

## ADULTS AND COMMUNITIES SCRUTINY COMMITTEE

TUESDAY 19 JANUARY 2021

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 17 November 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. **Cambridgeshire and Peterborough Safeguarding Adult Board Annual Report 2019-20** 11 - 34
6. **Mental Health Section 75 Partnership Agreement - Annual Report** 35 - 46
7. **Portfolio Holder Progress Report - Communities** 47 - 60
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9. **Forward Plan of Executive Decisions** 67 - 114

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**10. Work Programme 2020/2021**

**115 - 124**

**11. Date of Next Meeting**

10 February 2021 – Joint Scrutiny of the Budget  
2 March 2021 – Adults and Communities Scrutiny Committee

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

**Committee Members:**

Councillors: N. Simons (Chairman), K. Aitken, R. Bisby, S. Bond, R. Brown (Vice Chairman),  
A. Ellis, John Fox, J. Howard, J. Howell, A. Iqbal, 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 284628 or by email – david.beauchamp@peterborough.gov.uk .

**MINUTES OF THE ADULTS AND COMMUNITIES SCRUTINY COMMITTEE MEETING  
HELD AT 7PM, ON  
TUESDAY, 17 NOVEMBER 2020  
VIRTUAL MEETING VIA ZOOM**

**Committee Members Present:** Councillors N. Simons (Chair), R. Bisby, S. Bond, A. Ellis, John Fox, C. Harper, J. Howard, J. Howell, A. Iqbal, I Yasin  
Co-opted Member: Parish Councillors Neil Boyce and James Hayes

**Officers Present:** Adrian Chapman – Service Director, Communities and Partnerships  
Belinda Child - Head of Housing, Prevention and Wellbeing  
Sarah Scase - Housing Needs Operations Manager  
Sean Evans - Head of Housing Needs  
Sharon Malia - Housing Programmes Manager  
Sarah Hebblethwaite – Deputy Housing Needs Manager  
David Beauchamp – Democratic Services Officer

**Also Present:** Councillor Steve Allen – Cabinet Member for Housing, Culture and Recreation  
Kitran Eastman – Managing Director, Peterborough Limited  
Pat Carrington – Principal, Peterborough City College

**13. APOLOGIES FOR ABSENCE**

Apologies for absence were received by Councillor Brown. Councillor Harper was in attendance as a substitute.

**14. DECLARATIONS OF INTEREST**

Agenda Item 8. Portfolio Holder Progress Report – Housing Culture and Recreation

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.

**15. MINUTES OF THE ADULTS AND COMMUNITIES SCRUTINY COMMITTEE MEETING HELD ON 30 SEPTEMBER 2020.**

The minutes of the Adults and Communities Scrutiny Committee meeting held on 30 September 2020 were agreed as a true and accurate record.

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

There were no requests for call in to consider.

**17. DRAFT AFFORDABLE WARMTH STRATEGY 2021 – 2025 AND HOUSING RENEWALS POLICY 2021 – 2024**

The report was introduced by the Housing Programmes Manager and the Head of Housing, Prevention and Wellbeing. The report provided members with the opportunity to scrutinise the council's draft Affordable Warmth Strategy and the refreshed Housing Renewals Policy.

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

- It was confirmed that the reduction in Care and Repair Handy Person cases to 586 was due to the COVID-19 pandemic as non-essential repairs had been delayed. Work had now restarted.
- Members asked how officers identified people with mental conditions in fuel poverty, noting that they may be harder to identify than other groups. Officers responded the Local Energy Advice Partnership (LEAP)'s Poverty Outreach Programme identified isolated people who would benefit from assistance. The programme had very wide, self-assessed, eligibility and it aimed to reach as many people as possible.
- Members asked how the COVID-19 lockdowns had affected the Council's ability to reach people in need of assistance. Officers responded that calls could be made to the Early Help Team from both new and existing clients and conversations about clients' home environments took place. The Council worked with community hubs to identify people in need.
- Members asked if there was sufficient funding available for Disability Facility Grants and if decisions to award these grants were made on a case by case basis. Officers responded that the Council had a statutory duty to provide mandatory Disabled Facility Grants once a person's need had been identified by an occupational therapist. Some of the Better Care Fund was specifically assigned to these mandatory grants. There were two types of discretionary grant. The first was a 'top up' to the mandatory grants of up to £20,000 beyond the £30,000 limit. The second was grant was to assist the Adult Social Care team, e.g. where conditions at home prevented discharge from hospital. This fund could also be used to make property improvements to prevent people needing to go into hospital in the first instance, e.g. by tackling hoarding. These discretionary grants were funded from the Council's Capital Programmes for renewals and it was hoped that this budget would continue to be available. The amount of funding was dependent of the needs of the person and in some cases exceeded both the statutory funding and the top-up in which case charitable and external funding would need to be sought.
- Several sources were used to generate the fuel poverty figures in section 3.4 of Appendix 1 (page 24 of the reports pack) including the English Housing Survey.
- Members referred to page 20 of the reports pack and asked how the faith and voluntary sector workers to help people with cold homes would be chosen. Members also asked how awareness would be raised among practitioners and the public about how to keep warm at home. Officers responded that the Affordable Warmth Strategy had been built in line with the NICE guidelines on preventing excess deaths, a key emphasis of which was training people to spot the signs of fuel poverty. There had been success in training many stakeholders, including covering the offerings of the LEAP service.
- Members asked how the services mention in section 4.3 on page 27 of the reports pack were promoted to people not already identified by the Council. Officers responded that people could self-refer and would be screened for eligibility for all services. Advertising campaigns took place at events and via LEAP, Facebook, and the local partnership networks. The Peterborough Environment City Trust (PECT) worked on green energy schemes and undertook visits on the Council's behalf. Officers aimed to find other ways to promote the services that were available.

- Members referred to section 4.5 of Appendix 1 (page 31 of the reports pack) and asked why only 54 of 250 identified properties had been improved from an EPC rating of F or G to E. Officers responded that the figures represented those landlords who had come forward and were starting points for improvements. Future enforcement might lead to an improvement of these figures. Properties with an EPC rating of F or G should not be rented out but funding was available to assist landlords to become compliant before the end of the grace period on 1 April 2021. Landlords in selective licencing areas had been directly targeted and informed of the Green Homes Grant.
- Members asked if officers had considered using the Voluntary Sector COVID-19 support hub to promote the LEAP scheme. Officers responded that this did take place, e.g. through meetings with Think Communities Place Based Leads.

## **RECOMMENDATION**

The Adults and Communities Scrutiny Committee **RESOLVED** to endorse the Affordable Warmth Strategy 2021-25 and Housing Renewals Policy 2021 - 2024 for approval by the Executive.

## **ACTIONS AGREED**

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

1. Scrutinise the draft Affordable Warmth Strategy and refreshed Housing Renewals Policy which include:
  - 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

## **18. HOMELESSNESS REVIEW**

The report was introduced by the Cabinet Member for Housing, Culture and Recreation, the Housing Needs Operations Manager and the Head of Housing Needs. The report provided an update on the current homelessness levels, access to accommodation and support available throughout the city. The review would inform the development of the Homelessness Strategy and its strategic objectives.

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

- It was confirmed that the Council kept a record of homeless veterans and discussions regarding work in this area were ongoing.
- Members praised efforts to find accommodation for rough sleepers during the pandemic and asked for information on the status of the 75 people who had found longer term accommodation. Officers responded that support had been provided for people to find accommodation though some arrangements had fallen through necessitating new offers being made. Mental health issues and substance misuse were common causes for the failure of accommodation arrangements.
- Members asked how the 48 people who left emergency accommodation without long term accommodation in place would be supported. Officers responded that

- work continued with partners (e.g. the Garden House) to help these people leave the streets. Support would always be provided and no one would be refused help.
- Members raised concerns that the closure of St. Peter's arcade and drinking restrictions on the Guildhall could move problems elsewhere. Officers responded that the support offered by the outreach team, the Safer off the Streets Partnership and the Garden House made them confident that people would not be displaced. The Service Director added that work was underway regarding St. Peter's arcade and it was important that this was undertaken in close association with colleagues from the housing team. The process would be transparent and subject to public scrutiny. There was confidence that any displacement would be rapidly identified. The benefits of the closure should be taken into account.
  - Officers were confident that the prediction of 5 rough sleepers for 2020 was accurate. Outreach work took place early in the morning to identify true rough sleepers.
  - Members referred to section 4.3.12 on page 97 of the reports pack and noted that the reasons for rough sleeping were multi-faceted. Officers responded that a 'housing first' approach was used for people with complex needs with other services wrapped around the initial provision of accommodation.
  - Members commented that appropriate disabled parking arrangements should continue to be made and improved in the St. Peter's Road area.
  - Members asked if homeless families who had been subject to domestic abuse would be placed in refuges or other accommodation more suited to families. Officers responded that this was a complex issue and a number of options were available. Refuges were not always the best option as they could displace families' support networks so temporary accommodation might be provided instead. Housing Officers worked closely with Domestic Abuse Services to find the best options for households.
  - Members asked how officers ensured the suitability of properties for people with substance abuse problems under the Housing First Policy. Officers responded that these people were allocated to supported housing settings with on-site support.

#### **ACTIONS AGREED:**

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

1. Reviews the contents of the Homelessness Review and endorse the development of a new Homelessness Strategy.
2. Supports the development of the Homelessness Strategy from the information provided in the Homelessness Review.

#### **19. PETERBOROUGH HOMES ALLOCATIONS POLICY**

The report was introduced by the Cabinet Member for Housing, Culture and Recreation, the Housing Needs Operations Manager and the Deputy Housing Needs Manager. The report updated the Committee on the direction of travel for the Housing Allocations Policy, aimed to gather views from members on the proposed amendments and asked for the Committee's support for 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.

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

- There was an emphasis on having a strong homelessness prevention service by prioritising applicants threatened with homelessness who were unable to be helped to stay in their current home and who agreed to work with the Council.
- Members were pleased to see a reference in the Policy proposals to supporting members of the armed forces and noted that good progress had been made in this area.
- Members sought reassurance that the policy was not being amended to reduce the number of people on the housing register.
- Members praised the proposals in section 4.1 (page 113 of the reports pack) to introduce a sliding income threshold for qualification to be on the housing register depending on the number of bedrooms required.
- Members asked what the time limit was for a person subject to an anti-social behaviour injunction to be reconsidered for inclusion on the Housing Register. Officers responded that this question would form part of the consultation. A panel would need to deem the person to be safe.
- Members asked how the panel would be made fully aware of a person's behaviour. Officers responded that they would consult with the Prevention and Enforcement Service (PES) and with landlords to identify the issues experienced with maintaining their tenancies.

#### **ACTIONS AGREED:**

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

1. Review the contents of the report and endorse the development of a Housing Allocations Policy
2. Support the commencement of the consultation period by Cabinet

#### **20. PORTFOLIO HOLDER PROGRESS REPORT – HOUSING, CULTURE AND RECREATION**

The report was introduced by the Cabinet Member for Housing, Culture and Recreation, accompanied by the Managing Director, Peterborough Limited and Principal of City College Peterborough. The report was presented to the Committee to allow them to scrutinise the work being undertaken under the portfolio of the Cabinet Member.

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

- Members thanked the Cabinet Member for his support for a new swimming pool in Werrington.
- Members requested information on the impact of the pandemic on hoarding and what was being done to address the issue. Officers responded that more waste had been collected during lockdown due to people working from home. Bulky collections had to be temporarily suspended. The Household Recycling Centre (HRC) had reopened. Members requested a briefing note on the impact of the pandemic on hoarding and what was being done to address the issue.
- Members praised the transition of services from Vivacity to the City College and Peterborough Limited in the difficult circumstances caused by the pandemic.
- Members asked how the November 2020 lockdown had impacted services. Officers responded that a number of sites had re-opened prior to lockdown including the Regional Pool and Hampton Leisure Centre. Plans had been in place for the re-opening of the swim academy. Officers were making the most of the lockdown by conducting deep cleans and ensuring facilities were ready for re-opening. The damaged 3G football pitch was being repaired. The aim was to re-

open all services as soon as possible. Officers were also investigating the potential opening of the facilities shared with schools at an appropriate time. One floor of the Central Library would be open during the lockdown. It was expected that Peterborough Museum would re-open a day after the end of lockdown and invitations had been sent out.

- Members requested an update on future for the Regional Pool. The Cabinet Member responded that the opportunity to relocate the pool was being investigated and the proposal would go out for consultation.

## **ACTIONS**

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

1. Note the contents of the report.
2. Request a briefing note on the impact of the pandemic on hoarding and what was being done to address the issue.

### **21. PROPOSAL FOR A TASK AND FINISH GROUP TO EXAMINE ISSUES WITH CAR CRUISING IN PETERBOROUGH**

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 21 October 2020, to focus on issues related to car cruises in Peterborough.

Members commented that the proposed Terms of Reference for the Group would require further refinement.

#### **ACTIONS AGREED:**

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

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

### **22. PROPOSAL FOR A TASK AND FINISH GROUP TO EXAMINE BARRIERS TO EQUALITY**

### **23. PROPOSAL FOR TASK AND FINISH GROUP TO EXAMINE ISSUES EXPERIENCED BY BAME COMMUNITIES IN ACCESSING COUNCIL SERVICES**

The reports were introduced by the Service Director, Communities and Partnerships which set out the proposed detail for the Task and Finish groups agreed at Full Council on 21 October 2020, to focus on barriers to equality and to examine issues experienced by Black, Asian and Minority Ethnic (BAME) communities in accessing council services.

The Service Director commented that the theme of equality was common to both proposals and the background work required by the two groups would be similar. The Director suggested that the two groups could be merged with a revised, combined terms of reference to be agreed at the first meeting of the group.

Councillor Howell, seconded by Councillor Iqbal, proposed merging the two Task and Finish Groups into a single group. This was **UNANIMOUSLY** agreed.



### **ACTIONS AGREED:**

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

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. Agree to the merging of the two Task and Finish Groups into a single group.

### **24. MONITORING SCRUTINY RECOMMENDATIONS**

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

There was UNANIMOUS approval to change the status of items marked with an asterisk to Completed.

Members requested an update regarding the Committee's recommendation to extend Selective Licensing across the whole city,

### **ACTIONS AGREED:**

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

1. Note the responses from Cabinet Members and Officers to recommendations made at previous meetings as attached in Appendix 1 to the report.
2. Request an update regarding the Committee's recommendation to extend Selective Licensing across the whole city,

### **25. FORWARD PLAN OF EXECUTIVE DECISIONS**

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

There were no further comments from Members.

### **ACTIONS AGREED:**

The Growth, Environment and Resources Scrutiny Committee **RESOLVED** to consider the current Forward Plan of Executive Decisions.

### **26. WORK PROGRAMME 2020/21**

The Democratic Services Officer introduced the item which gave members the opportunity to consider the Committee's Work Programme for 2020/21 and discuss possible items for inclusion.

### **ACTIONS AGREED :**

The Committee noted the work programme for 2021/21

### **27. DATE OF NEXT MEETING**

19 January 2021 – Adults and Communities Scrutiny Committee

CHAIRMAN

7pm – 8.58pm

<b>ADULTS AND COMMUNITIES SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 5</b>
<b>19<sup>th</sup> JANUARY 2021</b>	<b>PUBLIC REPORT</b>

Report of:	Charlotte Black – Chair of Cambridgeshire & Peterborough Safeguarding Adult Board	
Cabinet Member(s) responsible:	Cllr Wayne Fitzgerald Cabinet member for Integrated Adult Social Care and Health	
Contact Officer(s):	Jo Procter Head of Service – Cambridgeshire & Peterborough Safeguarding Partnership Boards	01733 863765

<b>CAMBRIDGESHIRE &amp; PETERBOROUGH SAFEGUARDING ADULT BOARD ANNUAL REPORT 2019-20</b>
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<b>R E C O M M E N D A T I O N S</b>	
<b>FROM:</b> Charlotte Black – Chair of Cambridgeshire & Peterborough Safeguarding Adult Board	<b>Deadline date:</b> N/A
<p>It is recommended that the Adults &amp; Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>1. Receive and note the content of the annual report</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 The report is submitted to the Adults and Communities Scrutiny Committee following sign off and publication of the Cambridgeshire and Peterborough Safeguarding Adult Board Annual Report 19/20 in November 2020.

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

**2. PURPOSE AND REASON FOR REPORT**

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

The report covers the period from April 2019-March 2020 and was published in November 2020.

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

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

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

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

### 3. **TIMESCALES**

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

4.1 The annual report includes information on the work that has been undertaken by the Cambridgeshire and Peterborough Safeguarding Adult Board in the period April 2019- March 2020.

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

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

The annual report was approved by the Safeguarding Adult Board in November 2020 and was subsequently published on the Boards website ([www.safeguardingpeterborough.org.uk](http://www.safeguardingpeterborough.org.uk)) and shared on social media.

Members are requested to note the contents of the report

### 5. **CONSULTATION**

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

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

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

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

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

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

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

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

### 9. **IMPLICATIONS**

#### **Financial Implications**

9.1 There are no financial implications

#### **Legal Implications**

9.2 There are no legal implications

### **Equalities Implications**

9.3 There are no equalities implications

### **Rural Implications**

9.4 There are no rural implications

## **10. BACKGROUND DOCUMENTS**

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

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

## **11. APPENDICES**

11.1 Appendix 1- Annual Report of Cambridgeshire and Peterborough Safeguarding Adults Board 2019-20



Cambridgeshire and  
Peterborough  
Safeguarding Adults  
Partnership Board

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Annual Report 2019/20



## Foreword

We are pleased to present the Annual Report of the Cambridgeshire & Peterborough Safeguarding Adults Board for 2019-20. The Board, a requirement of the Care Act 2014, is made up of three Statutory Partners; Local Authority, NHS Clinical Commissioning Group and Police, together with several key partners, representing a wide range of agencies and community groups.

The annual report outlines the key activities and achievements of the Board and its partners over the last year. The multi-agency safeguarding training has continued to develop and grow, front line practitioners voices have been captured through a series of consultation surveys and forums. One of the key roles of the Board is to ensure that partners continue to work together effectively. This has been a key area of focus for the Board throughout 2019/20 and will continue to be so. All of this work is underpinned by the principles of making safeguarding personal.

