown. The reduction in numbers reflects the extensive work achieved during COVID-19 to resettle rough sleepers in rest centres

Rate of rough sleeping in Peterborough have historically been higher compared to East of England and England, which means Peterborough is one of 83 Local authorities receiving national funding as part of the Rough Sleeping Initiative (RSI).

4.3.15 **Current health services available for rough sleepers in Peterborough**

There are currently no targeted health services commissioned for rough sleepers in Peterborough. In Cambridge City targeted support is commissioned by the CCG through the Cambridge Access Surgery.

Many rough sleepers in Peterborough are registered with Boroughbury practice (approx. 50) in the centre of the city, this is partly historic but also due to Dr Ruth Beesley delivering clinical sessions at the Garden House. These sessions are possible due to RSI funding. In 20/21 the RSI funding enabled 2 days a week GP provision and 1 day a week of nurse time solely for those people who are rough sleeping.

4.3.16 **Health services funded by Local Authority**

Peterborough City Council received time limited funding for 20/21 from Government as part of the Rough Sleeper Initiative (RSI) – this was used to fund some health aspects including:

- **Drug and alcohol outreach worker** - CGL Aspire have been contracted to provide a full-time drug and alcohol Outreach worker to work alongside the rough sleeper outreach team. In addition, a consultant psychiatrist works one day a week to administer and prescribe in an alternative location.
- **Mental and physical health support** - 2 days a week GP and 1 day a week nurse support for rough sleepers. A full time Mental Health Navigator who has a case load of 10 rough sleepers to guide them through their journey and advocate and ensure appropriate support is in place.

The extension of Cambridge's Counting Every Adult service into Peterborough offers support to individuals with complex needs including alcohol and substance misuse and mental health needs, some of whom are rough sleepers. This is not strictly a health service but helps to identify health needs and engage the most vulnerable.

4.3.17 **Other services for rough sleepers**

In January 2020 the Council was successful in securing funding from the Ministry of Housing, Communities and Local Government (MHCLG) through the rough sleeping initiative (RSI) of over £800,00 and £429,000 from the Next Steps Accommodation Programme funding to further sustain and develop the work on Rough Sleeping during 2020 – 2021. The RSI award has enabled us to:

- Sustain the rough sleeper outreach team with 5 posts consisting of 4 rough sleeper outreach officers and a rough sleeping coordinator post
- Maintain a European Economic Area Navigator working with EEA Nationals towards establishing re-connection or eligibility in order to secure accommodation.

- Funding a prison resettlement worker to work with rough sleepers inside HMP Peterborough and reduce the numbers of sleepers being released from HMP Peterborough onto the streets.
- Maintaining the provision of a floating support service to former rough sleepers in both temporary and permanent accommodation.
- Funding of a landlord incentive scheme to increase access to single person accommodation in the private sector.

The Next Steps Accommodation award will enable us to continue to accommodate rough sleepers until March 2021.

The Covid 19 pandemic forced a considerable change in how services were delivered to rough sleepers with the instruction from the government to get everyone in and the closing of shared sleeping sites such as those provided by the crash bed settings. The re-purposing of part of the RSI initiatives to meet the new needs of rough sleepers. The re-purposed money allowed the creation of a floating support service to help those who had moved on to prevent them from becoming homeless again.

4.3.18 **Covid-19 and the impact**

The impact of the pandemic is likely to be far reaching in terms of housing and homelessness, making it difficult for some to meet their housing costs. This will become clearer once the furlough scheme has been ended and there is an understanding of the true impact on employment levels and incomes across the city.

On the 26 March 2020 the MHCLG issued an instruction letter to all local authorities as part of the “everyone in” campaign. The four main principles of this campaign were to focus on those rough sleeping, at risk of rough sleeping, and those accessing accommodation that made following social distancing guidelines difficult.

In Peterborough the impact of this was that we were no longer able to use the crash bed facilities we had secured at Longhurst Homes or go ahead with the plans to extend the winter night shelter provision or the additional 12 crash bed facilities we had secured funding for in the 2020-21 Rough Sleeper Initiative funding. The MHCLG instructed local authorities would need to work with the NHS and other partners to provide accommodation that would enable rough sleepers to self-isolate, to prevent the transmission and risk of transmission of COVID symptoms.

The council worked in partnership with Safer off the Streets partners, including Light Project Peterborough, Longhurst Homes, Cross Keys Homes, Peterborough Soup Kitchen, and Aspire CGL to secure accommodation initially at the Holiday Inn Express, Orton Northgate, which was later extended over 3 sites.

At the height of the pandemic, the shelters were accommodating 123 rough sleepers. Support was offered 24hrs a day with 3 meals being provided by Safer off the Streets Partners, access to health care from the outreach nurse, access to mental health support from a mental health nurse and drug and alcohol support from Aspire CGL.

As part of the resettlement planning, the Private Rented Sector team worked hard to find suitable properties. Registered Social Landlord partners supported with further accommodation and supported accommodation settings created vacancies. In total 90 rough sleepers were

supported into long term accommodation. 75 of these have been resettled directly from the rest centres and 15 from supported accommodation settings into long term accommodation.

The pandemic has provided opportunities for partnership working and the Housing Needs service has taken the opportunity to strengthen and grow their working relationships with partners in the statutory, voluntary and faith sectors. The success of the joint working to overcome barriers and to support rough sleepers to access accommodation, support and health services have been amazing. The Housing Needs service are keen to build on this work and further strengthen those working relationships.

4.3.19 **Supported Accommodation**

Peterborough City Council provide Housing Related support through an annual grant to support the following client groups;

- Single Homeless
- Homeless Families
- Single homeless and young people at risk
- People with mental health problems
- Victims of domestic abuse
- Ex-offenders and substance misuse

4.3.20 **Housing Related Support services in Peterborough**

Service Provider	Client Group
Fairview Court – including Drop In services – Longhurst Group	Single Homeless
New Haven – Longhurst Group	Single Homeless
Peterborough Foyer – Longhurst Group	Young People
Temporary Accommodation Hostel Provision - Cross Keys Homes	Homeless households
Mayors Walk -	Single homeless
Eastlands - Home Group	Mental Health Problems
Timestop - YMCA	Young People
The Cresset - YMCA	Single Homeless
Womens Refuge - Womens Aid	Domestic Abuse
Floating Support Services - P3	Ex-offenders, substance misuse, chronically excluded

In 2018 a review was completed of current Housing Related Support provision. The report looked at current provision, gaps in services alongside the needs and demands. The review outlined the following gaps;

- Move-On – There is a severe lack of appropriate and affordable move-on accommodation (social housing and private rented) for clients who are ready to exit services. This is a particular issue for single people who are moving out of hostels and supported accommodation and several respondents referred to the long wait clients were facing for social housing. One respondent suggested that Private Landlords incentive schemes and guarantee of floating support might encourage more landlords to

accept those exiting services and who are on benefits and/or with previous rent arrears.

- These were noted

- 'Step Down' accommodation and support – Clients moving on from short term supported accommodation often end up going from a high supported environment to independent living with low level floating support, which is generally time limited. This sudden drop-in support often impacts negatively on the client's ability to sustain their independent accommodation, resulting in them becoming homeless again. There needs to be a more transitional approach that will allow the level of support to reduce gradually.
- Long Term Support – There are several short term supported housing and hostel services, but for those who need ongoing support there are very few long-term placements available and a lack of long-term floating support for those requiring some access to ongoing support to live independently.
- Complex Needs – Difficulty access appropriate supported accommodation and community support for people with issues such as drug and alcohol (including needing rehabilitation services), enduring mental health problems and domestic abuse victims with complex needs (e.g. dual diagnosis).
- Floating Support – Need for additional floating support to ensure it is available to support all clients who need it when moving on or whose needs can be met this way, rather than through a referral being made to supported housing / hostels
- Mental health – need for greater level of early intervention and access to mental health support as well as ongoing low-level support

During recent months discussions have taken place with partners looking at the supported housing needs of those with complex needs and a bid to MCHLG for supported accommodation for this cohort has been submitted. Furthermore, MCHLG are considering a bid for rough sleeper move on accommodation in the form of 22 self contained units for those households who have experienced rough sleeping.

4.3.21 **Supported Accommodation Panel**

The Supported Accommodation Panel was created during the height of the pandemic to enable us to secure as many suitable move on placements for those being accommodated. Supported accommodation providers were at full capacity and move ons were very limited.

It was decided to create a panel made up of representatives from Housing Needs, Longhurst, Cross Keys Homes and the support worker who has referred someone. Together the clients background, current circumstances, substance misuse, behaviour, arrears are all discussed. Together an agreement is made as to whether the client is ready to move on to independent accommodation and if so, what conditions need to be met to be given Band 1 priority.

This panel successfully supports those who are ready to move on. It creates flow through the supported accommodation provider settings so that those who need the support can access it in a timely manner.

4.3.22 **Partnership Working**

All Housing Authorities need to work in partnership with statutory, internal, contracted and voluntary sector organisations with the aim of preventing and relieving homelessness. This is reinforced in the Homeless Reduction Act 2018 and the 'duty to refer' requiring public bodies to refer to a Housing Authority any consenting individual they come across who is homeless or threatened with homelessness. The public bodies include prisons, young offender institutions, secure training centres, secure colleges; youth offending teams; probation; jobcentres; social services; emergency departments and hospital.

The Housing Needs service has good and productive relationships with its partners and there is a strong desire amongst statutory, voluntary, and faith-based organisations to work to both prevent and relieve homelessness. However, there is an acknowledgment that there are often challenges and barriers that prevent organisations from delivering the best services for their clients.

Our partnership working has been recognised nationally and we were fortunate enough to receive a visit from HRH the Duke of Cambridge at the Garden House where we and our partners were able to showcase the work we had done.

4.3.23 **Safer off the Streets**

The Safer off the Streets partnership was launched on 10 October 2018 as a response to rough sleeping being the most visible consequence of homelessness. It had been noted that many organisations across the city were working to reduce rough sleeping, but there was a lack of a co-ordinated response. The partnership was originally made up of 17 organisations which has now grown to 19, from across the city from both the statutory and voluntary sectors.

By working together under one common charter the agencies create a support network for rough sleepers, to deliver a 'one-city' approach to preventing rough sleeping in the future. The partnership also provides the public with a single contact point to donate funds, offer their time volunteering or offer other donations knowing that these will be used to benefit rough sleepers in Peterborough.

By signing up to a charter and working together the partnership aims to raise funds to support rough sleepers through the work of the Light Project Peterborough, partly funding the Garden House, which acts a drop-in rough sleeping support hub in the city centre and supporting the other voluntary agencies such as Peterborough Soup Kitchen. In addition, the partnership aims to educate people about the work of agencies working with rough sleepers and how people can best support those sleeping outside into sustainable accommodation, reducing the negative effects that rough sleeping can have on communities such as the costs involved in clearing abandoned sleeping sites, and anti-social behaviour associated with drug and alcohol dependency.

4.3.24 **Young People**

The Children Act 1989 identifies two groups; those who are voluntarily accommodated (s20) from whom the parents retain responsibility even though they have been placed in care and those who are subject to a care order obtained through legal proceeding (s31).

The Leaving Care team work closely with young people as they reach 16 to ensure that they have a smooth transition into adulthood. Where a young person disengages or losses their accommodation, they are referred to the Housing Needs team who assess them in line with the Homelessness Reduction Act 2017.

The TYSS team work closely with young people under the age of 18 who are homeless and threatened with homelessness and will mediate with parents and family to prevent them from becoming homeless. When this is not possible, they will work with Housing Needs to prevent or relieve their homelessness. Both services recognise the damaging impact of young people being accommodated in temporary accommodation and work hard to prevent this. Direct access accommodation is available through Timestop with the support of their personal advisor and Housing Needs or in a planned move to Peterborough Foyer.

Whilst the joint protocol is in place officers are reporting on limited occasions services fail to act in line with its principles. This could be linked to staff turnover and new staff being unaware of the protocol. Consideration may also be given to the costs of the placements and a reluctance to proceed with this route. This often results in young people being 'pin ponged' between services and not getting the support and assistance they need.

4.3.25 **Domestic Abuse**

Domestic abuse and violent relationship breakdown often result in homelessness. Housing Needs continue to work with our partners to ensure people can remain safe in their homes. When this is not possible, we will work with partners to enable clients to access temporary accommodation or a refuge.

4.3.26 **Probation Services**

The introduction of the Duty to Refer under the HRA17 has provided opportunities for closer working and early notification of those who are homeless and threatened with homelessness which allows for early intervention work prior to applicants presenting as homelessness in crisis. However, the expectations of both clients and the Probation Service are quite often very high. In the circumstances that we are unable to provide temporary or permanent accommodation there is a willingness for probation officers to support with personalised housing plans. The Housing Needs service is taking part in a project to improve the working relationship between services across Cambridgeshire and Peterborough and look forward to improving the relationship further through training, understanding, and joint working.

4.3.27 **MAPPA**

The Housing Needs service has a good working relationship with many of the MAPPA partners and attends the weekly panel meetings. Over the last two years this relationship has grown and greatly improved. This client group is often complex and requires an innovative approach that is supported by the Team Leaders and Housing Needs Managers who implement early intervention work. One of the key challenges in this area of work is to obtain accommodation from our Registered Social Providers that is deemed suitable and approved. This is particularly challenging for single applicants as the housing stock in the city takes the form of mainly flats and bedsits in residential areas. Housing Needs are currently working with partners to refresh the MAPPA protocol and hope that this will build on the work that has already been completed as well as providing opportunities for pathways into permanent accommodation.

4.3.28 **Armed Forces**

The Armed Services Covenant is a promise between the nation, the government and the Armed Forces community to ensure that all those who serve and have served in the Armed Forces,

and their families are treated fairly and are not disadvantaged by their service. The Council signed the community covenant in 2013 as a commitment to our Armed Forces community. When either serving or former personnel approach the Housing Needs services for assistance joint working with SSAFA, the MOD and other supporting organisations is undertaken to ensure that these applicants are not disadvantaged. The service also accepts referrals from the Council's Armed Services Champion, currently Councilor John Fox, and also HRA17 S213 referrals via the Duty to Refer protocol in order to ensure early intervention for service personnel who are at risk of homelessness or in need of housing advice.

4.3.29 **Key Objectives from the Homelessness Strategy 2018**

Peterborough's Homelessness Reduction Strategy 2018 - 2020 makes clear our intentions as a City to meet the requirements of the 2018 Act, and our response to rising levels of demand from homeless people. Since 2018, the City Council has committed significant levels of investment to address the issues highlighted in the 2018 Strategy - both in increasing the operational capacity needed and making capital investment to create new temporary and permanent homes for people who need them. In addition, our well-established working relationship with key partners to tackle homelessness has been essential to our initial success. The following paragraphs summarise the main achievements that have been made.

Objective 1: Eliminating the use of Travelodge type accommodation and reducing/eliminating the use of B&B type accommodation for temporary accommodation

- Following a high of 63 households being placed out of area in Travelodge accommodation in June 2018, this reduced to zero by December 2018. It has stayed that way with one brief exception in June 2019 which was quickly resolved.
- In March 2020 we had zero households in B&B type accommodation.

Objective 2: Increase the supply of self-contained temporary accommodation options in order to support the reduction of B&B use

- The Council have ended the use of B and B and reduced the numbers in temporary accommodation by 30%.

Objective 3: Ensuring the effective implementation of the Homelessness Reduction Act and embracing the culture change this will bring

- Following the introduction of the Act and the duty to work with clients at both the prevention and relief stages. Staff have received training including understanding duties at both stage, robust decision making and supporting households into alternative accommodation.
- The service has commenced a redesign project establishing a positive customer journey while considering the principles of Think Communities.

Objective 4: Creating a suite of prevention tools which will give the Housing Needs team improved chances of success

- Housing Needs staff have been trained to further understand and confidently use the keys tools for homelessness prevention.

- The creation of the PRS team has resulted in offers being made at the point of prevention, relief and main duty. This has had a positive impact on reducing the number of households in temporary accommodation, preventing households from going into temporary accommodation and reducing the number of families in B&B to zero.
- Housing Needs are working with MCHLG on an improvement plan to increase the suite of prevention tools.

