

## COMMUNITIES SCRUTINY COMMITTEE

**TUESDAY 2 NOVEMBER 2021**  
**7.00 PM**

**Engine Shed, Sand Martin House**

### 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 Communities Scrutiny Committee meeting held on 28 September 2021** 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 three Members of any 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. **Selective Licensing Consultation** 11 - 108
6. **City Market Relocation** 109 - 116
7. **City College Peterborough Performance and Annual Report** 117 - 124
8. **CRIME AND DISORDER SCRUTINY COMMITTEE - Safer Peterborough Partnership Board Report** 125 - 134
9. **Report of the Task and Finish Group to Examine Barriers to Equality and Issues Experienced by BAME Communities in Accessing Council Services** 135 - 196
10. **Monitoring Scrutiny Recommendations** 197 - 204

11. **Forward Plan of Executive Decisions** 205 - 242
12. **Work Programme 2021/22** 243 – 250
13. **Date of next meeting**

17 November 2021 – Joint Scrutiny of the Budget  
4 January 2022 – Communities Scrutiny Committee

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

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

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

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

#### **Committee Members:**

Councillors: G Casey (Chair), J. Allen, G Casey, C. Fenner, John Fox, M. Haseeb, A. Iqbal, K. Knight, O. Sainsbury (Vice Chairman), N. Sandford, B. Tyler and I. Yasin  
Co-opted Member: Parish Councillor Neil Boyce

Substitutes: Councillors: S. Bond, J. Howell, N. Moyo and H. Skibsted

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

**MINUTES OF THE COMMUNITIES SCRUTINY COMMITTEE MEETING  
HELD AT 7PM, ON  
TUESDAY, 28 SEPTEMBER 2021  
ENGINE SHED, SAND MARTIN HOUSE**

**Committee Members Present:** Councillors G. Casey. (Chair), J. Allen, C. Fenner, J. Fox, M. Haseeb, A. Iqbal, O. Sainsbury (Vice Chair), N. Sandford, B. Tyler and I. Yasin  
Co-opted Members: Parish Councillor Neil Boyce

**Officers Present:** Adrian Chapman – Service Director, Communities and Partnerships  
Jamie Fenton – Partnership Manager, Culture, Sport and Leisure  
Sean Evans – Head of Service, Housing Needs  
Sarah Hebblethwaite – Housing Needs Operations Manager  
Rob Hill – Assistant Director, Community Safety  
Vickie Crompton – Domestic Abuse and Sexual Violence Partnership Manager  
David Beauchamp – Democratic Services Officer

**Also Present:** Stephanie Peachey, Senior Manager, Festival Bridge  
Councillor Steve Allen – Deputy Leader and Cabinet Member for Housing, Culture and Communities

**39. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor K. Knight

**40. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS**

No declarations of interest or whipping declarations were received.

**41. MINUTES OF THE ADULTS AND COMMUNITIES SCRUTINY COMMITTEE MEETING HELD ON 5 JULY 2021**

The minutes of the Adults and Communities Scrutiny Committee meeting held on 2 March 2021 were agreed as a true and accurate record.

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

There were no requests for call in to consider.

**43. PETERBOROUGH CULTURAL STRATEGY**

The report was presented by the Cabinet Member for Housing, Culture and Communities accompanied by the Partnership Manager, Culture, Sport and Leisure, the Senior Manager, Festival Bridge and the Service, Director, Communities and Partnerships. The report enabled the Committee to consider the recommendations of the new Cultural Strategy for Peterborough.

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

- Members asked why this was a nine-year strategy, rather than the usual five years, raising concerns the priorities of different age groups might change in this time. Officers responded that this was done to align with the Arts Council's ten-year strategy. The Strategy was not a written document to be shelved; instead it would be a live, dynamic and constantly updated website so there was flexibility for the future. Peterborough was considered a Priority Area by the Arts Council and was in a position to get more funding. There had been good engagement (31%) among young people. 100 young people between the ages of 8 and 21 had been contacted for feedback on how they would like to work with the Council going forward. A proposal would soon be trailed on giving young people a role in governing culture in Peterborough and giving advice to organisations on how to support the arts and culture offer in the City.
- Members followed up by asking if there would be a mini consultation with young people in five years' time. Officers responded that they hoped the advisory committee of young people would provide ongoing input into the strategy and help influence decision-making. It had been found that young people were currently more focussed on how to help communities in the present rather than in the longer term although this might change in the future. Creative activities would be held to keep engagement and influence high. It was hoped that young people would be interested in taking on roles because they had already had conversations through schools, youth groups etc.
- Members praised the approach of the Strategy being kept live and updated on the website.
- Members asked for an explanation of the parallel bids for Peterborough to become the U.K.'s City of Culture and for Cambridgeshire to be the County of Culture, and expressed a preference for the former. Officers agreed and stated the Cambridgeshire and Peterborough Combined Authority (CPCA) had submitted a late bid but this had not been progressed. It was still referenced in the report as it might be revisited in the future but this would not prevent Peterborough from submitting its own bid. It was felt that the City would be in a strong position to do so for 2029 once additional funding had been received.
- Work to encourage Peterborough's three theatres to collaborate to discourage harmful competition had been accelerated by the pandemic and an informal alliance had been formed. It was also important to attract audiences outside Peterborough. There would be a single programme for the City with alliances formed to lead work over the next decade.
- The University already played a large role in the strategy and a process was underway to make it a part of the City's cultural leadership. It would also lead work on creative opportunities and skills. Links were being made to schools via the local cultural education partnership and the Committee's previous request that school assets be utilised for culture was being taken forward.
- Full funding was not yet in place to implement the strategy but the Council had been assured funding would follow its development. There was a wide range of arts, cultural and heritage groups in the City to be coordinated. The Arts Council had recognised that Peterborough needed additional funding and the Strategy was required in order for this to be allocated. Funding would also be sourced from the Council, the University, Cathedral and private organisations.
- Members asked how rural residents' concerns that they were being ignored had been addressed. Officers responded that the Council was working in rural locations to identify artists. A priority for residents was showcasing green space and working

with farmers to do so. An impactful workshop with Metal Culture had taken place around this theme.

- Members commented that the City needed to develop a cultural niche and attract artists to the City. Officers responded that a key focus of Peterborough's cultural strategy was to bring together talent that already existed in the City, rather than looking elsewhere.
- Members commented that the Council's farms needed to be oriented towards facilitating Council policies, e.g. tree planting to help tackle the Climate Emergency. Despite being rural in nature, such policies also benefit residents of urban areas. Officers responded that they were building a list of assets that would include outdoor spaces as well as facilities. A microsite would bring together the City's artists. The Strategy would bring together cultural providers rather than having them compete with each other. The Cabinet Member added that there was a great deal of culture and heritage in rural areas and the Think Communities approach would help to access it.
- Members asked how the new governance arrangements would compare to Vivacity. Officers responded that the strategy did not represent the creation of a 'new Vivacity'. The new Alliance was instead a partnership and the strategy belonged to the City, not the Council. It was felt appropriate to have a Partnership Board to drive the cultural programme forward. The strategy would still be approved by Council due to its City leadership role and this Scrutiny Committee would continue to oversee its implementation and receive reports on request.
- Members commented that the suggested recommendations in the report implied that the Strategy would be approved by Cabinet, not Council. It was UNANIMOUSLY agreed to amend the wording to clarify that the Strategy would be sent to Cabinet for endorsement and on to Full Council for final approval.

#### **RECOMMENDATION:**

The Communities Scrutiny Committee **RESOLVED** to recommend the Strategy, as described in this report, to Cabinet for endorsement and onward approval by Full Council

#### **ACTIONS AGREED:**

The Communities Scrutiny Committee **RESOLVED** to consider and comment on the recommendations of the new Cultural Strategy for Peterborough

#### **44. HOMELESSNESS AND ROUGH SLEEPING STRATEGY 2021-2026**

The report was introduced by the Cabinet Member for Housing, Culture and Communities accompanied by the Head of Service, Housing Needs, and the Housing Needs Operations Manager. The Homelessness Strategy is a key document the Council has a statutory duty to produce every five years, which lays out how it will tackle homelessness and rough sleeping over the period.

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

- Members expressed disappointment at the lack of reference to veterans in the Strategy and asked if officers had liaised with Tommy Kelly; the Armed Forces Covenant Officer. It was noted that the Council used to employ an outreach officer. Officers responded that although the Garden House and veterans with lived experience had been engaged with, Tommy Kelly had not. Officers accepted Member's comments and agreed to ask Tommy Kelly to review the Strategy, amend as appropriate and re-circulate to the Committee before approval.

- Members praised Priority 4 which focussed on empowering rough sleepers and asked for an example of this. Officers responded that the experience of engaging with rough sleepers during the pandemic had highlighted the importance of understanding service users' health and welfare needs beyond simply providing them with accommodation. This would empower them to make good decisions going forward.
- Members referred to page 59 of the reports pack and asked how the Council dealt with people who engaged in street life despite not being homeless. Officers responded that it was not always easy to differentiate between those who were homeless and those who were simply begging. The police had introduced a system of green, amber and red warning cards for those begging as a precursor to enforcement action, which had proved successful.
- Officers' acknowledged members' comment that too much enforcement could also be problematic and cause difficulties for genuine homeless people. The card-based warning system had struck a good balance; only 1 to 2 red cards had been issued with none progressing to the fourth enforcement stage.
- Begging was classed as a crime and the police were able to take action.
- Members and officers expressed frustration at the problems beggars created for people who were genuinely homeless and at the false perception they created among the public regarding the nature of homelessness in the City.
- Members raised concerns regarding the cycle of prisoners being released, placed in accommodation that they owed money for before they received benefits, resulting in them being made homeless again and returning to prison. Officers responded that people being released from prison were referred to the Council. There was a new scheme to find accommodation in the private sector and floating support was available to help people access benefits and support so they could retain their accommodation and thrive.
- Members asked how the Council addressed residents' concerns regarding new accommodation for homeless people in their areas. Officers responded that the Council was investigating spot-purchasing rooms for rough sleepers spread across the City to avoid clustering people together without support and the associated problems this could cause. Enforcement action would take place to deal with individual issues.
- The Cabinet Member asked officers to elaborate on plans to empower rough sleepers. Officers responded that the Council had received grant funding for 22 units of accommodation from Homes England. A person might be placed there initially, followed by Lincoln House and then on to conventional housing. A bid had recently been submitted to the Ministry of Housing, Communities and Local Government (MHCLG) for funding for 16 units for people with medium to high needs who struggled in hostels. The range of options had improved.
- Members praised the emphasis of the strategy on preventing homelessness before it occurred, noting that most housing-related queries they received were related to young people and families. What was being done to help those threatened with homelessness, before it occurred? Officers responded that there was a well-established pathway for young people who were threatened with homelessness. Families were encouraged to contact the Council as soon as possible. Support options including discretionary housing payments, advice, liaison with landlords, finding alternative private accommodation and joining the housing register with the possibility of being able to bid for properties via choice-based lettings.
- Officers added that homelessness should not be used as a housing option as temporary accommodation and hostels could be damaging to people's outcomes. The Council would be challenging households who were making a child homeless. Some people might be disgruntled if they approached the Council and were not immediately given hostel accommodation.
- The Council was not always good at promoting its positive work to address homelessness and there was often negative media coverage and poor perceptions

among the public. Individual organisations often promoted stories about their work but outcomes were actually the result of the whole Safer off the Streets Partnership and there were actions in the Strategy to improve public awareness of this.