Safeguarding is about people, their wishes, aspirations and needs. The partnership has been active in identifying and learning lessons through the Safeguarding Adult Review sub group. Although we have not published any safeguarding adult's reviews within the time period covered by this review, a lot of activity has taken place and briefings, workshops and learning lessons training has been delivered.

Over the last 12 months the Safeguarding landscape has continued to be complex, presenting many new challenges in addition to those faced day-to-day. The final quarter of the year has been dominated by the COVID crisis and its impact, globally, nationally and locally. Whilst the virus has affected all areas of society, it has had a significant impact on our older, more vulnerable community, some of whom receive care and support, often in care homes or domiciliary care. This report focuses on the period 1<sup>st</sup> April 2019- 31<sup>st</sup> March 2020, when Covid was at the start of the outbreak. We wanted to assure people that throughout the Covid pandemic to date, the Board has continued to work closely with both statutory and wider partners to scrutinise how safeguarding issues are addressed, gain reassurance that they were dealt with appropriately and provide a forum for sharing best practice across the partnership. It has also ensured that safeguarding adults remains a key focus for across the County.

Finally, we would like to thank all members of the Board, particularly the chairs of the sub-groups, for their professionalism, commitment and support. We would also like to say thank you to all agencies and front line staff for the incredible work that they do to keep adults safe from abuse and neglect. Thank you to Jo Procter and her staff in the Independent Safeguarding Partnership Service for their hard work and support.

Wendi Ogle-Welbourn

Executive Director, People &  
Communities

Carol Anderson

Chief Nurse

Vicki Evans

Assistant Chief Constable



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# About the Board



## Leadership and Governance

Our Annual Report for 2018/19 detailed a number of changes within the safeguarding arena for both children and adults at risk. These changes led to the creation of a single Safeguarding Children's Board and a single Safeguarding Adults Board across the local authority areas of Cambridgeshire and Peterborough. Further details on these changes can be found here: <https://safeguardingcambspeterborough.org.uk/about-the-partnership-board/>

The structure combines the governance arrangements at a senior level to look at safeguarding arrangements holistically across both the children's and adults safeguarding arena.

The Executive Safeguarding Partnership Board has maintained its links with other groups and boards who impact on child and adult services this year. These are illustrated in Figure 1. This ensures that all aspects of safeguarding are taken into account by the other statutory boards and there is a co-ordinated and consistent approach. These links mean that safeguarding vulnerable people remains on the agenda across the statutory and strategic partnership and is a continuing consideration for all members.



IMAGE 1 - LINKS TO OTHER STATUTORY BOARDS

## Cambridgeshire and Peterborough Safeguarding Partnership Boards

The two Safeguarding Partnership Boards (adults and children's) sit below the Executive Safeguarding Partnership Board (see Figure 2). The Safeguarding Partnership Boards are responsible for progressing the Executive Safeguarding Partnerships Board's business priorities through the business plan; authorising the policy, process, strategy and guidance to effectively safeguard children and adults at risk. The two Safeguarding Partnership Boards scrutinise, challenge and maintain an overview of the state of children's and adults safeguarding in Cambridgeshire and Peterborough; undertaken through quality assurance activity, learning and development programmes and commissioning and overseeing Child Safeguarding Practice Reviews / Safeguarding Adult Reviews / multi-agency reviews. The Safeguarding Partnership Boards have wider partner membership including probation, health providers, Healthwatch, education, voluntary sector, faith communities and housing. A full list can be found in Appendix 1.

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

- Two consultation and development forums (one for adults and one for children's) responsible for securing the "voice" of practitioners and ensuring that learning is used to inform and improve practice.
- Two Quality and Effectiveness Groups (QEG), one for adults and for children's. Chaired by the Head of Service for the Safeguarding Partnership Boards, the group's membership includes senior managers from the safeguarding partners and other relevant agencies that have

responsibility for safeguarding performance within their organisation. These groups scrutinise safeguarding effectiveness and coordinate improvement activity by; quality assurance activity (both single and multi-agency), performance management information and overseeing of action plans.

- A single countywide Children’s Case Review Group, that examines children’s cases and a countywide Safeguarding Adults Review group which deals with adult’s case reviews.
- A single countywide Training Subgroup monitors both multi-agency and single agency training offered by the safeguarding partners.
- Task and finish groups are established to progress themed areas, e.g. child sexual abuse, criminal exploitation. Each group is responsible for producing resource packs for practitioners which include strategies/

guidance, training, leaflets and tools.

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

### Independent Safeguarding Partnership Service

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



IMAGE 2 - DIAGRAM SHOWING THE STRUCTURE OF THE CAMBRIDGESHIRE AND PETERBOROUGH SAFEGUARDING PARTNERSHIP BOARD

# Work of the Safeguarding Partnership Board



## Board Priorities 2019-2021

The Adult Safeguarding Partnership Board (ASPB) has a 2 year strategic plan, with priority areas and a number of aims. The aims listed below are the focus of ASPB for 2019 – 2020.

- The importance of Making Safeguarding Personal (MSP) is recognised and implemented effectively across agencies
- Agree and implement pathways for those vulnerable adults considered “at risk”
- Lessons from SARs/MARs are effectively disseminated and the impact of the learning is evidenced

### **Making safeguarding personal (MSP)**

MSP is a golden thread running throughout everything the board does and is in all of our multi-agency training, resources and audits. Within the multi-agency self-assessment tool there were specific sections relating to making safeguarding personal and agencies scored their services accordingly. Further details can be found later in this report. All audit activity of the board measures practice against MSP.

Development and Consultation Forums have been set up this year which allow for discussion around the work of safeguarding partner agencies specifically relating to the board priorities. Each forum focuses on one of the priorities and in September 2019, it was making safeguarding personal. The findings were then presented to both the Quality and Effectiveness Group and the Safeguarding Adult Partnership Board to inform further activity.

A ‘Lived Experience of the Adult’ training pack has been developed this year as a result of learning from the ‘Arthur’ Safeguarding Adult Review. The learning suggested that practitioners should place greater consideration on what life is like for the individual adult and how they might perceive the support being offered to them. The pack contains slides, trainers notes and the Lived Experience of the Adult Guidance also launched this year. Five multi-agency workshops were delivered across the county to introduce and promote this pack. Following positive feedback, the training pack is available to

all safeguarding partners on request and the workshop is now part of the core Workforce Development Programme.

A training needs survey was completed at the end of 2019 which included specific questions relating to making safeguarding personal training. This survey was presented to the Training Subgroup in January 2020. The survey explored the presence of making safeguarding personal principles within single agency training and found that a number of agencies did not have making safeguarding personal principles within their single agency training. As a result of this survey a ‘Toolbox’ of presentation slides was produced which included information on making safeguarding personal for partner agencies to include within their introductory safeguarding training. This can be found here: <https://www.safeguardingcambspeterborough.org.uk/adults-board/resources-for-practitioners/>

The multi-agency self-assessment tool which was undertaken by partner agencies in December 2018 included specific questions on the subject of making safeguarding personal under the heading ‘Empowerment’. The result of this exercise were fed into other work undertaken in 2019/20 on this area. Further detail on this exercise can be found later in this report.

A dedicated area on the Safeguarding Partnership Board’s website has been created for the Board’s priority of making safeguarding personal which includes an overview and resources for practitioners. This page has been viewed 600 times from April 2019 to Mar 2020 and can be found here: <https://www.safeguardingcambspeterborough.org.uk/adults-board/information-for-professionals/msp/>

The subject of making safeguarding personal has been included within the practitioner workshops delivered this year. This has included information relating to ‘professional curiosity’ and the lived experience of the adult and the guidance and resources available.

Performance monitoring has been strengthened this year. Single agency performance is reviewed and monitored by the Quality and Effectiveness Group (QEG). This process

requires partners to present a qualitative report which looks at the following areas:

- What is working well,
- What could be improved
- What each agency is doing to progress the improvements
- Details of any improvements that require a multi-agency response.
- Any information which needs to be escalated to the Safeguarding Children's Partnership Board or Executive Safeguarding Partnership Board

The group have a discussion regarding individual performance relating to the Board's priorities based on these reports. Each priority is considered by the group twice a year. This revised performance reporting process has provided a forum for agencies to work through multi-agency practice issues. The discussions have led to change in processes and policies. Where discussions have not resulted in resolving practice issues there is a direct escalation by the chair to the Safeguarding Board.

### **Pathways for adults 'at risk'**

We want adults and older people to be safe and healthy, to be independent and maximise their potential, and to be supported to make a positive contribution within their community which reciprocally supports them. This requires the partnership to have agreed pathway's for those vulnerable individuals who agencies consider to be "at risk".

In April and May 2019 guidance and workshops on the new Multi-Agency Risk Management (MARM) process was launched. This guidance details an approach to support those adults who:

- are identified as being in need of care and support
- have the mental capacity to understand the risks posed to them
- continue to place themselves at risk of serious harm or death and
- refuse or are unable to engage with necessary care and support services.

The workshops were attended by 137 professionals. The guidance can be found here: <https://www.safeguardingcambspeterborough.org.uk>

[k/adults-board/information-for-professionals/cpsabprocedures/multi-agency-risk-management-guidance/#1\\_Introduction](https://www.safeguardingcambspeterborough.org.uk/adults-board/information-for-professionals/cpsabprocedures/multi-agency-risk-management-guidance/#1_Introduction)

The impact of the implementation of the MARM process will be considered in 2020/21 and will be reported upon in the next Annual Report.

As previously mentioned, the Boards priorities are discussed at the Development and Consultation Forums and in 2019, the group looked at pathways for vulnerable adults 'at risk.' Feedback was then provided to the Safeguarding adult Partnership Board. Ongoing discussions within both the Safeguarding Adult Board and jointly with other partnerships boards including the Community Safety Partnership Countywide Board are being held and further detailed will be included within the 2020/21 Annual Report.

A review of multi-agency training was undertaken by the Training Subgroup in late 2019 to ensure that the MARM process is included in all relevant training commissioned or delivered by the board and partner organisations. In addition questions concerning the MARM process were included within the training needs survey in January 2020. As a result of these activities and to assist safeguarding partners in including this subject within the single agency training, a practitioner briefing explaining the terms 'adult at risk', making safeguarding personal and the MARM titled 'Who is the adult at risk and the MARM' has been added to the Resources page on the website:

<https://www.safeguardingcambspeterborough.org.uk/wp-content/uploads/2019/12/adult-at-risk-briefing-including-MARM.pdf>

The subject of adults 'at risk' has been included within the practitioner workshops delivered this year. This has included information specifically around the tools available for assessment and the MARM process.

As a result of quality assurance activity which was presented to the Quality and Effectiveness Group in 2019, a Safeguarding Glossary was produced. Discussions at the QEG determined that practitioners are not always aware of the name of particular processes although they do follow those processes in their practice. It was decided

that a dictionary or glossary of a shared common language should be produced to support practitioners in their understanding of terminology. Substantial work with contribution from all safeguarding partners resulted in the Safeguarding Glossary which contains agreed partnership language and interpretation and includes 'Adult at Risk'. It can be found here <https://www.safeguardingcambspeterborough.org.uk/adults-board/glossary-of-safeguarding-adult-terms/>

Performance monitoring has been strengthened this year. Single agency performance is reviewed and monitored by the Quality and Effectiveness Group (QEG). This process requires partners to present a qualitative report which looks at the following areas:

- What is working well,
- What could be improved
- What each agency is doing to progress the improvements
- Details of any improvements that require a multi-agency response.
- Any information which needs to be escalated to the Safeguarding Children's Partnership Board or Executive Safeguarding Partnership Board

The group have a discussion regarding individual performance relating to the Board's priorities based on these reports. Each priority is considered by the group twice a year. This revised performance reporting process has provided a forum for agencies to work through multi-agency practice issues. The discussions have led to change in processes and policies. Where discussions have not resulted in resolving practice issues there is a direct escalation by the chair to the Safeguarding Board.

Safeguarding partners set up district led hoarding panels across the county. Membership includes oversight from the Independent Safeguarding Partnership Service. The need for practitioners to be aware of self-neglect and hoarding has been recognised and multi-agency training has been developed and delivered across the partnership.

Between January and December 2019, a task and finish group was set up to consider access to

the Sexual Assault Referral Centre (SARC) for vulnerable adults who are victims of sexual violence. Sexual violence and complex needs plan was completed and as a result of this group the process of access to the SARC by vulnerable adults was changed to accommodate their needs and facilitate easier access. Easy read leaflets were also developed.

Throughout the year there was continued oversight of the Street Sex Workers Group which aims to support both adults and vulnerable adults at risk.

## **Safeguarding Adult Reviews (SARs)**

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

In 2019/20 five cases were referred to the Safeguarding Adult Review Panel for consideration and progressed to a SAR. These had not been completed within the timescale of this Annual Report.

The Care Act 2014 states that lessons learnt should be published in the Annual Report following the conclusion of the review. These lessons will be published in the 2020/21 Annual Report following the final sign off by the Safeguarding Partnership Board.

Although these reviews are not yet completed it is possible to say that themes of domestic abuse, coercion and control and self-neglect (linked with alcohol misuse and brain injury) have been identified and will be explored in the reports.

The number of reviews undertaken by the partnership is high, and the work needed to progress these reviews is demanding; the sub-group has looked for ways to get to the final report stage more quickly, by using different methods, such as practitioner events to gather information, and running two panel events on the same day to save time and travel for members. However

parallel investigations and a need to ensure a quality report at the end of the process will inevitably mean the process can be lengthy in some cases.

### **Thematic Review of SARs**

In addition to the reviews outlined above which have been undertaken this year, a thematic review of previous SARs was also completed.

This report considered the professional themes found within Safeguarding Adult Review's (SARs) undertaken from 2011 to 2018 across the Cambridgeshire and Peterborough Safeguarding Adult Boards, with a view to identifying any local practitioner themes that should be considered, for future learning and dissemination to partners for implementing into safeguarding adults at risk practice.

The report detailed that there are a number of recurring professional themes, in the majority of the 10 SARs analysed. In 100% of SAR's the top themes were identified as professionals not recording their practice and either failing to or inadequately complete assessments and assessments of risk. These findings are similar to the national research on SARs.

Following discussion when the report was presented at the QEG, it was determined that follow up activity should be completed which focussed on those reviews which were undertaken following the implementation of the Care Act 2014. This activity will also look at the recommendations and actions plans for those cases and consider how practice might have changed since 2014. This report is underway and the findings will be presented in the 2020/21 Annual Report.

### **Embedding the Learning**

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

When a SAR is completed, a briefing is prepared highlighting the learning for safeguarding practice across all agencies in an easy to read format. These can be found the dedicated page for SARs which was set up in January 2020:

<https://www.safeguardingcambspeterborough.org.uk/adults-board/about-the-adults-board/sars/>

In October 2019 the process for implementing learning from case reviews was strengthened following feedback from practitioners and managers at the Development and Consultation Forum. All SARs now have a practitioners briefing developed and made available on the website, as well as briefings on themes arising from the SARs. Safeguarding partner agencies include these briefings in single agency training. In addition, we have put into place workshops that are delivered at the completion of case reviews so that learning can be disseminated across the partnership. We collate the themes that arise from case reviews and include information relating to these themes in the practitioner workshops and multi-agency training offer. Further feedback from frontline practitioners has confirmed that these have proved a useful resource.

### **Future Developments**

#### **Safeguarding Adults Practitioner Survey**

The Independent Safeguarding Partnership Service has undertaken a practitioner survey, commissioned by the Quality and Effectiveness Group, which sought to explore what professionals know and understand about the areas of practice covered by the current board priorities. The survey also aims to explore how the board's priorities are being implemented in practice.

The survey opened in February 2020 and the findings will be presented in the 2020/21 Annual Report.



# Practice Improvement and Development



## Quality Effectiveness Group (QEG)

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

### Multi-agency Self-Assessment and Practitioner Survey

In 2019 a second tranche of agencies undertook the multi-agency self-assessment tool. The tool was completed alongside a practitioner survey with questions on similar areas of safeguarding, the aim of which was to correlate the findings of the two activities.

The report findings are summarised within the following themes and challenges:

- Embedding safeguarding policies/procedures: there were many policies and procedures available to staff. However, it is not clear that all policies and procedures are up to date
- Whistleblowing: agencies need to explore how to make this policy more accessible for staff and to record outcomes
- Cultural competence: there was very little in terms of evidence about cultural competence and an understanding of what good practice looks like within this area.
- Information sharing. there is still much work to do on information sharing and working together to safeguard adults at risk.
- The voice of the adult: as professionals we need to find out what 'the lived experience' of the adult at risk is like either by asking them, speaking to their family/carers or making observations.

- Safeguarding Adults: we need to do more to promote what is an adult at risk and how to safeguard them.

As a result of feedback from agencies the format and content of the self-assessment tool has been revised and is now focussing on the SAB priority areas.

At the conclusion of all audit activity a briefing is prepared highlighting the implications for safeguarding practice across all agencies in terms of roles and responsibilities for safeguarding the adult at risk. Action against these areas has been identified and progressed through QEG and will be reported on the 2020/21 Annual Report.

The learning for practice is cascaded through the Safeguarding Board workshops and professional briefings on the Safeguarding Partnership Board's website.

Performance monitoring has been strengthened this year. Single agency performance is reviewed and monitored by the Quality and Effectiveness Group (QEG). This process requires partners to present a qualitative report which looks at the following areas:

- What is working well,
- What could be improved
- What each agency is doing to progress the improvements
- Details of any improvements that require a multi-agency response.
- Any information which needs to be escalated to the Safeguarding Children's Partnership Board or Executive Safeguarding Partnership Board

The group have a discussion regarding individual performance relating to the Board's priorities based on these reports. Each priority is considered by the group twice a year. This revised performance reporting process has provided a forum for agencies to work through multi-agency practice issues. The discussions have led to change in processes and policies. Where discussions have not resulted in resolving practice issues there is a direct escalation by the chair to the Safeguarding Board.

## Multi Agency Training and Development

Over the twelve months from January 2019 to December 2019, the Safeguarding Adults Partnership Board provided: workshops, training days and single agency training via invitations to speak at other single agency events.

In total there were 652 professionals attended safeguarding adults training which equates to a 55% increase compared to the previous year.