Objective 5: Support landlords and tenants to support them to overcome landlord/tenant issues which may lead to eviction actioned chances of success in preventing homelessness

- The Housing Needs team continues to work with private sector landlords to support them to deal with landlord tenant disputes. However, despite our efforts Landlords serving section 21 notices in order to obtain possession of their properties remains one of the main reasons for households approaching us as for homelessness assistance.
- A successful bid to the MHCLG for funding to expand this area of the service assisted in establishing the Private Rented Sector team in November 2019.
- The aims and objectives of the scheme are affordability, housing quality, security of tenure and access to housing for households in poverty.
- The scheme works with landlords to tailor bespoke incentives and packages dependant on clients needs and risks.
- Services include eligibility checks, references & address histories, financial assessments, renting ready courses, tenant and landlord support, point of contact and setting up of direct payments through benefits. We also carry out checks on landlords to ensure they are reputable and inspections of properties.
- The team has formed strong working relationships with DHP department, DWP, housing enforcement, floating support, supported housing settings and homelessness officers to ensure holistic support is offered to clients to ensure their tenancies are sustainable.
- Early success of the first year are -
 - 123 properties procured
 - 6 regular landlords / letting agents working with PRS team
 - 27 landlords have worked with PCC during the 12 month period
 - 49 clients and landlords issues resolved to ensure client remains in property
 - 24 clients assisted into / move from supported housing

Objective 6: Bringing together services to work holistically in ensuring financial inclusion, income maximisation and debt advice are accessible and prioritised in order to support preventative work

- The use of Discretionary Housing Payment to help clients who may be struggling with debt or arrears is under continual review between the City Council and Serco to ensure that the funds are directed towards those most in need, and where there is an opportunity to prevent homelessness.
- Work with CAB improved the capacity across the partnership to triage people attending the Housing Needs service and identify early opportunities to support people who may be at risk of becoming homeless.
- The Peterborough Homelessness Forum was established in October 2018. This brings together partners from across the public, voluntary, community and faith sectors to consider how we tackle homelessness as a City.

Objective 7: Explore the potential of a Social Lettings Agency/Guaranteed Rent Scheme

for private landlords

- Now that the Private Rented Sector Scheme is fully established and working effectively, we can explore the value and effectiveness of establishing complementary scheme to the service.
- We will shortly begin exploring the establishment of a Social Lettings Agency and a Bond Scheme which following research with other authorities has proven successful with increasing the private sector offer to clients.

Objective 8: Ensure that information and advice on housing and homelessness prevention is widely available and that our customers are seen at the earliest possible opportunity

- The 'Duty To Refer' came into effect as a result of the HRA. This makes it incumbent on services and organisations who may identify a potential risk of a family or individual becoming homeless, to make an early referral to the City Council Housing Needs team. Initially this was dealt with via a new mailbox but then through an ALERT referral via the Jigsaw application.
- Working with our partners to ensure that households at risk of homelessness are referred to us at the earliest opportunity. This includes officers being based at the Garden House in the City Centre to provide support to those accessing the Light Project Peterborough.

Objective 9: Maintain services and create an effective supported accommodation pathway for single homeless and rough sleepers

- The creation of a new Supported Housing Panel that supports a clear pathway to and from supported accommodation attended by all key partner agencies.
- A new system - Jigsaw - was implemented to ensure that accurate data on caseloads and performance of the team can be used as a management tool. This is now being embedded and used more routinely by the team. Dashboard reports are being made to the Housing Programme Board on a monthly basis. We are also making good progress on a service improvement plan which was created following a visit by the MHCLG Homelessness Advice and Support Team.

Objective 10: Increase the focus on performance supported by clearer data

- A new system - Jigsaw - was implemented to ensure that accurate data on caseloads and performance of the team can be used as a management tool. This is now being embedded and used more routinely by the team. Dashboard reports are being made and weekly reporting.

4.3.30 What challenges and opportunities do we continue to have as a city?

From the information and findings of this Homelessness Review, workshops with partners and consultation with members of the Housing Needs team. The following strategic objectives were identified for the Homelessness and Rough Sleeping Strategy.

1. ***A relentless focus on preventing homelessness happening in the first place and preventing a problem becoming a crisis***
2. ***Ensuring an excellent customer journey for everyone***
3. ***Doing our utmost to ensure that affordable homes and the right support are available for those who need it most, at the time they need it***
4. ***To help rough sleepers to make positive choices to enable them to find homes off the streets***
5. ***Transformation through Partnership***

The next stage in the creation of the Homelessness and Rough Sleeper Strategy will be the creation of sub-objectives and actions with our key partners.

5. CONSULTATION

We are working with our keys partners to consult and develop the Homelessness Strategy and will be consulting with them throughout the process.

6. ANTICIPATED OUTCOMES OR IMPACT

- 6.1 The anticipated outcome of consideration of this report is that it is supported from the Committee for proceeding with the creation of the Homelessness Strategy

7. REASON FOR THE RECOMMENDATION

Peterborough City Council has a statutory duty under section 2(1) of the Homelessness Act 2002 to complete a homelessness review. The review must consider the following -

- The levels and likely future levels of homelessness in their district
- The activities which are carried out for any of the following purposes:
 - i. Preventing homelessness in the housing authority's district
 - ii. Securing that accommodation is or will be available for people in the district who are or may become homeless; and
 - iii. Providing support for people in the district who are homeless or who may become at risk of homelessness: or who have been homeless and need

It must also consider the resources available to the housing authority, the social services authority for the district, other public authorities, voluntary organisations and other persons for the activities mentioned above

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 N/A

9. IMPLICATIONS

Financial Implications

- 9.1 There are no financial implications.

9.2 Legal Implications

Peterborough City Council has a statutory duty under section 2(1) of the Homelessness Act 2002 to complete a homelessness review to inform the creation of the Homelessness Strategy

Equalities Implications

- 9.3 It is not envisaged that there will be any implications for anyone falling into a protected characteristic group. However, during the consultation period will undertake equality impact assessment and report back to scrutiny with our findings.

Rural Implications

- 9.4 There are not any rural implications for this policy.

Carbon Impact Assessment

- 9.5 There were not any Carbon Impacts that were highlighted as a result of the assessment.

Corporate Priorities: Environment Capital

The Homelessness Review does not have any implications on the corporate priority of Environmental Capital.

Crime and Disorder / Community Safety

The Homelessness Review does not have any implications on crime and disorder/community safety.

Discrimination and Equality

It is not envisaged that there will be any implications for anyone falling into a protected characteristic group.

Human Resources

The Homelessness Review does not have any implications on Human Resources

ICT

The Homelessness Review will not have an impact on ICT.

Property

The Homelessness Review does not have any implications on property.

Procurement

The Homelessness Review does not have any implications on procurement

Cross-Service Implications

We will be consulting with Housing Enforcement, Childrens Social Services and the Occupational therapy team, TYSS, and the leaving care team to inform the Homelessness Strategy.

Risk Assessment

We have not conducted a formal risk assessment.

10. BACKGROUND DOCUMENTS

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

- 10.1 Homelessness Code of Guidance for Local Authorities

11. APPENDICES

- 11.1 None.

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 7
17 NOVEMBER 2020	PUBLIC REPORT

Report of:	Mohamed Hussein – Director: Housing Needs & Supply	
Cabinet Member(s) responsible:	Cllr Steve Allen - Cabinet Member for Housing, Culture and Recreation	
Contact Officer(s):	Sarah Scase –Housing Needs Operations Manager	07920 160502

PETERBOROUGH HOMES ALLOCATIONS POLICY

R E C O M M E N D A T I O N S	
FROM: Executive Director: Place and Economy	Deadline date: N/A
<p>It is recommended that Adults and Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Reviews the contents of the report and endorses the development of a new Housing Allocations Policy 2. Supports the commencement of the consultation period by Cabinet 	

1. ORIGIN OF REPORT

1.1 This report is required as the Housing Allocations policy is a Major Policy that must be considered by the Scrutiny Committee prior to amendment and implementation.

2. PURPOSE AND REASON FOR REPORT

2.1 The report is being presented to the committee to update them on the direction of travel for the Housing Allocations Policy, gather views from members on the proposed amendments and support the commencement of a 12-week consultation period prior to bringing back a further report with the results of the consultation and the final draft version of the policy.

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

3. Housing need (including homelessness, housing options and selective licensing)

2.3

2.4 This report links to the following Corporate priority:

6. Keep all our communities safe, cohesive and healthy:

Providing affordable, warm, safe and secure housing is the cornerstone of a strong society, and the Common Housing Allocations Policy is one of the vehicles available to the council and its social landlord partners to achieve this.

Whilst this work cuts across the entire Sustainable Community Strategy, it most closely aligns with the priority to achieve strong and supportive communities.

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	YES	If yes, date for Cabinet meeting	14/3/2021
Date for relevant Council meeting if applicable	TBC likely July 2021	Date for submission to Government Dept.	N/A

4. BACKGROUND AND KEY ISSUES

4.1 The Peterborough Homes Allocations Policy was last updated in 2013 with subsequent minor amendments being made since. Although there have not been any major statutory changes, the current policy does not now reflect some significant local developments which have happened since its creation. It is therefore imperative that a new policy is created which is accepted by Registered Providers (RPs) and which reflects Housing as a wholistic preventative service.

4.2 **Peterborough Homes Partnership**

The Peterborough Homes Partnership is a collection of Registered Providers who advertise properties through the Choice Based Lettings Scheme. The Allocations Policy is the policy which is used to set out who is eligible for an allocation or Social Housing and the priority bands.

4.3 **Cross Keys Homes**

A major development in the Peterborough Homes Partnership came in June 2020 when Cross Keys Homes (CKH) took the decision to leave the partnership. Cross Keys Homes properties fall into one of two categories -

1. Properties which were transferred to CKH in 2004 as part of the Large Scale Voluntary Transfer or,
2. Subsequent new builds since 2004

Both categories have differing nominations agreements and different service standards contained, which we must adhere to. As with all of our Registered Provider partners, allocations to Cross Keys Homes properties are subject to the client being eligible in accordance with the Allocations Policy. We are therefore going to ensure that our RP partners are consulted and their views considered in any changes to the allocations policy.

4.4 **Prevention of Homelessness**

Levels of homelessness have significantly increased since the current allocations policy was written. In 2012/13 there were 1172 presentations to the service. This increased to 2269 in 2019/20. We are also in the process of re-writing the Homelessness and Rough Sleeping Strategy. This strategy will evaluate the current programmes of work that are in the city and reflecting on current and forecasted future demand, set out how our service should be shaped. A key feature of this strategy will be around homelessness prevention. Prevention is undoubtedly heralded as the most effective way to manage demand on housing and homelessness. Current work on the service re-design will harness this prevention ethos to ensure that is embedded within our service structure. The new Allocations Policy will need to reflect prevention as being at the core of Housing Needs.

It is therefore proposed that we will give high priority to those applicants who are threatened with homelessness who agree to work with us to prevent their homelessness where we are not able keep them in their current home.

Consequentially, those who do not agree to work with us will be given lower priority on the housing register. Those cases who we end up accepting a full housing duty under

s.193(2) Housing Act 1996 (as amended by Homelessness Reduction Act 2017) would remain in a lower band.

4.5 **Employment**

Peterborough's economic growth is a key priority for the authority. We want to encourage people to work and seek to raise levels of aspiration and ambition. We are keen to explore ways in which the Allocations Policy can support and encourage people into employment and so as part of our consultation we will be seeking views about this. One way in which we propose to encourage and promote the benefits of employment is through providing an uplift in time for those households who are working.

We are therefore seeking views on the priority of those in employment.

4.6 **Banding - Please refer to Appendix 1**

As a project team we have reviewed best practice across the country. Peterborough City Council currently has 5 bands, with band 1 being the highest and band 5 being the lowest. We are seeking to simplify this and reduce the number of bands to 3. Currently the number of people in each band is -

Band 1	Band 2	Band 3	Band 4	Band 5
359	3458	423	575	173

Band 1 would be for those with an extremely urgent need to move on. Examples would include:

- Those with an over-riding medical need.
- Those with a composite housing need where they fall into a number of high priority categories and have been reviewed by a Special Priority Needs Panel.
- Management Transfers. Those partner RP tenants who need to move urgently as they are at risk if they remain in their current property

Those in this band would be very few and we would expect that they would be re-housed very quickly. Those in this band would be made one reasonable offer of accommodation. Applications would be reviewed after 6 months to determine whether they still needed this priority or could be closed or moved to Band 2.

Band 2 will be those with a high need of re-housing. This band will include:

- Those who agree to work with us to try and prevent their homelessness,
- Those who have been accepted at the supported Accommodation Pathway panel (see below)
- Those who are under occupying a partner RP property or severely over occupying in their current accommodation,
- Those who have been awarded a high medical need after assessment by our Occupational Therapists.

Band 3 will be for all other applications and will include:

- Those who are adequately housed (will only be considered for sheltered accommodation)
- Those who do not have a local connection (will only be considered for sheltered accommodation)
- Those who have enough financial resources or are homeowners (will only be considered for sheltered accommodation)
- Those who have a low medical need after assessment by our Occupational Therapists
- Those who have been accepted as homeless and so have therefore failed to prevent their homelessness or work with us to do so.

We are proposing to remove the Social and Welfare ground category. This category

currently captures those -

- In temporary accommodation who would be captured under our prevention and relief category
- In supported accommodation who will now be captured in a separate category in band 2
- Who need to move due to Harassment/violence will now be captured under a separate category in band 2
- Who need to move due to financial difficulties who if is deemed to be very urgent can be considered by Special Needs Housing Panel

We are also proposing to remove the banding category for shared facilities. This will mean that they will be considered in one of the overcrowded categories.

We will be therefore consulting on reducing the number of bands to 3 with band 1 remaining the highest and band 3 the lowest. We will also be consulting on the proposals for the priorities within each band.

Supported Accommodation Pathway

- 4.7 During the height of the pandemic, we accommodated 140 rough sleepers in rest centres across Peterborough. Whilst focusing on our resettlement out of the rest centre, it was clear that there were a proportion of people who were stuck in supported accommodation who did not need the support that it offered. A Supported Accommodation Panel was created where providers refer individuals who are ready to move on. The panel meets fortnightly and is attended by Housing Needs, Longhurst, Cross Keys Homes and the support worker of the client. A decision is made as to the best way for that person to move on. If the person is deemed suitable for an allocation of social housing then they would be given a high priority for an urgent move. This would then enable us to ensure a clear pathway of accommodation for single homeless people in Peterborough.

We therefore propose to give high priority to those who are accepted at the supported accommodation pathway.

4.8 **Refusal of a suitable property/Failure to attend viewings**

Choice Based Lettings is widely accepted as a transparent way to let properties. It allows people choice to express an interest (bid) for a suitable property when one becomes available. As discussed above, it's imperative that if we wish to keep band 1 for those with the most urgent need to move, we must put measures in place to ensure that we investigate if someone in this band refuses a reasonable offer.

We therefore propose that if someone in band 1 refuses what turns out to be a reasonable offer, or fails to attend a viewing without explanation which would have been a reasonable offer; then they are re-assessed as band 2 or their application closed if their situation has been resolved.

Additionally, if someone in band 2 or 3 fails to attend two viewings without explanation or refuses two properties that would have been reasonable for them to accept; then their application will be cancelled for 12 months.

Forces Personnel

- 4.9 Currently we give the following priority for forces personnel -

Despite not having a local connection with the council's district, an applicant is a qualifying person in any of the following circumstances -

- They are members of the British regular forces working in the council's district.
- They are former members of the British regular forces working in the council's district or

are due to leave the forces within the next 12 months whose principal home prior to them joining the forces was in the council's district.

Furthermore, the following are awarded additional priority -

- If they are a former member of the regular forces (where the application is made within 5 years of discharge).
- If they are entitled to a reasonable preference and have urgent housing needs and a) they are serving in the regular forces and suffering from a serious injury, illness or disability which is attributable (wholly or partly) to their service; b) they formerly served in the regular forces c) they have recently ceased, or will cease to be entitled to reside in accommodation provided by the Ministry of Defence following the death of their spouse or civil partner who has served in the regular forces and whose death was attributable (wholly or partly) to that service; or d) are serving or have served in the reserve forces and are suffering from a serious injury, illness or disability which is attributable (wholly or partly) to their service.