- Members commented that many homeless people lived with friends and family temporarily, not the streets. Face-to-face interaction with Council staff was an important part of supporting people during a difficult time rather than having online forms as the only option. Officers responded that the lack of the usual 'front door' during the pandemic had been challenging although new ways of working had also provided benefits with feedback being received that many people were happy to interact virtually. It was recognised that some people did need to be seen face to face however. The design of the service was being developed and it seemed likely that there would be a hybrid model once buildings re-opened.
- Members suggested that media communications should utilise the JPEG, rather than PDF format as it was more easily seen and shared on social media.
- Members commented that homelessness represented a complex mix of issues and lack of knowledge of the housing market was one potential contributory factor. Former armed forces personnel might not be familiar with the housing system.
- Councillor Fox, seconded by Councillor Yasin proposed that the Committee recommends that the relevant Cabinet Member and Lead Officer liaises with the Armed Forces Covenant Officer for input in how to assist veterans with issues that affect them and consider adding this to the Strategy. This was UNANIMOUSLY agreed.
- Members commented that the suggested recommendations in the report implied that the Strategy would be approved by Cabinet, not Council. It was UNANIMOUSLY agreed to amend the wording to clarify that the Strategy would be sent to Cabinet for endorsement and on to Full Council for final approval.

## **RECOMMENDATIONS**

The Communities Scrutiny Committee **RESOLVED** to:

1. Endorse the Strategy and Action Plan to be taken forward to Cabinet for endorsement and onward approval by Full Council
2. Recommend that the relevant Cabinet Member and Lead Officer liaises with the Armed Forces Covenant Officer for input in how to assist veterans with issues that affect them and consider adding this to the Strategy.

## **ACTIONS AGREED:**

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

1. Note the contents and scrutinise the report and the accompanying Homelessness Strategy and Action Plan.
2. Request that the Head of Service, Housing Needs asks Tommy Kelly to review the Strategy, amend as appropriate and re-circulate to the Committee before approval.

## **45. DOMESTIC ABUSE SAFE ACCOMODATION STRATEGY**

The report was introduced by the Cabinet Member for Housing, Culture and Communities, accompanied by Head of Service, Community Safety and the Domestic Abuse and Sexual Violence Partnership Manager. The report allowed the Committee to scrutinise the Safe Accommodation proposed strategy which is required by Statute as part of the Domestic Abuse Act 202.

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

- The Domestic Abuse and Sexual Violence Partnership was helping to ensure outreach staff were deployed where they were needed, including in rural areas.
- The Partnership would soon be providing training to all Cross Keys Homes staff. Other providers were undertaking domestic abuse accreditation
- Members asked how COVID-19 had affected domestic abuse and support services for its victims. Officers responded that although the pandemic had been difficult, services were stepped up at an early stage and face to face meetings had recommenced as many people needed these. The pandemic exacerbated, rather than caused, domestic abuse and more referrals had been received in Peterborough compared with Cambridgeshire. The pandemic had improved public awareness of the issue.
- The organisation Refuge was distinct from the four refuges in Cambridgeshire and Peterborough. Refugees were primarily used by people from other areas because people were fleeing abuse.
- Members asked how the perpetrators of domestic abuse were supported to reform themselves, especially those committing one-off incidents as a result of pandemic-induced stress. Officers responded that although mental health might cause more conflict, it did not create more abuse. There was not much evidence to suggest that programmes for perpetrators were effective although the Partnership had worked with Peterborough City Council to produce interventions for stalking and instances of children abusing parents. As perpetrators might end up in the homelessness system, support was provided to help the other parent and children stay in the same area.
- Online abuse was considered part of Domestic Abuse if it involved former intimate partners or family members. Abuse might continue virtually after the end of a relationship.
- In the case of victims with no recourse to public funds who needed access to a refuge, the Partnership's frontline staff would process applications for the Domestic Violence Concession from the Government. This could take up to 10 days with people sometimes having to be housed temporarily in hotels, although this was avoided where possible. The Partnership worked creatively with the resources available to it.
- The Partnership would do all it could to help victims who were not eligible for support.
- The Partnership has proved successful in securing funding as funders could be confident it would be used well. Further information on the continuation of funding would be provided when the Government's autumn Budget was announced.
- Work to engage young people with the Council by the YMCA had only just begun but officers were confident of its success.
- Historical data on police call-outs for domestic abuse and sexual violence incidents extended back 20 years. Officers urged caution on drawing conclusions from this data as there had been considerable change in this time. It was more useful to analyse the most recent years.
- Incident rates now appeared to be stabilising.
- Members request that the Domestic Abuse and Sexual Violence Partnership Manager provides a training session to Members.
- Members noted that a great deal of domestic abuse referrals came from the police which suggested that the abuse had become sufficiently severe for their involvement and asked what was being done to intervene at an earlier stage. Officers responded that this was correct and the majority of victims found support information themselves and sought the help of family and friends; only calling the police when they feared for their immediate safety. Officers aimed to ensure there were support services available for people without them having to use statutory services.
- Members asked how well the Council promoted support services and what Councillors could do to assist with this. Officers responded that people needed to

know where to go as a first step and be directed appropriately but needed to be aware that funding would not necessarily be immediately available as this needed to be targeted at those with the most risk. Individual interventions were not effective in isolation and a bespoke support package needed to be developed for each person to help them as much as possible.

- It was agreed that the Head of Service, Housing Needs and the Partnership Manager would provide information to Members on the sources of support available.

#### **RECOMMENDATION:**

The Communities Scrutiny Committee **RESOLVED** to endorse the Peterborough Safe Accommodation Strategy for approval by Cabinet

#### **ACTIONS AGREED:**

The Communities Scrutiny Committee **RESOLVED** to

1. Scrutinise the Peterborough Safe Accommodation Strategy.
2. Request that the Domestic Abuse and Sexual Violence Partnership Manager provides a training session to Members.
3. Request that the Head of Service, Housing Needs and the Partnership Manager provide information to Members on the sources of support available

#### **46. 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. It was noted that the Task and Finish Group had rejected the Committee's recommendation regarding buddy voting due to this being impossible under the current legislation for Council meetings. This recommendation was therefore marked as completed.

Members queried why the recommendation on Selective Licensing from 12 March 2019 was still being monitored. Officers responded that this reflect the continuing development of the policy over this time.

#### **ACTIONS AGREED:**

The 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. Mark the two recommendations from 2 March 2021 as completed.

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

The Chairman 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.

Members requested that the Committee received a report on plans for the Peterborough Market before a final decision was made. It was agreed to this would be discussed at the next Group Representatives meeting and added to the Work Programme.

**ACTIONS AGREED:**

The Communities Scrutiny Committee **RESOLVED** to

1. Consider the current Forward Plan of Executive Decisions
2. Add an agenda item to the Work Programme on the future plans for Peterborough Market.

**48. WORK PROGRAMME 2021/22**

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.

Members commented that the agenda for 2 November 2021 was currently very large and would need to be reduced at the Group Representatives Meeting.

**ACTIONS AGREED:**

The Communities Scrutiny Committee **RESOLVED** to add an agenda item to the Work Programme on the future plans for Peterborough Market (requested under minute item 47 above - Forward Plan of Executive Decisions).

**49. DATE OF NEXT MEETING**

2 November 2021 – Communities Scrutiny Committee  
17 November 2021 – Joint Scrutiny of the Budget

CHAIRMAN

7pm – 8.53pm

<b>COMMUNITIES SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 5.</b>
<b>2 NOVEMBER 2021</b>	<b>PUBLIC REPORT</b>

Report of:	Michael Kelleher, Assistant Director, Place and Economy	
Cabinet Member(s) responsible:	Cllr Steve Allen, Cabinet Member for Housing, Culture and Communities	
Contact Officer(s):	Jo Bezant, Prevention and Enforcement Manager, Housing Ian Phillips, Head of Communities and Partnerships Integration	Tel. 07920160802 07415881802

**SELECTIVE LICENSING CONSULTATION**

RECOMMENDATIONS	
<b>FROM:</b> Michael Kelleher, Assistant Director, Place and Economy	<b>Deadline date:</b> n/a
<p>It is recommended that the Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>1. Reviews and scrutinises the proposals for the new Selective Licensing Scheme as part of the public consultation.</li> <li>2. Comments and responds to the public consultation on the Scheme as it sees fit prior to consideration by Cabinet and/or the relevant Cabinet Member</li> </ol>	

**1. ORIGIN OF REPORT**

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

**2. PURPOSE AND REASON FOR REPORT**

2.1 The Selective Licensing Scheme ended on 31 October 2021. To introduce a new scheme the Council must undertake a consultation of at least 10 weeks and seek approval from the Secretary of State before any new scheme can commence.

2.2 This report is for 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. Housing need (including homelessness, housing options and selective licensing)

2.4 The Selective Licensing Scheme aims to improve the quality of private rented housing within the city through a mixture of advice, guidance and enforcement where required. This directly supports the council's strategic priorities:

- **To keep all our communities safe, cohesive and healthy**
- **To 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	N/A
Date for relevant Council meeting	N/A	Date for submission	TBC

if applicable		to Government Dept.	
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#### 4. BACKGROUND AND KEY ISSUES

4.1 Peterborough is one of the fastest growing cities in the country. Latest statistics show there are around 86,832 private rented properties in Peterborough equating to 35.6% of the city's total housing stock (Source: Council Tax). By contrast, the social rented sector represents 5% of the city's housing stock.

In England, the social rented sector is subject to comprehensive regulatory regimes which actively promote the interests of tenants and ensure that social landlords take a proactive approach to addressing their tenants' needs. Social landlords tend to maintain their properties to a higher standard than required by the Housing Act 2004 and are responsible for dealing with other issues such as ASB and waste management problems such as fly tipping.

In contrast, there is no similar regime to regulate the private rented sector. Local authorities can take statutory action when problems arise. However, the council can only intervene after the event and nearly always because a tenant complains. However, tenants are often too frightened to complain for fear of retaliatory or "revenge" eviction. Research from Citizens Advice (2018) found that private renters in England who formally complain about issues such as damp and mould in their home have an almost one-in-two (46%) chance of being issued an eviction notice within 6 months.

Selective Licensing allows local authorities to adopt a much more proactive approach to raising housing standards as licensing conditions are primarily aimed at good practice to prevent problems arising.

4.2 Peterborough City Council's current Selective Licensing Scheme began in December 2016 and will expire on 31 October 2021. In encouraging landlords to meet their responsibilities through proactive engagement, licensing inspections and monitoring and enforcement work, it is hoped that we can make the city a better place to live and work for all residents.

In Peterborough, the proactive approach enabled by the current Selective Licensing Scheme has allowed more than 7,300 licensed dwellings to be inspected as of September 2021. Details of the impact of the current scheme are detailed in appendix 1 – 2016 Selective Licensing Review.

Since Peterborough City Council's current Selective Licensing Scheme began there have been numerous developments the most significant of which are:

- The number of new rental units in the city continues to increase both by conversion and new developments
- The Grenfell fire emphasised the increased need for fire safety in residential properties
- The Covid-19 pandemic

The current guidance on Selective Licensing sets out the statutory criteria for making a designation. Local authorities can designate an area for selective licensing for five years, but must first demonstrate the evidence for their concerns, look at alternative approaches and consult widely. Details of the proposed scheme and consultation can be found in Appendix 2 – SL consultation document.