### Workshops

Specialist training workshops are a conduit for sharing safeguarding information, localised experiences, networking and are highly regarded by practitioners as an 'excellent' training resource.

- **Lessons learned workshops.** These workshops provide professionals with the latest research and findings from Cambridgeshire and Peterborough multi-agency audits and Safeguarding Adult Reviews. They also serve as a safeguarding refresher highlighting assessment tools and multi-agency policies, procedures and resources for practitioners to utilise within safeguarding practice.

The workshops this year centred on the findings from the 'Arthur' SAR.

- **The Lived Experience of the Adult.** A recurring theme within national and local Safeguarding Adult Reviews (SARs), is where professionals fail to ascertain the 'lived experience of the adult at risk' either by speaking with them, finding out what they need or from observing the interactions with carers and family members and their living environment. This omission can result in ineffective; assessments, analysis of risk, referrals, planning and a failing to safeguard the adult at risk. A training resource was developed and a number of workshops were held in which 71 professionals attended.
- **Multi-Agency Risk Management Workshop.** To launch the new Multi-Agency Risk Management guidance (MARM), five

workshops were provided across April and May 2019. The MARM is a multi-agency response designed to protect adults deemed most at risk but are not engaging with agencies. In total 137 professionals attended the workshops.

### Training Sessions

Up until mid-March 2020, all training delivered within the Workforce Development Programme was delivered face to face. All training was then suspended following Government announcements concerning Covid-19. The developments and innovations in training offered by the Independent Safeguarding Partnership Service will be detailed in next year's Annual Report.

Training sessions during 2019 were evaluated highly by professionals with 99 % rating, both the delivery of the training and the aims and learning outcomes of the training as being 'good to excellent'. 99% of attendees said that they would recommend the training to colleagues.

Salient comments from attendees include

- *'Thank you for delivering such a good training today. We all know that 70% of the day is about the energy and method of presenting. You knocked it out of the park!'*
- *'Training cannot be improved - the best training I have been on for MCA'*
- *'Excellent course all round. Well presented, audience engaged very well, thank you'*
- *'Very informative course that has improved my knowledge of online abuse'*

In terms of impact of the training on practice 83 % of practitioners felt that they had learned a lot and that 77% felt that the training was completely relevant to their safeguarding role.

- **Confidence** -88% of attendees felt that after the training their confidence had improved.
- **Knowledge**- 95% of attendees felt that after the training their knowledge had improved
- **Skills and Practice**- 87% of attendees felt that after the training their practice skills had improved

*Strategies for Affecting Positive Change* training and resource packs were made available to both the children's and adults workforces in 2019/20. These resources focussed on improving practitioners confidence on having difficult conversation with service users and received positive feedback.

A training needs survey was undertaken within the timescale of this Annual Report. Training leads within partner agencies were asked to consider whether the subjects of each of the Board's priorities: making safeguarding personal, pathways for adults 'at risk' and learning from Safeguarding Adult Reviews has been embedded into their safeguarding training. Results of this survey will be triangulated with the results of the section 11 activity and practitioner survey and reported on in the 2020/21 Annual Report.

### **Single Agency Training**

In 2019 Peterborough and Cambridgeshire Adult Safeguarding Partnership Board developed and implemented a process for checking and making sure that partner agencies training is robust enough for the adult safeguarding workforce. Endorsement of training ensures that the safeguarding adults at risk training is; up to date, fit for purpose (aimed at different job roles and levels), has all of the local and national safeguarding messages and contains lessons from serious adult reviews. To aid this process there are a set of; training principals, a competency checklist and a full description of the groups of people that adult safeguarding training is aimed at. Up until April 2020, a total of 4 courses have been endorsed successfully. Progress on the endorsement process will be detailed in the 2020/21 annual report.

### **Raising awareness of the role of the CSPB and safeguarding issues across communities**

Promoting awareness is an ongoing activity held throughout the year by the board and its members.

Over the past 12 months, the Safeguarding Board website has been further developed to include

briefings, resources and guidance for practitioners across Cambridgeshire and Peterborough and had been viewed 215,000 times by 77,000 users.

The Safeguarding Partnership Board also continues to use social media to raise awareness of the work of the Board and share messages of local and national importance. During the 12 months, our posts reached approximately 21,000 users.

At the time of writing this report COVID-19 had severely impacted professionals' ways of working including social distancing to prevent the spread of the disease and to support our National Health Service.

As a result, the safeguarding partnership board website has developed a number of resources for professionals and community volunteers, including an informative Covid-19 support page, development of training packs with audio and animation for basic safeguarding,

It is anticipated that some of these new design elements, if successful, will continue throughout 2020 and beyond.

### **LeDeR - Learning Disability Mortality Reviews**

The Learning Disabilities Mortality Review (LeDeR) programme is now in its fourth year, the aim of the programme is to drive improvement in the quality of health and social care services delivery and to help reduce premature mortality and health inequalities for those with learning disabilities.

Safeguarding Adult Boards were identified early in the programme as having a key role in the governance of reviews at local level, and as such Russell Wate Chairs the local LeDeR steering group which aims to meet quarterly. In this period there were a number of challenges in taking the work of the LeDeR programme forward and carrying out reviews; there was no Local Area Contact to coordinate and drive the work, and a lack of trained and available reviewers, many of these issues are now resolved and a plan is in place to get back on track for the 2020-21 reporting period. Further details can be found in

the Cambridgeshire and Peterborough LeDeR annual report due to be published soon.

## **Task and Finish Groups**

In addition to the above mentioned activities which are directly related to the Boards priorities, task and finish groups were also set up to complete work relating to pressure ulcers and discharge planning:

### **Pressure Ulcers**

Local guidelines for Cambridgeshire and Peterborough, based on national guidelines by the Department of Health, were developed by a Task and Finish group of safeguarding partners, working on behalf of the Cambridgeshire and Peterborough Safeguarding Adults Board. The guidelines were adopted by the SAB in July 2019 and can be found here:

<https://www.safeguardingcambspeterborough.org.uk/adults-board/information-for-professionals/pressure-ulcers/>

### **Discharge Planning**

As a result of a safeguarding adult review which remains ongoing, a task and finish group was set up to consider the local challenges around discharge planning. This work is continuing into 2020/21.

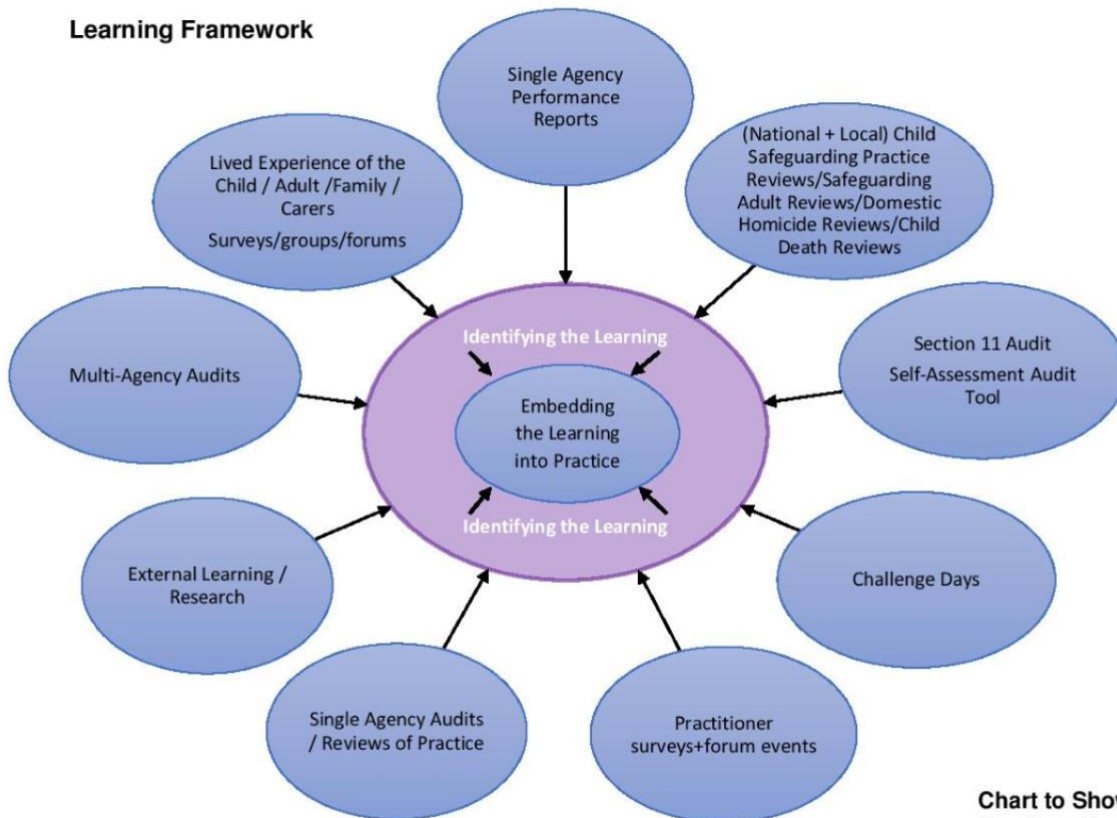
# Learning Culture



The Safeguarding Adults and Children Partnership Boards create a culture of openness and facilitate effective and regular challenge to all partner agencies. The Boards do this by the Independent Safeguarding Partnership Service (ISPS) reviewing, scrutinising and challenging local safeguarding arrangements. Findings from

Child Safeguarding Practice Reviews, Safeguarding Adult Reviews and audit activity are cascaded back to practitioners and agencies to embed the learning back into practice. The chart below shows how the Safeguarding Partnership Board identifies learning as part of evidence informed practice.

**Learning Framework**



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

**IMAGE 3 - DIAGRAM SHOWING WHERE LEARNING FOR PRACTICE IS IDENTIFIED**

# Appendices





## Appendix 1: Safeguarding Adults Partnership Board Partner Agencies

- Cambridgeshire, Norfolk & Suffolk Clinical Commissioning Group (CCG)
- North West Anglia Foundation Trust (NWAFT)
- Cambridgeshire and Peterborough Foundation Trust (CPFT)
- Cambridge University Hospitals (CUH)
- Royal Papworth Hospital NHS Foundation Trust
- Cambridge Community Services (CCS)
- East of England Ambulance Service
- 111 Service
- Cambridgeshire Constabulary
- Office of the Police and Crime Commissioner for Cambridgeshire and Peterborough
- Adult Safeguarding representatives, Cambridgeshire County Council
- Adult Safeguarding representatives, Peterborough City Council
- City College Peterborough
- Peterborough Regional College
- National Probation Service
- Bedfordshire, Northamptonshire Cambridgeshire and Hertfordshire (BeNCH) Community Rehabilitation Company
- Cross Keys Homes, representing the housing sector
- Cambridgeshire Fire and Rescue Service
- Public Health Cambridgeshire County Council
- Public Health Peterborough City Council
- Ely Diocese
- Peterborough Diocese
- Healthwatch, Cambridgeshire and Peterborough
- Councillor Peterborough City Council
- Care Quality Commission (CQC)
- Age UK
- Voiceability
- Department for Work and Pensions



## Cambridgeshire and Peterborough Safeguarding Adults Partnership Board

Sandmartin House  
Bittern Way  
Fletton Quays  
Peterborough  
Cambridgeshire  
PE2 8TY

Scott House  
5 George Street  
Huntingdon  
Cambridgeshire.  
PE29 3AD

**[safeguardingboards@cambridgeshire.gov.uk](mailto:safeguardingboards@cambridgeshire.gov.uk)**

<b>ADULTS AND COMMUNITIES SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 6.</b>
<b>19 JANUARY 2021</b>	<b>PUBLIC REPORT</b>

Report of:	Charlotte Black – Service Director, Adults and Safeguarding	
Cabinet Member(s) responsible:	Councillor Wayne Fitzgerald – Deputy Leader and Cabinet Member for Adult Social Care, Health and Public Health	
Contact Officer(s):	Sarah Bye – Senior Commissioner, Early Intervention and Prevention and Mental Health	Tel. 07468 718793

**Mental Health Section 75 Partnership Agreement: Annual Report**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> <i>Oliver Hayward – Assistant Director, Commissioning</i>	<b>Deadline date:</b> <i>N/A</i>
<p>It is recommended that Adults and Communities Scrutiny Committee</p> <p>1. Endorses the report as a full account of service and financial performance, activity and outcomes under the Section 75 Partnership Agreement.</p>	

**1. ORIGIN OF REPORT**

1.1 This report presents an update on the discharge of responsibilities for mental health delegated to Cambridgeshire and Peterborough NHS Foundation Trust (CPFT) through the Mental Health Section 75 Partnership Agreement for the year 2019-20 and an update for the current year 2020-21.

**2. PURPOSE AND REASON FOR REPORT**

2.1 This report updates the Committee on service and financial performance, activity and outcomes under the Mental Health (MH) Section 75 Partnership Agreement 2019-20 and within the current year (2020-21).

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:

1. Adult Social Care
2. Safeguarding Adults

2.3 The mental health services delivered under the duties delegated to CPFT through the Mental Health Section 75 Partnership Agreement support delivery of the Council's corporate objective to 'improve the quality of life of all its people and communities, and ensures that all communities benefit from growth and the opportunities it brings'. The services delivered through the Section 75 Partnership Agreement provide good quality, specialist assessment, treatment and support for adults living with mental health problems in Peterborough.

In particular it supports achievement of the following strategic objectives:

- Keep all our communities safe, cohesive and healthy

- Achieve the best health and wellbeing for the city
- Safeguarding vulnerable children and adults

### 3. **TIMESCALES**

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

4.1 Peterborough City Council (PCC) has delegated the delivery of mental health services and specified statutory duties for people with mental health needs aged 18 years and over to the Cambridgeshire and Peterborough NHS Foundation Trust (CPFT) through a Partnership Agreement under Section 75 of the National Health Service Act 2006.

The intention is to enable delivery of health and social care functions within a mental health trust so that services users and carers receive the best possible service addressing both clinical and social needs without the need for them to re-tell their story or receive multiple assessments

The current Section 75 Agreement for Mental Health is managed through the Section 75 Governance Board which oversees and monitors performance against the agreement and annual work plan. Commissioners are in the process of renewing the existing agreement with a formal decision pending in March 2021.

This report covers the following areas:

- Financial investment and performance
- Service performance, activity and outcomes
- Quality and Feedback
- Impact of Coronavirus
- Future Priorities

#### 4.2 **Current Annual Investment for 19/20 and 20/21**

The investment in the Section 75 Agreement for Mental Health in 19/20 was £1,482,328. In 20/21 this investment will reduce slightly to £1,408,828 as responsibility for delivering social work services to Peterborough Prison has transferred back to Peterborough City Council and no longer forms part of the Section 75 Agreement. The investment has therefore been reduced by the costs aligned to these posts.

#### 4.3 **Key Performance Indicators**

CPFT performance against reported key performance indicators is as follows;

- The proportion of adults aged 18-69 in contact with secondary mental health services in paid employment - 13.1% against a target of 12.5%
- The proportion of adults (aged 18-69) in contact with secondary mental health services living independently, with or without support – 84.7% against a target of 75%
- Delayed Transfer of Care (DTC) – the collection and publication of this data has been suspended nationally to release NHS capacity to support the response to coronavirus (COVID-19). Local reporting will be resumed once the national collection and publication process is resumed.

The Council's Business Intelligence service is working with Mental Health Commissioners and CPFT Operational leads to develop and implement a new reporting framework based on data recorded in the Mosaic case management system. This will give mental health managers access to a range of self-service performance and management information reports to support operational decision-making and performance monitoring. It is envisaged that the new framework will be implemented and embedded by the end of March 2021.

#### 4.4 **Staffing**

Vacancy levels for Mental Health Social Workers and staffing under the Section 75 Agreement have been challenging in previous years. However there continues to be an improving picture of fulfilling vacancies across the staffing establishment.

The vacant Professional Lead for Social Work post within the Trust was successfully recruited to in 2019/20. This post ensures that Social Work practice is Care Act compliant and focusses on the quality of social care interventions across Cambridgeshire and Peterborough Foundation Trust under the Section 75 agreement. This post ensures that the ethos and priorities of adult social care are maintained and consistently reflected through the service delivered by the Trust.

The total number of vacancies under the Section 75 Agreement has reduced from 6.71 at the end of March 2019 to a current vacancy rate of 4.0 posts. The current vacancies include support staff, Social Workers and a Senior Practitioner and are currently out to advert.

#### **4.5 Care Packages and Financial Performance Summary**

The unique number of individuals accessing Adult Mental Health and Older People Mental Health services during 19/20 and to the end of Quarter 2 in 20/21 has remained relatively static. From an opening position in 19/20 to the end of September 2020 Adult Mental Health has seen a reduction of one individual and Older People Mental Health has seen a reduction of three individual packages overall.

The tables in this section of the report show a more detailed movement of service users accessing Adult Mental Health and Older People Mental Health care types throughout 19/20 and 20/21. Adult Mental Health sees a higher proportion of individuals accessing Homecare and taking up Direct Payments to purchase their support. For Older People Mental Health, Homecare packages are also commissioned to support a high number of individuals but as would be expected residential and nursing care for this cohort also form a higher proportion of the commissioned care types required to meet needs.