We want to extend our current priority to the below groups by backdating their date in band by 3 months.

- serving members of the regular forces who are suffering from a serious injury, illness or disability which is wholly or partly attributable to their service
- former members of the regular forces
- bereaved spouses or civil partners of those serving in the regular forces where (i) the bereaved spouse or civil partner has recently ceased, or will cease to be entitled, to reside in Ministry of Defence accommodation following the death of their service spouse or civil partner, and (ii) the death was wholly or partly attributable to their service
- existing or former members of the reserve forces who are suffering from a serious injury, illness, or disability which is wholly or partly attributable to their service.

We therefore propose to further highlight our commitment to the Armed Forces Covenant by awarding additional time in band to those mentioned above.

Amending the Income Threshold

- 4.10 Currently the Allocations Policy states -
An applicant is ... not a qualifying person if their household's gross annual income is in excess of £40,200 per annum, or has savings or assets totalling more than £16,000. They will be considered to have sufficient income to secure a suitable home by purchase or by renting privately.

We are keen to consult on what is thought to be an acceptable level of income, assets and savings.

We propose that the income threshold is based on a sliding scale which considers bedroom need be applied. For instance -

1-bedroom accommodation £30,000
2-bedroom accommodation £40,000
3-bedroom accommodation or larger £50,000

We propose to consult on current threshold levels and alter on a sliding scale of income.

Reconsidering applications from those who have been found to be Non-Qualifying

- 4.11 Currently the following people are deemed to be Non-Qualifying and so therefore unable to have a live application -

- An applicant is not a qualifying person if they are the subject of an anti-social behaviour

injunction.

- An applicant is not a qualifying person if they have current tenant arrears in excess of 8 weeks' rent or any outstanding former tenant arrears. Applicants can request a review of a decision where they can first demonstrate that they have entered a regular arrangement to re-pay the arrears and have maintained that agreement for at least 13 weeks.

Each RP has their own lettings policies and so we want to ensure that the allocations policy considers these policies as far as reasonably possible, in relation to excluding applicants. This is to ensure that customers are not accepted onto the housing register, only to be excluded by RPs prior to an offer.

We will be asking at wider public consultation what people deem to be reasonable in terms of levels of current and former tenant arrears.

We want to ensure that the new allocations policy is inclusive and that anyone who is deemed to be Non Qualifying has a clear route in order for their application to be re-assessed. Our starting point in considering arrears are -

Band 1 Applicants

Applicants in Band 1 will not be subject to the rehousing with rent arrears policy. Although any rent arrears will not be considered for the purposes of rehousing it is expected, where there are arrears, an agreement is made to reduce/clear the arrears.

Band 2, 3 and 4 Applicants

Applicants in Bands 2, 3 and 4 will be required to have a clear rent account for any current tenancy at the point of offer/sign up for alternative accommodation.

Former Rent Arrears

Applicants who have held their current tenancy for 12 months or more with a clear rent account

Former rent arrears will be disregarded where the applicant is a current tenant and has held that tenancy for 12 months or more with a clear rent account. They will however be expected to have entered into an agreement to repay their debt, but their application for re-housing will not be suspended and offers of accommodation can be made. Evidence will be required.

Applicants who have not held their current tenancy for 12 months or more

Applicants who have not held their current tenancy for more than 12 months or do not hold a current tenancy and have former rent arrears will be suspended on the Housing Register. The suspension will only be lifted once confirmation has been received the former rent arrears have been cleared or substantially reduced.

We will also be seeking views about Anti-Social Behaviour and how long applications should be suspended for. We propose that time spent in Temporary Accommodation without issue should be included in consideration for any suspension to be lifted.

We therefore need to consult specifically with RPs in relation to suspended applications and come to an agreement as what is reasonable. We also propose to seek views as part of the consultation on this matter.

Priority to households with young children when shortlisting houses

4.12 The current policy does not distinguish between those households with adult children and those with younger children.

We propose to amend this to include that households which contain children under the age of 18 years old whom permanently reside in the household will be given preference for houses.

This is to ensure fair allocation and best use of suitable stock to families with children under the age of eighteen years.

Process of registering

4.13 The current process of registering which is set out in the allocations policy is that an application cannot be made live until such time that -

- The applicant has provided all of their identity documents and proofs of circumstances
- The team have verified their identity, confirmed their address, confirmed additional household members details and carried out current and previous tenancy checks.

As demand has increased and during periods of reduced resource levels due to annual leave etc, often a backlog of applications forms which results in people having to wait for a period of time for their application to be assessed.

Once an application is assessed, it is often several years before they reach a position where they will shortlist for a property. At this point, their circumstances are likely to have changed from the time that they registered. We therefore have to undertake further assessment of their application.

Also, with social housing being such a scarce resource many applicants who apply will not be successful in receiving an offer of accommodation.

We therefore propose to allow people to register by completing the online housing register application form. Their application will be assessed on the information they have provided via the documents they have submitted and the answers to the questions asked. Verification will not happen until such point that they start shortlisting. This will make the process far more efficient as it will reduce the time for application to be assessed. It will also reduce the resource as assessments will only need to be undertaken once.

The consequence of this will be that there will be larger numbers of people on the housing register. However, we will conduct 12 monthly reviews of all applications to ensure that only those who are regularly expressing interest in properties are considered.

We therefore propose to change the process for assessing applications on the housing register to make it more efficient and prevent backlogs formulating.

5. CONSULTATION

5.1 We are going to embark on a very thorough consultation process which is detailed below. Our proposals so far have come together from looking at allocations policies which have been suggested to us by our Housing, Advice and Strategy Team adviser from the Ministry of Housing, Communities and Local Government.

We have spoken to other project team leaders to ensure that our proposals fit within wider projects such as the Homelessness Strategy and the Housing Needs Service redesign work.

5.2 We will ensure that all the proposals go through rigorous consultation over the next 12 weeks. As well as a public survey which we will advertise as widely as possible, we will be consulting separately with -

- Registered Providers
- Services such as Outside Links, Probation, Light Project Peterborough
- Childrens Services, Housing Enforcement, Occupational Therapists, Adult Social Care

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 The anticipated outcome of consideration of this report is that it is support from the Committee for proceeding with formal consultation based on a draft policy of the ideas outlined herein.

7. REASON FOR THE RECOMMENDATION

7.1 Part 6 of the Housing Act 1996 as amended regulates the allocation of social rented housing by local authorities.

Local housing authorities are required by s.166A(1) of the act to have an allocation policy for determining priorities, and for defining the procedures to be followed in allocating housing accommodation.

Local housing authorities must allocate in accordance with the allocation policy (s.166A(14)).

All aspects of the allocation process must be covered in the policy including the people by whom decisions are taken.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 Alternative options at this stage are to leave the current policy in place. This is not a viable option as the current policy is not only outdated but it also does not fit with our visions of a Prevention service. As we are going through both a service re-design and the creation of a new Homeless strategy, it is vital that the allocations policy reflects the direction of the service and the current needs of Peterborough residents.

Other alternative options would be to make amendments to the current policy but not the changes that are proposed in this document. We are confident that the proposals suggested meet our aims to -

- Assist those in the highest need
- Let properties in a fair and transparent way
- Support vulnerable households
- Ensure there is a clear way of being reconsidered after a Nonqualifying decision

However, we expect that consultation will shape and define the proposals contained in this document. We will also spend the consultation period considering unintended consequences as a result of the proposals.

9. IMPLICATIONS

Financial Implications

9.1 There are not any financial implications linked to this item

Legal Implications

9.2 The policy must meet the legal requirements for the allocation of social housing as set out in the Housing Act 1996 (as amended) and statutory guidance such as the Localism Act 2011. It must also consider any subsequent case law.

Once the final draft has been written, we will be seeking legal advice to ensure that it complies with all statutory duties.

Equalities Implications

9.3 It is not envisaged that there will be any implications for anyone falling into a protected characteristic group. However, during the consultation period will undertake equality impact assessment and report back to scrutiny with our findings.

Rural Implications

9.4 There are not any rural implications for this policy.

Carbon Impact Assessment

9.5 There were not any Carbon Impacts that were highlighted as a result of the assessment.

Other relevant Implications

9.6 Corporate Priorities: Environment Capital

The allocations policy does not have any implications on the corporate priority of Environmental Capital.

Crime and Disorder / Community Safety

The allocations policy does not have any implications on crime and disorder/community safety.

Discrimination and Equality

It is not envisaged that there will be any implications for anyone falling into a protected characteristic group. However, during the consultation period will undertake equality impact assessment and report back to scrutiny with our findings.

Human Resources

The allocations policy does not have any implications on Human Resources

ICT

The allocations policy will have an impact on ICT. Once the final allocations policy draft has been approved, we will be working to re-configure our Jigsaw housing system to reflect these amendments.

Property

The allocations policy does not have any implications on property.

Procurement

The allocations policy does not have any implications on procurement

Cross-Service Implications

We will be consulting with Housing Enforcement, Childrens Social Services and the Occupational therapy team.

Risk Assessment

We have not conducted a formal risk assessment however during the consultation period will be ensuring we have considered the unintended consequence of each of our proposals and ways we can ensure risk is mitigated.

Consultees

We will be consulting with the following during our 12 weeks consultation period -

Ward Councillor(s)
Parish Council(s)
Community Association(s)
Partner Organisation(s)
GPP or Partnerships

We currently have 16 live applications from people who have been awarded band 1 due to being in care.

Our proposals keep band 1 for those who need to move urgently. Care leavers will therefore be given band 2. We do not envisage this negatively affecting this group, in fact we are confident that redesigning our service as a prevention service will mean that this group will be supported into suitable accommodation before there is any threat of homelessness. We also have the ability to discuss and agree a band 1 nomination for any client where there is a mixture of concerns

which require the applicant to be housed urgently.

10. BACKGROUND DOCUMENTS

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

- 10.1 Peterborough Homes Allocations Policy v3
Allocation of accommodation – statutory code of guidance

11. APPENDICES

- 11.1 *Appendix 1 – Current and Proposed Bands*

Current Bands and Brief description of categories

The figures in brackets are the number of live applications in that band as of 14/10/2020

Band 1	Band 2	Band 3	Band 4	Band 5
ACAH - Clients who are accepted as homeless (84)	1OVER - Overcrowded by 1 bedroom (1121)	ACAHNL – Another housing authority owe the applicant a duty and no local connection to Peterborough (4)	LOW – Low medical priority (48)	AWAY – No local connection to Peterborough – over 55 for sheltered only (45)
UNDER – Current RP tenant who is under occupying (100)	HIGH – High Medical priority (160)	MED – Medium medical priority (129)	ADEQ – Adequately housed – over 55 over for sheltered only (527)	CARO – Sufficient resource to purchase a property or can afford to rent privately – over 55 for sheltered only (28)
2 OVER – overcrowded by 2 or more bedrooms (77)	SHEL – In sheltered and wants to move to sheltered (61)			OWN – Owner occupiers who are adequately housed/have resource to rent privately/own or rent elsewhere – over 55 for sheltered only (100)
OVER – overriding medical priority (35)	SHOV – Sharing with family/friends and not reasonable (810)			
SHELM – sheltered accommodation move from first floor and above to GF due to medical (3)	NONP – Non Priority under s.192 (2) Housing Act 1996 (23)			
SPNP – Urgent need to move agreed by panel (17)	INTE – Intentionally Homeless under either s.193 (2) or s.190 of the Housing Act 1996 (27)			

PROBN – subject to prohibition order due to poor disrepair (0)	SOCW – Needs to move on social or welfare grounds (361)			
HARAM – Medical priority and is victim of harassment/abuse or violence and is at significant risk of harm (1)	DISR – Landlord been served with an improvement notice due to Category 1 hazard (0)			
DISRM – Medical priority and served with improvement notice to due category 1 hazard (1)	HARA – A victim of harassment, violence or abuse or is at significant risk of harm (45)			
CARE – Leaving councils' care (16)	ACTH – Accepted as threatened with homelessness (850)			
MT5 – Those agreed urgent transfers from RPs (25)				

In the new policy, those highlighted yellow above would need to be assessed and confirmed under SPNP

Proposed Bands and Categories

Band 1	Band 2	Band 3
SPNP – Special Priority Needs Panel agreed urgent need to move	UNDER - Current RP tenant who is under occupying	Medical – Confirmed medical need to move but not assessed as high or urgent
OVER - Over riding medical priority	OVEROCC2 – Overcrowded in current accommodation 2 bedrooms or more	ACAH – Accepted as homeless
MT5% - Current RP tenants where the RP have advised an urgent need to move	HIGH - High Medical award	INTE – Intentionally Homeless under either s.193 (2) or s.190 of the Housing Act 1996
	CARE – Leaving councils care	NONP – Non-Priority under s.192 (2) Housing Act 1996
	HARA – A victim of harassment, violence or abuse or is at significant risk of harm	ADEQ – Adequately housed – over 55 over for sheltered only
	DISR – Landlord been served with an improvement notice due to Category 1 hazard	AWAY – No local connection to Peterborough – over 55 for sheltered only
	ACTH – Accepted as threatened with homelessness and has agreed to work with us to prevent their homelessness	CARO – Sufficient resource to purchase a property or can afford to rent privately – over 55 for sheltered only
	SUPM – Applicants who are currently accommodated in a supported accommodation setting who have been assessed by move on panel to be ready for independent living	OWN – Owner occupiers who are adequately housed/have resource to rent privately/own or rent elsewhere – over 55 for sheltered only
		OVEROCC1 – Overcrowded by 1 bedroom

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ADULTS & COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 8
17 NOVEMBER 2020	PUBLIC REPORT

Report of:	Cllr Steve Allen, Cabinet Member for Housing, Culture & Recreation	
Cabinet Member(s) responsible:	Cllr Steve Allen, Cabinet Member for Housing, Culture & Recreation	
Contact Officer(s):	Adrian Chapman - Service Director, Communities and Partnerships.	Tel. 07920 160441

PORTFOLIO HOLDER PROGRESS REPORT : HOUSING, CULTURE & RECREATION

RECOMMENDATIONS	
FROM: Cllr Steve Allen, Cabinet Member for Housing, Culture & Recreation	Deadline date: NA
<p>It is recommended that Adults & Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Consider and scrutinise this report and endorse the approach being taken under the portfolio of the Cabinet Member. 	

1. ORIGIN OF REPORT

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

2. PURPOSE AND REASON FOR REPORT

2.1 Each year, the Scrutiny Committee receives an annual report from the relevant Cabinet Members setting out achievements and challenges, as well as opportunities, which fall under the remit of the Scrutiny Committee.

2.2 This report is for Adults and Communities Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4 – Overview & Scrutiny functions, paragraph No 2 Functions determine by the Council

- 3. Housing need (including homelessness, housing options and selective licensing)
- 6. Libraries, Arts and Museums

2.3 The portfolio responsibilities of all Cabinet Members directly contribute to relevant corporate priorities, and to the Children in Care pledge.

3. TIMESCALES

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

4.1 Context

This report is being presented to the to the Committee to allow them to scrutinise the work being undertaken under the portfolio of the Cabinet Member for Housing, Culture and Recreation, Cllr Steve Allen. Cllr Allen's portfolio covers the following areas:

- (a) the Council's housing strategy
- (b) the Council's response to homelessness including:
 - i the prevention of homelessness
 - ii the supply of temporary accommodation
 - iii the supply of affordable housing including the development of a housing revenue account
 - iv housing options and supporting people
- (c) the Council's response for rough sleeping
- (d) Culture and Recreation, and being the Strategic Partnership lead for the work of Vivacity and responsibility for the Council's functions in relation to:
 - i the Peterborough Museum
 - ii libraries and archives
 - iii the Arts
 - iv sports strategy

4.2 As can be seen, this portfolio broadly falls into two thematic areas: housing and homelessness, and culture and leisure. The following sections provide an overview under each theme.