A 12 week public consultation will be launched from 1 December 2021 to seek views on the scheme locations, fees and terms and conditions of the licence. The consultation will include:

- A letter to each household in the proposed Selective Licensing area/s and adjacent wards outlining the scheme
- Press notice and social media content
- Member briefing pack with full details of the proposed scheme
- Stakeholder engagement with landlords across the city

- Regular online Q&A sessions for the public to ask questions and provide feedback
- Updated website content with a comprehensive Frequently Asked Questions section
- Dedicated email address for the public to contact

A copy of the consultation questionnaire can be found at Appendix 3 – Consultation Questions.

### **Qualifying conditions and process for selective licensing designation**

The process of evidence gathering and consultation prior to designation is rigorous and challenging. Where the proposed designation covers either 20% of the total geographic area of the authority or 20% of the total privately rented stock. The council has reviewed the data it holds to understand how the private rented market has changed over the five years. Private rented accommodation now makes up 25.3% of housing in Peterborough (up from 19% in 2016). Using the council tax data the council holds, an up-to-date assessment has been of areas which have a) a higher percentage of private accommodation than the Peterborough average and b) meets at least five out of the six criteria for selective licensing to be introduced. Evidence details can be found in Appendix 4 – Selective Licencing Evidence Base 2021.

The application process for selective licensing designation is complex and rigorous and approval is not guaranteed. Approval is subject to recommendation from the Department for Levelling Up, Housing and Communities and is at the discretion of the Secretary of State.

Licences contain conditions with which the applicant must comply over the life of the property licence. Local authorities inspect properties in the area and enforce compliance with the conditions of the licence. A copy of the proposed conditions can be found in Appendix 5 – Licence Conditions.

The licence requires payment of a fee, part A due at the point of application which covers processing of the application and part B due at point of issue which supports the associated enforcement scheme. Details of the proposed fees are contained within Appendix 2.

A map showing the current and proposed areas can be found in Appendix 6.

## **5. CONSULTATION**

5.1 It is proposed that a 12 week public consultation commences on 1 December 2021 to seek views on the scheme locations, fees and terms and conditions of the licence. The consultation will include:

- A letter to each household in the proposed Selective Licensing area/s and adjacent wards outlining the scheme
- Press notices and social media content
- Member briefing pack with full details of the proposed scheme
- Stakeholder engagement with landlords across the city
- Regular online Q&A sessions for the public to ask questions and provide feedback
- Updated website content with a comprehensive Frequently Asked Questions section
- Dedicated email address for the public to contact

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

6.1 Selective Licensing schemes will help improve the standard of private rented housing within the city helping to provide safe and warm homes for residents. This in turn will keep people safe and help to address the underlying conditions that can lead to poor mental and physical health outcomes.

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

- 7.1 Proposals for a new Selective Licensing scheme are due to be submitted to Government in 2021 and will include the outcome of the public consultation event. Comments and recommendations made by the Scrutiny Committee members will be considered as part of the public consultation process.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 To cease operating a Selective Licensing scheme within the city. This option has been rejected as it will likely lead to a deterioration of housing conditions, housing management and poorer outcomes for tenants.

## **9. IMPLICATIONS**

### **Financial Implications**

- 9.1 None at this stage, however the new scheme will require additional staffing and operation costs which will be met from the fees introduced. It should be noted that councils are not permitted to charge fees in excess of the costs associated with running the scheme.

The Selective Licencing team is an integral part of the Council's housing enforcement service and without the income generated by the scheme the team could not continue, and the Council's ability to provide a joined up and seamless approach to housing enforcement will be reduced. This could result in a budget pressure to continue to provide a coherent service if the new proposed Selective Licencing scheme is not approved.

### **Legal Implications**

- 9.2 The council operates the Selective Licensing Scheme set out in the Housing Act 2004 and with approval from the Secretary of State.

### **Equalities Implications**

- 9.3 None identified

### **Rural Implications**

- 9.4 N/A

### **Carbon Impact Assessment**

- 9.5 The Selective Licensing Scheme helps to modernise and improve housing standards in the city. Where housing does not meet acceptable standards, landlords are required to make improvements which may lead to greater energy efficiency outcomes.

## **10. BACKGROUND DOCUMENTS**

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

- 10.1 None.

## **11. APPENDICES**

Appendix 1 – 2016 Selective Licensing Review  
Appendix 2 – SL consultation document  
Appendix 3 – Consultation Questions  
Appendix 4 – Selective Licensing Evidence Base 2021  
Appendix 5– Proposed Selective Licensing Conditions  
Appendix 6 – Map

## **Selective Licencing Review**

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### **Introduction**

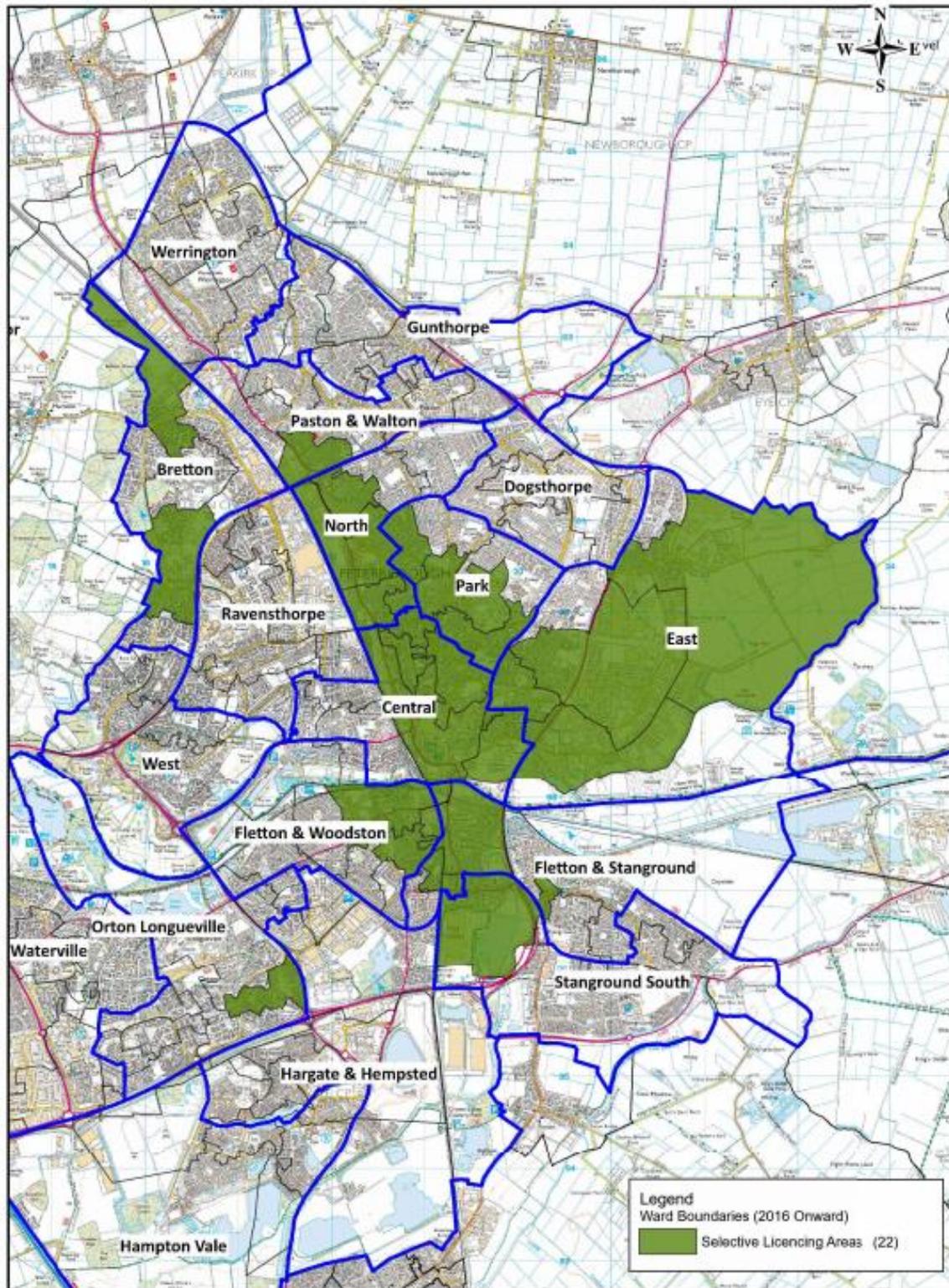
In March 2016 the City Council adopted a Selective Licencing scheme which was developed and consulted on in 2015. The application stated:

*Providing affordable, warm, safe and secure housing is essential to helping communities to thrive. The significant impact a person's housing has on their health and well-being is widely recognised. Housing is a key factor for health with worse health outcomes linked to poorer areas. The improvement of housing conditions will enable better living conditions, reduce illness and promote better achievement in the local population, particularly in education and employment levels.*

*The private rented sector has grown in the City and the quality of some of the rented accommodation in certain areas of the City is very poor, with landlords exploiting tenants and putting their health at risk due to their living conditions. Therefore the City Council is proposing selective licencing in certain areas of the City to contribute to the raising of the housing conditions in the private rented sector and therefore the health and wellbeing of our residents.*

The map below shows the Selective Licencing areas from 2015.

## Peterborough Selective Licencing Areas 2015 (LSOA)



The scheme had several conditions:

- Housing demand

- Anti-social behaviour
- Housing conditions
- Migration
- Deprivation
- Crime

Each condition was measured by local metrics available at LSOA level. These informed the proposal of the areas covered by the scheme. This paper reviews the key metrics used as a baseline for the development of the scheme in each condition, and compares the most up to date available figure (between October 2020 – January 2021) to the baseline to evaluate what has changed. The metrics are set out in Appendix 1.

This paper analyses activity in response to received complaints, mapping postcodes of location of complaints to LSOAs. It then reviews changes in housing condition. This relates to the first objective, to improve housing conditions.

The paper then discusses changes in the housing demand, anti-social behaviour, deprivation and crime conditions. This relates to the second objectives, to improve residents' health and well being. No information was available on migration which was comparable to the baseline figure.

### **Key conclusions**

- Housing complaints / enforcement activity – 2,764 complaints were received about properties in SL area, approximately 153 per quarter.
- Housing conditions – overall, the percentage of dwellings with hazards has fallen across the city. Several LSOAs in the SL area have reduced category 1 hazards the most of any LSOAs in the city; reductions in category 2 hazards as proportion of dwellings is more evenly distributed.
- Housing demand – the population of Peterborough has grown, with the population in the SL area growing faster than the rest of the city. The number of dwellings has increased more than in the rest of the city. The amount of private rented stock has increased more in the SL area than in the rest of the city.
- Average house prices have increased in a majority of the Selective Licencing areas. In 6 LSOAs the increase has been as much as the average increase across the city.
- Anti-social behaviour in the city has fallen, although it has not fallen as much in the SL area as in the non-SL area. Incidents of ASB occurred at roughly double the rate in the SL area in 2019-20 as they did in the non-SL area.
- Flytipping has increased significantly across the city. It has increased more than the citywide and non-SL areas in the Selective Licencing area. The SL area has a higher rate than the citywide and non-SL areas.
- Rubbish accumulation incidents decreased, in all areas. The SL area still has a higher rate than the city average and the non-SL area.

- In the Selective Licencing area, across 4 of the 5 indices of deprivation, there has been improvement compared to the rest of the country, in the sense that fewer LSOAs are in more deprived deciles in 2019 compared to 2015. However, the Education and Skills index has slightly worsened.
- Across the city, crime has increased from 80 crimes per 1,000 to 107 crimes per 1,000. In the SL area the rate has increased but not by as much, although it is still higher at 182.2 crimes per 1,000 in 2019-20. In the non-SL area, crime is lower at 82.9 crimes per 1,000 people, but has increased from 56.7 crimes per 1,000 in 2015.