**Service User Numbers Performance  
19/20**

Adult Mental Health	Start	Q1	Q2	Q3	March	Movement
Nursing	1	1	1	1	1	0
Residential	14	15	12	11	11	-3
Direct Payments	30	34	31	31	31	1
Homecare	40	39	38	34	33	-7
Daycare	1	1	1	1	1	0
Supported Living	0	0	2	5	5	5
	86	90	85	83	82	-4

Older People Mental Health	Start	Q1	Q2	Q3	March	Movement
Nursing	4	4	3	3	2	-2
Residential	8	9	8	8	7	-1
Direct Payments	4	4	4	2	2	-2
Homecare	17	16	16	17	19	2
	33	33	31	30	30	-3

**Service User Numbers  
Performance 20/21**

Adult Mental Health	Start	Q1	Q2	Movement
Daycare	1	1	1	0
Direct Payments	30	26	28	-2
Homecare	34	31	37	3
Nursing	0	0	1	1
Residential	11	9	10	-1
Short Stay / Respite	0	0	0	0
Supported Living	6	6	8	2
	82	73	85	3

Older People Mental Health	Start	Q1	Q2	Movement
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Carers Sitting Service	1	0	0	-1
Direct Payments	2	2	1	-1
Homecare	19	19	21	2
Nursing	2	1	2	0
Residential	6	6	6	0
Short Stay / Respite	0	0	0	0
Supported Living	0	0	0	0
	<b>30</b>	<b>28</b>	<b>30</b>	<b>0</b>

In relation to the cost of care for mental health service users, detailed information for 19/20 can be found in the tables in 4.5.1 (Adult Mental Health) and 4.5.2 (Older People Mental Health). There was an increase in the cost of care throughout the year of £61k. The overall movement in the cost of care for 19/20 is shown below:

Financial Performance 19/20	Start	Q1	Q2	Q3	March	Movement
Adult Mental Health - £000	753	822	832	835	804	52
Older People Mental Health - £000	430	398	386	488	439	9

Although service user numbers have remained relatively static in 20/21 to date, there has been an overall reduction in the cost of care of £78k for Adult Mental Health and £29k for Older People Mental Health. Significant cost changes during this initial part of the year have been due to funding arrangements in response to the Covid-19 pandemic. Costs for some care types for new service users were funded as part of National Government funding initiatives delivered through the Cambridgeshire and Peterborough CCG.

#### 4.5.1 Adult Mental Health – Detailed Financial Breakdown 19/20

There was an overall movement of £52k against an opening commitment of £753k during 19/20. Changes to the commissioning arrangement for Supported Living from a block contract to spot purchasing increased cost of care for this care type, although finances were transferred from block contract commitments to accommodate the change in arrangements. The overall movement was mainly driven by changes in jointly funded packages where individuals were assessed with increasing social care needs throughout the year against the opening position for the cost of care.

Adult Mental Health - £000	Start	Q1	Q2	Q3	March	Movement
Nursing	52	52	52	52	52	0
Residential	479	543	485	453	454	-26
Direct Payments	192	210	202	210	176	-16
Homecare	343	331	316	307	308	-35
Daycare	2	2	2	2	2	0
Supported Living	0	0	10	34	35	35

	1,069	1,138	1,067	1,058	1,027	-42
Client Income	-35	-31	-32	-48	-45	-10
Health / Other Income	-281	-286	-203	-175	-178	103
	-316	-317	-235	-223	-223	93
	753	822	832	835	804	52

#### 4.5.2 Older People Mental Health - Detailed Financial Breakdown 19/20

For Older People Mental Health there was an overall movement of £9k against a commitment of £430K in 19/20. There was a significant movement on expected commitments for Homecare in the year although this was offset by reductions across all other care types. There was a slight underachievement in expected client income which resulted in small pressure against the opening position for OPMH.

Older People Mental Health - £000	Start	Q1	Q2	Q3	March	Movement
Nursing	170	143	117	117	113	-57
Residential	249	266	251	250	239	-10
Direct Payments	50	36	34	32	29	-21
Homecare	108	97	97	200	198	90
	577	542	499	599	579	2
Client Income	-42	-65	-42	-42	-35	7
Health / Other Income	-104	-79	-71	-69	-104	-0
	-146	-144	-114	-111	-139	7
	430	398	386	488	439	9

#### 4.6 Impact of Covid-19

The PCC Adult Social Care Social Work services based within CPFT under the S75 Partnership Agreement have maintained full operational activity throughout the COVID-19 pandemic. The impacts of the virus have necessitated a reduction in “face to face” meetings for all Social Work staff, with an emphasis upon working from home wherever possible. The “Attend Anywhere” secure virtual platform has been utilised by Social Work staff wherever possible and appropriate.

All direct contacts follow COVID-19 Infection Prevention and Control (IPC) measures, the use of Personal Protective Equipment (PPE) and completion of personal risk assessments. The Social Work teams have been required to respond to rapid changes in usual practice and have shown dedication and commitment during such challenging times.

In order to support and ensure the effective and safe operation of the Social Work services in PCC, a programme of daily management calls was implemented at the start of the “lockdown” period. To date this arrangement has enabled all services to operate safely, including the Approved Mental Health Professional (AMHP) service; this is supported by a Locum AMHP and a Fixed Term Contract AMHP.

Whilst the demand for Adult Mental Health Services was mainly managed within existing provision, the Council did commission additional block care home bed capacity to support Older People Mental Health as well as the wider Older People cohort. This block arrangement was funded up until August 2020 through the national government initiative through Cambridgeshire



and Peterborough CCG, and how now been absorbed into the new Discharge to Assess provision being commissioned from within existing arrangements.

#### 4.6 Annual Work Plan 19/20 and overview for 20/21

The S75 Partnership Agreement includes an Annual Work Plan which during the 2019/20 period addressed the areas listed below as priorities to ensure ongoing improvement in outcomes for people with mental health problems and their families/ carers, effective discharge of the delegated responsibilities and effective use of the Council's investment. Ongoing work within the 2020/21 period is highlighted where applicable:

**1. Social Care Delivery Model:** *Variation in social work practice across Cambridgeshire and Peterborough addressed.*

The alignment of Adult Social Care Workers, based within CPFT, with line management and professional supervision from a registered Social Work Manager was fully achieved across Peterborough during the 2019/20 period with confirmation of the establishment of a Team Manager post for the Older peoples Service.

**2. Management Arrangements:** *Strong management and leadership for social care staff.*

The Professional Lead for Social Work post was appointed to during 2019/20. This post has led and coordinated activity in each of the Annual Work Plan areas during 2019/20 and continues to provide professional leadership across the ASC Social Work services based within CPFT to achieve 2020/21 priorities. Activity has included professional social work contributions to the development of the pilot Exemplar project in Peterborough. The Exemplar brings together primary and secondary mental health services, with the place based Social Prescribers and 3<sup>rd</sup> sector organisations, 3 statutory Social Worker posts and 3 Support Time Recovery posts have also been included to strengthen the health/ASC interface. These posts are currently being advertised.

The existing Social Care Forum has been further developed to become the Social Work Forum as a support to meet continuous professional development standards. Input has included presentations by Social Work England, as well as practice topic based sessions. The Director of Adult Social Services and Principal Social Worker also attend to provide updates to staff. This participation enables greater connectedness to be maintained between the local authority and its ASC staff based with the Trust.

**3. Carers:** *A consistent approach to carers assessment with assessments being completed by CPFT MH practitioners for those whose cared for person is supported by CPFT*

This Annual Work Plan element was achieved during 2019/20 with clear guidance and Flowchart confirmed for all colleagues. Ongoing development is maintained by Social Work participation in the "Carers Huddles" and Carers Operational Group and ensures support for Carers maintains a high profile.

**4. Complaints:** *Complaints are managed effectively and within the timescales and requirements set for Local Authorities and Members/MP Enquiries and Freedom of Information Requests are managed effectively and within the timescales and requirements set for Local Authorities.*

This Annual Work Plan element was achieved during 2019/20 with a specific schedule confirmed within the S75 Partnership Agreement to ensure this was effectively managed.

**5. Financial Quality Assurance (Panel):** *Processes are consistent with standards in Adult Social Care and ensure the best outcomes for clients.*

All commissioned care and support is submitted to and monitored by PCC based ASC colleagues in order to maintain required practice standards. Quality assurance is monitored by a Managerial Audit process managed by the local authorities Quality and Standards Team.

This work is continuing during 2020/21 and will continue to be included in Annual Work Plans going forward to support continuous development to meet local authority standards and requirements.

Included within measures to quality assure outcomes is a current priority to work with health colleagues to review existing S117 (Mental Health Act 1983) after care arrangements which are required following a section under the Mental Health Act and where there are subsequent joint funding responsibilities.

**6. Information Sharing:** *An information sharing agreement which ensures compliance with the law and facilitates information sharing to improve outcomes at an individual and service level.*

This Annual Work Plan element was achieved during 2019/20 with a schedule confirmed for addition to the S75 Partnership Agreement.

**7. Safeguarding:** *Safeguarding processes are effective and delivered to the standards/ requirements set for Local Authorities.*

The Multi-agency Safeguarding Hub (MASH) arrangements have been reviewed and streamlined during 2020/21. This piece of work has supported the transfer of MASH responsibilities to the PCC/CCC MASH Team from 01/01/2021. This ensures the safe and effective discharge of statutory safeguarding adults duties to be achieved.

Further work is currently ongoing during 2020/21 within the Trust to establish clear and robust structures for the delivery of safeguarding duties and regulatory requirements.

**8. Care Act Assessments:** Care Act assessments are carried out consistently.

All Social Work staff based within the Trust under the S75 Partnership Agreement have undertaken training in the full use of the MOSAIC case management system. The full use of available functionality enables the collation of practice activity and performance data to ensure legal compliance with the Care Act.

Professional practice is monitored by the completion of Managerial Audits (as referred to above) and “thematic audits” completed by the local authority Quality and Practice Team. Thematic audits have included compliance with the Mental Capacity Act (2005) and Best Interests Decision Making – this was supported by work sessions at the Social Work Forum.

Legal literacy in the Care Act training is currently underway during 2020/21 with both registered Social Workers and staff in support roles. It is anticipated that this will continue to be built upon during 2020/21 and 2021/22.

**9. Approved Mental Health Professional Service (AMHP):** *Robust, cost effective AMHP service and cost effective arrangements for 2019 Christmas period are effective.*

The AMHP service carries out duties under the Mental Health Act 1983 and is responsible for co-ordinating assessment and admission to hospital if an individual is being considered for detention under the Act. The Peterborough AMPH service, delivered by CPFT, has maintained full operational capacity during 2020/21 including the delivery of required activity over the 2019 Christmas period. A staffed rota is also in place for Christmas 2020.

Work to complete a “workforce plan” for the AMHP service has commenced; this will be finalised during 2021. This analysis is aimed at identifying the level and type of workforce required to meet activity and to future proof arrangements for the training and retention of AMHPs. Currently 3

candidates are finishing their training, with anticipated warranting by May 2021.

**10. Proactively plan for Life-time Transitions across pathways:** *There is a clear pathway between Children and Adults services to manage the transitional cases and operational and financial expectations of transitional cases are included in annual planning.*

During 2019/20 work has commenced to identify a “Transitions Pathway” with Childrens Social Care Colleagues, and the Mental Health Social Work service in the Trust. The aim of this work is to achieve a clear and simple “tracking” and joint working process that enables clear forward planning for the people who use the service, their family/carers and the local authority.

This work will continue through 2021/22

#### **4.7 New Developments**

In mid-2019 Cambridgeshire and Peterborough CCG applied for funding from the NHS England Transformation Fund. Following submission of bids funding of £1.8M has been allocated to develop an Exemplar pathway for Community Mental health in Peterborough. The pathway enhances current Primary Care provision to provide more, and earlier, mental health support at a community level without the need for referral into secondary care services or where individuals do not meet thresholds for these services but still have significant mental health needs.

The vision for the exemplar pathway is *‘a seamless system delivering better access of care for all, a reduction in healthcare utilisation, greater service efficiency and improved patient experience and outcomes’*

The funding will be utilised for 3 Primary Care Network (PCN) areas within Peterborough, primarily focussing on working age Adults. The Exemplar Pathway will include:

- Enhanced clinical and pharmacy input to improve and provide additional resource to Psychological Therapies and Enhanced Primary Care Services.
- Involvement from the voluntary sector to deliver more community mental health solutions.
- Social Care embedded in the model to ensure that the Care Act and social detriments of mental health are addressed

Peterborough City Council will receive funding as part of this project to develop the social work pathway within the Exemplar Project. Funding will enable a Mental Health Social Worker to be allocated to each PCN area to deliver the following:

- Statutory Care Act responsibilities
- Ensuring that the social determinants of (mental) health are part of the exemplar project
- Working with GP’s, social prescribers and local organisations to provide advice on the social agenda and ensure that individuals can access existing community assets which will support their mental health needs
- Commission care packages for those with eligible needs

The partners involved in the delivery of the Exemplar are Cambridgeshire and Peterborough NHS Foundation Trust, CPSL Mind, SUN Network and Peterborough City Council. The delivery of the Mental Health Social Work function as part of the Exemplar will be delegated to CPFT via the Section 75 Partnership Agreement.

#### **4.8 Quality and Feedback**

Mental Health services are committed to enabling people to have control over their lives and illness, to work in a strength-based approach to enable people, utilising the philosophy and the

model of recovery. The co-location and close partnership working between social work and health care services provides a holistic response for the people of Peterborough and their carers to enable people to live healthy and independent lives.

During the coming months there will be further developments in practise and quality to ensure that social workers maintain compliance to the Care Act, that the use of strengths-based conversations are embedded using Changing the Conversation principles and that the service continues to deliver robust AMHP services to manage delivery of required statutory functions.

Included below are short examples of the positive Social Work that has been achieved throughout the period of the pandemic; these are testaments to the professionalism and dedication of the Social Work services based within CPFT as part of the S75 Partnership Agreement.

**PCC Support Time Recovery Worker**, during time of Covid, worked with someone with enduring mental health, to return home on discharge from hospital. She enabled the person to settle back into their home environment, make links with their family and worked with them to support them back into their community. There were concerns about a deterioration and further admission to hospital, however because of the links with family and community, the person continues to be well and has not been re-admitted.

**PCC Social Worker** has worked with someone who is a traveller and lives within a travelling community in Peterborough. The Social Worker worked with the person, their family, and their community to build a trusting relationship and enable a care provider to support the person, so they could remain at home. Initially due to the beliefs about the travelling community, the care agency sent 2 workers for each visit, however this was reduced to 1 carer as relationships developed and workers had positive experiences. The Social Worker has been the conduit with a Community Psychiatric Nurse colleague to build real positive relationships and enable the person to be where they want to be, to do what they wanted to do, and prevent deterioration of their illness.

**PCC Social Worker** worked with someone to get back home against other MDT professionals' thoughts about the outcomes required. Working with the person to enable them to make decisions about their home, and what was needed to clean their home to be able to be discharged from hospital. The person returned home after a deep clean; the Social Worker continued to support the person to recognise their strengths and build their confidence. The person remains at home and is doing well.

**Feedback from Doctor to a member of the AMHP service:**

"I am writing to thank you again for all your help with MHA assessment yesterday. I was very touched by your compassion for the person and very impressed by your clinical skills, which I would describe to trainees as falling into the 'she makes it look so easy' class. I do also feel that walking the person to the NTC, not just once but twice, falls into the 'going beyond the call of duty' category."

**Feedback from "Nearest Relative":**

The AMHP involved was complimented on her professional and compassionate approach to both the client and them.

There have been no formal complaints received regarding either the Adults or Older Peoples Social Work services during the 2020 period to date

#### **4.9 Future priorities for 20/21 and 21/22 onwards**

There are a number of priorities which will form part of the ongoing development of the functions performed by the Section 75 Agreement and ensuring the arrangement continues to effectively deliver the delegated duties for Peterborough City Council:

- Renew the existing Section 75 agreement

- Review and develop Annual Workplan for 21/22
- Embed reporting framework and use of dashboards to monitor 'live' data and performance
- Focus on a TEC first approach where appropriate for Mental Health service users
- Continued engagement with Carers workstreams to ensure Carers receive appropriate assessment and support to meet their needs
- Development of robust transitions pathways from children's services to support the move into adult services.

There remains a strong focus on the delivery of the Annual Workplan priorities alongside the delegated functions within the Section 75 Agreement. Any risks associated with delivering against these priorities are managed as part of the governance process to ensure that mitigations are put in place and escalated where appropriate.

## **5. CONSULTATION**

5.1 *None required*

5.2 *None required*

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

6.1 *Consider the anticipated outcome of consideration of this report.*

Endorsement of the report will validate financial and service activity and performance 2019-20 and demonstrate the Committee's support for continued delegation of the Council's responsibilities for mental health as established under the Mental Health Section 75 Partnership Agreement in 2014 and in line with revised activity, performance and financial targets.

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

7.1 This report delivers the account of activity, outcomes and performance required under the Mental Health Section 75 Partnership Agreement and seeks endorsement to continue with the delegation of responsibilities to the Cambridgeshire and Peterborough NHS Foundation Trust.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

8.1 The option of bringing the Mental Health Social Work service back into the Council was considered. However, the delegation of responsibilities to the Trust contributes to a more seamless experience and improved outcomes for people who require specialist mental health care and support. In addition, there would be significant implications and therefore disruption for staff and service users in the short term if there were to be a change.

## **9. IMPLICATIONS**

### **Financial Implications**

9.1 Total investment in the Mental Health Section 75 Partnership Agreement was £1,482,328 in 19/20 and £1,408,828 for 20/21.

Business Case Reference 20/21 BCSC0971

### **Legal Implications**

9.2 There are no legal implications arising from the activity and decisions reported other than to recommend continuation of the arrangements established under the 2006 NHS Act of which, Section 75 allows delegation of responsibilities to an NHS body.

### **Equalities Implications**

- 9.3 No significant implications arising from the report. However, CPFT always strives to ensure dignity and respect in all its interactions and interventions with service users and the public and to address discrimination and to respect the diversity of individuals whatever their origin or beliefs.

### **Rural Implications**

- 9.4 No significant implications arising from the report.

### **Carbon Impact Assessment**

- 9.5 Potential positive impact due to an increase in the use of virtual platforms for delivering services and an increased number of staff working from home or attending fewer face to face appointment overall. Face to face services must still remain an option when working with particularly vulnerable service users with mental health needs who require assistance in their daily lives and may require personal contact.

## **10. BACKGROUND DOCUMENTS**

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

- 10.1 N/A

## **11. APPENDICES**

- 11.1 N/A

<b>ADULTS AND COMMUNITIES SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 7</b>
<b>19 JANUARY 2021</b>	<b>PUBLIC REPORT</b>

Report of:	Cllr Irene Walsh, Cabinet Member for Communities	
Cabinet Member(s) responsible:	Cllr Irene Walsh, Cabinet Member for Communities	
Contact Officer(s):	Adrian Chapman, Service Director: Communities and Partnerships	Tel. 01733 863887

**PORTFOLIO HOLDER PROGRESS REPORT - COMMUNITIES**

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

**1. ORIGIN OF REPORT**

1.1 This report is presented at the request of the Committee.

**2. PURPOSE AND REASON FOR REPORT**

2.1 This report is being presented to the Committee to allow them to scrutinise the work being undertaken under the portfolio of the Cabinet Member for Communities, Councillor Irene Walsh.