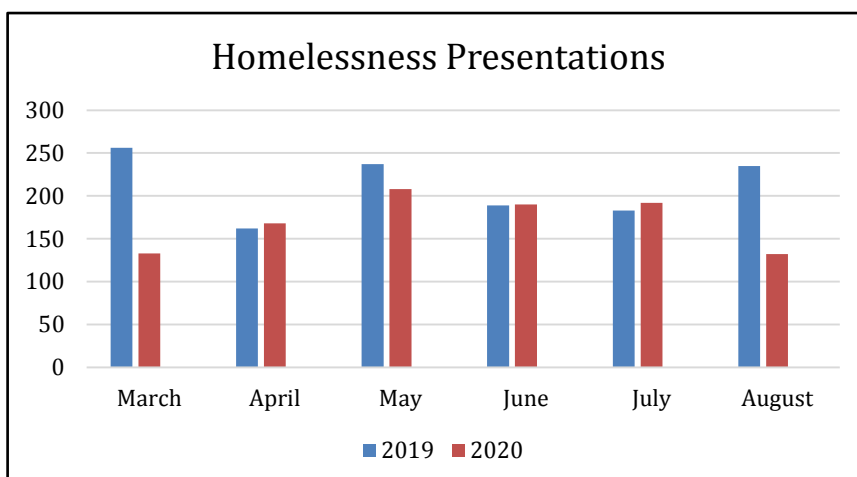
4.3 Housing and Homelessness Prevention

4.3.1 The Housing Needs Service

The Housing Needs service have amended their service delivery during the pandemic, as we have been unable to provide face to face appointments with clients. Staff have worked continuously through the pandemic and have been handling client contact via a telephone appointments system.

The number of clients contacting us for homelessness assistance has remained at a steady level during this time, but those actually becoming homeless as a result has reduced as measures put in place by the government to suspend eviction action has meant households in rented accommodation have been able to remain and still continue to. Also, the number of households becoming homeless from friends and family reduced while we were in the first lockdown as family units were required to remain isolated together. This has started to re-emerge as measures have been eased.

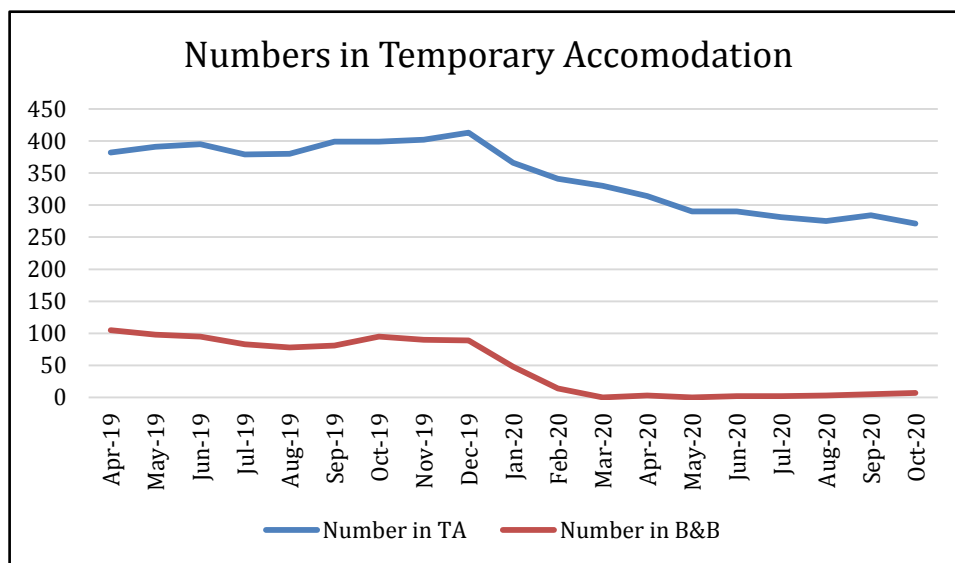
4.3.2 The following shows the number of homelessness presentations between March and September 2020 compared to last year:



4.3.3 Our work to reduce the number of Households accommodated in temporary accommodation has continued during the pandemic and we have been successful in continually reducing this number, having now reached the point that we have very few households with children accommodated in hostel accommodation and none in bed and breakfast accommodation.

For those who are accommodated in hostel accommodation, this is only for a very short period of time whilst alternative self-contained accommodation is secured. Bed and breakfast accommodation is no longer used for families, and for single applicants is now only used in an emergency and only for a very short period of time.

The following graph shows the number of households accommodated in temporary accommodation and in bed and breakfast accommodation at the end of each month from April 2019 to October 2020:



4.3.4 The Housing Register & Choice Based Lettings

Apart from a few weeks during the first lockdown, the council has continued to operate a Choice Based Lettings scheme and we continued to let available properties promptly with very little delay. The team has been working hard to reduce the backlog of housing register applications and this was achieved in August. All new applications received are now being assessed and prioritised within our service standard timescales.

4.3.5 Rough Sleeping

4.3.5.1 In March 2020, just prior to the first lockdown, we received contact from our specialist advisor at the Ministry of Housing, Communities and Local Government and were asked to set up a local response to accommodate all rough sleepers in the area. In addition, we were advised that our night shelter and crash beds provision could no longer operate because of the risk of transmission in settings with shared sleeping spaces.

4.3.5.2 Working with our Safer off the Streets partnership, we were quickly able to mobilise a rest centre response. We secured exclusive use of the Holiday Inn Express in Orton Northgate and over the first weekend we located and moved-in over fifty rough sleepers and night shelter/crash bed residents. The work was supported by volunteers, and charities, restaurants and food providers came together to provide three meals a day seven days a week. Health and welfare services were brought in to support clients' primary health needs and drug and alcohol misuse issues. Security was put in place and the Police and the Peterborough and Cambridgeshire COVID-19 Co-ordination Hub supported by providing reassurance for both guests and residents in the surrounding area.

4.3.5.3

Over time during lockdown, while accommodation availability was scarce, the number of people accommodated grew until we reached a point where we were accommodating over 100 rough sleepers across three hotels. As lockdown measures started easing and accommodation options opened up again, we commenced working with individuals to support them with moving to more appropriate supported accommodation or long term independent living such as the private sector or social housing.

4.3.5.4

As we resettled more clients and the number we were accommodating reduced we scaled the rest centre operation from three hotels to one, which we are still operating and we continue to receive the support of partners in staffing and support from providers with food.

4.3.5.5

Moving forwards, we are working closely with the Ministry of Housing, Communities and Local Government and have submitted a bid for funding which if successful will provide us with the opportunity to create a more permanent solution for meeting the needs of rough sleepers and should support our ambition to eliminate rough sleeping.

4.3.5.6

We have seen some real success while working in the rest centres, but have also had some clients whose behaviour was unmanageable and we were left with no choice but to ask them to leave. We do though continue to work with them in managing their issues and have been able to move some on to more appropriate accommodation settings which better meet their needs.

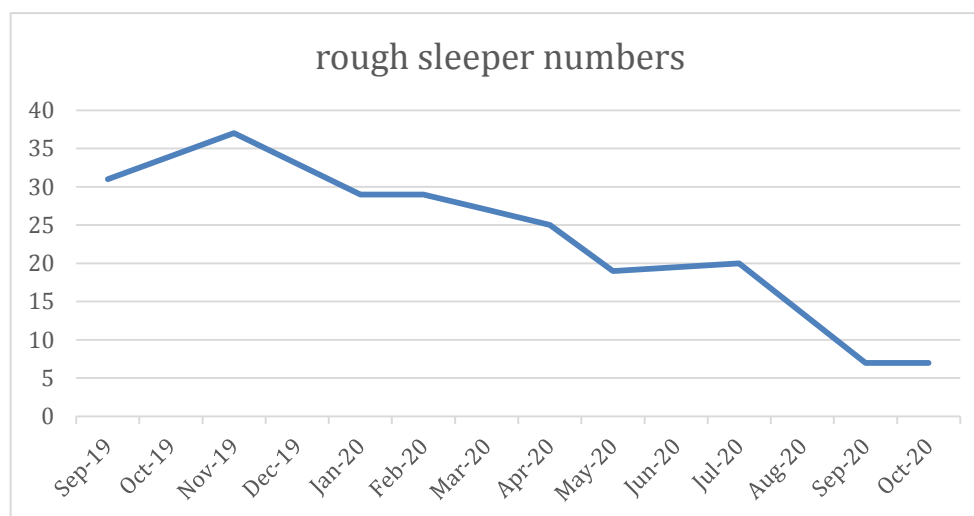
4.3.5.7

Our partnership working has been recognised nationally and we were fortunate enough to receive a visit from HRH Duke of Cambridge at the Garden House where we and our partners were able to showcase the work we had done.

4.3.5.8

The table below shows some key figures around the work at the rest centres:

Total number provided with emergency accommodation at some point	174 households
Number still in emergency accommodation	52 households
Number evicted from emergency accommodation	17 Households
Number found longer-term accommodation by the council or its partners	67 Households
Number who have left emergency accommodation of their own accord	10 Households



4.4 **Culture and Leisure**

4.4.1 At its September 2020 meeting, the Scrutiny Committee was provided with details of the delivery arrangements for services previously managed by Vivacity. For the avoidance of doubt, and to

ensure appropriate context, the background to the changes in delivery arrangements is repeated below. It should be noted that this report is being written and published at the same time as detailed guidance on the next national lockdown is also being published, and so some of the reopening plans described may be subject to change. The Cabinet Member and Service Director will provide the most up to date position at the Committee meeting itself.

4.4.2 The Council entered into a Funding and Management Agreement (FMA) dated 1st May 2010 with Vivacity Cultural and Leisure Trust under which the assets, staff and responsibility for delivering cultural and leisure services transferred to Vivacity in return for grant payments made by the Council. Services included libraries, culture and heritage venues, sports centres and swimming pools.

4.4.3 In June 2020, Vivacity served 90 Days' Notice of Termination of the Agreement on the grounds that Regulations made under the Coronavirus Act 2020 constituted a force majeure which had persisted for more than 90 days preventing performance of the services. Services set out in the Agreement therefore ceased to be provided by Vivacity at the end of September 2020. Committee acknowledged, at its September meeting, the incredible legacy left by Vivacity in relation to those services.

4.4.4 From 1 October 2020, the services formerly delivered by Vivacity under the previous FMA have been managed by City Culture Peterborough and Peterborough Ltd, as summarised below:

- City Culture Peterborough – Arts, Culture and Heritage services
- Sports and Leisure services – Peterborough Ltd

City Culture Peterborough is a trading company of the City College Peterborough charitable foundation, the charitable arm of City College Peterborough. City College Peterborough is the council's own adult skills service, with the Principal jointly reporting to the chair of the governing body and the Service Director for Communities and Partnerships. Peterborough Ltd is a company wholly owned by the council as a Local Authority Trading Company.

4.4.5 The arrangements set out above are overseen via an officer partnership board, which brings together the leads from City Culture Peterborough and Peterborough Ltd, with senior council officers, and it meets monthly. A weekly transition board I also continuing to meet to ensure the full and effective transfer of all services and residual arrangements.

4.4.6 The Service Director for Communities and Partnerships is the Senior Responsible Officer for the delivery of all services, and the responsibilities of the Cabinet Member, as set out in section 4.1, remain unchanged. The Service Director and Cabinet Member will set, with partners' input, the vision and strategic direction for services going forwards. Services will be formally reviewed on a quarterly basis considering effectiveness, service usage, COVID-19 compliance, and value for money. From this the council will be able to build up a full understanding of service delivery in the COVID-19 and post COVID-19 environment to assess the ways in which people will want to access services going forwards.

4.4.7 At time of writing, the status of culture and leisure services was as follows:

- Central Library – reopened on 10 August
 - Bretton, Orton and Werrington libraries – reopened week commencing 24 August
 - Hampton library – reopened on 3 September
 - Dogsthorpe and Eye libraries – are due to reopen week commencing 9 November
 - Stanground, Thorney and Woodston libraries – are due to reopen during December
 - Mobile library services – reopening details to be confirmed
- Please note, at time of writing we are awaiting Government guidance on whether or not libraries will need to close during the new national restrictions effective from 5 November*
- Key Theatre – whilst closed to the general public, the Key Theatre was available throughout summer for pre-arranged summer schools, and has been running cinema

events in a socially distanced way. A full reopening was being planned for later in November, however theatres are required to close as part of the new national restrictions effective from 5 November

- Peterborough Museum – was due to reopen with a special launch event on 11 November, however museums are required to close as part of the new national restrictions effective from 5 November
- Flag Fen – was due to reopen in Spring 2021; however, we are working on exciting plans to seek to reopen sooner as part of our commitment to the successful Towns Fund programme to extend Peterborough Museum to showcase the internally-significant Must Farm Boats
- Vivacity Premier Fitness – reopened on 17 August
- Regional Swimming Pool – reopened on 17 August
- Athletics Track – reopened on 17 August
- Hampton Leisure Centre – reopened on 4 September
However, all indoor and outdoor leisure facilities are required to close as part of the new national restrictions effective from 5 November
- Jack Hunt Swimming Pool, Werrington Sports Centre and Bushfield Sports Centre – are all located on sites shared with schools, and facilities reopened for school use only from the start of term. Reopening dates for community use will be agreed with the school management teams
- Peterborough Lido and Bretton Splash Park – will reopen for the 2021 season
- St George’s Community Hydrotherapy Pool – will reopen on a date to be confirmed, following further work to determine how the facility can be made COVID-secure

4.4.8 The Cabinet Member recently hosted a meeting of representatives from the various Friends’ Groups that continue to do some hugely positive work in our city. The meeting introduced the representatives to the Service Director and to the City Culture Peterborough lead officer. The meeting, which was extremely positive and very constructive, agreed that a fully collaborative approach should be taken to the future design and delivery of services, and that regular meetings should be arranged. There will be a further meeting of the same group just prior to Christmas.

4.4.9 Two important strategic documents will set out the agreed vision for culture and leisure services: (i) the existing Active Lifestyle Strategy will be reviewed and refreshed; (ii) work will recommence to develop, in close cooperation with a wide range of partners, a long-term Culture Strategy. Both of these documents are vital to describing the aspirations we have as a city, to demonstrate the significance we place on culture and leisure to support the city’s growth and cohesion, and to attracting the levels of investment from third parties and the quality of productions that Peterborough deserves. Both documents will be brought to Scrutiny early in their development, and throughout, in order for Members to provide direction and insight.

4.4.10 The council successfully secured funding from the national Arts Council England Culture Recovery programme to support the sustainability of cultural services as a consequence of the pandemic. A grant of £493k has been secured to support the safe reopening of venues, the development of systems, tools and content to communicate with the public and build audiences, to develop a new web presence and box office booking system, to work with community groups and artists to deliver events and activities to kick-start a cultural offering, and to set up youth panels for each service to advise on making services more engaging.

4.4.11 The council has previously agreed to carry out a feasibility study into new leisure centre provision in the Werrington area. A brief and specification is currently being agreed ahead of specialist consultants being appointed as a result of Sport England confirming a shortage of facilities in Peterborough.

- 4.4.12 Table Tennis England and Viridor have granted Living Sport and its partner, Peterborough City Council £20,000 (£10,000 each) for outdoor table tennis tables across the city. Due to the current restrictions, Table Tennis England have advised installation to take place in March 2021 which will see at least a further six tables installed in more rural areas of our city. Additionally, Table Tennis England are keen to see the development of a Ping Pong Parlour in Serpentine Green or Queensgate, similar to those that exist in Cambridge and many other busy developing city centres nationally. This service would offer free activity to residents in a safe environment and promotes social interaction using table tennis as the catalyst.
- 4.4.13 Following the approval of Football Foundation Local Football Facility Plans in September 2019, delivery work had just started early in 2020 but was subsequently slowed due to the pandemic. This project is an opportunity for grant funding to be made available to be used for grassroots football provision and increased participation in the sport, and the council will continue to push progress forwards as far as possible.

5. CONSULTATION

- 5.1 Not applicable.

6. ANTICIPATED OUTCOMES OR IMPACT

- 6.1 It is anticipated that this report will provide the committee with an overview of some of the work that is being undertaken under this portfolio. It also provides an opportunity for the Committee to ask questions and scrutinise the work being undertaken

7. REASON FOR THE RECOMMENDATION

- 7.1 To ensure that the Portfolio Holder is working to deliver the priorities set out for the role in the Council's constitution.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 Not applicable.

9. IMPLICATIONS

Financial Implications

- 9.1 Not applicable.

Legal Implications

- 9.2 Not applicable.

Equalities Implications

- 9.3 Not applicable.

Rural Implications

- 9.4 Not applicable.