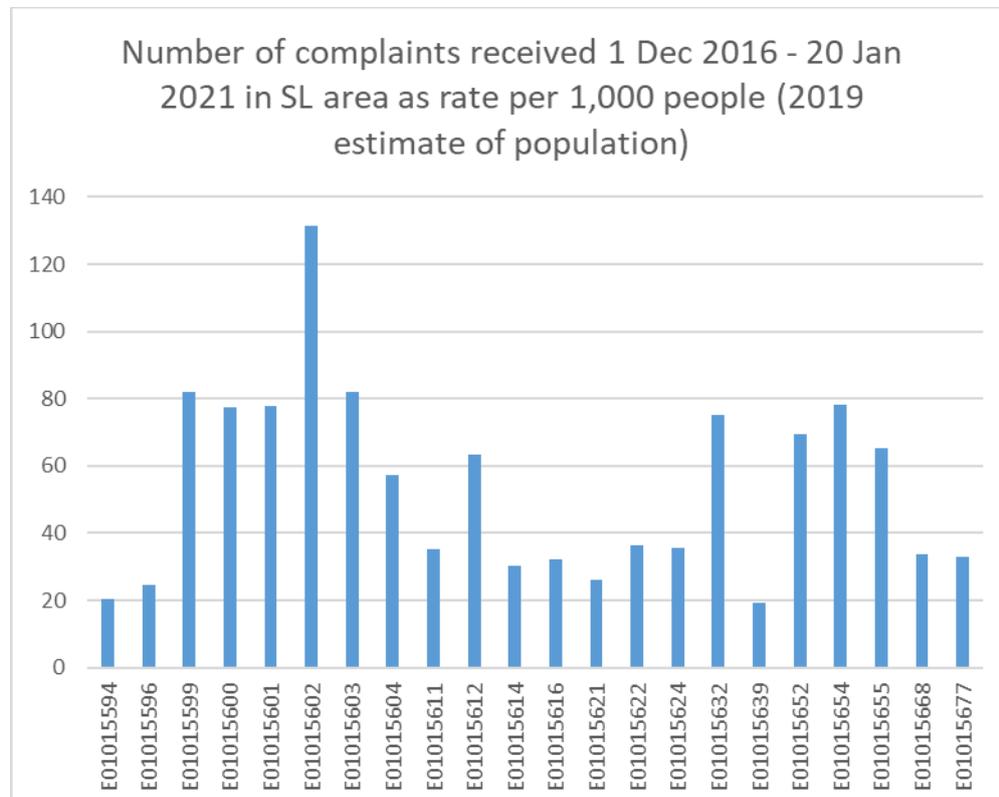
## Housing Complaints / Enforcement Activity

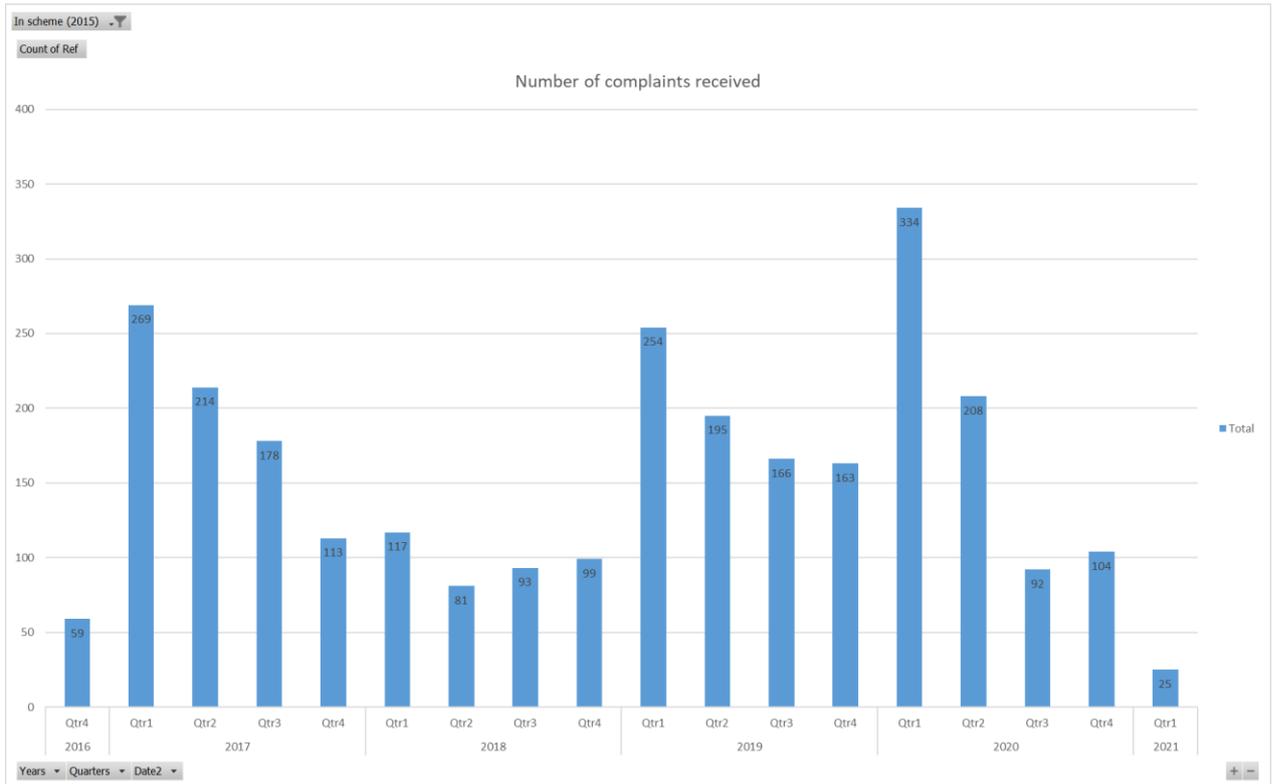
A dataset of complaints received and logged between 1 December 2016 and 20 January 2021 was extracted from M3. The postcodes were cleaned and LSOA of the centre of the postcode area was identified. The LSOA was the geographical unit used to determine the SL area. Based on LSOA, complaints were allocated as in or out of SL area. This gives the following results:

Total complaints	4453
Postcodes identified following cleaning	4399 (98.8%)
LSOA of postcode of complaint in SL area	2764
LSOA of postcode of complaint outside SL area	1689

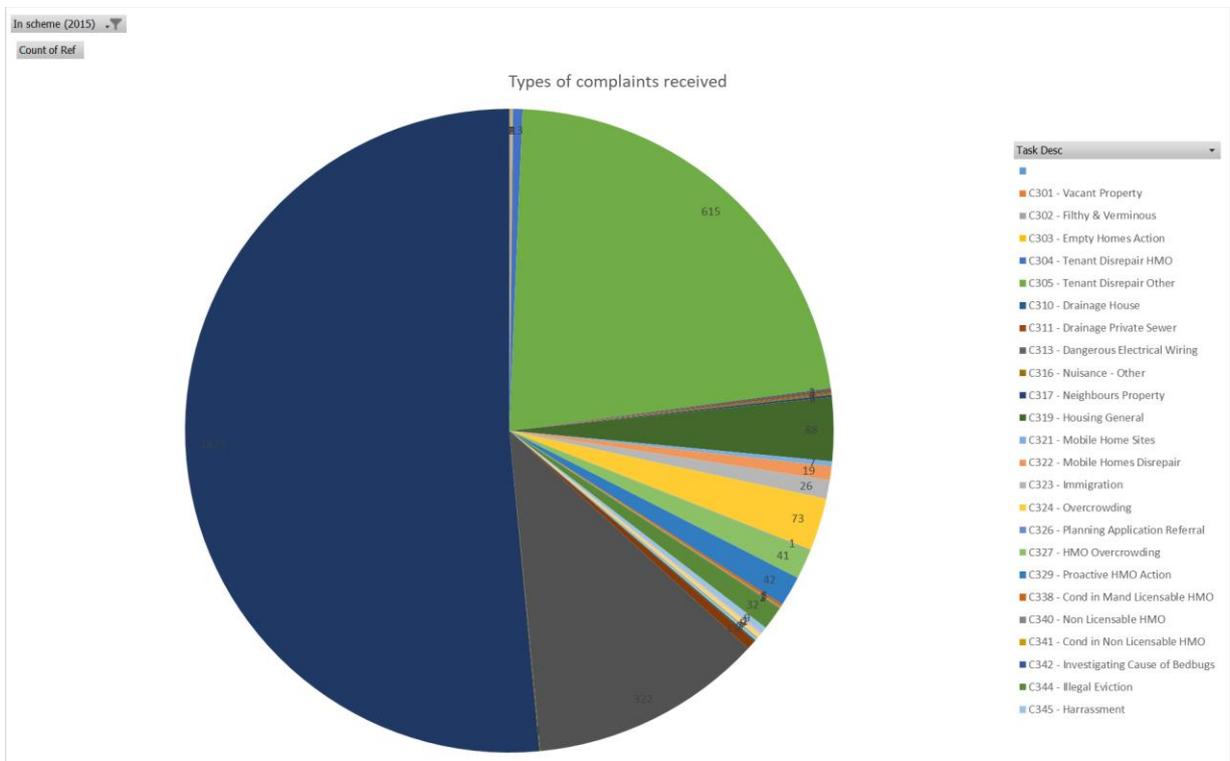
LSOAs and postcode sectors are not coterminous. More details here <https://geoportal.statistics.gov.uk/datasets/06938ffe68de49de98709b0c2ea7c21a>. States, 'Postcodes are best-fitted by plotting the location of the postcode's mean address into the areas of the output geographies'.

Of the LSOAs in the SL area, this method identified an average of 56.2 complaints received per 1,000 people in each LSOA (2019 population estimate). This compares to an average of 11 per 1,000 people in the non-SL area (2019 population estimate).