Councillor Walsh's portfolio covers the following areas:

- a) Rural communities, and parish councils in both rural and urban areas
- b) Strengthening communities and the Think Communities approach, including problem solving and operational community issues
- c) Community relations, cohesion and integration, including work with voluntary, community and faith sector partners
- d) Community safety, including the Prevention and Enforcement Service and CCTV
- e) Targeted Youth Service including Youth Offending Service, Youth in Localities, NEET and adolescent services
- f) Regulatory services, including Trading Standards, Food Safety and Licensing, and the functions of the Weights and Measure Authority

For the purposes of this report, only those responsibilities which fall under the remit of the Adults and Communities Scrutiny Committee are presented for scrutiny, namely (a) to (e) above, although information about regulatory services (section f above) is included at section 4.2 for information only given the close links to communities.

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:

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

8. Targeted Youth Support (including youth offending)

2.3 This report links into the following corporate priorities:

Although Cllr Walsh's portfolio most closely supports the corporate priority to keep all our communities safe, cohesive and healthy, the cross-cutting nature of the portfolio means that it supports all other priorities too. Residents live in communities, businesses operate from communities, children learn in communities, and people work in communities. The portfolio also therefore directly supports the other corporate priorities to:

- Drive growth, regeneration, and economic development
- Improve educational attainment and skills
- Safeguard vulnerable children and adults
- Implement the Environment Capital agenda
- Support Peterborough's culture and leisure services
- Achieve the best health and wellbeing for the city

### 3. **TIMESCALES**

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

#### 4.1 **Think Communities**

4.1.1 Scrutiny committee has received previous reports setting out the detail behind the Think Communities approach, which is designed to achieve a place-based, person-centred model of council and broader public service delivery. The approach seeks to prevent escalation of issues that affect communities and citizens, to build community connections and resilience, and to prevent, reduce and delay demand for statutory interventions such as social care. Critically, the Think Communities approach is supported by a wide range of partners, including those across the public sector as well as Cambridgeshire County Council and the Cambridgeshire District Councils.

4.1.2 During the pandemic, we have been able to deliver a Think Communities approach in real-time. Partners from across all sectors – public, private, voluntary, community and faith – have worked together to protect our residents and to support those most vulnerable. That approach has become embedded as time has passed, and is now being deployed to support, for example, the mass vaccination programme, the increased take-up of testing, and preparedness for and delivery of interventions to support the current lockdown status.

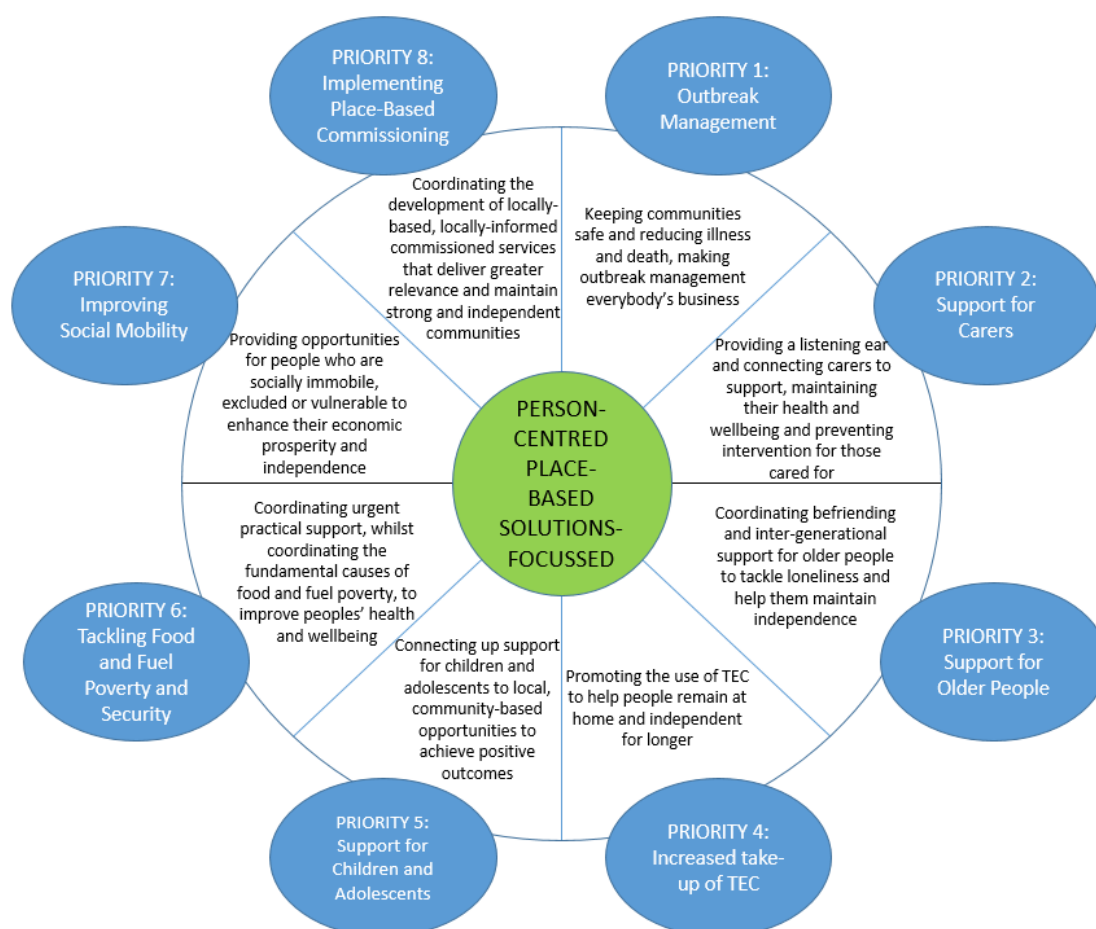
4.1.3 Building on some of the new ways of working that have been informed by Think Communities and that have emerged during the pandemic, the approach overall seeks to:

- Make fast, joint decisions and takes rapid creative action to address local issues and prevent escalation
- Enable decisions to be made at the most local level, as close to communities as possible – working hand in glove with parish councils, resident associations and community groups
- Recognise and build on the strengths and assets that exist in our communities, avoiding duplication but filling in the gaps
- Transform the infrastructure support for our voluntary sector that enables the sector and us to work seamlessly together, supporting volunteers, and ensuring quality voluntary sector representation at key fora



- Achieve timely, meaningful, appropriate, flexible data sharing - to enable a single version of the truth, joined up support and effective problem solving
- Analyse and interpret data in order to make the right decisions and support a focused partnership approach to real time challenges
- Transform our services to evolve to a place-based commissioning model rooted in the community

4.1.4 Think Communities will work with communities and partners to identify the most pressing local issues and challenges that might best be effected through a transformed approach. However, there are a number of existing priorities that the council has that are also likely to be supported more effectively through this approach; priorities that require a fully joined-up approach with residents and partners, priorities where increasing demand is of significant concern, and priorities where we believe a different approach will deliver improved outcomes. These initial priorities are summarised in the diagram below:



***n.b. TEC = Technology Enabled Care***

#### 4.1.5 Think Communities Key Activity over the last 3 months

- A Steering Group and Project team have been established to monitor the performance of the Think Communities Programme and unblock any challenges/barriers
- A Think Communities project governance structure has been drafted and a series of stakeholder mapping workshops are planned in Spring 2021 to bring together a 'structure of influence' to support the approach moving forwards
- A series of workshops have been held with Think Communities staff to map out the key outcomes for each initial priority and how they will inform work moving forwards
- A single delivery plan for carers is being co-produced with adult services and local organisations and partners
- Links have been established with the Best Start in Life Programme (which adopts a Think Communities approach to support children and their parents from pre-birth to the age of

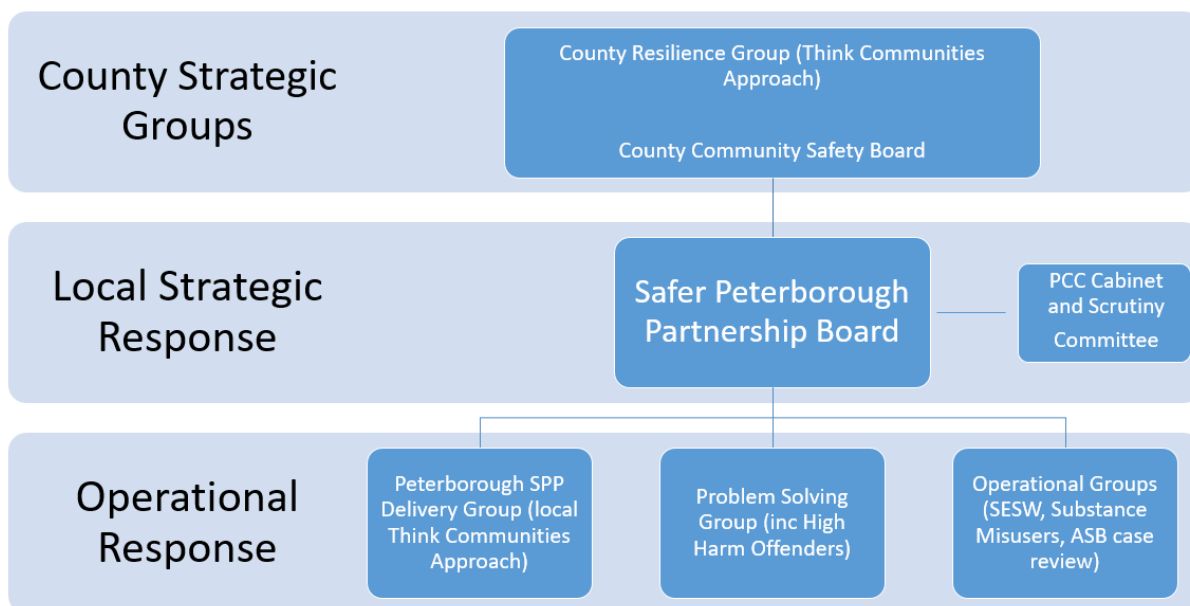
five), the Vulnerable Adolescent Strategy Development Programme (5-25 years), and the Adults Positive Challenge Programme (which incorporates key workstreams to include carers, technology and changing the conversation)

- National Youth Agency Guidance regarding engagement with high risk and vulnerable young people was also announced in November. The Think Communities team is working in conjunction with 'Youth Inspired' in Peterborough and through our Youth and Community Connectors in Cambridgeshire to give advice and guidance to groups in this regard. The guidance allows for one-to-one and groups of up to fifteen young people who are vulnerable to continue activity as well as detached and outreach youth work (subject to COVID guidelines)
- The Peterborough COVID Hub (see below) has been working closely with partners to ensure a rapid response is available to changing case levels. The Rapid Response Team, led by the Assistant Director for Community Safety, supports local communications and preventative activity, local testing and tracing work, and management of local lockdowns
- The Think Communities team has supported a number of key pieces of work including co-ordinating and establishing local test centres (including an emergency test centre for school and early years workers), targeted activity to increase COVID safety compliance, the commissioning of Centre 33 to support young carers in school, and supporting extensive targeted communication campaigns across the city

#### 4.1.6 Response to Covid-19

The Think Communities team were instrumental in the setting-up and co-ordination of the local hub to support vulnerable people through the pandemic.

The Peterborough hub comprises representatives from the public, private, voluntary, independent and faith sectors involved in the response to the COVID-19 public health emergency. The Safer Peterborough Partnership (SPP) leads the coordination of community response to COVID-19 in Peterborough, supported by the SPP Delivery Group which drives delivery of support, advice, guidance and information. The governance structure is as follows:



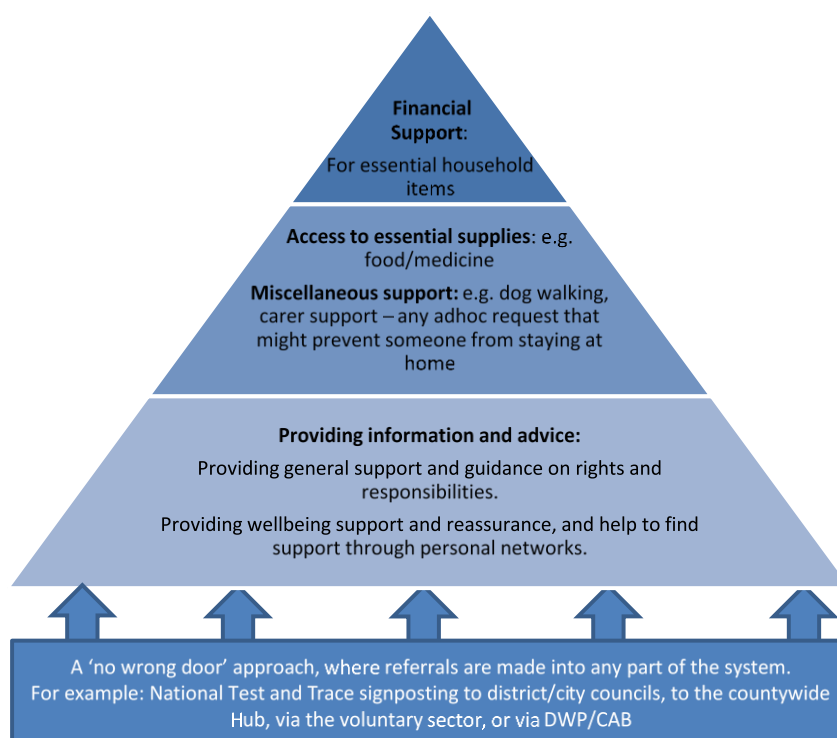
4.1.7 The Peterborough Hub sits as part of a network of hubs across the rest of Cambridgeshire, with a Cambridgeshire and Peterborough-wide coordination and response hub that manages our collective responses to this ever-changing situation, and particularly supports those most vulnerable and at risk. Overall, the work of the network of hubs is overseen by the Community Resilience Group referenced in the diagram above.

4.1.8 The Peterborough Hub's responsibilities are to:

- Work closely with the COVID-19 Place co-ordinators
- Work closely with the countywide Community Resilience Group (CRG)

- Oversee implementation of actions arising from the countywide CRG
- Ensure consistent community messaging
- Support local community groups and social action, identifying further support where needed
- Understand and respond to local demand at an individual and community level
- Ensure that information provided to and within communities, as well as the response from communities, is properly co-ordinated
- Ensure that we are making the best use possible of all available resources to minimise anxiety, to co-ordinate social action, and to ensure those most vulnerable are benefitting from appropriate community support
- Identify community-based risks and concerns, and aim to resolve them locally or escalate to the countywide Hub or the CRG

4.1.9 In practical terms, the Peterborough Hub offers advice and information, and facilitates access to or directly delivers support, as shown in the diagram below:



4.1.10 Some of the key headlines to date from the work of the Peterborough Hub include the following:

- The Hub launched on 2 April 2020 and has received over 2,100 contacts to date
- Supported by over 90 local voluntary and community organisations, parish councils, City Council services, Cross Keys Homes linking with other Registered Social Landlords, our faith communities, Light Project Peterborough, the City Leadership Forum, and City College Peterborough. This has resulted in a strong support offer to vulnerable residents
- A digital celebration event was held in September to thank these organisations and volunteers for their support, and was attended by over 50 people
- The Hub is currently additionally focussing on supporting enquiries/applications for the Winter Support Grant Scheme, which is providing food and other essential support to families and individuals financially impacted by the pandemic
- The Hub is also managing applications to the National Hardship Fund, which has been set up to support those low-income residents who have to self-isolate due to having been in contact with people who have tested positive for COVID-19
- There is also a bank of volunteers who support the Hub and local organisations
- A comprehensive communications plan was established and includes regular newsletters, radio interviews, press releases/publication articles, and a leaflet was sent to all Peterborough households. The aim of these communication channels is to promote the Hub and the Peterborough Information Network, so residents are aware of how and where they can get support, when they need it. Recent communications have included an article in the Moment Magazine ([Link](#))

- Winners of the Peterborough Annual PR Awards Communications Campaign category.

4.1.11 The Hub will continue to develop and evolve in response to the pandemic, with key priorities including:

- Creating a sustainable local support system to continue beyond the pandemic
- 'Joining the dots' between services where help is needed, including working with adults and children's social care
- Continuing and enhancing relationships with local support organisations
- Working with local businesses to create opportunities for those affected by COVID-19 (including young people and those with No Recourse to Public Funds)

4.1.12 The Community Asset Transfer (CAT) programme forms part of the Think Communities team's responsibilities. This process is focussed on securing the long term sustainability of council-owned community centres and similar buildings. The formal phase of the CAT programme is due to complete at the end of March 2021, however, progress this year has been significantly impacted by COVID. In total, 48 different community assets fall within the remit of this programme, and, at time of writing, of these facilities:

- 26% have successfully transferred to a community-led organisation
- 30% are within the legal process, and are likely to transfer before 31 March 2021
- 15% are at an advanced stage of negotiation, and will reach the final legal stage before 31 March 2021
- 6% have recently been awarded and are progressing through initial negotiations
- 11% have elected to stay on existing terms
- 6% of centres have been withdrawn from the CAT programme and repurposed as other operational centres
- 6% have a range of statuses, including awaiting decisions from third parties, the centre has received no successful bid, and/or is being advertised to new bidders

We continue to work with community groups to support their development of business cases and identify opportunities to secure the long term viability for community venues.

## 4.2 **Regulatory Services**

### 4.2.1 **Housing Enforcement**

The Selective Licensing Scheme (SLS) that was introduced across parts of Peterborough in November 2016 has been successful in improving the standards of the private rented sector. Since the scheme began, the team has licensed 7,623 properties and inspected over more than 545 properties in the last 12 months. The scheme has brought about a behaviour change in the sector and, as a result, no formal prosecutions have had to be brought through the courts. Breaches are instead resolved through advice, guidance and action via the Civil Penalties procedure where necessary.

The current scheme ends on 31 October 2021, with evidence gathering currently taking place as part of a review of the scheme to determine the areas for any replacement scheme. Once the evidence base is collated and has been through the correct scrutiny and approval process an application will be submitted to the Ministry for Housing, Communities and Local Government. If approved, the scheme will be in place for a further 5 years. It is currently intended to consult with this Scrutiny Committee early in the new municipal year.

The Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015 established a minimum standard. For domestic properties this affects new tenancies and renewals from 1 April 2018 and all of the rented sector from 1 April 2020. The Housing Enforcement team has been working with landlords and agents to achieve compliance with the new legislation. From April 2020 it became illegal to rent out a property that has an Energy Performance Certificate with a rating of F or G. All F and G-rated properties within the private rented sector were advised between January and April this year. Any properties in the SLS areas that remain F or G-rated have had, or are in the process of having, compliance notices issued.

#### **4.2.2 Trading Standards**

In April this year, Trading Standards Officers were instrumental in implementing a process for checking whether Personal Protective Equipment (PPE) purchased for use in Adult Social Care as part of the COVID safety measures met the necessary safety standards required. The process involved firstly verifying the suitability of suppliers through checks of test certificates and PPE specifications before orders were placed. Once suppliers were verified, and the consignment received, an officer would inspect each order on site to assess whether it met the specification ordered. The inspections included cross-matching the order requirements with the documentation received, labelling on packaging and any specific known markings that should also appear on the PPE product.

This was a particularly important piece of work as there was an increase in fake PPE in the market at the time, the team also working to investigate and remove fake PPE from the supply chain. Ensuring that the PPE met the correct and satisfactory safety standards meant that Adult Social Care staff could continue to carry out their essential work under challenging circumstances.

#### **4.2.3 Cumulative Impact Policy**

The Licensing Act 2003 requires that this policy is kept under review, and, in line with this, the current Cumulative Impact Policy for central parts of Peterborough has undergone a review. The policy was consulted upon between 19 August 2020 and 14 October 2020. Evidence provided during the consultation indicated that sales of alcohol with meals wasn't an issue, unlike that of sales of alcohol to take away, therefore it was recommended that the council continue with the Cumulative Impact Policy in relation to off-licence sales only. The recommendation was endorsed by Licensing Committee in November and agreed at Full Council on 9 December 2020. From the 7 January 2021 only applications (new and variation) which request 'Off' sales will be subject to the Cumulative Impact Policy.

#### **4.2.4 Business Compliance during COVID**

This year has been challenging for all in our communities, including businesses who have had to deal with many changes relating to whether they can legally operate, and if so how. The council has supported these businesses in several ways throughout the pandemic, helping them to develop new ideas to enable them to open and operate under new guidance while ensuring they are compliant with legislation. Ahead of the hospitality and retail reopening officers proactively engaged with the sectors to assist them in reaching compliance, mitigating the risk to both staff and consumers, with officers on call throughout the opening weekend to assist where necessary. As well as advising businesses, officers from Environmental Health, Trading Standards and Licensing have also been responding to reports of non-compliance, firstly engaging businesses, and only using enforcement action where necessary.

Officers have also worked with Public Health to assess whether leisure facilities such as the Lido and Bretton Splash Park could be operated in a COVID-secure way, as well as working with event organisers, and Safety Advisory Groups to enable events to be held safely. There have consequently been several excellent examples of well-managed events, including a number at the Peterborough Showground.

Joint COVID patrols with the Police and council marshalls continue to take place, focusing on areas of high transmission in the city, increasing awareness and compliance for both businesses and members of the public.

#### **4.2.5 COVID-19 Contact Tracing**

Peterborough was one of the first authorities to pilot the local enhanced contact tracing scheme. The scheme involves contacting those who have not responded to contact from the national NHS Test and Trace scheme. The 'Follow-up Failed' cases are referred locally, members of the team then contact the individuals to collect information on who they have been in contact with within

the days before symptoms started, details of workplaces etc, as well as reminding them of the need to self-isolate and offering advice on where they can get support if required. If the contact tracers are unable to reach an individual in the first instance, they will leave a voicemail with a local number to call, this not being available with the national scheme, and if they are still unable to make contact officers will visit the home address.

The local scheme has proved to be more successful in reaching people than the national scheme with a success rate of around 90%. The team have overcome a number of challenges they have faced, such as language barriers, missing contact numbers and students living out of area when returning to university. The scheme has grown since it began in September and has now be rolled out countywide.

#### **4.2.6 Scams and Doorstep Crime**

To protect our communities from criminals who target the most vulnerable, the Trading Standards Consumer Protection Team works closely with the Cambridgeshire and Peterborough Against Scams Partnership to promote awareness of doorstep crimes and scams, an issue that has been more prevalent this year with an increase of people at home, isolated from their usual support networks.

Scams can be carried out on the telephone, the internet, by post or on the doorstep of peoples' homes. Over the summer months for example there were multiple reports of a group offering tarmacking services, as well as fish sellers going door to door. In both cases advice was shared with the public, raising awareness of such scams and what to do should they be targeted.

Since January this year, Trading Standards have had 28 doorstep crime incidents brought to their attention; this includes direct reports, as well as those referred by partner agencies such as the police and social care. Any intelligence is shared amongst agencies and often officers advise the police in relation to incidents they are investigating.

There are currently two doorstep crime cases, one relating to landscaping work, the other tarmacking, awaiting trial at Crown Court.

#### **4.2.7 Safety at Sports Grounds**

Responsibility for the safety of the public at regulated sports grounds has evolved this year with changing Government guidance which allows events to take place in a COVID-secure manner. Revised safety plans and certificates take into consideration measures such as social distancing and reduced capacity to ensure our communities can remain safe. Peterborough United's first match with spectators took place on 8 December. The ground had over 70 stewards, plus control room staff and Safety Officers. Officers from the local authority attended and observed the measures in place, noting that there was no crowding or grouping at turnstiles, social distancing rules were observed, and a COVID-safe seating plan was in place, among other measures and messaging throughout the grounds.

#### **4.2.8 Animal Welfare**

Through the pandemic there has been an increase nationally in the number of families buying puppies, and in line with this increase Cambridgeshire and Peterborough Trading Standards have experienced a rise in the number of puppies illegally imported. These puppies often do not have the correct vaccinations, bringing with them the risk of rabies. Officers have seized a number of puppies to date this year, all of which must go into quarantine for several weeks, at the cost to the owner. The service has worked with the council's communications team to make the public aware of the risks and costs associated with buying a puppy from abroad, while also providing advice on what to look for when buying one.

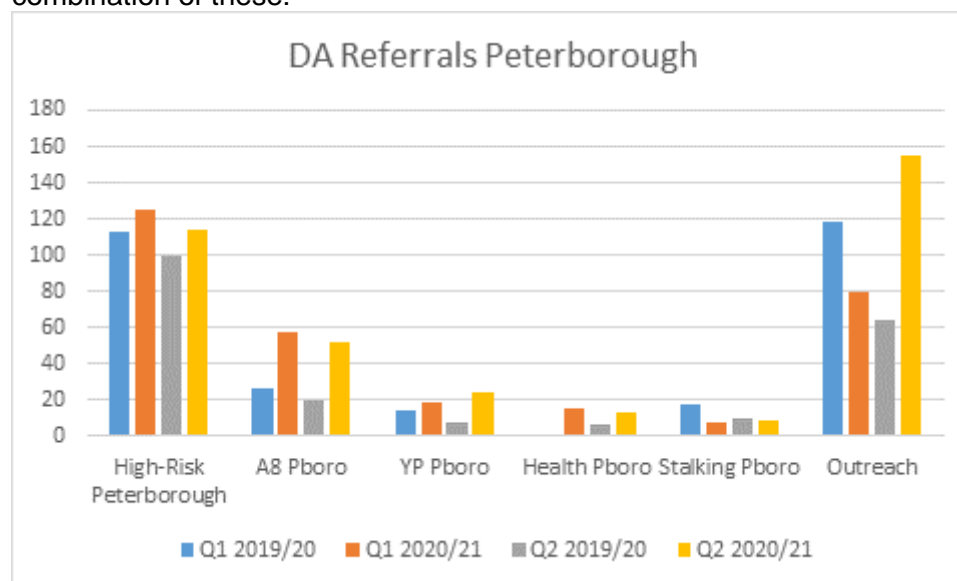
A recent outbreak of Avian Influenza has meant the Government has put in place a Prevention Zone across the whole of England to help limit the spread of the disease. All registered keepers of birds have been contacted by Trading Standards, informing them of the need to follow

increased biosecurity measures, and providing information on what symptoms to look for in their birds and where to find further information. There is a focus on sharing communications with the public to raise awareness and get the message out to bird keepers who are not registered (those with smaller backyard flocks), as well as communications on how the public can report any breaches.

### 4.3 Community Safety

#### 4.3.1 Domestic Abuse and Sexual Violence Service

During 2020 there has been an increase in reporting to police and specialist outreach services, above the increase we would usually expect year on year. It is likely that this is connected to COVID-19 and lockdown, increased awareness in the media of domestic abuse, or a combination of these:



Our frontline domestic abuse services have operated throughout the pandemic, and victim focussed services have collaborated to ensure needs are met effectively. Highlights are as follows:

- A8 communities (Czech Republic, Slovakia, Poland, Hungary, Slovenia, Estonia, Latvia and Lithuania) have seen increased referrals into our IDVA (Independent Domestic Violence Advocacy service) when compared to previous years. To meet this demand we have been able to secure COVID grant monies to recruit a specialist position with the aim of providing enhanced support to this group of victims
- We have launched a Peterborough 'Domestic Violence' campaign to work with the media with the aim of increasing awareness and signposting victims for support and help
- In November, Peterborough City Council fully endorsed 'White Ribbon Day'. This international event highlights the plight of victims of domestic abuse and our support for this was widely publicised. Actions included a flag raising and video blog by lead members to raise awareness
- £50K has been received from the Home Officer to support with preparation for the new Domestic Abuse Bill. A plan is being developed to show how this will be used and how we will meet new statutory duties from April 2021
- In recognition of the increased demands on outreach services, we have flexed partnership resources to help deal with this workload. This has included the redeployment of police and council officers to assist with victim support

#### 4.3.2 Prevention and Enforcement Service (PES)

The Prevention and Enforcement Service approach to tackling ASB and quality of life issues has been refreshed this year. Community issues are now responded to by a Senior Problem-Solving Officer and four Think Communities Safety Officers, supported by our wider

Enforcement team:

- The Senior Problem-Solving Officer works in partnership with other agencies to deliver long term interventions that target ASB challenges which pose a harm to our communities
- Think Communities Safety Officers respond to community quality of life issues ranging from environmental ASB, locational ASB and issues that are causing a nuisance which are persistent and continuing in nature. Aligned to our 'Think Communities' programme these resources are key to linking directly with communities to resolve community safety concerns
- These officers are supported by a team of Civil and Environment Enforcement Officers who are deployed across the city according to demand

As a result of these changes we are now able to improve our support to communities and enhance Think Communities programme development.

The Safer Peterborough Partnership (SPP) has established a multi-agency Problem Solving Group. The Problem Solving Group (PSG) is now the delivery arm of the SPP Board for the purposes of managing and coordinating the partnership response to location-based community issues across the city, including high risk anti-social behaviour cases. It is responsible for coordinating multi-agency interventions to tackle issues which are impacting on local communities. The group is undertaking an analytical review of hot spot areas to develop shared partnership plans, and will be accountable for reviewing progress on these and for implementing a consistent problem solving approach across the city.

Our PES workforce has been at the forefront of our COVID support operations throughout the pandemic. This has included:

- Undertaking 'COVID Marshal' activities – engaging with communities to educate people regarding social distancing requirements
- Contact Tracing – physically assisting efforts to locate those who may need to isolate
- Delivering emergency food and other supplies to shielding persons
- Working with businesses across the city to help educate and where necessary secure compliance
- Delivery of free school meals over half term
- Co-ordination of volunteer to safely re-open the City Centre and hospitality sector

Other notable highlights:

- Over the six-month period, the Prevention and Enforcement Service have dealt with 94 cases of ASB, with 49 cases ongoing
- The service has reviewed, consulted on, and implemented the Public Spaces Protection Order (PSPO) for the city centre and is currently consulting for the renewal of the Millfield PSPO
- Civil Enforcement Officers (parking officers) have issued 6,570 Penalty Charge Notices and undertaken 25,874 individual location checks. 50 schools have been visited since September
- In response to the findings of a fly-tipping task and finish group, we have introduced the use of Fixed Penalty Notices (FPN) for breaches of householder duty of care. £400 fines are now being issued for people who work with unlicensed operators. The FPN for fly tipping was increased to £400, and on-the-spot fines for those caught fly-tipping was also increased to £400
- Since 1 April, the council has issued 88 Fixed Penalty Notices for Fly Tipping or Duty of Care breaches, with several cases currently pending with Legal colleagues to decide if the threshold for prosecution has been met
- Additionally, council officers have also investigated 294 rubbish accumulations and 153 abandoned vehicles
- The service has recently invested in several cameras which are being used at hot spot locations across the city to obtain and gather evidence against offenders for enforcement and prevention purposes

#### 4.3.3 CCTV Service



The CCTV service has undergone significant transformation to ensure it is better equipped to meet demand and provide sustainable services at a reduced cost. This year, we launched a new shared service with Fenland District Council. Operating from a single centre in Peterborough, we now provide CCTV monitoring across both authorities and have been able to reduce running costs by around one third without affecting delivery. Now merged, the service looks to explore commercial opportunities where it can offer support to the private sector with the aim of achieving income that could further reduce running costs.

#### 4.3.4 **Counting Every Adult Team**

The 'Counting Every Adult' (CEA) team have been introduced into Peterborough to engage and support some of our most disadvantaged individuals in our community. People who face multiple disadvantage often experience several problems at the same time, such as mental ill health, homelessness, drug and alcohol misuse, offending and family breakdown. They may have one main need complicated by others, or a combination of lower level issues which together are a cause for concern. They often have ineffective contact with services and are harder to reach. They face multiple problems that exacerbate each other, and lacking effective support they can easily end up in a downward spiral of mental ill health, drug and alcohol problems, crime and homelessness.

This CEA team has been working across Cambridgeshire since 2011, and have effectively case managed individuals by providing direct interventions to improve their quality of life through application of the 'Making Every Adult Matter' (MEAM) Approach. The team brings together an operational partnership around individuals that looks to create flexibilities within the system and overcome barriers for the benefit of those individuals.

Following the success of this approach in Cambridgeshire, it was felt that a similar approach would benefit those who are experiencing multiple disadvantages in Peterborough.

Our focus for the coming year will be to embed the 'MEAM' strategy, with emphasis on bringing about a 'system' change in relation to how all services can work together to support people of multiple disadvantage and improve outcomes in a more cohesive and sustainable way. The scrutiny committee will be provided with further information as this work develops through 2021.

#### 4.4 **Youth Offending Service**

4.4.1 The Youth Offending Service (YOS) has continued to deliver on their statutory duty to work with young people to manage their safety and wellbeing, risk of re-offending and harm to the public throughout the COVID Pandemic. This has included ongoing face to face contact with all medium and high risk young offenders throughout 2020, and initially virtual remote contact with lower risk cases. Face to face statutory contact resumed with all young people in July 2020 and has been sustained up to the point of the start of the current lockdown. The service, along with our partners, continues to make progress against a three-year Youth Justice Plan with key priorities overseen and monitored by the Youth Justice Management Board.

4.4.2 The whole youth offending partnership received a 'Small Youth Offending Service (YOS) Inspection' by Her Majesty's Inspectorate of Probation in August 2020 and received an overall 'Good' rating with areas of outstanding practice. The inspection involved off-site focus groups with staff, managers, partners and the management board, questionnaires with young people, parents and courts, and analysis of case files on Out of Court Disposal and Court cases. The findings and feedback from HMIP against the three domain inspection areas are as follows:

##### Domain 1 – Organisational Delivery (Good rating)

- Peterborough YOS is well-governed and has the support of a highly committed, resourceful and resilient management team

- The commitment to partnership working and collaboration is illustrated by the sharing of management staff in key strategic positions across Cambridgeshire County Council and the Peterborough Unitary Authority
- The YOS board has a clear role in facilitating partnership arrangements which support the quality of services provided
- There is a skilled and experienced group of operational staff, who are committed to delivering high-quality services. This is complemented by good access to services provided by partner agencies
- The high-quality management oversight of the work is an outstanding feature of the YOS

#### Domain 2 – Court Disposals (Good rating)

- The management of cases in the Peterborough YOS was outstanding in terms of assessment, planning and the implementation and delivery of the sentence of the court
- We found some inconsistency in the quality of case reviews, although they were generally completed to a good standard
- YOS case managers demonstrated great skill in establishing useful working relationships with children and their parents or carers and were able to harness the involvement of other services speedily and effectively

#### Domain 3 – Out of Court Disposals (Good rating)

- Work with children to deliver out-of-court disposals was sufficient in all cases, as was partnership working and decision-making leading to such a disposal
- We found that the nature and intensity of work matched the children's needs and risks
- We found some inconsistent practice in the assessment of cases to support decision making and in delivering youth cautions and other community resolutions, and too few of these cases had a good written plan.

- 4.4.3 The overall key strengths of the YOS partnership were highlighted by inspectors as follows:
- An ethos of partnership working, and collaboration is at the heart of the Peterborough YOS, from the board through to service delivery
  - The location of the YOS with other teams in the Targeted Youth Support Service structure improves opportunities for service delivery and supports resilience
  - The trauma-informed approach to understanding children's behaviour is translated into clear working arrangements, supported by specialist psychologists
  - Assessments are based on a wide range of sources, and we saw good analysis of information to support children's desistance, improve their safety and wellbeing and understand the risk of harm they posed to others
  - There is consistent and good involvement of the child and their parent or carer at all stages of the work
  - The responsibilities of the key partners in this area of work are carefully outlined in a joint working agreement between the police and the YOS
- 4.4.4 As with all inspections key areas of improvement were also identified and are detailed below:
- The YOS and its partners need to focus more on supporting 16 and 17-year olds into education, employment or training, as up to 65 per cent of the relevant cases are currently NEET
  - The YOS needs to re-engage fully with the voluntary sector in Peterborough following reduced financial support for Volunteer Programmes within the service
  - Ensuring children and their parents are directly involved in the oversight of organisational delivery of the service and the Management Board
  - Timely completion of Assessments
  - Where significant change and new factors are identified that escalate risk of harm these must be fully incorporated into reviews and inform the arrangements for working with the child
  - Evidencing that desistance and risk of harm to others is fully considered within all Plans

The service has now submitted an improvement plan to further improve on our position, which will be monitored and managed through the Youth Justice Management Board.