Carbon Impact Assessment

- 9.5 Neutral impact – this report provides an update detailing the work carried out over the past 12 months under this portfolio, and the priorities for the coming year which will be subject to individual carbon impact assessments

10. BACKGROUND DOCUMENTS

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

10.1 None

11. APPENDICES

11.1 None

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 9
17 November 2020	PUBLIC REPORT

Report of:	Rob Hill, Assistant Director Community Safety	
Cabinet Member(s) responsible:	Cllr Irene Walsh, Cabinet Member for Communities	
Contact Officer(s):	Rob Hill, Assistant Director, Community Safety	Tel. 07815558081

PROPOSAL FOR TASK AND FINISH GROUP TO EXAMINE ISSUES WITH CAR CRUISING IN PETERBOROUGH

RECOMMENDATIONS	
FROM: Rob Hill, Assistant Director: Community Safety	Deadline date: n/a
<p>It is recommended that the Adults and Communities Scrutiny Committee</p> <ol style="list-style-type: none"> 1. Agree to the formation of a time-limited cross-party scrutiny task and finish group 2. Agree the Terms of Reference for the proposed task and finish group 3. Agree that the outcomes of the task and finish group should be presented back to the Committee at the relevant meeting 4. Makes any initial nominations from the scrutiny committee members to join the task and finish group 	

1. ORIGIN OF REPORT

1.1 At the Full Council meeting of 21 October 2020, a motion presented by Cllr Coles was agreed requesting the formation of a task and finish group to examine issues relating to car cruises in Peterborough.

2. PURPOSE AND REASON FOR REPORT

2.1 This report sets out the proposed detail for the task and finish group agreed at Full Council on 21 October, to focus on issues relating to car cruises and identify actions to prevent or mitigate the impact.

2.2 This report is for Adults and Communities Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4 – Overview & Scrutiny functions, paragraph No 2 Functions determine by the Council

3. Neighbourhood and Community Support (including cohesion and community safety)

Also Functions determined by Statute:

To review and scrutinise crime and disorder matters, including acting as the Council's crime and disorder committee in accordance with Sections 19 of the Police and Justice Act 2006.

3. TIMESCALES

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

4.1 At the Full Council meeting on 21 October, a motion presented by Cllr Coles was agreed in which it was noted that:

“For some time, Councillors representing wards across Peterborough have received several complaints from residents about the anti-social behaviour of car cruisers, drift racers and drivers performing stunts and tricks on local roads and in car parks. The council appreciates that static car meets are a popular event and many local residents enjoy showing off their cars to fellow enthusiasts.

However, most of these meets are not organised with prior notice to the landowner - the organisers of these events do not seek or obtain authority to hold these events on Council owned or private land, they often occupy central locations in the middle of residential areas and there are no controls on who attends. A small number of people participating take part in dangerous or reckless use of their car, which can lead to criminal damage of roads, other vehicles and surrounding property. Some drivers also risk injuring themselves, other road users, cyclists and pedestrians as they do not have full control of their vehicles. Driving in this way can also be used as a form of intimidation, either to other road users or the community. Loud noise from engines and music, and deliberately creating large amounts of exhaust or tyre smoke can also take place and continue through to the early hours, disturbing residents’ rest.

4.2 Many councils around the country have taken action to ban car cruising, racing and stunt driving. There are many good examples showing how to initiate city-wide action that prevents these anti-social incursions into quiet residential areas.”

The agreed motion stated that the council resolves to instruct the relevant scrutiny committee to form a cross-party Task and Finish group to investigate these matters with terms of reference that include:

- Inviting Cambridgeshire Constabulary to appoint a representative to join the group.
- Ensuring that all available powers are utilised to prevent unauthorised, anti-social, dangerous car meets from taking place or continuing,
- Exploring what other legislative powers may be obtained to help address this issue,
- Working with organisers to facilitate, where possible, safe events for static car meets that are lawful and non-disruptive to our residents,
- Providing advice and support to private landowners in the defence and protection of their property

4.3 The Adults and Communities Scrutiny Committee is therefore asked to agree to the formation of the task and finish group.

5. CONSULTATION

5.1 Not applicable

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 It is anticipated that the Committee will agree to the formation of a time-limited cross-party scrutiny task and finish group. This will inform the approach the council will take to prevent or mitigate the impact of car cruises.

7. REASON FOR THE RECOMMENDATION

7.1 The recommendations set out in this report follow agreement made at Full Council

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 n/a

9. IMPLICATIONS

Financial Implications

9.1 There are no immediate financial implications that arise as a result of this work. Any financial implications that do arise through the work of the task and finish group will be set out in the group's final report.

Legal Implications

9.2 There are no immediate legal implications that arise as a result of this work. Any legal implications that do arise through the work of the task and finish group will be set out in the group's final report.

Equalities Implications

9.3 There are no immediate equality implications that arise as a result of this work. Any legal implications that do arise through the work of the task and finish group will be set out in the group's final report.

Rural Implications

9.4 There are no immediate rural implications that arise as a result of this work. Any rural implications that do arise through the work of the task and finish group will be set out in the group's final report.

Carbon Impact Assessment

9.5 A Carbon Impact Assessment will be completed to accompany the full report from the task and finish group that will be presented back to the Scrutiny Committee.

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 – Draft Terms of Reference

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**SCRUTINY TASK AND FINISH GROUP TO EXAMINE ISSUES WITH CAR CRUISING IN
PETERBOROUGH**

Terms of Reference

Membership

TBC

Task and Finish Co-ordinator

Ian Phillips

Advisers

Rob Hill, Assistant Director Community Safety

Clair George, PES Head of Service

Cambridgeshire Constabulary representative (tbc)

Highways representative (tbc)

Cambs Fire and Rescue (tbc)

Think Communities Place Co-ordinator (tbc)

Purpose

To make recommendations to the Committee to inform the development of initiatives that prevent, or mitigate the impacts of, unauthorised car meets in Peterborough.

Scope

Using a combination of reviewing good practice and learning from elsewhere, discussions with expert witnesses, research, analysis of data, and interviews with councillors, develop proposals that set out:

- i. all available powers that are able to prevent unauthorised, anti-social, dangerous car meets from taking place or continuing,
- ii. what other legislative powers may be obtained to help address this issue,
- iii. proposals for working with organisers to facilitate, where possible, safe events for static car meets that are lawful and non-disruptive to our residents,
- iv. advice and support to private landowners in the defence and protection of their property.

Reporting

The Scrutiny Task and Finish group will report to the Adults and Communities Scrutiny Committee.

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ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 10
17 November 2020	PUBLIC REPORT

Report of:	Adrian Chapman, Service Director Communities and Partnerships	
Cabinet Member(s) responsible:	Cllr Irene Walsh, Cabinet Member for Communities	
Contact Officer(s):	Adrian Chapman, Service Director: Communities and Partnerships	Tel. 07920 160441

PROPOSAL FOR TASK AND FINISH GROUP TO EXAMINE BARRIERS TO EQUALITY

RECOMMENDATIONS	
FROM: Adrian Chapman, Service Director Communities and Partnerships	Deadline date: n/a
<p>It is recommended that the Adults and Communities Scrutiny Committee</p> <ol style="list-style-type: none"> 1. Agree to the formation of a time-limited cross-party scrutiny task and finish group 2. Agree the Terms of Reference for the proposed task and finish group 3. Agree that the outcomes of the task and finish group should be presented back to the Committee at the relevant meeting 4. Makes any initial nominations from the scrutiny committee members to join the task and finish group 5. Consider and agree to the merging of this task and finish group with the similar group being proposed to progress the details of the motion presented by Cllr Walsh 	

1. ORIGIN OF REPORT

1.1 At the Full Council meeting of 21 October 2020, a motion presented by Cllr Wiggin was agreed requesting the formation of a task and finish group to examine barriers to equality.

2. PURPOSE AND REASON FOR REPORT

2.1 This report sets out the proposed detail for the task and finish group agreed at Full Council on 21 October, to examine barriers to equality.

2.2 This report is for Adults and Communities Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4 – Overview & Scrutiny functions, paragraph No 2 Functions determine by the Council:

1. Equalities

3. TIMESCALES

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

4.1 At the Full Council meeting on 21 October, a motion presented by Cllr Wiggin was agreed in which it was noted that:

- October is Black History Month.
- There are ongoing global protests about racial inequality throughout the world.
- Peaceful protests in support of Black Lives Matter have been held in Peterborough and throughout the UK.
- Covid-19 is disproportionately impacting black and ethnic minority (BAME) communities, according to a report from Public Health England.
- Around two thirds of healthcare staff who have died as a result of COVID-19 are from a BAME background whereas they make up 20% of the overall workforce.
- Police figures on Stop and Search in Cambridgeshire show that BAME communities are disproportionality targeted.

Council believes:

- Racism in all forms, both structural and in individuals, continues to be a serious and often unseen problem in the UK.
- Peterborough has a good track record when it comes to community relations.
- Although progress has been made in combating racism, work to eradicate it entirely is far from complete.
- This Council, representing people in Peterborough, has a duty as a public leader to actively lead that work.

4.2 The agreed motion stated that the council resolves to instruct the relevant scrutiny committee to form a cross-party Task and Finish group to investigate these matters with terms of reference that include:

- Reviewing and examining the City Council structure to ensure ethnic minorities are not disadvantaged. Understand specifically how many BAME we employ, where are they working, what barriers, if any exist to their career progression and whether a “name blind” recruitment process would aid in the recruitment of more BAME staff. Reviewing the evidence, provide recommendations to Council and devise a set of KPIs and a challenging outturn for us to achieve this.
- BAME access to housing and to homelessness and welfare support are important parts of the council remit. Group to review and recommend concrete actions on how we adopt an actively anti-racist outlook within areas where we have influence by reviewing our corporate policies so that anti- racism is explicit and not implied; by routinely calling for transparent reporting and continuous monitoring of the impact on the BAME community: and if any other meaningful statistics that can be monitored regularly can be produced.
- Review council Equality policies and recommend if any amendments are required.
- Review progress on recommendations produced by this group
- Encourage Peterborough schools to include BAME history and culture in lessons, including providing further historical context for evens normally only seen through the lens of white British history.

4.3 The Adults and Communities Scrutiny Committee is therefore asked to agree to the formation of the task and finish group.

5. CONSULTATION

5.1 Not applicable

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 It is anticipated that the Committee will agree to the formation of a time-limited cross-party scrutiny task and finish group. This will inform the approach the council takes to reduce barriers

experienced by BAME communities or other protected characteristic groups.

7. REASON FOR THE RECOMMENDATION

- 7.1 The recommendations set out in this report follow agreement made at Full Council. In addition, recommendation 5 is made as there are similarities between the work of this proposed task and finish group and the group being proposed to consider the motion presented by Cllr Walsh.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 Not applicable

9. IMPLICATIONS

Financial Implications

- 9.1 There are no immediate financial implications that arise as a result of this work. Any financial implications that do arise through the work of the task and finish group will be set out in the group's final report.

Legal Implications

- 9.2 There are no immediate legal implications that arise as a result of this work. Any legal implications that do arise through the work of the task and finish group will be set out in the group's final report.

Equalities Implications

- 9.3 There are no immediate equality implications that arise as a result of this work. Any legal implications that do arise through the work of the task and finish group will be set out in the group's final report.

Rural Implications

- 9.4 There are no immediate rural implications that arise as a result of this work. Any rural implications that do arise through the work of the task and finish group will be set out in the group's final report.

Carbon Impact Assessment

- 9.5 A Carbon Impact Assessment will be completed to accompany the full report from the task and finish group that will be presented back to the Scrutiny Committee.

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 – Draft Terms of Reference

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SCRUTINY TASK AND FINISH GROUP TO EXAMINE ISSUES WITH BARRIERS TO EQUALITIES

Terms of Reference

Membership

TBC

Advisers

Adrian Chapman, Service Director: Communities and Partnerships

Mandy Pullen, Assistant Director of HR

Mohammed Hussein, Assistant Director of Housing

Jawaid Khan, Community Cohesion Manager

Jason Howard, Assistant Director School and Setting Improvement

Purpose

To make recommendations to the Committee to inform the development of initiatives that prevent or mitigate the impacts of inequality.

Scope

Using a combination of reviewing good practice and learning from elsewhere, discussions with expert witnesses, research, analysis of data, and interviews with councillors, develop proposals that:

- Reviews and examines the City Council structure to ensure ethnic minorities are not disadvantaged. Understand specifically how many BAME we employ, where are they working, what barriers, if any exist to their career progression and whether a “name blind” recruitment process would aid in the recruitment of more BAME staff. Review the evidence, provide recommendations to Council and devise a set of KPIs and a challenging outturn for us to achieve this.
- Notes that BAME access to housing and to homelessness and welfare support are important parts of the council remit. Group to review and recommend concrete actions on how we adopt an actively anti-racist outlook within areas where we have influence by reviewing our corporate policies so that anti- racism is explicit and not implied; by routinely calling for transparent reporting and continuous monitoring of the impact on the BAME community: and if any other meaningful statistics that can be monitored regularly can be produced.
- Reviews council Equality policies and recommend if any amendments are required.
- Reviews progress on recommendations produced by this group
- Encourage Peterborough schools to include BAME history and culture in lessons, including providing further historical context for events normally only seen through the lens of white British history.

Reporting

The Scrutiny Task and Finish group will report to the Adults and Communities Scrutiny Committee.

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ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 11
17 November 2020	PUBLIC REPORT

Report of:	Adrian Chapman, Service Director Communities and Partnerships	
Cabinet Member(s) responsible:	Cllr Irene Walsh, Cabinet Member for Communities	
Contact Officer(s):	Adrian Chapman, Service Director: Communities and Partnerships	Tel. 07920 160441

PROPOSAL FOR TASK AND FINISH GROUP TO EXAMINE ISSUES EXPERIENCED BY BAME COMMUNITIES IN ACCESSING COUNCIL SERVICES

RECOMMENDATIONS	
FROM: Adrian Chapman, Service Director Communities and Partnerships	Deadline date: n/a
<p>It is recommended that the Adults and Communities Scrutiny Committee</p> <ol style="list-style-type: none"> 1. Agree to the formation of a time-limited cross-party scrutiny task and finish group 2. Agree the Terms of Reference for the proposed task and finish group 3. Agree that the outcomes of the task and finish group should be presented back to the Committee at the relevant meeting 4. Makes any initial nominations from the scrutiny committee members to join the task and finish group 5. Consider and agree to the merging of this task and finish group with the similar group being proposed to progress the details of the motion presented by Cllr Walsh 	

1. ORIGIN OF REPORT

1.1 At the Full Council meeting of 21 October 2020, a motion presented by Cllr Walsh was agreed requesting the formation of a task and finish group to examine issues experienced by Black, Asian and Minority Ethnic (BAME) communities in accessing council services.

2. PURPOSE AND REASON FOR REPORT

2.1 This report sets out the proposed detail for the task and finish group agreed at Full Council on 21 October, to examine barriers experienced by BAME communities in accessing council services.

2.2 This report is for Adults and Communities Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4 – Overview & Scrutiny functions, paragraph No 2 Functions determine by the Council

1. Equalities

3. TIMESCALES

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

4.1 At the Full Council meeting on 21 October, a motion presented by Cllr Walsh was agreed in which it was noted that:

- Peterborough City Council Members, Officers and Staff have worked proactively, over many years, with all of our communities to develop a clear understanding of their unique characteristics and to ensure they are able to access services and information in ways that make most sense to them, and to provide opportunities to learn, develop, achieve and celebrate their heritages in our city.
- Over the years, many areas across the UK have drawn on our experience and expertise. We have been recognised as leaders in this field by many different organisations, including the Government (such as our status as one of just five Integration Areas), national faith leaders, and Oxford University (as one of six cities originally chosen to form part of the Inclusive Cities network).
- Peterborough City Council is therefore concerned by the findings of recent reports which suggest ways in which certain groups are at greater risk of exclusion and harm than others.
- The recent Public Health England report, 'Disparities in Risks and Outcomes of COVID-19' (PHE) describes increased mortality rates amongst older people, men, those in certain professions and people living in more deprived areas. Perhaps most notable though, the report also describes increased mortality rates amongst Black, Asian, and Minority Ethnic communities.
- A second report, published by the Association of Directors of Adult Social Services, 'Adult Social Care: Shaping a Better Future', reflects that fundamental change is needed in this service area to address inequalities experienced by groups including BAME communities, many of whom are employed in this field of work.