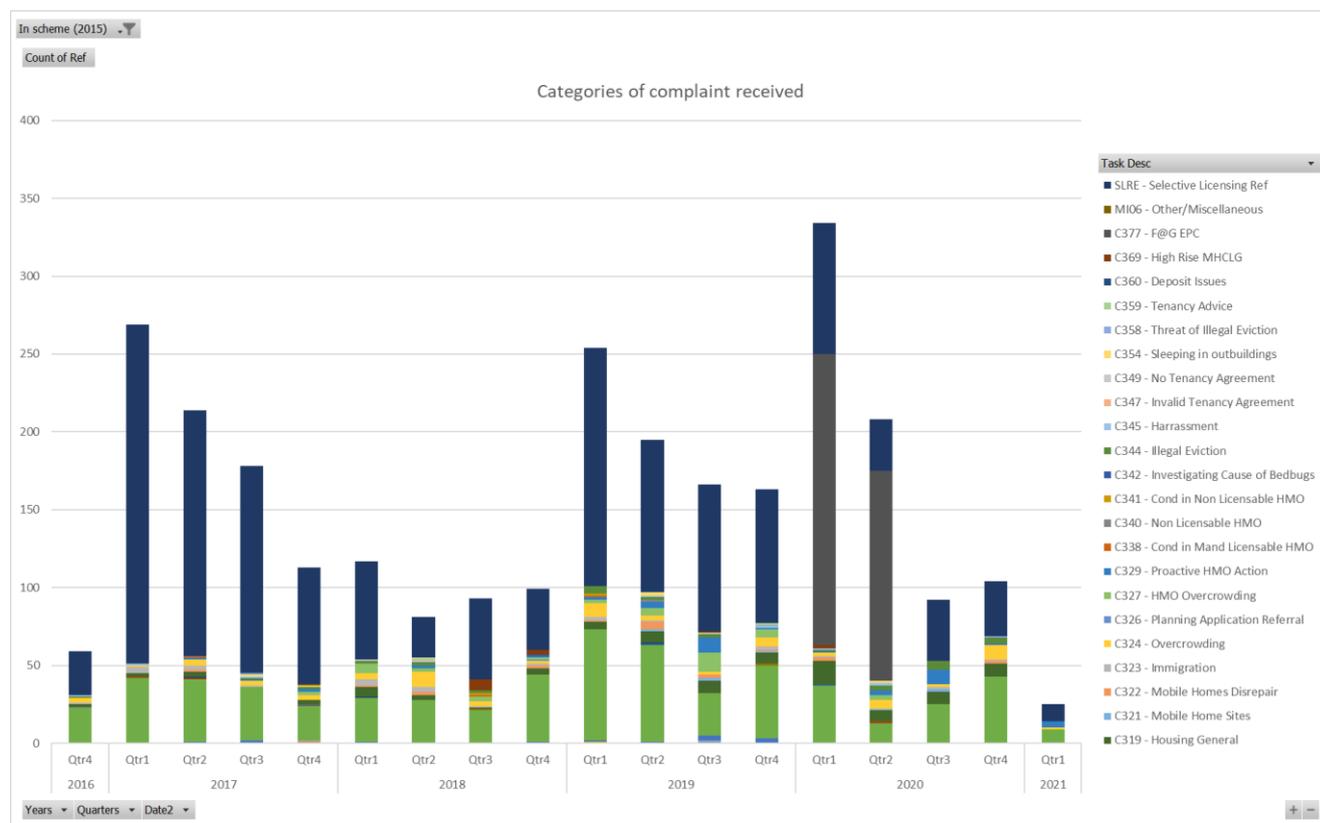


On average there were 153 complaints received relating to properties in the SL area per quarter.



51% of complaints were categorised as 'SLRE - Selective Licensing Ref'. 12% were categorised as 'C377 - F@G EPC'. 22% were categorised as 'C305 - Tenant Disrepair Other'.

(this category was only used during Q1 and Q2 of 2020). 3% were categorised as ‘C319 – Housing General’. 3% were categorised as ‘C324 – Overcrowding’.

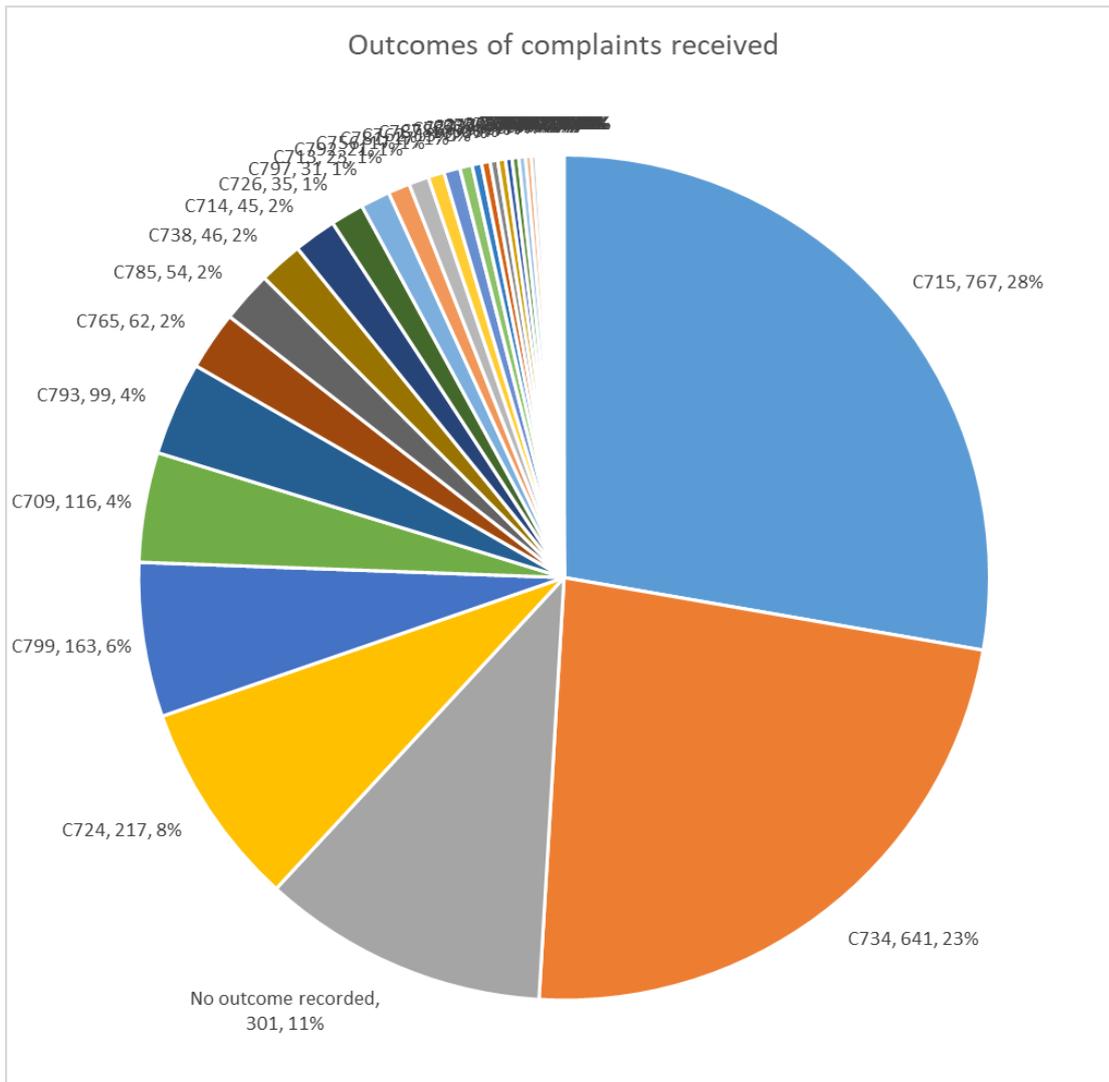


Complaint type	In scheme area?		Grand Total
	No	Yes	
		1	1
C301 - Vacant Property	7	1	8
C302 - Filthy & Verminous	1	2	3
C303 - Empty Homes Action		1	1
C304 - Tenant Disrepair HMO	19	13	32
C305 - Tenant Disrepair Other	961	615	1576
C310 - Drainage House	9	2	11
C311 - Drainage Private Sewer	8	3	11
C312 - Disconnection	3		3
C313 - Dangerous Electrical Wiring	1	2	3
C316 - Nuisance - Other	3	2	5
C317 - Neighbours Property	8	3	11
C319 - Housing General	85	88	173
C321 - Mobile Home Sites	17	7	24
C322 - Mobile Homes Disrepair	19	19	38
C323 - Immigration	37	26	63
C324 - Overcrowding	137	73	210
C326 - Planning Application Referral	1	1	2
C327 - HMO Overcrowding	49	41	90

C329 - Proactive HMO Action	61	42	103
C336 - Mandatory Licensable HMO	10		10
C338 - Cond in Mand Licensable HMO	7	3	10
C340 - Non Licensable HMO	1	1	2
C341 - Cond in Non Licensable HMO	1	2	3
C342 - Investigating Cause of Bedbugs	3	1	4
C344 - Illegal Eviction	33	32	65
C345 - Harrassment	13	9	22
C347 - Invalid Tenancy Agreement		1	1
C348 - No Rent Book	1		1
C349 - No Tenancy Agreement	1	2	3
C354 - Sleeping in outbuildings	19	5	24
C356 - Notice To Quit	1		1
C357 - Withdrawal of Services	1		1
C358 - Threat of Illegal Eviction	5	3	8
C359 - Tenancy Advice	7	2	9
C360 - Deposit Issues	2	2	4
C369 - High Rise MHCLG	2	13	15
C377 - F@G EPC	121	322	443
MI06 - Other/Miscellaneous		1	1
SLRE - Selective Licensing Ref	34	1423	1457
TSC - Trading Standards Case	1		1
<b>Grand Total</b>	<b>1689</b>	<b>2764</b>	<b>4453</b>

‘SLRE’ types of complaints were proactive work by the enforcement team rather than reactive work prompted by a contact from the public. ‘F@G EPC’ were also proactive. Removing these from the total gives a total of 20.7 ‘reactive’ complaints per 1,000 people in the SL area, and 10.0 complaints per 1,000 people in the non-SL area (2019 population estimate).

Outcomes of complaints were as follows:



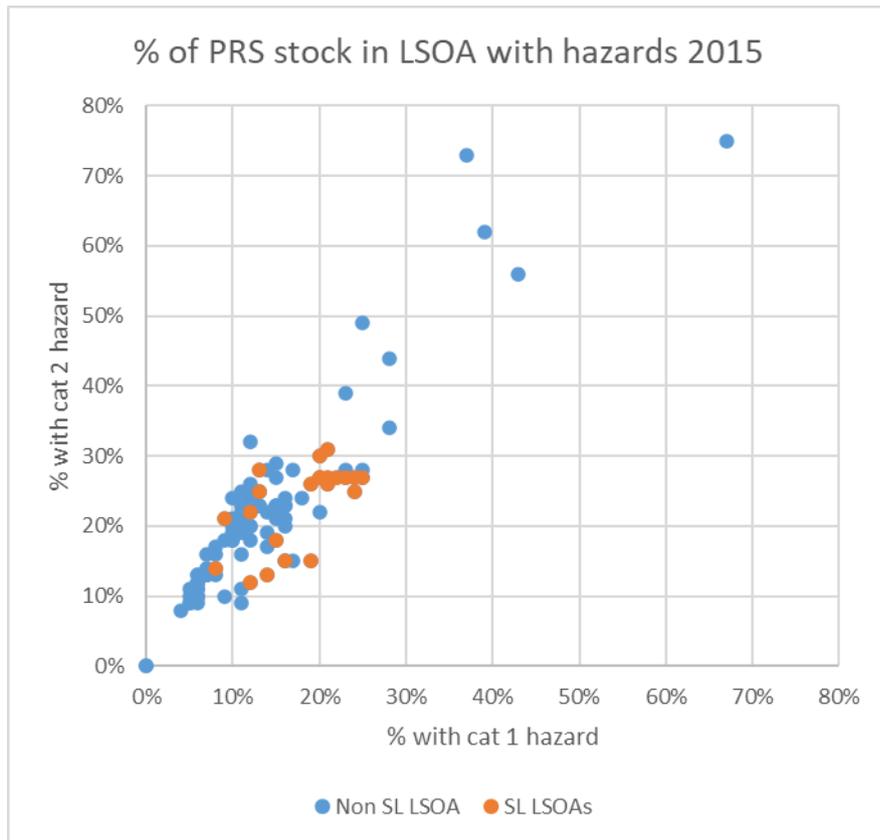
[Need look up about what these categories mean – Jo Colverson is pulling out the table]