## **5. CONSULTATION**

5.1 Consultation relevant to each aspect of the portfolio has been carried out as part of 'business as usual' operations.

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

6.1 Following debate and discussion at committee, it is anticipated that Members will be fully informed as to the progress and priorities of the portfolio holder, and the portfolio holder will be able to consider suggestions that come forward during that debate.

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

7.1 Scrutiny committees in Peterborough receive an annual report from all portfolio holders, as part of their responsibility to scrutinise key areas of work.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

8.1 Not applicable.

## **9. IMPLICATIONS**

### **Financial Implications**

9.1 None

### **Legal Implications**

9.2 None

### **Equalities Implications**

9.3 The Think Communities approach in particular seeks to ensure that all citizens and communities have access to services and opportunities relevant to them.

### **Rural Implications**

9.4 The Think Communities approach in particular seeks to ensure that all citizens and communities have access to services and opportunities relevant to them.

### **Carbon Impact Assessment**

9.5 There are no projects or service updates relevant to environmental impacts per se, although as and when relevant projects do come forward, more detailed reports will be presented to committee with accompanying detailed CIA's.

## **10. BACKGROUND DOCUMENTS**

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

10.1 None

## **11. APPENDICES**

11.1 None

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<b>ADULTS AND COMMUNITIES SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 8.</b>
<b>19 JANUARY 2021</b>	<b>PUBLIC REPORT</b>

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

**MONITORING SCRUTINY RECOMMENDATIONS**

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

**1. ORIGIN OF REPORT**

1.1 The 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?	<b>NO</b>	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 and 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
<b>2019/20</b>					
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 <b>RESOLVED</b> 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.  11/01/2021 – Informed the agreement had already been revised in April 2019.	<b>Completed*</b>
<b>2018/19</b>					
12 March 2019	Councillor Walsh, Cabinet Member for Communities	7. Selective Licensing – interim review and outcomes	<b>RECOMMENDATION:</b>  The Adults and Communities Scrutiny Committee <b>RESOLVED</b> to recommend that Cabinet should consider extending Selective Licensing across the whole city after the	Recommendation sent to Councillor Walsh, Cabinet Member for Communities and Jo Bezant, Manager, Housing Enforcement and Selective Licensing on 18/03/2019.	<b>Ongoing.</b>

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
			current scheme expires in 2021.	Response received and sent to committee members on 03/04/2019. Please see below:  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> <p>Further update requested at 17 November 2020 meeting and sent to Members on 8 January 2021.</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	<b>RECOMMENDATION</b>  The Joint Meeting of the Scrutiny Committees <b>RESOLVED</b> 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.	<b>Completed</b>

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\* = Pending Committee's approval.

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<b>ADULTS AND COMMUNITIES SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 9</b>
<b>19 JANUARY 2021</b>	<b>PUBLIC REPORT</b>

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**

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

**1. ORIGIN OF REPORT**

1.1 The report is presented to the 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?	<b>NO</b>	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 2 February 2021.

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: 4 JANUARY 2021

# FORWARD PLAN

## **PART 1 – KEY DECISIONS**

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

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

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

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

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

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

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

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

You are entitled to view any documents listed on the Plan, or obtain extracts from any documents listed or subsequently submitted to the decision maker prior to the decision being made, subject to any restrictions on disclosure. There is no charge for viewing the documents, although charges may be made for photocopying or postage. Documents listed on the notice and relevant documents subsequently being submitted can be requested from Philippa Turvey, Democratic and Constitutional Services Manager, Legal and Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388038), e-mail to [philippa.turvey@peterborough.gov.uk](mailto:philippa.turvey@peterborough.gov.uk) or by telephone on 01733 452460.

All decisions will be posted on the Council's website: [www.peterborough.gov.uk/executivedecisions](http://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 2 FEBRUARY 2021**

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

**PREVIOUSLY ADVERTISED KEY DECISIONS**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>1. <b>Disposal of freehold in Centre of the City - KEY/12JUN18/01</b> To delegate authority to the Corporate Director of Growth and Regeneration to sell the property</p> <p>72</p>	<p><b>Councillor Seaton, Cabinet Member for Finance</b></p>	<p><b>December 2020</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>Relevant internal and external stakeholders</p>	<p>Peter Carpenter, Acting Corporate Director, Resources Tel: 07920160122 Email: Peter.carpenter@pe terborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><b>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</b></p>



<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>2.</b> <b>To approve the awarding of contracts to external providers following a competitive tender exercise led by Cambridgeshire County Council - KEY/25JUNE18/02</b>            Cambridgeshire County has recently conducted a tendering exercise to establish a Dynamic Purchasing System for the provision Supported Living Services for Adults with a Learning Disability (Reference number: DN311905). Peterborough City Council is the named authority under this arrangement and would want to commission care and support packages (call-off).</p>	<p><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health &amp; Public Health</b></p>	<p><b>December 2020</b></p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p> <p>Relevant consultations has been carried out with the service users, family carers, Health colleagues and care and support providers across Cambridgeshire and Peterborough.</p>	<p>Cris Green, Commissioner for Learning Disabilities &amp; 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>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>3.</b> <b>Adoption of the “Dynamic Purchasing System” (DPS) procedure for Public Health contracts with Primary Care providers – KEY/10DEC18/01</b>            To seek the approval to adopt the “Dynamic Purchasing System” (DPS) procedure for contracts with Primary Care providers for the duration of up to five years. The proposals have been approved by the Cambridgeshire and Peterborough Joint Commissioning Board.</p>	<p><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health &amp; Public Health</b></p>	<p><b>December 2020</b></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>

<b>KEY DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b>
4.	<p><b>Vehicle removal for Parking contravention – KEY/15APR19/02</b></p> <p>To ask the Cabinet Member to approve the policy to implement a scheme to remove vehicles of persistent offenders in breach of parking restrictions in the City and to appoint the Local Authority Trading Company to act as the authorised agent of the policy.</p>	<b>Councillor Walsh, Cabinet Member for Communities</b>	<b>December 2020</b>	Growth, Environment and Resources Scrutiny Committee	All Wards	<p>Details of any consultation to be decided.</p> <p>Relevant internal and external stakeholders.</p>	Adam Payton, PES Senior Officer, Parking Lead, 01733 452314 adam.payton@peterborough.gov.uk	Prevention and Enforcement Service Vehicle Removal For Parking Contraventions Policy and Guidance
75								
5.	<p><b>Approval for contract to be awarded to Skanska to deliver design of Eastern Industries Access Phase 1 scheme - KEY/10JUN19/01</b></p> <p>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>	<b>Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b>	<b>December 2020</b>	Growth, Environment and Resources Scrutiny Committee	East Ward	<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>	Lewis Banks, Principal Sustainable Transport Planning Officer, 01733 317465, lewis.banks@peterborough.gov.uk	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.

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>6. <b>Approval for contract to be awarded to Skanska to deliver design of A1260 Nene Parkway Junction 15 Improvement scheme – KEY/10JUN19/02</b></p> <p>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><b>Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>December 2020</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>West Ward</p>	<p>Relevant internal and external stakeholders</p> <p>Consultation will take place with residents and key stakeholders at the relevant stage of the scheme.</p>	<p>Lewis Banks, Principal Sustainable Transport Planning Officer, 01733 317465, lewis.banks@peterborough.gov.uk</p>	<p>Cambridgeshire and Peterborough Combined Authority meeting notes confirming grant funding allocation. Also CMDN for award of contract to Skanska for provision of Professional Services under Peterborough Highway Services partnership.</p>

<b>KEY DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
7. 77	<p><b>Contract for remedial works by PCC to the Stanground Bypass – KEY/2SEP19/02</b></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><b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>December 2020</b></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, <a href="mailto:charlotte.palmer@peterborough.gov.uk">charlotte.palmer@peterborough.gov.uk</a></p>	<p>To be determined.</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b>	
78	<p><b>8. Approval of funding for the provision of accommodation to reduce homelessness</b>  <b>KEY/14OCT19/01</b> – Following Cabinet Decision JAN18/CAB/18 this is a new project to increase the supply of housing and address the demand for accommodation resulting from the increase in homelessness.</p>	<p><b>Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation</b></p>	<p><b>December 2020</b></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>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b>
<p><b>9.</b> <b>Introduction of Civil Enforcement of Bus Lane and Bus Gate contraventions pursuant to the Transport Act 2000 - KEY/09DEC19/02</b>            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><b>Councillor Irene Walsh, Cabinet Member for Communities</b></p>	<p><b>December 2020</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal stakeholders.  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>

<i>KEY DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>WARD</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i>
<p><b>10. Disposal of land at 7-23 London Road, Peterborough - KEY/06JAN20/01</b> 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><b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>December 2020</b></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>



<b>KEY DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b>
81	<p><b>11. The disposal of former playing fields at Angus Court, Westtown, Peterborough - KEY/06JAN20/02</b> Approval to dispose of former playing fields and Angus Court</p>	<p><b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>December 2020</b></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: <a href="mailto:tristram.hill@peterborough.gov.uk">tristram.hill@peterborough.gov.uk</a></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b>
<p><b>12. Approval for Framework for Early Intervention and Prevention Services</b>  <b>KEY/27APR20/02</b> - Approval for Pseudo Framework for the commissioning of Early Intervention and Prevention Services in Peterborough</p>	<p><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</b></p>	<p><b>March 2021</b></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><b>13. Re-implementation of the Millfield, New England, Eastfield and Embankment Public Space Protection Order – KEY/11MAY20/01</b>  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><b>Councillor Irene Walsh, Cabinet Member for Communities</b></p>	<p><b>December 2020</b></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 &amp; 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>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b>
<p><b>14. Award of Community Alarm (Lifeline) Contract to commence 1/4/2021 – KEY/8JUN20/01</b> Award of Lifeline contract to successful bidder following formal procurement process.</p>	<p><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</b></p>	<p><b>December 2020</b></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>
<p><b>15. Supply of Agency Staff to the Council – KEY/8JUN20/02</b> 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><b>Councillor Mohammed Farooq, Cabinet Member for Digital Services and Transformation</b></p>	<p><b>December 2020</b></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>
<p><b>16. Acquisition of a freehold commercial property in Peterborough City Centre – KEY/8JUN20/03</b> - Acquisition of a freehold property for a community hub.</p>	<p><b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>December 2020</b></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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17.	<p><b>Mental Health and Autism (Adults) Accommodation Framework - KEY/20JUL20/03</b> The Award of a Framework for the provision of accommodation based support for Adults with Mental Health needs and/or Autism.</p>	<p><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</b></p>	<p><b>December 2020</b></p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All</p>	<p>No further consultation undertaken</p>	<p>Sarah Bye, Senior Commissioner, Tel:07468 718793, Email: sarah.bye@camb ridgeshire.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>18. <b>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</b>  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><b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>December 2020</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Hargate &amp; 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@petborough.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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<b>19.</b>	<b>Tender for the services of the Dementia Resource Centre Peterborough - KEY/17AUG20/04 -</b> The re-procurement of the Dementia Resource Centre and its services	Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health	<b>December 2020</b>	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
<b>20.</b>	<b>Purchase of new Fleet and Plant for Environment Base Services – KEY/31AUG20/04</b> 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.	<b>Councillor Marco Cereste , Cabinet Member for Waste, Street Scene and the Environment</b>	<b>December 2020</b>	Growth, Environment and Resources Scrutiny Committee	All wards	Relevant internal and external stakeholders	Kitran Eastman, Managing Director, Peterborough Ltd kitran.eastman@peterboroughlimited.co.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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87	<p><b>21. 8 month extension to the Interim, Respite and Reablement beds in Peterborough – KEY/14SEP20/01</b></p> <p>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><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</b></p>	<p><b>December 2020</b></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: <a href="mailto:alison.bourne@cambridgeshire.gov.uk">alison.bourne@cambridgeshire.gov.uk</a></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
	<p><b>22. Pupil Forecasts – Adoption of Multipliers for Forecasting Education Provision Arising from New Developments – KEY/28SEP20/01</b></p> <p>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><b>Councillor Lynne Ayres, Cabinet Member for Children’s Services and Education, Skills and University</b></p>	<p><b>December 2020</b></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 <a href="mailto:clare.buckingham@cambridgeshire.gov.uk">clare.buckingham@cambridgeshire.gov.uk</a></p>	<p>Methodology Paper from Business Intelligence Service will be an Appendix to the Report</p>

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<b>23.</b>	<p><b>Disposal of Whitworth Mill – KEY/28SEP20/02</b></p> <p>The decision concerns a proposal to sell Whitworth Mill to an under bidder following the withdrawal of the previous bidder.</p>	<p><b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>December 2020</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Fletton and Stanground</p>	<p>Relevant internal and external stakeholders.</p> <p>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>
<b>24.</b> ∞	<p><b>Proposed transfer of the management for the Energy Hub from the CPCA to PCC – KEY/28SEP20/03</b></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><b>Councillor Marco Cereste, Cabinet Member for Waste, Street Scene and the Environment</b></p>	<p><b>December 2020</b></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, <a href="mailto:elliott.smith@peterborough.gov.uk">elliott.smith@peterborough.gov.uk</a></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>



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<b>25.</b>	<p><b>Agency Worker extensions – KEY/28SEP20/04</b> 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><b>Councillor David Seaton, Cabinet Member for Finance</b></p>	<p><b>December 2020</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.  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>
<b>26.</b>	<p><b>Sale of the freehold of the London Road Stadium and the Allia Business Centre – KEY/12OCT20/01</b> Sale of the freehold of the London Road Stadium and the Allia Business Centre</p>	<p><b>Councillor David Seaton, Cabinet Member for Finance</b></p>	<p><b>January 2021</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Fletton and Stangr ound</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.  <b>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</b></p>

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27.	<p><b>Recommission Children and Young People's Emotional Wellbeing and Mental Health Services in Peterborough and Cambridgeshire – KEY/16NOV20/01</b></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><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</b></p>	<p><b>February 2021</b></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>

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<b>28.</b>	<p><b>Heads of Terms for Peterborough's Towns Fund Investment Plan – KEY/16NOV20/02</b></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>	<b>Cabinet</b>	<b>18 January 2021</b>	Growth, Environment and Resources Scrutiny Committee	All Wards	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	Dave Anderson 01733 452468 Dave.Anderson@peterborough.gov.uk	Letter of award from Government may contain some exempt clauses.
<b>29.</b>	<p><b>Decision to re-establish a Housing Revenue Account - KEY/16NOV20/03</b></p> <p>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>	<b>Cabinet</b>	<b>15 March 2021</b>	Growth, Environment and Resources Scrutiny Committee	All Wards	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.	Mohamed Hussein, mohamed.hussein@peterborough.gov.uk, 07866474953	Housing Revenue Account Business Case.

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<b>30.</b>	<p><b>Joint Cambridgeshire County Council and Peterborough City Council Transport Services DPS - KEY/7DEC20/01</b> - Joint Cambridgeshire County Council and Peterborough City Council Transport Services DPS for all Education and social care transport procurement.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</b></p>	<p><b>March 2020</b></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>
<b>31.</b>	<p><b>Variation to the Council's Operational Services Agreement (Peterborough Serco Strategic Partnership Contract): Modification to scope of the PSSP Contract - KEY/7DEC20/02</b> - Variation to the Council's Operational Services Agreement (Peterborough Serco Strategic Partnership Contract): Modification to scope of the PSSP Contract - Business Transformation &amp; Strategic Improvement Service Support element</p>	<p><b>Councillor Mohammed Farooq, Cabinet Member for Digital Services and Transformation</b></p>	<p><b>December 2020</b></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@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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<b>32.</b>	<p><b>Approval of City Parking Strategy – KEY/21DEC20/01</b> Cabinet approval is sought for the findings and recommendations of a City Parking Strategy commissioned by the Council from external subject matter experts Royal Haskoning.</p>	<b>Cabinet</b>	<b>1 Feb 2021</b>	Growth, Environment and Resources Scrutiny Committee	All City Centre Wards	Consultation has not yet commenced	Dave Anderson Interim Development Director, 01733 452468 Dave.Anderson@Peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>33.</b>	<p><b>Mechanism selected for the supply of agency workers – KEY/21DEC20/02 –</b> Options appraisal being undertaken for the Council's future supply of agency workers beyond expiry of the current contracts. This decision recommends the option that should be taken forward in the long term.</p>	<b>Councillor Mohammed Farooq, Cabinet Member for Digital Services and Transformation</b>	<b>December 2020</b>	Growth, Environment and Resources Scrutiny Committee	N/A	Legal, procurement, market analysis.	Peter Carpenter, Acting Corporate Director, Resources Tel: 07920160122 Email: Peter.carpenter@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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<p>34. <b>Procurement of 22 one bedroom flats for the accommodation of people who have previously been rough-sleepers – KEY/04JAN21/01</b> - The decision is to approve the use of £625K capital grant towards the purchase of 22 one bedroom flats. There is a further decision to approve borrowing of up to £1,675,000 from Public Works Loan Board towards the purchase of the 22 one bedroom flats.</p>	<p><b>Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation</b></p>	<p><b>March 2021</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All</p>	<p>Consultation with MHCLG and Homes England</p>	<p>Mohamed Hussein Interim Director of Housing: Needs and Supply, Tel:07866 474953, Email: mohamed.hussein@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>35. <b>Note the approval by the Combined Authority of £800k capital grant to PCC to develop a “Cafe Culture” in the City - KEY/04JAN21/02 -</b>  Note the successful collaboration with the local business community which enabled the successful CPCA grant application.  To recognise the potential for the cafe culture project to alter the fortunes of the city  Approve the Capital Review Group recommendation to support the project with £183k capital funding  Authorise the Director of Law and Governance in consultation with the Acting Corporate Director Resources, to enter into such legal agreements as may be required to give effect to the recommendation above and the development and operation of the cafe culture project in the city centre including a grant agreement with CPCA and any property agreements</p>	<p><b>Councillor David Seaton, Cabinet Member for Finance</b></p>	<p><b>Jan 2021</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>Ongoing consultation with businesses in the city, including surveys and face to face engagement</p>	<p>Jay Wheeler, Economic Development, Tel: 07951 942995, Email: jay.wheeler@pete.rborough.gov.uk</p>	<p>CMDN Build Back Better: Cafe Culture Project</p>