4.2 Peterborough City Council is committed to ensuring all of our residents, regardless of their background, heritage or nationality, enjoy equal and meaningful access to services, support, information, and opportunities provided by it directly, or through partnerships. We recognise the opportunity we now have to reaffirm our existing commitment to ensure that our staff and residents are not excluded, disadvantaged, or abused as a result of their nationality, heritage or background.

The agreed motion stated that the council resolves to instruct the relevant scrutiny committee to form a cross-party Task and Finish group to investigate these matters with terms of reference that include:

- To develop a clear understanding of the findings of these reports as they relate to our own BAME communities, to ensure this disproportionality is not experienced in other factors that may affect the health, wellbeing and social mobility of our BAME residents
- To examine ways in which council services are accessed by, and made available to, all of our residents, to ensure that our BAME residents are not disadvantaged or prevented from accessing those services
- To examine key council service data to build an understanding of the ways in which BAME residents are impacted, positively or negatively, by council services examine the opportunities for our residents provided by the council for improving social mobility, to ensure that our BAME residents enjoy the same levels of access as others

The Adults and Communities Scrutiny Committee is therefore asked to agree to the formation of the task and finish group.

4.3

5. CONSULTATION

5.1 Not applicable

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 It is anticipated that the Committee will agree to the formation of a time-limited cross-party scrutiny task and finish group. This will inform the approach the council takes to reduce barriers experienced by BAME communities or other protected characteristic groups.

7. REASON FOR THE RECOMMENDATION

7.1 The recommendations set out in this report follow agreement made at Full Council. In addition, recommendation 5 is made as there are similarities between the work of this proposed task and finish group and the group being proposed to consider the motion presented by Cllr Wiggin.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 Not applicable

9. IMPLICATIONS

Financial Implications

9.1 There are no immediate financial implications that arise as a result of this work. Any financial implications that do arise through the work of the task and finish group will be set out in the group's final report.

Legal Implications

9.2 There are no immediate legal implications that arise as a result of this work. Any legal implications that do arise through the work of the task and finish group will be set out in the group's final report.

Equalities Implications

9.3 There are no immediate equality implications that arise as a result of this work. Any legal implications that do arise through the work of the task and finish group will be set out in the group's final report.

Rural Implications

9.4 There are no immediate rural implications that arise as a result of this work. Any rural implications that do arise through the work of the task and finish group will be set out in the group's final report.

Carbon Impact Assessment

9.5 Neutral – this decision relates to the establishment of a task and finish group who will meet for a time limited period, likely virtually, and as such there are no direct carbon impacts identified.

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 – Draft Terms of Reference

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SCRUTINY TASK AND FINISH GROUP TO EXAMINE ISSUES EXPERIENCED BY BAME COMMUNITIES IN ACCESSING COUNCIL SERVICES

Terms of Reference

Membership

TBC

Advisers

Adrian Chapman, Service Director: Communities and Partnerships

Jawaid Khan, Community Cohesion Manager

Tom Barden, Head of Business Intelligence

Mark Sandu, Operations Director Peterborough-Serco Strategic Partnership

Tony Jewell, Public Health

Purpose

To make recommendations to the Committee to inform the development of initiatives that examine barriers experienced by BAME communities in accessing council services.

Scope

Using a combination of reviewing good practice and learning from elsewhere, discussions with expert witnesses, research, analysis of data, and interviews with councillors, develop proposals that:

- To develop a clear understanding of the findings of these reports as they relate to our own BAME communities, to ensure this disproportionality is not experienced in other factors that may affect the health, wellbeing and social mobility of our BAME residents
- To examine ways in which council services are accessed by, and made available to, all of our residents, to ensure that our BAME residents are not disadvantaged or prevented from accessing those services
- To examine key council service data to build an understanding of the ways in which BAME residents are impacted, positively or negatively, by council services examine the opportunities for our residents provided by the council for improving social mobility, to ensure that our BAME residents enjoy the same levels of access as others

Reporting

The Scrutiny Task and Finish group will report to the Adults and Communities Scrutiny Committee.

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ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 12
17 NOVEMBER 2020	PUBLIC REPORT

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

MONITORING SCRUTINY RECOMMENDATIONS

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

1. ORIGIN OF REPORT

1.1 The Adults and Communities Scrutiny Committee agreed at a meeting held on 21 June 2017 that a report be provided at each meeting to note the outcome of any recommendations made at the previous meeting held thereby providing an opportunity for the Committee to request further monitoring of the recommendation should this be required.

2. PURPOSE AND REASON FOR REPORT

2.1 The report enables the Scrutiny Committee to monitor and track progress on recommendations made to the Executive or Officers at previous meetings.

2.2 This report is for the Adults and Communities Scrutiny Committee to consider under its Terms of Reference No. *Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 3.3:*

The Scrutiny Committees will:

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

3. **TIMESCALES**

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

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

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

5. **ANTICIPATED OUTCOMES OR IMPACT**

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

6. **REASON FOR THE RECOMMENDATION**

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

7. **BACKGROUND DOCUMENTS**

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

7.1 Minutes of the Adults and Communities Scrutiny Committee meetings held on 12 March 2019, 10 September 2019.

Minutes of the Joint Scrutiny meeting held on 22 July 2020.

8. **APPENDICES**

8.1 Appendix 1 – Recommendation Monitoring Report

RECOMMENDATIONS MONITORING REPORT 2019 – 2020 and 2018-19

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
2019/20					
10 SEPTEMBER 2019	Councillor Wayne Fitzgerald – Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health	5. Peterborough Mental Health Section 75 Partnership Agreement: Annual Report 2018- 2019	The Adults and Communities RESOLVED to endorse the revised Mental Health Section 75 Partnership Agreement for approval including the uplift of £221,000 on the 2014 investment which addresses under-funding in non-pay, learning and development, management costs inc. Approved Mental Health Practitioner service management and the Prison Social Worker.	Recommendation sent to Cabinet member on 25/09/2019. No Cabinet date at present. Update requested.	Ongoing
10 SEPTEMBER 2019	Councillor Irene Walsh – Cabinet Member for Communities	7. Youth Justice Plan 2019-22	The Adults and Communities Scrutiny Committee RESOLVED to endorse the Joint Cambridgeshire and Peterborough Youth Justice Plan for adoption by Cabinet and Full Council.	Recommendation sent to Cabinet member on 25/09/2019. Endorsed by Cabinet on 3 February as follows: Cabinet RESOLVED to: 1. Recommend to Council the approval of	Completed*

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
				<p>the Joint Cambridgeshire and Peterborough Youth Justice Plan</p> <p>2. Endorses and agrees the strategic objectives of the Youth Justice Management Partnership</p> <p>3. Endorses and agrees Peterborough Youth Offending Service operational priorities</p> <p>Approved by Council on 4 March 2020.</p>	
2018/19					
12 March 2019	Councillor Walsh, Cabinet Member for Communities	7. Selective Licensing – interim review and outcomes	<p>RECOMMENDATION:</p> <p>The Adults and Communities Scrutiny Committee RESOLVED to recommend that Cabinet should consider extending Selective Licensing across the whole city after the current scheme expires in 2021.</p>	<p>Recommendation sent to Councillor Walsh, Cabinet Member for Communities and Jo Bezant, Manager, Housing Enforcement and Selective Licensing on 18/03/2019.</p> <p>Response received and sent to committee members on 03/04/2019. Please see below:</p>	Ongoing.

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
				Review of selective licensing schedule to go to Committee in the 2020/21 Municipal Year	
<p>Selective Licensing schemes require local councils to demonstrate that certain conditions set by Government are met. In the case of our existing scheme we did this via an extensive analysis of data. To extend the scheme we would need to undertake a similar exercise using the same format as the previous scheme. This data would then identify the areas of the city that meet the government set criteria for a selective licensing scheme to be introduced. Following any decision on proposed areas for a new scheme, a full and comprehensive public consultation of at least 10 weeks would need to take place. In addition, if more than 20% of the city's private rented sector would be affected by any new scheme it would be necessary for approval to be sought from the Ministry for Housing, Communities and Local Government (MHCLG).</p> <p>However, MHCLG is currently undertaking a review of selective licensing across the country. The outcome of the review is expected some time this year. This review could affect any future schemes the council may want to introduce, and we have therefore agreed that it would be prudent to wait for this guidance, given the complexities of developing new schemes described above, before we commence any further work.</p>					

RECOMMENDATIONS MONITORING REPORT 2020-21

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
22 JULY – JOINT SCRUTINY	Cllr Steve Allen, Cabinet Member for Housing, Culture and Recreation Adrian Chapman, Service Director – Communities and Partnerships	Peterborough City Council’s Response to COVID-19	RECOMMENDATION The Joint Meeting of the Scrutiny Committees RESOLVED to recommend that Cabinet takes immediate steps to open statutory services such as libraries, with due consideration for public health issues, and that a report should be submitted to Central Government outlining the Council’s breach of statutory duties to date.	Letter sent to Department for Digital, Culture, Media and Sport on 09/09/2020 2020. Received from Adrian and Members updated on 15/09/2020.	Completed*

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* = Pending Committee’s approval.

ADULTS AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 13
17 NOVEMBER 2020	PUBLIC REPORT

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

FORWARD PLAN OF EXECUTIVE DECISIONS

R E C O M M E N D A T I O N S	
FROM: Director of Law and Governance	Deadline date: N/A
<p>It is recommended that the Adults and Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Considers the current Forward Plan of Executive Decisions and identifies any relevant items for inclusion within their work programme or request further information. 	

1. ORIGIN OF REPORT

1.1 The report is presented to the Committee in accordance with the Terms of Reference as set out in section 2.2 of the report.

2. PURPOSE AND REASON FOR REPORT

2.1 This is a regular report to the Adults and Communities Scrutiny Committee outlining the content of the Forward Plan of Executive Decisions.

2.2 This report is for the Adults and Communities Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 3.3:

The Scrutiny Committees will:

(f) Hold the Executive to account for the discharge of functions in the following ways:

ii) By scrutinising Key Decisions which the Executive is planning to take, as set out in the Forward Plan of Executive Decisions;

3. TIMESCALES

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

4.1 The latest version of the Forward Plan of Executive Decisions is attached at Appendix 1. The Forward Plan contains those Executive Decisions which the Leader of the Council believes that the Cabinet or individual Cabinet Member(s) can take and any new key decisions to be taken

after 7 December 2020.

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: 6 NOVEMBER 2020

FORWARD PLAN

PART 1 – KEY DECISIONS

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

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

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

PART 2 – NOTICE OF INTENTION TO TAKE DECISION IN PRIVATE

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

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

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

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

You are entitled to view any documents listed on the Plan, or obtain extracts from any documents listed or subsequently submitted to the decision maker prior to the decision being made, subject to any restrictions on disclosure. There is no charge for viewing the documents, although charges may be made for photocopying or postage. Documents listed on the notice and relevant documents subsequently being submitted can be requested from Philippa Turvey, Democratic and Constitutional Services Manager, Legal and Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388038), e-mail to philippa.turvey@peterborough.gov.uk or by telephone on 01733 452460.

All decisions will be posted on the Council's website: www.peterborough.gov.uk/executivedecisions. If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the Democratic and Constitutional Services Manager using the form attached. For your information, the contact details for the Council's various service departments are incorporated within this Plan.

PART 1 – FORWARD PLAN OF KEY DECISIONS

KEY DECISIONS FROM 7 DECEMBER 2020

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>Joint Cambridgeshire County Council and Peterborough City Council Transport Services DPS - KEY/7DEC20/01 - Joint Cambridgeshire County Council and Peterborough City Council Transport Services DPS for all Education and social care transport procurement.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Children’s Services and Education, Skills and University</p>	<p>March 2020</p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Agreed at RIT Board and Joint Commissioning Board</p>	<p>Bryony Wolstenholme - Passenger Transport Operations Tel: 01733 317453 Email: bryony.wolstenholme@peterborough.gov.uk</p>	<p>Joint Commissioning Board decisions 25.08.2020/ RIT Board 19.02.2020</p>

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<p>Variation to the Council's Operational Services Agreement (Peterborough Serco Strategic Partnership Contract): Modification to scope of the PSSP Contract - KEY/7DEC20/02 - Variation to the Council's Operational Services Agreement (Peterborough Serco Strategic Partnership Contract): Modification to scope of the PSSP Contract - Business Transformation & Strategic Improvement Service Support element</p>	<p>Councillor Mohammed Farooq, Cabinet Member for Digital Services and Transformation</p>	<p>December 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>N/A</p>	<p>Relevant internal and external stakeholders.</p>	<p>Christ Yates, Finance, 01733 452527, chris.yates@petborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

PREVIOUSLY ADVERTISED KEY DECISIONS

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>1. Affordable Warmth Strategy 2019 – 2021 - KEY/17APR17/03 Recommendation to approve the Affordable Warmth Strategy 2019 – 2021</p>	<p>Councillor Walsh, Cabinet Member for Communities</p>	<p>October 2020</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders.</p> <p>The draft strategy will be placed on PCC Consultation pages for 3 week consultation period</p>	<p>Sharon Malia, Housing Programmes Manager, Tel: 01733 863764 Email: sharon.malia@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>BRE Integrated Dwelling Level Housing Stock Modelling Report July 2016 Housing Renewals Policy 2017 – 2019</p>

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<p>3. To approve the awarding of contracts to external providers following a competitive tender exercise led by Cambridgeshire County Council - KEY/25JUNE18/02 Cambridgeshire County has recently conducted a tendering exercise to establish a Dynamic Purchasing System for the provision Supported Living Services for Adults with a Learning Disability (Reference number: DN311905). Peterborough City Council is the named authority under this arrangement and would want to commission care and support packages (call-off).</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health</p>	<p>October 2020</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>Cris Green, Commissioner for Learning Disabilities & Autism, 0793261226 6419, cris.green@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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<p>4. Adoption of the “Dynamic Purchasing System” (DPS) procedure for Public Health contracts with Primary Care providers – KEY/10DEC18/01 To seek the approval to adopt the “Dynamic Purchasing System” (DPS) procedure for contracts with Primary Care providers for the duration of up to five years. The proposals have been approved by the Cambridgeshire and Peterborough Joint Commissioning Board.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health</p>	<p>October 2020</p>	<p>Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Val Thomas, Consultant in Public Health Val.Thomas@cambridge-shire.gov.uk 01223 703264/ 07884 183374</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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165	<p>5. Vehicle removal for Parking contravention – KEY/15APR19/02 To ask the Cabinet Member to approve the policy to implement a scheme to remove vehicles of persistent offenders in breach of parking restrictions in the City and to appoint the Local Authority Trading Company to act as the authorised agent of the policy.</p>	<p>Councillor Walsh, Cabinet Member for Communities</p>	<p>October 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Details of any consultation to be decided.</p> <p>Relevant internal and external stakeholders.</p>	<p>Adam Payton, PES Senior Officer, Parking Lead, 01733 452314 adam.payton@peterborough.gov.uk</p>	<p>Prevention and Enforcement Service Vehicle Removal For Parking Contraventions Policy and Guidance</p>
	<p>6. Approval for contract to be awarded to Skanska to deliver design of Eastern Industries Access Phase 1 scheme - KEY/10JUN19/01 Approval for contract to be awarded to Skanska to deliver design of Eastern Industries Access Phase 1 scheme. The council has received funding (£550k) from the Cambridgeshire and Peterborough Combined Authority to deliver the scheme.</p>	<p>Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>October 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>East Ward</p>	<p>Relevant internal and external stakeholders.</p> <p>Consultation will take place with residents and key stakeholders at the relevant stage of the scheme.</p>	<p>Lewis Banks, Principal Sustainable Transport Planning Officer, 01733 317465, lewis.banks@peterborough.gov.uk</p>	<p>Cambridgeshire and Peterborough Combined Authority meeting notes confirming grant funding allocation. Also CMDN for award of contract to Skanska for provision of Professional Services under Peterborough Highway Services partnership.</p>