Consider cross-tab of complaint categories and outcomes

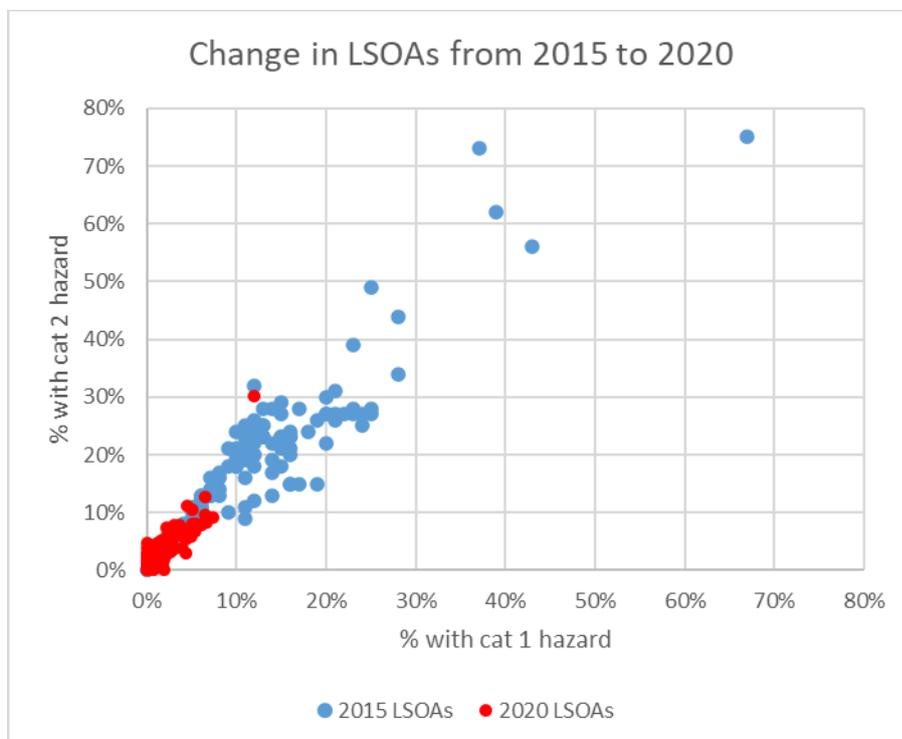
**Housing conditions**

The housing conditions area is measured by the proportion of private rented stock which has a hazard, by LSOA.

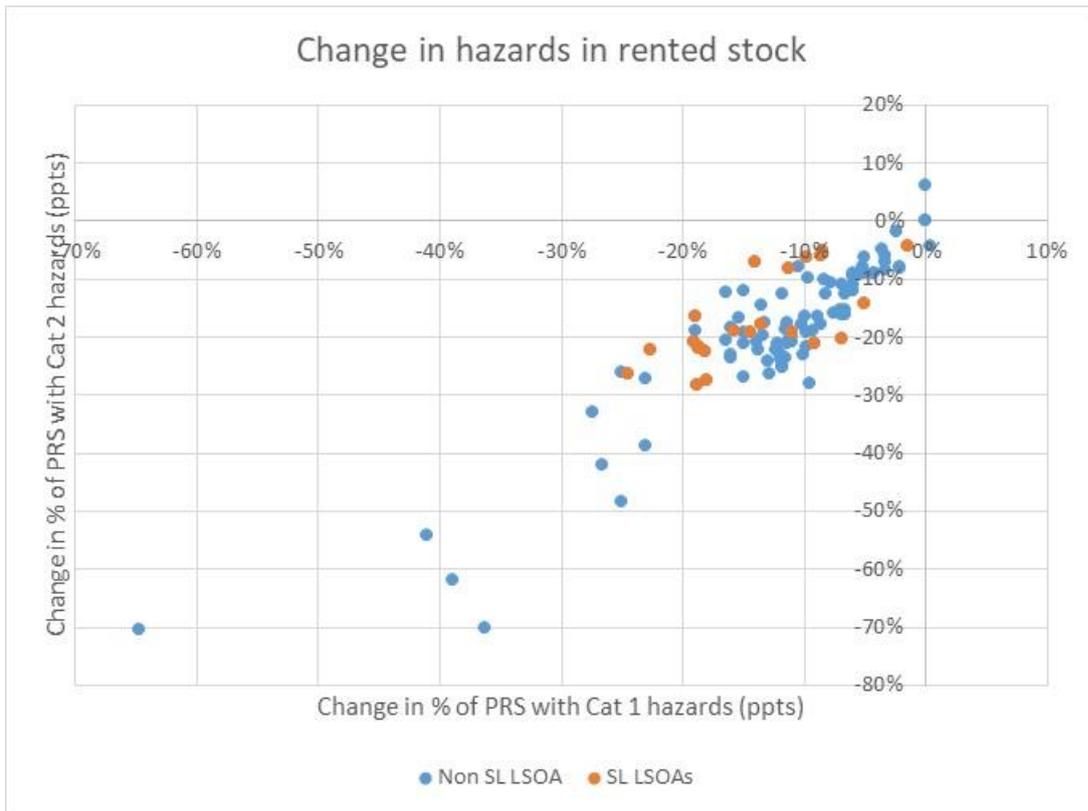
In 2015, there was a wide range of difference between different LSOAs (SL LSOAs are shown in orange).



Overall, since then, the picture has improved and the majority of LSOAs have a lower proportion of private rented stock with hazards.

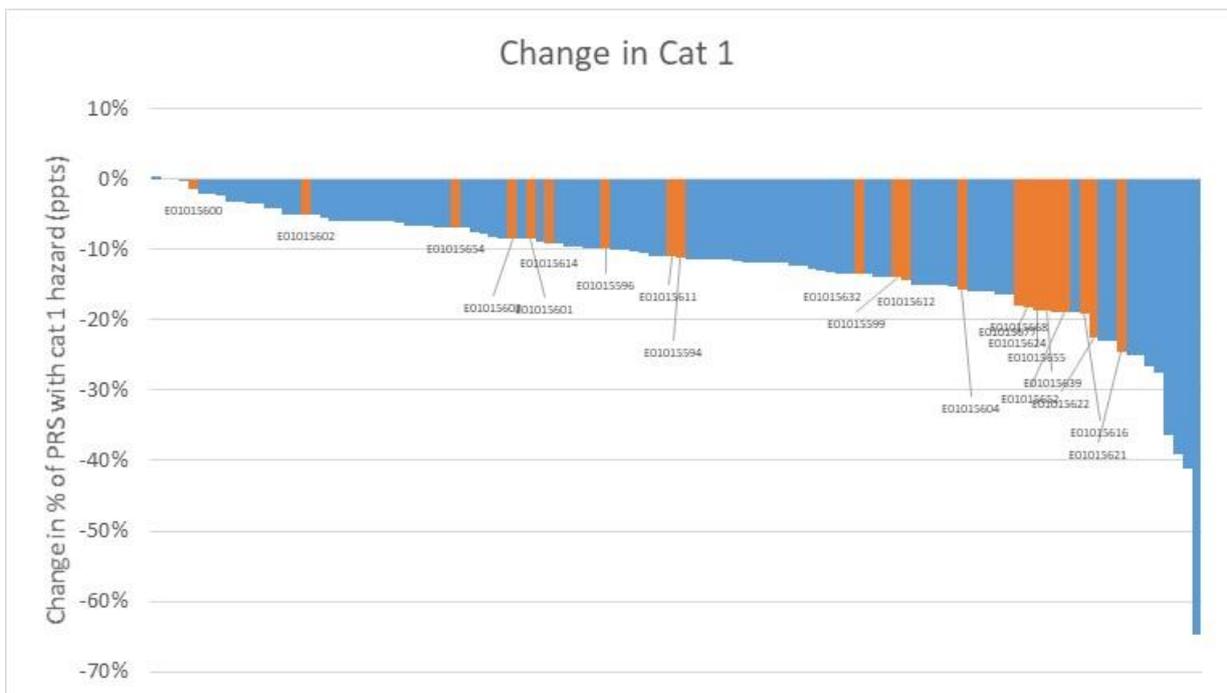


Change between 2015 and 2020, with SL LSOAs identified specifically, is shown on the following chart:

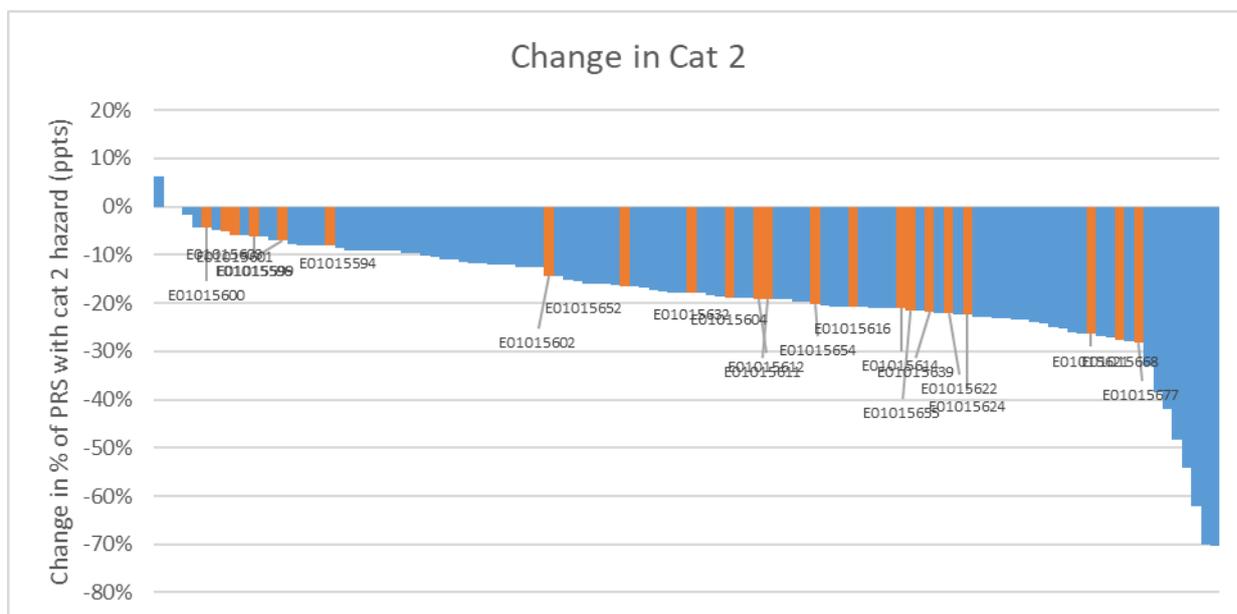


This shows that all SL LSOAs have a lower proportion of category 1 or category 2 hazards in private rented stock.

The amount of change varies across the SL LSOAs. Several have seen more of a decrease than most LSOAs in the city (LSOAs on the right hand side of the chart below).



The LSOAs in the SL area have all seen a decrease in category 2 hazards – although there is not a clear pattern for that group of LSOAs in particular.