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<p>36. <b>Housing Related Support Grant Agreements 2021/2022 – KEY/04JAN20/03</b> - The award of specific grants for Housing Related Support, which will be funded through the Housing Related Support Programme (formerly Supporting People Programme), to the following organisations for the period of 12 months, 1 April 2021 to 31 March 2022:  Longhurst Group (formerly Axiom Housing Association) – Hostel Accommodation and Drop-in Services  Cross Keys Homes – Hostel Accommodation  Cambridgeshire &amp; Peterborough YMCA – Hostel Accommodation  Peterborough Women’s Aid – Refuge Service  Futures Housing Group – Hostel Accommodation  Home Group – Hostel Accommodation</p>	<p><b>Councillor David Seaton, Cabinet Member for Finance</b></p>	<p><b>January 2021</b></p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders</p>	<p>Russ Carr,  Care &amp; Repair Manager  Email:russ.carr@peterborough.gov.uk  Tel: 07920 160806</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>37. <b>Approval to enter into Section 256 / Section 75 for Youth Offending Service - 04 Psychology provision - KEY/04JAN21/04</b> - This decision is to seek approval to enter a Section 256 agreement with the Cambridgeshire and Peterborough Clinical Commissioning Group for income for the YOS Psychology Service. It will also seek approval to enter a Section 75 agreement for Cambridgeshire and Peterborough Foundation Trust to provide the YOS Psychology Service.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</b></p>	<p><b>January 2021</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Laura Fordham, Assistant Commissioner in the Children's Commissioning Team Email: <a href="mailto:laura.fordham@peterborough.gov.uk">laura.fordham@peterborough.gov.uk</a>, Tel:07984 647160</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>38. <b>Transfer of undertaking relating to Local Transport Functions, from Peterborough City Council to the Cambridgeshire and Peterborough Combined Authority - KEY/04JAN21/05 -</b>  Return by way of transfer to Cambridgeshire and Peterborough Combined Authority (CPCA) of the local transport functions (set out at Article 8 of the Cambridgeshire and Peterborough Combined Authority Order 2017 (SI 2017/251)) which were delegated to Cambridgeshire County Council and Peterborough City Council by way of the CPCA Board Decision of 29.01.2020. The delegation ends on 31 March 2021, after which the undertaking will be delivered by the Cambridgeshire and Peterborough Combined Authority.</p>	<p><b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>January 2021</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Charlotte Palmer, Group Manager - Highways and transport, Tel:01733 453538, Email: charlotte.palmer@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>KEY DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b>
69	<p><b>39. Support for the sustainability of the Adult Social Care market – KEY/18JAN21/01</b></p> <p>1. Approve an additional expenditure to the Adult Social Care market providers in 2020/21 to help with service sustainability.</p> <p>2. Delegate the implementation of service sustainability payments to the Corporate Director, People and Communities</p>	<p><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</b></p>	<p><b>January 2021</b></p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Gurdev Singh, Head of Service, P&amp;C Commissioning. M: 07747 455016 <a href="mailto:gurdev.s.r@cambbridgeshire.gov.uk">gurdev.s.r@cambbridgeshire.gov.uk</a></p>	<p><b>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</b></p>
	<p><b>40. Purchase of a property in Peterborough City Centre to be used for housing – KEY/18JAN21/02</b></p>	<p><b>Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation</b></p>	<p><b>January 2021</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>Relevant internal and external stakeholders</p> <p>Consultation is in its early stages as commercial negotiations are still in progress.</p>	<p>Tristram Hill, Strategic Asset Manager, Tel: 07849 079787 Email: <a href="mailto:tristram.hill@pete.rborough">tristram.hill@pete.rborough</a></p>	<p><b>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</b></p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b>
<p><b>41. Approval for contract to be awarded to Skanska to deliver detailed design and full business case for Eastern Industries access improvement scheme – KEY/18JAN21/03</b></p> <p>The Council has previously received funding of £319k from the Cambridgeshire and Peterborough Combined Authority (CPCA) to deliver the strategic outline business case for Eastern Industries access improvement scheme. Now that these stages are complete, the CPCA is in the process of awarding a further £531k so that the detailed design and full business case can be undertaken. The additional funding for the scheme subject to approval will now total £850k. Approval is required for the contract to be awarded to Skanska to undertake detailed design and full business case for the scheme.</p>	<p><b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>January 2021</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>East</p>	<p>Relevant internal and external stakeholders</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, 01733 317465, <a href="mailto:lewis.banks@peterborough.gov.uk">lewis.banks@peterborough.gov.uk</a></p>	<p>Meeting minutes confirming award and Strategic Outline Business Case detailing objectives and proposals of scheme to be delivered.</p>

<i>KEY DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>WARD</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i>
<b>42. Novation of the IS Highways Service from Skanska to M Group Services – KEY/18JAN21/04</b> Permission is sought to honour the Novation of contracts from Skanska to M Group Services following its acquisition	<b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b>	<b>January 2021</b>	Growth, Environment and Resources Scrutiny Committee	All Wards	Relevant internal and external stakeholders	Charlotte Palmer, Group Manager – Transport and Environment, Email: charlotte.palmer@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b>
<p>43. <b>Affordable Warmth Strategy 2021 - 2025 &amp; the Housing Renewals Policy 2021 – 2024 - KEY/18JAN21/05</b> - This CMDN seeks the Cabinet Member for Adult Social Cares' approval of the Affordable Warmth Strategy 2021 – 2025 which sets out the schemes, to tackle fuel poverty for the vulnerable and low income residents. In addition, approval is sought to adopt the refreshed Housing Renewals Policy 2021 - 2024 to provide assistance to vulnerable householders. The Policy also details the circumstances in which persons will be eligible for assistance and how the amount of any assistance will be calculated. The Policy explains the conditions that will apply to the provision of assistance and how and in what circumstances any assistance made may be repaid.</p>	<p><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</b></p>	<p><b>January 2020</b></p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p> <p>Both documents on the Consultation pages of website until 31/12/2020</p>	<p>Sharon Malia, Housing Programmes Manager, Tel:07920 160632 Email: sharon.malia@pe-terborough.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>

**PART 2 – NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE**

**KEY DECISIONS TO BE TAKEN IN PRIVATE**

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

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

**NON-KEY DECISIONS**

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



**PREVIOUSLY ADVERTISED DECISIONS**

<i><b>DECISION REQUIRED</b></i>		<i><b>DECISION MAKER</b></i>	<i><b>DATE DECISION EXPECTED</b></i>	<i><b>RELEVANT SCRUTINY COMMITTEE</b></i>	<i><b>WARD</b></i>	<i><b>CONSULTATION</b></i>	<i><b>CONTACT DETAILS / REPORT AUTHORS</b></i>	<i><b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b></i>
1.	<p><b>Disposal of former Barnack Primary School caretaker house -</b> Delegate authority to the Corporate Director of Growth and Regeneration to dispose of the property.</p>	<p><b>Councillor Seaton, Cabinet Member for Finance</b></p>	<p><b>December 2020</b></p>	<p>Growth, Environment &amp; Resources Scrutiny Committee</p>	<p>NVA</p>	<p>Relevant internal and external stakeholders.</p>	<p>Stuart Macdonald, Property Manager.  Tel: 07715 802 489. Email: stuart.macdonald@peterborough.gov.uk  Bill Tilah (Bill.Tilah@nps.co.uk)</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><b>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</b></p>

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
106	<p><b>2. Approval of the leasehold disposal of a brownfield site to a care provider –</b> 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><b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>December 2020</b></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, <a href="mailto:tristram.hill@nps.co.uk">tristram.hill@nps.co.uk</a></p>	<p>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
3.	<b>Modern Slavery Statement</b> To review and agree for publication an updated Statement in compliance with the Modern Slavery Act 2015.	<b>Councillor Walsh, Cabinet Member for Communities</b>	<b>December 2020</b>	Adults and Communities Scrutiny Committee	All wards	Relevant internal and external stakeholders.	Rob Hill, Assistant Director: Public Protection, <a href="mailto:rob.hill@peterborough.gov.uk">rob.hill@peterborough.gov.uk</a>  Amy Brown, Senior Lawyer and Deputy Monitoring Officer, <a href="mailto:Amy.brown@peterborough.gov.uk">Amy.brown@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
4.	<b>Leisure Facility Options Appraisal</b> - Cabinet Member approval to proceed with the development of a business case to test the viability of a new leisure facility in the city	<b>Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation</b>	<b>December 2020</b>	Adults and Communities Scrutiny Committee	N/A	None at this stage	Dave Anderson Interim Development Director Tel: 07810 839657 Email: <a href="mailto:Dave.Anderson@peterborough.gov.uk">Dave.Anderson@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>5. <b>Adoption of Housing Related Support Commissioning Strategy</b> - 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><b>Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation</b></p>	<p><b>December 2020</b></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>

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<b>6.</b>	<b>COVID Local Economic Recovery Strategy (LERS)</b> - Comment on the draft strategy prepared by Cambridgeshire and Peterborough Combined Authority (CPCA)	<b>Cabinet</b>	<b>December 2020</b>	Growth, Environment and Resources Scrutiny Committee	All Wards	Relevant internal and external stakeholders.	Tom Hennessy (tom.hennessy@opportunitypeterborough.co.uk) and Steve Cox (steve.cox@peterborough.gov.uk)	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>7. <b>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</b>  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><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</b></p>	<p><b>December 2020</b></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 - <a href="https://democracy.peterborough.gov.uk/mglssueHistoryHome.aspx?lId=22331&amp;PlanId=395&amp;RPID=0">https://democracy.peterborough.gov.uk/mglssueHistoryHome.aspx?lId=22331&amp;PlanId=395&amp;RPID=0</a></p>

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
8.	<b>Selective Licensing of Private Rented Property -</b> Approval to consult on Selective Licensing of Private Rented Property	<b>Cabinet</b>	<b>1 February 2020</b>	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.
9.	<b>Joint PCC and CCC IT Service Management System</b> To approve the procurement of a new joint Peterborough City Council [PCC] and Cambridgeshire County Council [CCC] IT Service Management [ITSM] system.	<b>Councillor Mohammed Farooq, Cabinet Member for Digital Services and Transformation</b>	<b>January 2021</b>	Growth, Environment and Resources Scrutiny Committee	N/A	Relevant internal and external stakeholders.  G-Cloud Procurement Process	Damian Roberts, Project Manager. T: 07485 594522 E: <a href="mailto:damian.roberts@peterborough.gov.uk">damian.roberts@peterborough.gov.uk</a>	CMDN and PID

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>10. <b>Marshfields Special School Redesignation Decision –</b> A decision on whether or not Marshfields Special School should be redesignated from Moderate Learning Difficulties to Learning Difficulties.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children’s Services and Education, Skills and University</b></p>	<p><b>February 2021</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>Dogsthorpe</p>	<p>Relevant internal and external stakeholders.</p> <p>Statutory process as outlines in the Prescribed Alterations Guidance for Maintained Schools has been followed. This included a 4 week formal consultation period and an online consultation evening.</p>	<p>Rachael Pinion, Area Education Officer for Peterborough, 07788389703, rachael.pinion@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>



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

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

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**Draft Adults and Communities Scrutiny Committee Work Programme 2020/2021**

Updated: 11 JANUARY 2021

Meeting Date	Item	Indicative Timings	Comments
<p><b>30 SEPTEMBER 2020</b>  <i>Draft Report 11 September 2020</i>  <i>Final Report 18 September 2020</i></p>	<p><b>Co-opted Member Report</b>                      To agree to the appointment of co-opted members to the committee for the municipal year 2020/2021</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<p><b>Domestic Abuse and Sexual Violence Update Report</b>                      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><b>Contact Officer: Rob Hill</b></p>		
	<p><b>Care Home Support Plan</b>                      This report is reporting progress on our local Care Home Support Plan, which is a national government condition of all local authorities.</p> <p><b>Contact Officer: Caroline Townsend</b></p>		

	<p><b>Review of Vivacity transition arrangements</b> 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><b>Contact Officer: Adrian Chapman</b></p>		
	<p><b>Proposal to Set Up a Task and Finish Group to Promote Equality and Diversity Amongst Councillors</b> 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><b>Contact Officer: Adrian Chapman</b></p>		
	<p><b>Review Of 2019/2020 and Work Programme For 2020/2021</b> To review the work undertaken during 2019/20 and to consider the work programme of the Committee for 2020/2021</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<p><b>Forward Plan of Executive Decisions</b> That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		

<b>11 NOVEMBER 2020</b> Joint Scrutiny of the Budget Meeting	<b>Medium Term Financial Strategy 2021/22 to 2023/24 -</b>  <b>Contact Officer: Peter Carpenter</b>		
<b>17 NOVEMBER 2020</b> <i>Draft Report – 29 October</i> <i>Final Report – 5 November</i>	<b>Housing Renewals Policy and Affordable Warmth Strategy</b> To provide members with the opportunity to scrutinise the council’s draft Affordable Warmth Strategy and the refreshed Housing Renewals Policy.  <b>Contact Officer: Sharon Malia.</b>		
	<b>Homelessness Review</b> 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. <b>Contact Officer: Sarah Hebblethwaite</b>		
	<b>Housing Register Allocations Policy Core Principles</b> 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.		

	<b>Contact Officer: Sarah Scase</b>		
	<p><b>Portfolio Progress Report for the Cabinet Member for Housing, Culture and Recreation</b></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><b>Contact Officer: Adrian Chapman</b></p>		
	<p><b>Proposals to set up Task and Finish Groups:</b></p> <ul style="list-style-type: none"> <li>• <b>Car Cruising in Peterborough</b></li> <li>• <b>Barriers to Equality</b></li> <li>• <b>Issues experienced by BAME Communities in Accessing Council Services</b></li> </ul> <p>To establish Task and Finish Groups as per the motions passed at the Full Council meeting on 21 October 2020.</p> <p><b>Contact Officer: Adrian Chapman</b></p>		
	<p><b>Monitoring Scrutiny Recommendations</b></p> <p>To monitor progress made on recommendations made at the previous meeting.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<b>Forward Plan of Executive Decisions</b>		

	<p>That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<p><b>Work Programme 2020/2021</b> To consider the Work Programme for 2020/2021</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
<p><b>19 JANUARY 2021</b> <i>Draft Report – 21 December</i> <i>Final Report – 7 January</i></p>	<p><b>Cambridgeshire and Peterborough Safeguarding Adult Board Annual Report 2019-20</b></p> <p>To ensure members are aware of the work and progress of the Cambridgeshire and Peterborough Safeguarding Adult Board.</p> <p><b>Contact Officer: Jo Proctor / Charlotte Black</b></p>		
	<p><b>Section 75 Annual Report</b></p> <p>To present an update on the discharge of responsibilities for mental health delegated to Cambridgeshire and Peterborough NHS Foundation Trust (CPFT) through the Mental Health Section 75 Partnership Agreement for the</p>		

	<p>year 2019-20 and an update for the current year 2020-21.</p> <p><b>Contact Officer: Sarah Bye</b></p>		
	<p><b>Portfolio Holder Progress Report – Communities</b> To scrutinise the work being undertaken under the Portfolio of the Cabinet Member for Communities, Councillor Irene Walsh.</p> <p><b>Contact Officer: Adrian Chapman</b></p>		
	<p><b>Monitoring Scrutiny Recommendations</b> To monitor progress made on recommendations made at the previous meeting.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<p><b>Forward Plan of Executive Decisions</b> That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		



	<b>Work Programme 2020/2021</b> To consider the Work Programme for 2020/2021  <b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b>		
<b>10 FEBRUARY 2021</b> Joint Scrutiny of the Budget Meeting	<b>Medium Term Financial Strategy 2021/22 to 2023/24 -</b>  <b>Contact Officer: Peter Carpenter</b>		
<b>2 MARCH 2021</b> <i>Draft Report – 11 February</i> <i>Final Report – 19 February</i>	<b>Peterborough Cultural Strategy / Leisure and Library Services – Future Vision</b>  <b>Contact Officer: Adrian Chapman</b>		
	<b>Homelessness Strategy</b>  <b>Contact Officer: Sarah Hebblethwaite</b>		
	<b>Review / Plan for Safer Peterborough Partnership incorporating report on Safer Peterborough Partnership Focus areas inc. ‘high harm’ and knife crime.</b>  <b>Contact Officer: Rob Hill</b>		
	<b>Adult Social Care User Survey 2019</b>		

	<p>To scrutinise the results of the Service User Survey undertaken in February 2019 and published in October 2019</p> <p><b>Contact Officer: Tina Hornsby</b></p>		
	<p><b>Portfolio Progress Report for the Cabinet Member for Adult Social Care, Health and Public Health / ASC Self Assessment</b></p> <p><b>Contact Officer: Charlotte Black</b></p>		
	<p><b>Adults Social Care Annual Complaints Report 2019-20</b> 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><b>Contact Officer: Debbie McQuade / Charlotte Black</b></p>		
	<p><b>Forward Plan of Executive Decisions</b> That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<p><b>Work Programme 2020/2021</b> To consider the Work Programme for 2020/2021</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		

<b>Pending Items for 2020/21</b>	<b>Deferred from September Meeting - Equalities Strategy and Action Plan</b>  <b>Contact Officer: Adrian Chapman</b>		
	<b>Review of selective licensing scheme incorporating review of HMOs</b>  <b>Contact Officer: Rob Hill</b>		
	<b>HMI Probation Youth Offending Inspection</b>		
	<b>Deferred from March 2020 - Housing Register Allocations Policy Changes – Pre-decision Scrutiny.</b>  <b>Contact Officer: Mohamed Hussein / Sean Evans</b>		
	<b>Think Communities: Creating a Unified Approach</b>  <b>Contact Officer: Matt Oliver</b>		
<b>Pending Items for 2021-22</b>	<b>July - Review of selective licensing scheme incorporating review of HMOs</b>  <b>Contact Officer: Kerry Leishman</b>		
	<b>September - Domestic Abuse and Sexual Violence Update Report – to be reported annually</b>		

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