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<p>7. Approval for contract to be awarded to Skanska to deliver design of A1260 Nene Parkway Junction 15 Improvement scheme – KEY/10JUN19/02 The Council has previously received funding of £362.4k from the Cambridgeshire and Peterborough Combined Authority (CPCA) to deliver the strategic outline business case and outline business case for A1260 Nene Parkway Junction 15 improvement scheme. Now that these stages are complete, the CPCA is in the process of awarding a further £650k so that the detailed design and full business case can be undertaken. The additional funding for the scheme subject to approval will now total £1,012,400. Approval is required for contract to be awarded to Skanska to undertake detailed design and full business case for the scheme.</p>	<p>Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>October 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>West Ward</p>	<p>Relevant internal and external stakeholders</p> <p>Consultation will take place with residents and key stakeholders at the relevant stage of the scheme.</p>	<p>Lewis Banks, Principal Sustainable Transport Planning Officer, 01733 317465, lewis.banks@peterborough.gov.uk</p>	<p>Cambridgeshire and Peterborough Combined Authority meeting notes confirming grant funding allocation. Also CMDN for award of contract to Skanska for provision of Professional Services under Peterborough Highway Services partnership.</p>

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8. 167	<p>Contract for remedial works by PCC to the Stanground Bypass – KEY/2SEP19/02</p> <p>To approve works to the Stanground bypass and authorise the associated package of work to be issued to Skanska Construction UK Limited under the Council's existing agreement with SKANSKA dated 18th September 2013 (the Highways Services Agreement).</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>October 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Stanground South and Hargate and Hempstead</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>

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<p>168</p> <p>9.</p>	<p>Approval of funding for the provision of accommodation to reduce homelessness KEY/14OCT19/01 – Following Cabinet Decision JAN18/CAB/18 this is a new project to increase the supply of housing and address the demand for accommodation resulting from the increase in homelessness.</p>	<p>Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation</p>	<p>October 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All</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>Peter Carpenter, Acting Corporate Director of Resources Email: peter.carpenter@peterborough.gov.uk Tel: 01733 452520</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published. The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>

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<p>10. Introduction of Civil Enforcement of Bus Lane and Bus Gate contraventions pursuant to the Transport Act 2000 - KEY/09DEC19/02 To ask the Cabinet Member to authorise the council to exercise its powers as an approved local authority under The Bus Lane Contraventions (Approved Local Authorities)(England) Order 2005 to issue civil penalties for breaches of Traffic regulation orders in relation to Bus Lanes or Bus Gates in Peterborough. Set the level of penalty charge payable for such an offence at £60, reduced to £30 if paid within 14 days. Join the Bus Lane Adjudication Service Joint Committee so arrangements are in place for an individual to appeal against the issue of a penalty charge notice. Authorise the use of approved devices (cameras) to carry out enforcement at sites where it is deemed necessary and the required infrastructure has been put in place.</p>	<p>Councillor Irene Walsh, Cabinet Member for Communities</p>	<p>October 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal stakeholders.</p> <p>Cabinet member for Strategic Planning and Commercial Strategy and Investments will be consulted, as will members from any ward where a bus lane or bus gate is to be enforced.</p>	<p>Adam Payton, Senior PES Officer - Parking Lead, Tel: 01733 452314, Email: adam.payton@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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<p>11. Disposal of land at 7-23 London Road, Peterborough - KEY/06JAN20/01 Approval to dispose of surplus land to a registered provider for redevelopment to social housing The disposal will be conditional on a successful planning consent; the application has yet to be made.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>October 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>Relevant internal and external stakeholders.</p>	<p>Tristram Hill, Strategic Asset Manager, Tel: 07849 079787 Email: tristram.hill@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>There will be an exempt annex with details of the commercial transaction.</p>

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12.	<p>The disposal of former playing fields at Angus Court, Westtown, Peterborough - KEY/06JAN20/02</p> <p>Approval to dispose of former playing fields and Angus Court</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>October 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>West</p>	<p>A number of consultation events for local residents have been held for both the proposed disposal of land at Angus Court and the creation of new facilities at Thorpe Lea Meadows. Planning approval was secured for the new facilities at Thorpe Lea Meadows. These works are now completed. Consultation and information events to discuss the Council's plans to dispose of land at Angus Court and the creation of a new public play area, were held at West Town Academy took place on 1 November 2018 and 7 March 2019</p>	<p>Tristram Hill, Strategic Asset Manager, Tel: 07849 079787 Email: tristram.hill@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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<p>13. Refurbishments to a Peterborough City Council owned building – KEY/17JAN20/01 The decision is to proceed with refurbishments to a PCC owned building; this building was previously Ofsted Registered as a Children’s Home providing Short Breaks/Respite to children and young people with disabilities and complex needs. The in-house provision was re-designated in November 2018. The premises will now be redeveloped to enable single occupancy residency for a child/young person.</p> <p>This item has been added to the Forward Plan so we are able to proceed with the plans, if/when funding is received from NHSE. The procurement, and the works, need to progress as expediently as possible to allow transition of the child/young person into a residence which has been specifically designed to meet need.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Children’s Services and Education, Skills and University</p>	<p>October 2020</p>	<p>Children and Education Scrutiny Committee</p>	<p>Dogsthorpe</p>	<p>Relevant internal and external stakeholders.</p> <p>As a formal tender process has not commenced, a formal consultation with the nearby residents has not yet been undertaken.</p>	<p>Zoe Redfern-Nichols, Commissioner - Zoe.Redfern-Nichols@peterborough.gov.uk 07583 040523</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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<p>14. Approval for Framework for Early Intervention and Prevention Services KEY/27APR20/02 - Approval for Pseudo Framework for the commissioning of Early Intervention and Prevention Services in Peterborough</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</p>	<p>March 2021</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Sarah Bye, Senior Commissioner for Early Intervention and Prevention. Email: sarah.bye@camb ridgeshire.gov.uk Tel: 07468 718793</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>15. Re-implementation of the Millfield, New England, Eastfield and Embankment Public Space Protection Order – KEY/11MAY20/01 The current PSPO for Millfield, New England, Eastfield and Embankment expires in July 2020. Orders can be extended for a further 3 years provided that they are reviewed and extended prior to the order expiring. This decision request will consider the enforcement levels of the current order carried out in the last 3 years, current crime and anti-social behaviour levels for the order area and the outcomes of the consultation with the public and interested parties.</p>	<p>Councillor Irene Walsh, Cabinet Member for Communities</p>	<p>October 2020</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>Central, North, Park and East Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>A consultation will be carried out with the Police & Crime Commissioner, Chief Constable, Ward Councillors, Key Interested Parties directly. A 28 day public consultation will be made available to the public and all other interested parties online on the council's website, with hard copies available on request.</p>	<p>Laura Kelsey, Senior Problem Solving Officer, T: 01733 453563 laura.kelsey@pet erborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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16.	<p>Award of Community Alarm (Lifeline) Contract to commence 1/4/2021 – KEY/8JUN20/01</p> <p>Award of Lifeline contract to successful bidder following formal procurement process.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</p>	<p>November 2020</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All wards.</p>	<p>Relevant internal and external stakeholders.</p> <p>Public consultation through PCC medium term financial strategy 2020-21</p>	<p>Diana Mackay, Commissioner. diana.mackay@cambridgeshire.gov.uk, 07879 430819</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
17. 174	<p>Supply of Agency Staff to the Council – KEY/8JUN20/02</p> <p>Framework Agency contracts for the supply of staff to the Council expire in September 2020. This process puts in place a replacement set of contract(s).</p>	<p>Councillor Mohammed Farooq, Cabinet Member for Digital Services and Transformation</p>	<p>October 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All wards.</p>	<p>Relevant internal and external stakeholders.</p> <p>Normal Contract, no further consultation required further than affected internal stakeholders</p>	<p>Pete Carpenter, Acting Corporate Director Resources, 01733 452520, peter.carpenter@peterborough.gov.uk</p>	<p>Analysis of options and recommended solution</p>
18.	<p>Acquisition of a freehold commercial property in Peterborough City Centre – KEY/8JUN20/03 - Acquisition of a freehold property for a community hub.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>October 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>Relevant internal and external stakeholders.</p>	<p>Tristram Hill, Strategic Asset Manager, Tel: 07849 079787 Email: tristram.hill@peterborough.gov</p>	<p>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>

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175	<p>19. Approval of the adoption of Child Yield Multipliers (0-16 age range) - KEY/06JUL20/02 - To approve the adoption of child yield multipliers for children in the 0-16 age range in order to better inform the planning of early years and education places in new communities and growing communities</p>	Cabinet	16 November 2020	Children and Education Scrutiny Committee	All Wards	Relevant internal and external stakeholders.	Clare Buckingham-Strategic Education Places Planning Manager (Cambridgeshire and Peterborough) 01223 699779 clare.buckingham@cambridgeshire.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
	<p>20. Mental Health and Autism (Adults) Accommodation Framework - KEY/20JUL20/03 The Award of a Framework for the provision of accommodation based support for Adults with Mental Health needs and/or Autism.</p>	Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health	October 2020	Adults and Communities Scrutiny Committee	All	No further consultation undertaken	Sarah Bye, Senior Commissioner, Tel:07468 718793, Email: sarah.bye@camb ridgeshire.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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<p>21. Approval for contract to be awarded to Skanska to deliver detailed design and full business case for A1260 Nene Parkway Junction 32 to Junction 3 improvement scheme - KEY/17AUG20/03 The Council has previously received funding of £352.4k from the Cambridgeshire and Peterborough Combined Authority (CPCA) to deliver the strategic outline business case and outline business case for A1260 Nene Parkway Junction 32 to Junction 3 improvement scheme. Now that these stages are complete, the CPCA is in the process of awarding a further £500k so that the detailed design and full business case can be undertaken. The additional funding for the scheme subject to approval will now total £852.4k. Approval is required for the contract to be awarded to Skanska to undertake detailed design and full business case for the scheme.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>October 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Hargate & Hempsted Ward and Orton Longueville Ward</p>	<p>Consultation will be undertaken with members of the public and relevant to inform the detailed design.</p>	<p>Lewis Banks, Principal Sustainable Transport Planning Officer, Tel: 01733 317465, Email: lewis.banks@peterborough.gov.uk</p>	<p>Currently the relevant documents for this decision are not available. The minutes of the CPCA Board meeting scheduled for 5 August 2020 will serve as confirmation of the additional grant funding award. The minutes and any supporting documents will be provided once they are made available.</p>

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22.	<p>Tender for the services of the Dementia Resource Centre Peterborough - KEY/17AUG20/04 - The re-procurement of the Dementia Resource Centre and its services</p>	Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health	October 2020	Health Scrutiny Committee	All Wards	Consultations with internal and external stakeholders have taken place	Jaynee Ramsurun, Assistant Commissioner - Mental Health, Tel: 07881 500 801 Email: Jaynee.ramsurun@cambridgeshire.gov.uk	Service specification, Cambridge and Peterborough Dementia Strategy
23.	<p>Dedication of common land at Tenter Hill – KEY/31AUG20/01 To approve the dedication of land to village green status at Tenter Hill.</p>	Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation	October 2020	Growth, Environment and Resources Scrutiny Committee	Fletton and Stangr ound	Relevant internal and external stakeholders. Consultation has taken place between the ward councillor, PCC Legal and the planning department.	Tristram Hill. Strategic Asset Manager, 07849 079787, tristram.hill@pete rborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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24.	Integrated Community Equipment Service – KEY/31AUG20/03 Contract extension to 31/3/2022	Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health	October 2020	Adults and Communities Scrutiny Committee	All wards.	Relevant internal and external stakeholders No additional consultations have been conducted in respect of this decision	Diana Mackay, Commissioner (Adults), 07879 430819, diana.mackay@cambridgeshire.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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25.	<p>Purchase of new Fleet and Plant for Environment Base Services – KEY/31AUG20/04 Approval for Capital funding to be released from the capital programme to fund the purchase of new fleet and plant for delivering Environment Base Services delivered by Peterborough Limited.</p>	<p>Councillor Marco Cereste , Cabinet Member for Waste, Street Scene and the Environment</p>	<p>October 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Kitran Eastman, Managing Director, Peterborough Ltd kitran.eastman@peterboroughlimited.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>
26. 179	<p>8 month extension to the Interim, Respite and Reablement beds in Peterborough – KEY/14SEP20/01 The Interim, Respite and Reablement beds in Peterborough are due to expire on 31/03/2021. An extension to 27/11/2021 is requested in order to allow an assessment and redevelopment of a new step up/step down service to reduce hospital admission and facilitate hospital discharge.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Public Health</p>	<p>October 2020</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All wards</p>	<p>None - not needed at this stage</p>	<p>Alison Bourne, Commissioner, Tel: 01223 703584 Email: alison.bourne@cambridgeshire.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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<p>27. Pupil Forecasts – Adoption of Multipliers for Forecasting Education Provision Arising from New Developments – KEY/28SEP20/01 To approve the adoption of child yield multipliers which are one of the forecasting tools used in the planning of education provision in new and expanding communities and inform.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Children’s Services and Education, Skills and University</p>	<p>November 2020</p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>None specifically. This is a forecasting tool but part of the work to develop it involves surveying recent new communities e.g. The Hamptons, Paston and Cardea</p>	<p>Clare Buckingham, Strategic Education Place Planning Manager for Cambridgeshire and Peterborough, 01223 699779 clare.buckingham@cambridgeshire.gov.uk</p>	<p>Methodology Paper from Business Intelligence Service will be an Appendix to the Report</p>
<p>28. Disposal of Whitworth Mill – KEY/28SEP20/02 The decision concerns a proposal to sell Whitworth Mill to an under bidder following the withdrawal of the previous bidder.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>October 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Fletton and Stangr ound</p>	<p>Relevant internal and external stakeholders. The proposal to dispose of the property was subject to an open market bidding process from November 2019 to January 2020</p>	<p>Dave Anderson Interim Development Director Tel: 07810 839657 Email: Dave.Anderson@peterborough.gov.uk</p>	<p>Property Agents report</p>

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29.	<p>Proposed transfer of the management for the Energy Hub from the CPCA to PCC – KEY/28SEP20/03</p> <p>The Energy Hub is one of five hubs created and funded by Central Government, which aims to advance new energy schemes, energy saving programmes, carbon reduction and promote renewables. One of the partners of the Hub is required to act as the coordinating and employing organisation. Until now this has been the CPCA, but subject to agreeing suitable terms it is intended that this role will pass to PCC.</p>	<p>Councillor Marco Cereste , Cabinet Member for Waste, Street Scene and the Environment</p>	<p>October 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Elliot Smith, Commercial Manager - Smart Energy, Infrastructure and Regeneration, elliott.smith@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>
30.	<p>Agency Worker extensions – KEY/28SEP20/04</p> <p>Authority to extend the current corporate frameworks with agency worker providers for social care, and extend with Reed via the MSTAR framework for the provision of non-social care agency workers.</p>	<p>Councillor David Seaton, Cabinet Member for Finance</p>	<p>October 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Legal and Procurement</p>	<p>Peter Carpenter, Acting Corporate Director, Resources Tel: 07920160122 Email: peter.carpenter@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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31.	<p>Sale of the freehold of the London Road Stadium and the Allia Business Centre – KEY/12OCT20/01</p> <p>Sale of the freehold of the London Road Stadium and the Allia Business Centre</p>	<p>Councillor David Seaton, Cabinet Member for Finance</p>	<p>January 2021</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Fletton and Stanground</p>	<p>Relevant internal and external stakeholders.</p>	<p>Pete Carpenter, Acting Corporate Director 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> <p>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>

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32.	Additional Highway Maintenance Funding – KEY/26OCT20/01 - To approve additional funding in 2020/2021	Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments	November 2020	Growth, Environment and Resources Scrutiny Committee	All wards	Prior to works taking place we will be advising the residents of the planned works and submitting the required Temporary Traffic Regulation Orders (TTRO's) for the works where closures are needed.	Martin Brooker, District Highway Maintenance Manager, 07753 564770 & martin.brooker@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
33.	Towns Fund - Heads of Terms – KEY/26OCT20/02 The Leader to sign heads of terms which will include; allocated Towns Fund budget and financial profile, list of projects to receive funding, recommended assurance route for business cases, and key conditions and requirements.	Councillor Holdich, Leader of the Council and Member of the Cambridgeshire and Peterborough Combined Authority	October 2020	Growth, Environment and Resources Scrutiny Committee	Depending on which projects will be included in the heads of terms, it will impact several wards around the city centre.	Towns Investment Plan was submitted in July, which set out the stakeholder engagement to submit the projects.	Helena Hansen-Fure, Project Manager, 07970 493134, helena.hansen-fure@peterborough.gov.uk	We are expecting to receive the feedback from MHCLG in October. Public information already available on https://www.peterborough.gov.uk/council/planning-and-development/regeneration/towns-fund