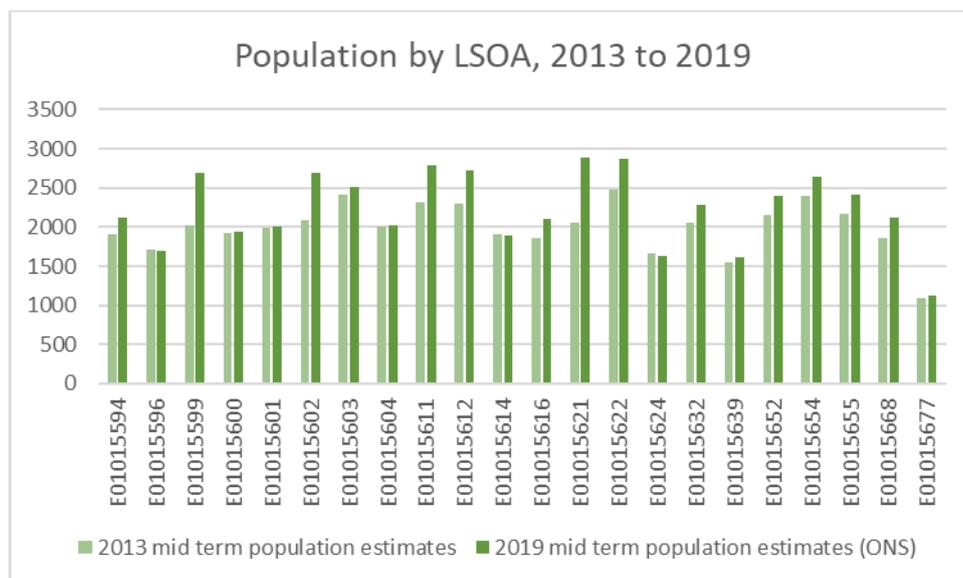
Code	LSOACode2015	Ward	% of PRS stock in LSOA with a Cat1 hazard 2015	% of PRS stock in LSOA with a Cat1 hazard (Unique Properties) 2020	Change in Cat 1 %pts	% of PRS stock in LSOA with a Cat2 hazard 2015	% of PRS stock in LSOA with a Cat2 hazard (Unique Properties) 2020	Change in Cat 2 %pts
Peterborough 011C	E01015594	Bretton North	14%	3%	-11%	13%	5%	-8%
Peterborough 009B	E01015596	Bretton North	12%	2%	-10%	12%	6%	-6%
Peterborough 014A	E01015599	Central	19%	5%	-14%	15%	8%	-7%
Peterborough 014B	E01015600	Central	8%	7%	-1%	14%	10%	-4%
Peterborough 012A	E01015601	Central	16%	7%	-9%	15%	9%	-6%
Peterborough 014C	E01015602	Central	9%	4%	-5%	21%	7%	-14%
Peterborough 010A	E01015603	Central	15%	7%	-8%	18%	13%	-5%
Peterborough 010B	E01015604	Central	21%	5%	-16%	26%	7%	-19%
Peterborough 013B	E01015611	East	12%	1%	-11%	22%	3%	-19%
Peterborough 014D	E01015612	East	20%	6%	-14%	27%	8%	-19%
Peterborough 013D	E01015614	East	13%	4%	-9%	25%	4%	-21%
Peterborough 013F	E01015616	East	22%	3%	-19%	27%	6%	-21%
Peterborough 017A	E01015621	Fletton and Woodston	25%	1%	-24%	27%	1%	-26%
Peterborough 016A	E01015622	Fletton and Woodston	24%	1%	-23%	25%	3%	-22%
Peterborough 017C	E01015624	Fletton and Woodston	20%	2%	-18%	27%	5%	-22%
Peterborough 010C	E01015632	North	19%	5%	-14%	26%	8%	-18%
Peterborough 021B	E01015639	Orton Longueville	21%	2%	-19%	27%	5%	-22%
Peterborough 012C	E01015652	Park	24%	5%	-19%	27%	11%	-16%
Peterborough 012E	E01015654	Park	13%	6%	-7%	28%	8%	-20%
Peterborough 014E	E01015655	Park	23%	4%	-19%	27%	5%	-22%
Peterborough 017E	E01015668	Stanground Central	20%	2%	-18%	30%	2%	-28%
Peterborough 010E	E01015677	Walton	21%	2%	-19%	31%	3%	-28%

## Housing Demand

### Population

In Peterborough, the population has grown from 188,373 residents (as at mid-2013, ONS estimate, used in the development of the selective licencing area) to an estimated 202,259 residents (mid-2019 ONS estimate, latest available at time of writing). This is a 7% increase overall.

Within the Selective Licencing area, the population growth has not been even:

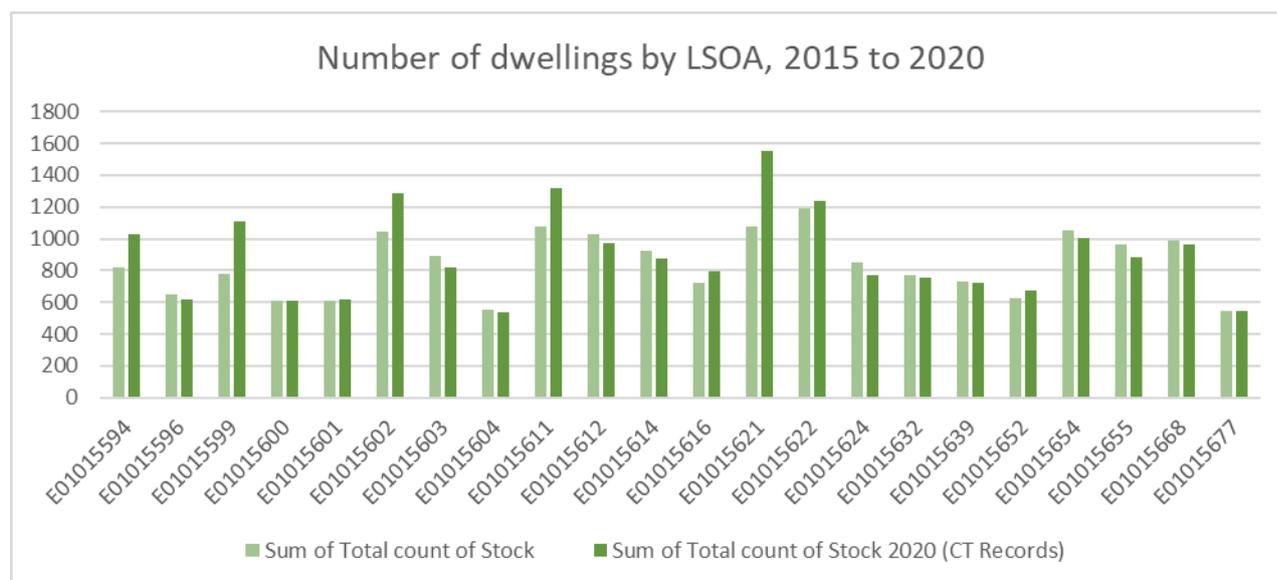


Overall in the area, the population has grown from 43,913 to 49,178 (an increase of 12%, faster than the city overall, and faster than the non-SL area, which grew by 6% from 144,460 to 153,081). In 13 out of 22 LSOAs, the population has grown by more than 10%, with more growth in some areas. In 5599 (Central) population has grown by 33%, in 5602 (Central) population has grown by 29%, and in 5621 (Fletton and Stanground) it has grown by 40%.

### Dwellings

The number of dwellings in Peterborough has also grown to 86,832 dwellings (CT Records 2020), which is an increase from the 2015 BRE House Condition Report which recorded 82,401 dwellings. This is a 5% increase overall.

In the Selective Licensing area, the number of dwellings in total has grown from 18,481 to 19,691, a 6.5% rise of 1,210 dwellings. In the non-SL area, the number of dwellings has grown from 63,920 to 67,141, a 5% increase.



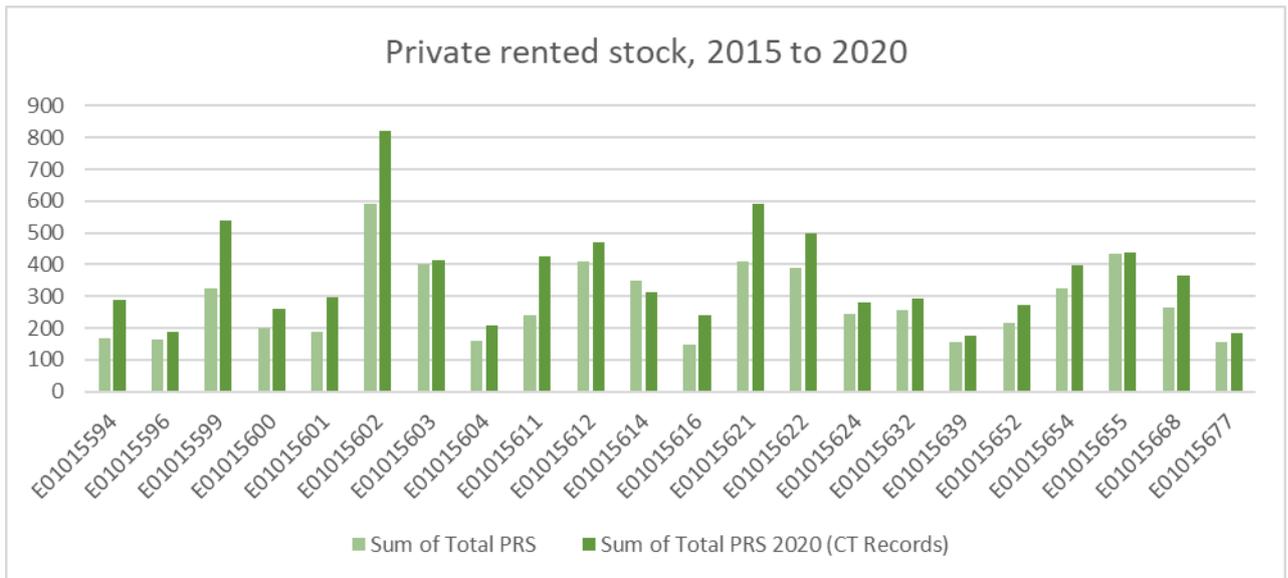
The growth has not been evenly spread. 18 out of 22 LSOAs have seen less than 10% change +/-, and some have seen a lot more. 5599 (Central) has seen the number of dwellings grow by 42%, 5602 (Central) has seen dwellings grow by 23%, 5611 (Central) has grown by 29.5%, 5616 (East) has grown by 55%, 5621 (Fletton and Stanground) has grown by 44%.

### Private rented

In most areas the amount of private rented stock has increased. Across the whole city, 16,353 privately rented dwellings have swelled to 21,823 (a 33% increase). Previously 20% of the city's housing stock was rented, since 2015 it has grown to 25%.

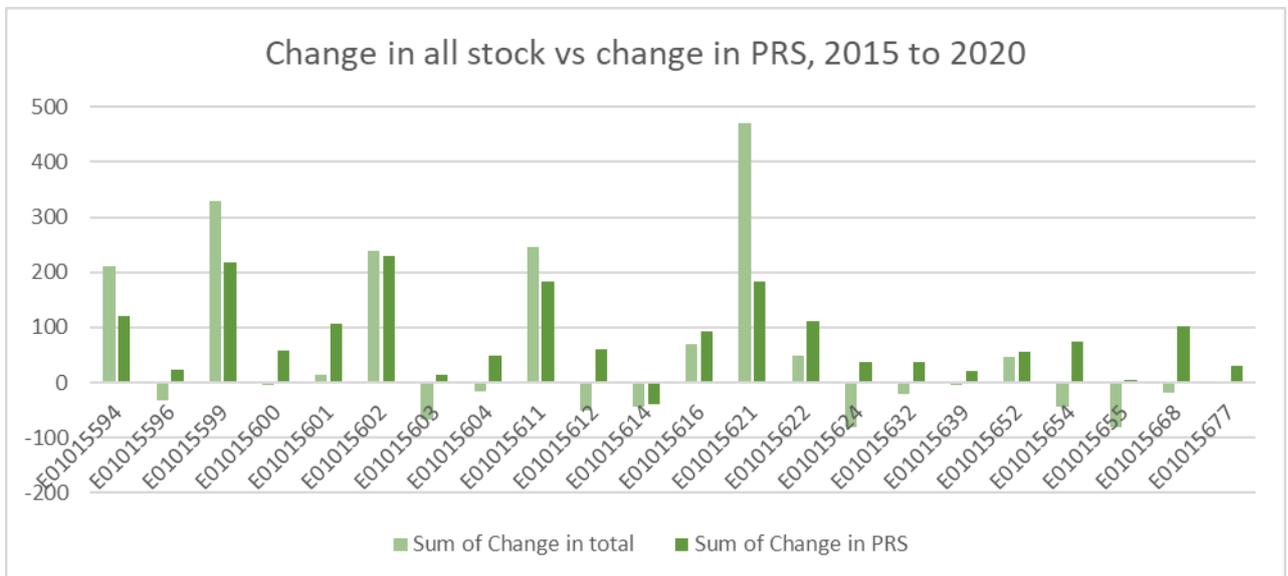
In the Selective Licencing area, the number of private rented dwellings has increased from 6,205 to 7,980 (1,775 dwellings), an increase of 29%. In 2015 35% of total stock in the SL area was private rented, since then it has grown to 41%. In the non-SL area, the number of private rented dwellings has increased from 10,148 to 13,843, an increase of 36%. In 2015 12% of the non-SL stock was rented, since then it has grown to 20%.