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34.	Award of Peterborough City Council (PCC) Trade Waste to Aragon Direct Services - KEY/26OCT20/03 - To Allow Aragon Direct Services to collect PCC's office trade waste.	Councillor Marco Cereste, Cabinet Member for Waste, Street Scene and Environment	December 2020	Growth, Environment and Resources Scrutiny Committee	N/A	Internal PCC officers who manage the current Trade Waste Contract	James Collingridge, Head of Environmental Partnerships, 01733 864736, james.collingridge@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
35.	To approve the awarding of a care contract for Bishopsfield and St Edmunds extra care schemes - KEY20/9NOV20/01 - Contract approval following a competitive tendering exercise.	Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health	December 2020	Adults and Communities Scrutiny Committee	Paston & Walton and Hampt on Vale	Relevant internal and external stakeholders. Further consultation will also be undertaken with service users after the Covid-19 restrictions are eased.	Lynne O'Brien Commissioner Tel:0777 667 9591 Email:lynne.o'brien@cambridgeshire.gov.uk	It is not anticipated there will be any documents other than the report and relevant appendices to be published.
36.	Peterborough Builds Back Better / Cafe Culture project - KEY20/9NOV20/02 - Governance processes for CPCA grant of £800,000	Councillor Holdich, Leader of the Council and Member of the Cambridgeshire and Peterborough Combined Authority	November 2020	Growth, Environment and Resources Scrutiny Committee	Central	N/A	Jay Wheeler, Economic Development, Tel:07951 942995, Email: jay.wheeler@peterborough.gov.uk	Part 3, Delegations Section 3 - Executive Functions 3.6.5

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37.	<p>Recommission Children and Young People's Emotional Wellbeing and Mental Health Services in Peterborough and Cambridgeshire – KEY/16NOV20/01</p> <p>To approve a Section 76 Agreement with Cambridgeshire and Peterborough Clinical Commissioning Group for the delivery and Children and Young People's Emotional Wellbeing and Mental Health Services.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</p>	<p>February 2021</p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Helen Andrews, Children's Commissioner, 01223 728577 Helen.Andrews@cambridgeshire.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
38.	<p>Heads of Terms for Peterborough's Towns Fund Investment Plan – KEY/16NOV20/02</p> <p>The Cabinet will be asked to agree the terms of an award of funding from the UK Government in support of the projects set out in Peterborough's submission to the Towns Fund</p>	<p>Cabinet</p>	<p>16 November 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>There was consultation via the Towns Board prior to submission of the bid. Further consultation will be undertaken once it is known which projects are to be supported by the Government</p>	<p>Dave Anderson 01733 452468 Dave.Anderson@peterborough.gov.uk</p>	<p>Letter of award from Government may contain some exempt clauses.</p>

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<p>39. Decision to re-establish a Housing Revenue Account - KEY/16NOV20/03 The decision recommended is that the Council agrees to re-establish a Housing Revenue Account, enabling the authority to begin a programme of housing development and acquisition of affordable social housing to meet local housing need.</p>	<p>Cabinet</p>	<p>16 November 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>This decision follows and earlier decision of the Council to explore the option of re-opening the Housing Revenue Account. The decision to move forward with the proposal has been shared with local Housing Associations for comment.</p>	<p>Mohamed Hussein, mohamed.hussein@peterborough.gov.uk, 07866474953</p>	<p>Housing Revenue Account Business Case.</p>

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

NON-KEY DECISIONS

<i>DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>WARD</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
<p>Selective Licensing of Private Rented Property - Approval to consult on Selective Licensing of Private Rented Property</p> <p>188</p>	Cabinet	11 January 2020	Adults and Communities Scrutiny Committee	All Wards	Minimum of 10 week public consultation with persons likely to be affected by the designation and consider any representations made in accordance with the consultation	Kerry Leishman, Head of Operations for Environmental Health & Licensing Tel: 01733 453502 Email: kerry.leishman@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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<p>2. Approval of the leasehold disposal of a brownfield site to a care provider – A site has been found for a care home and the Council are currently looking into a leasehold disposal to a care provider who will build a care facility and then contract to provide services to the Council.</p> <p>190</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>October 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Park Ward</p>	<p>Relevant internal and external stakeholders.</p> <p>A forum has been set up by the Combined Authority involving representatives from finance, legal, property and social care.</p>	<p>Tristram Hill - Strategic Asset Manager, 07849 079787, tristram.hill@nps.co.uk</p>	<p>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>

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191	<p>3. Modern Slavery Statement To review and agree for publication an updated Statement in compliance with the Modern Slavery Act 2015.</p>	<p>Councillor Walsh, Cabinet Member for Communities</p>	<p>October 2020</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Rob Hill, Assistant Director: Public Protection, rob.hill@peterborough.gov.uk</p> <p>Amy Brown, Senior Lawyer and Deputy Monitoring Officer, Amy.brown@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>4. Leisure Facility Options Appraisal - Cabinet Member approval to proceed with the development of a business case to test the viability of a new leisure facility in the city</p>	<p>Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation</p>	<p>October 2020</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>N/A</p>	<p>None at this stage</p>	<p>Dave Anderson Interim Development Director Tel: 07810 839657 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>

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192	<p>5. Adoption of Housing Related Support Commissioning Strategy - A Housing Related Support Strategy is being developed for Peterborough and Cambridgeshire. This will set out the commissioning intentions for Housing Related Support Services and identify the commissioning priorities for 2021/22. Once adopted an Action plan will also be developed to monitor implementation.</p>	<p>Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation</p>	<p>October 2020</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>N/A</p>	<p>N/A</p>	<p>Lisa Sparks, Commissioner - Housing Related Support, Tel: 07900163590, Email: lisa.sparks@cambridgeshire.gov.uk</p>	<p>Housing Related Support Strategy, Cambridgeshire and Peterborough</p>

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<p>6. Approval for the Council to collaborate with Peterborough Investment Partnership on proposals to develop a new Swimming Pool and Leisure Facility The report will seek the approval of Cabinet for the Council to work with the PIP with the aim of constructing a new Pool and Leisure Facility at Pleasure Fair Meadows with the PIP managing the completion of construction to the Council's specification and the Council concluding a commercial agreement with the PIP to allow the Council or its selected contractor to operate the completed facility.</p>	<p>Cabinet</p>	<p>16 November 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Fletton and Stangr ound</p>	<p>Consultation will be held with users as the proposals are developed and with local residents during the pre-planning period</p>	<p>Dave Anderson Interim Development Director, 01733 452468 Dave.Anderson@Peterborough.gov.uk</p>	<p>Consultant's Report by Leisure consultants SLC</p>

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<p>7. COVID Local Economic Recovery Strategy (LERS) - Comment on the draft strategy prepared by Cambridgeshire and Peterborough Combined Authority (CPCA)</p>	<p>Cabinet</p>	<p>November 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Tom Hennessy (tom.hennessy@opportunitypeterborough.co.uk) and Steve Cox (steve.cox@peterborough.gov.uk)</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>8. Anti-Stigma Mental Health Work - Decision to delegate authority to Cambridgeshire County Council to jointly procure mental health anti-stigma work via a Request for Quote Process. The contribution would be £10,000 per annum to an overall budget of £38,000. There is currently a joint contract in place but no partnership agreement and the aim is to re-commission this work because the contract expires on 30th November 2020. Authority is required to enter a delegation and partnership agreement with CCC.</p>	<p>Cabinet</p>	<p>1 December 2020</p>	<p>Health Scrutiny Committee</p>	<p>All Wards</p>	<p>This is an existing contract that has a huge amount of service user involvement.</p>	<p>Kathy Hartley, Consultant in Public Health, Tel: 07795557595, Email: kathy.hartley@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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<p>9. Variation to the delegation agreement between Peterborough City Council (PCC) and Cambridgeshire County Council (CCC) regarding the delivery of the Healthy Child Programme (HCP) across Peterborough and Cambridgeshire This decision seeks authorisation to vary the Delegation and Partnering agreement to account for the increase in the value of PCC financial contributions to CCC in respect of the Agenda for Change pay increase. Agenda for Change is a nationally agreed UK-wide package of pay, terms and conditions for NHS staff. Under this deal, which came into effect in 2018, was the agreement for all NHS staff employed at the top pay points at bands 2-8c were to receive a 6.5% cumulative pay increase over a 3 year period.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</p>	<p>October 2020</p>	<p>Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Amy Hall, Children's Public Health Commissioning Manager, 07583040529</p>	<p>CMDN to authorise delegation of HCP commissioning functions from PCC to CCC - https://democracy.peterborough.gov.uk/mglsueHistoryHome.aspx?lId=22331&PlanId=395&RPID=0</p>

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10.	<p>Extension to the Mental Health Anti-Stigma Contract until 31st March 2021 – Cambridgeshire, Peterborough and South Lincolnshire (CPSL) Mind deliver mental health anti-stigma work across Peterborough and Cambridgeshire through a joint contract between PCC and CCC (led by CCC). It is a 3 year contract (1st June 2017 – 31st May 2020) that was extended to 30th November 2020 because a procurement was not possible in the Spring because of Covid-19. An extension to the 31st March 2021 is required to maintain the continuity of services whilst the procurement process is completed and cover off any delays.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</p>	<p>November 2020</p>	<p>Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Kathy Hartley, Public Health Consultant, Kathy.Hartley@pet erborough.gov.uk, 07920 160361</p>	<p>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>

PART 4 – NOTIFICATION OF KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES

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

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Draft Adults and Communities Scrutiny Committee Work Programme 2020/2021

Updated: 9 NOVEMBER 2020

Meeting Date	Item	Indicative Timings	Comments
<p>30 SEPTEMBER 2020 <i>Draft Report 11 September 2020</i> <i>Final Report 18 September 2020</i></p>	<p>Co-opted Member Report To agree to the appointment of co-opted members to the committee for the municipal year 2020/2021</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
	<p>Domestic Abuse and Sexual Violence Update Report This report is being presented to inform the Scrutiny committee of the new statutory obligation proposed in the 2020 DA Bill, and to seek the Panel's view on the proposal to provide governance for this via the established DASV partnership board and to update the committee on the review of the Domestic Abuse and Sexual Violence (DASV) Service</p> <p>Contact Officer: Rob Hill</p>		
	<p>Care Home Support Plan This report is reporting progress on our local Care Home Support Plan, which is a national government condition of all local authorities.</p> <p>Contact Officer: Caroline Townsend</p>		

	<p>Review of Vivacity transition arrangements This report sets out the arrangements for transitioning Vivacity services to the council following their decision to terminate the contract the council has with them.</p> <p>Contact Officer: Adrian Chapman</p>		
	<p>Proposal to Set Up a Task and Finish Group to Promote Equality and Diversity Amongst Councillors This report sets out the proposed detail for the task and finish group agreed at Full Council on 29 July, to focus on aspects of equality and diversity amongst councillors.</p> <p>Contact Officer: Adrian Chapman</p>		
	<p>Review Of 2019/2020 and Work Programme For 2020/2021 To review the work undertaken during 2019/20 and to consider the work programme of the Committee for 2020/2021</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
	<p>Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		

11 NOVEMBER 2020 Joint Scrutiny of the Budget Meeting	Medium Term Financial Strategy 2021/22 to 2023/24 - Contact Officer: Peter Carpenter		
17 NOVEMBER 2020 <i>Draft Report – 29 October</i> <i>Final Report – 5 November</i>	Housing Renewals Policy and Affordable Warmth Strategy To provide members with the opportunity to scrutinise the council’s draft Affordable Warmth Strategy and the refreshed Housing Renewals Policy. Contact Officer: Sharon Malia.		
	Homelessness Review To provide an update current homelessness levels, access to accommodation and support available throughout the city. The review will inform the development of the Homelessness Strategy and its strategic objectives. Contact Officer: Sarah Hebblethwaite		
	Housing Register Allocations Policy Core Principles To update the Committee on the direction of travel for the Housing Allocations Policy, gather views from members on the proposed amendments and support the commencement of a 12-week consultation period prior to bringing back a further report with the results of the consultation and the final draft version of the policy.		

	Contact Officer: Sarah Scase		
	<p>Portfolio Progress Report for the Cabinet Member for Housing, Culture and Recreation</p> <p>This report is presented to update the Scrutiny Committee on the progress of items under the responsibility of the Cabinet Member for Housing, Culture and Recreation.</p> <p>Contact Officer: Adrian Chapman</p>		
	<p>Proposals to set up Task and Finish Groups:</p> <ul style="list-style-type: none"> • Car Cruising in Peterborough • Barriers to Equality • Issues experienced by BAME Communities in Accessing Council Services <p>To establish Task and Finish Groups as per the motions passed at the Full Council meeting on 21 October 2020.</p> <p>Contact Officer: Adrian Chapman</p>		
	<p>Monitoring Scrutiny Recommendations</p> <p>To monitor progress made on recommendations made at the previous meeting.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
	Forward Plan of Executive Decisions		

	<p>That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
	<p>Work Programme 2020/2021 To consider the Work Programme for 2020/2021</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
<p>19 JANUARY 2021 <i>Draft Report – 21 December</i> <i>Final Report – 7 January</i></p>	<p>Cambridgeshire and Peterborough Safeguarding Adult Board Annual Report 2019-20</p> <p>Contact Officer: Jo Proctor</p>		
	<p>Portfolio Progress Report for the Cabinet Member for Adult Social Care, Health and Public Health</p> <p>Contact Officer: Charlotte Black</p>		
	<p>Section 75 Annual Report</p>		

	Contact Officer: Shauna Torrance		
	<p>Adults Social Care Annual Complaints Report 2019-20 To scrutinise the summary of Adult Social Care complaints and compliments received between 1 April 2019 and 31 March 2020 and the learning and actions taken as a result.</p> <p>Contact Officer: Debbie McQuade / Charlotte Black / Jacky Cozens</p>		
	<p>Monitoring Scrutiny Recommendations To monitor progress made on recommendations made at the previous meeting.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
	<p>Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
	<p>Work Programme 2020/2021 To consider the Work Programme for 2020/2021</p>		

	Contact Officer: Paulina Ford, Senior Democratic Services Officer		
10 FEBRUARY 2021 Joint Scrutiny of the Budget Meeting	Medium Term Financial Strategy 2021/22 to 2023/24 - Contact Officer: Peter Carpenter		
2 MARCH 2021 <i>Draft Report – 11 February</i> <i>Final Report – 19 February</i>	Portfolio Progress Report for the Cabinet Member for Communities incorporating Think Communities update Contact Officer: Adrian Chapman		
	Peterborough Cultural Strategy / Leisure and Library Services – Future Vision Contact Officer: Adrian Chapman		
	Review of selective licensing scheme incorporating review of HMOs Contact Officer: Rob Hill		
	Review / Plan for Safer Peterborough Partnership incorporating report on Safer Peterborough		

	<p>Partnership Focus areas inc. 'high harm' and knife crime.</p> <p>Contact Officer: Rob Hill</p>		
	<p>Adult Social Care User Survey 2019 To scrutinise the results of the Service User Survey undertaken in February 2019 and published in October 2019</p> <p>Contact Officer: Tina Hornsby</p>		
	<p>Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
	<p>Work Programme 2020/2021 To consider the Work Programme for 2020/2021</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
Pending Items for 2020/21	<p>Deferred from September Meeting - Equalities Strategy and Action Plan</p> <p>Contact Officer: Adrian Chapman</p>		

	Review of selective licensing scheme incorporating review of HMOs Contact Officer: Rob Hill		
	HMI Probation Youth Offending Inspection		
	Deferred from March 2020 - Housing Register Allocations Policy Changes – Pre-decision Scrutiny. Contact Officer: Mohamed Hussein / Sean Evans		
	Think Communities: Creating a Unified Approach Contact Officer: Matt Oliver		
	Homelessness Strategy - Contact: Sarah Hebblethwaite		
Pending Item for 2021-22	September - Domestic Abuse and Sexual Violence Update Report – to be reported annually		

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