The total contribution of the private rented stock has stayed approximately similar, with the Selective Licencing area contributing 38% of the total private rented stock of the city in 2015 while rising slightly to 40% in 2020.



LSOAs that have increased their total amount of private rented stock by more than the citywide trend (a 33% increase) are 5594 (Bretton), 5599 (Central), 5601 (Central), 5602 (Central), 5611 (East), 5616 (East), 5621 (Fletton and Stanground), 5668 Stanground Central).

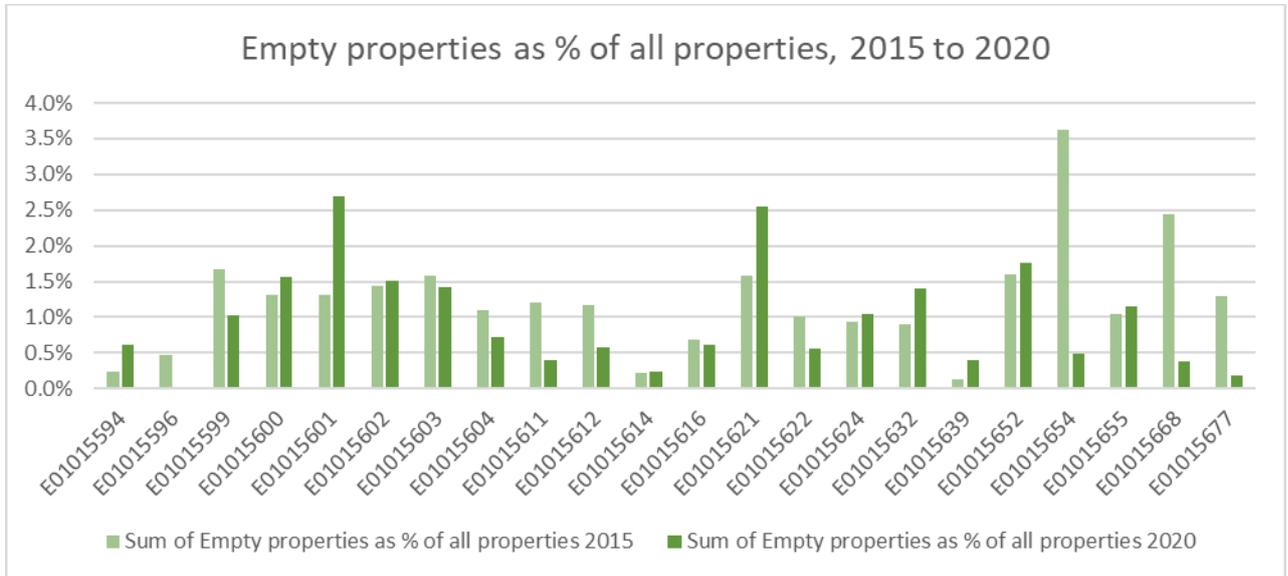
In cases where there was a large increase in total stock, the increase in PRS has generally been slightly smaller than the total increase. However, there are many LSOAs where the total stock has fallen and the PRS has increased.



### Empty Properties

Overall in the whole city, the number of properties that are empty has stayed the same (540 in 2015, 541 in 2020), although the percentage has decreased slightly given the increase in the number of dwellings (0.7% in 2015 compared to 0.6% in 2020).

In the Selective Licencing area, the number of empty properties has decreased from 235 to 210 (1.2% of all properties decreasing to 1.0%). In the non-SL area, the number of empty properties has increased from 305 (0.4%) to 331 (0.4%).



In 5601 (Central) and 5621 (Fletton and Stanground) the proportion of empty properties has increased more than other areas. In 5654 (Park) and 5668 (Stanground South) the proportion of empty properties has decreased significantly. In 18 of 22 LSOAs the proportion of empty properties was above the city average in 2015; in 2020 it was only 14.

**House prices**

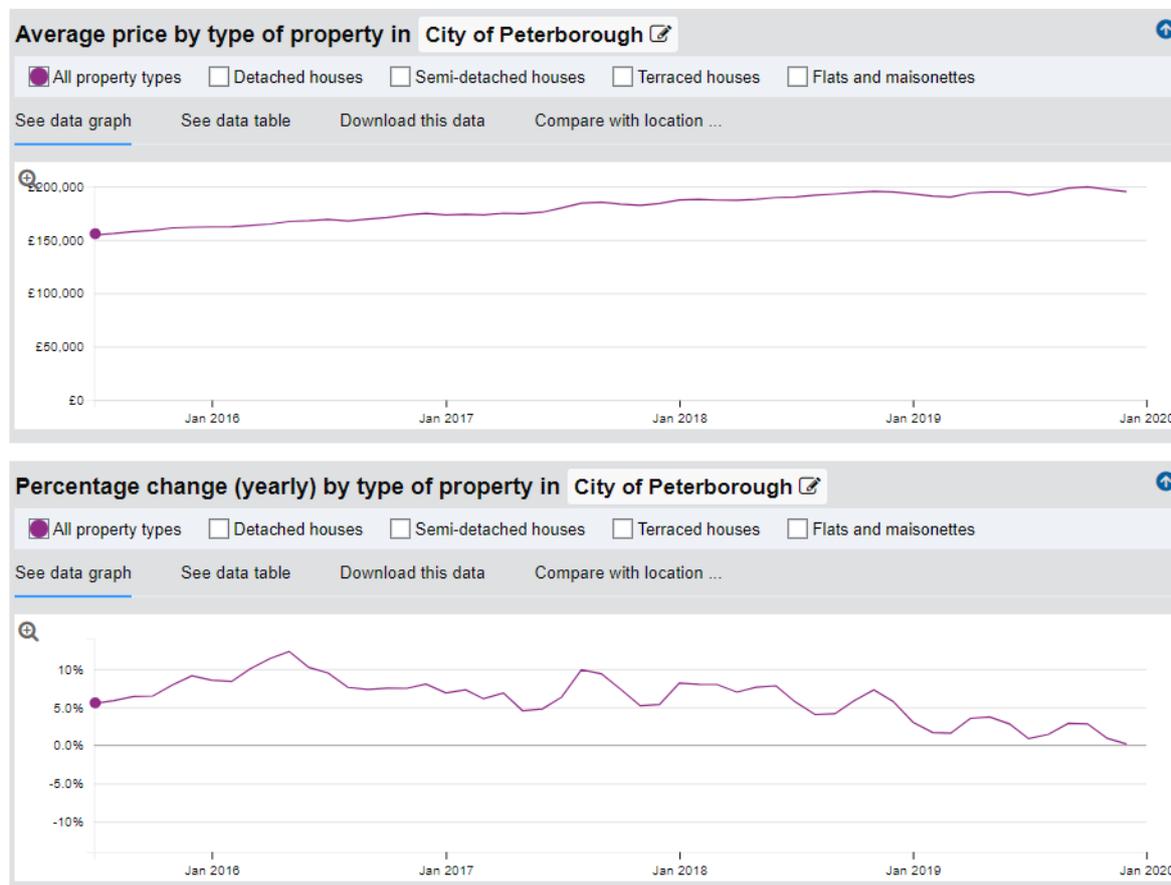
The ONS produces a House Price Index which allows assessment of house price change over the period. In mid-2015, one average in Peterborough a house cost approx. £154,000. At the end of 2019 the average price had increased to £195,000, an increase of 27%. The rate of change slowed towards the second half of the period. The data from the ONS is shown below:

## House Price Statistics

City of Peterborough for July 2015 to December 2019

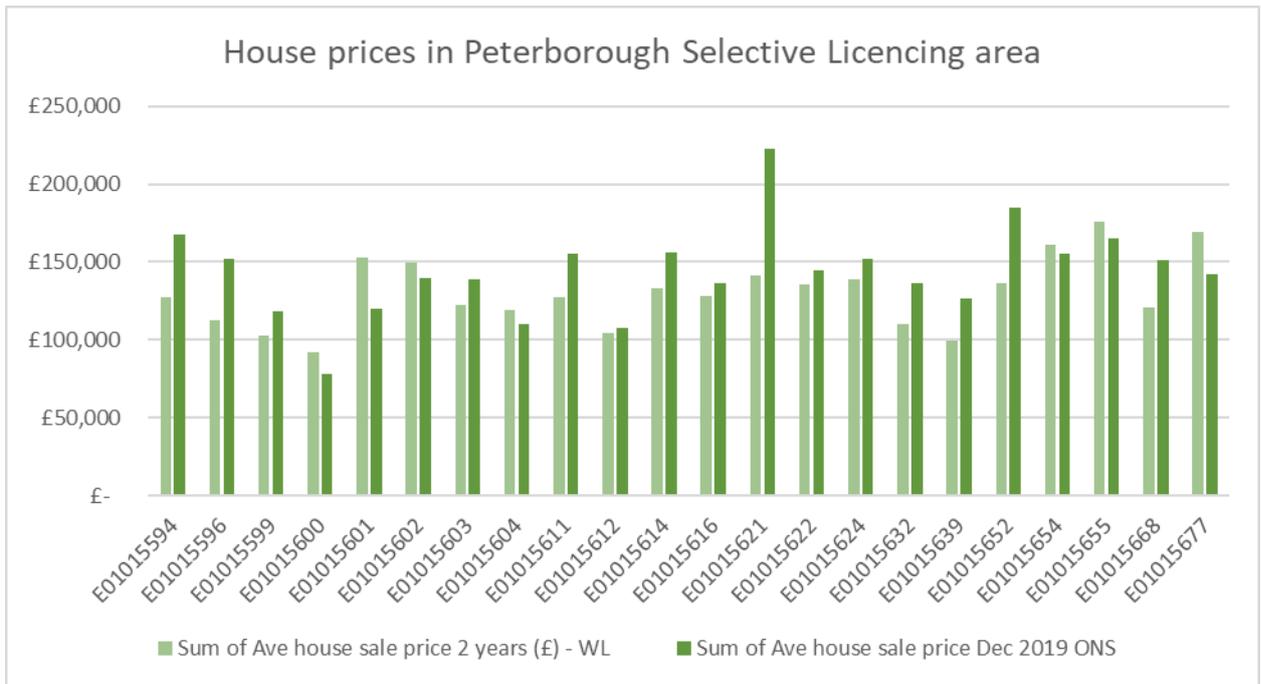
### Type of property

Track the index, average price and both monthly and annual change for all property types or focus on one in particular.

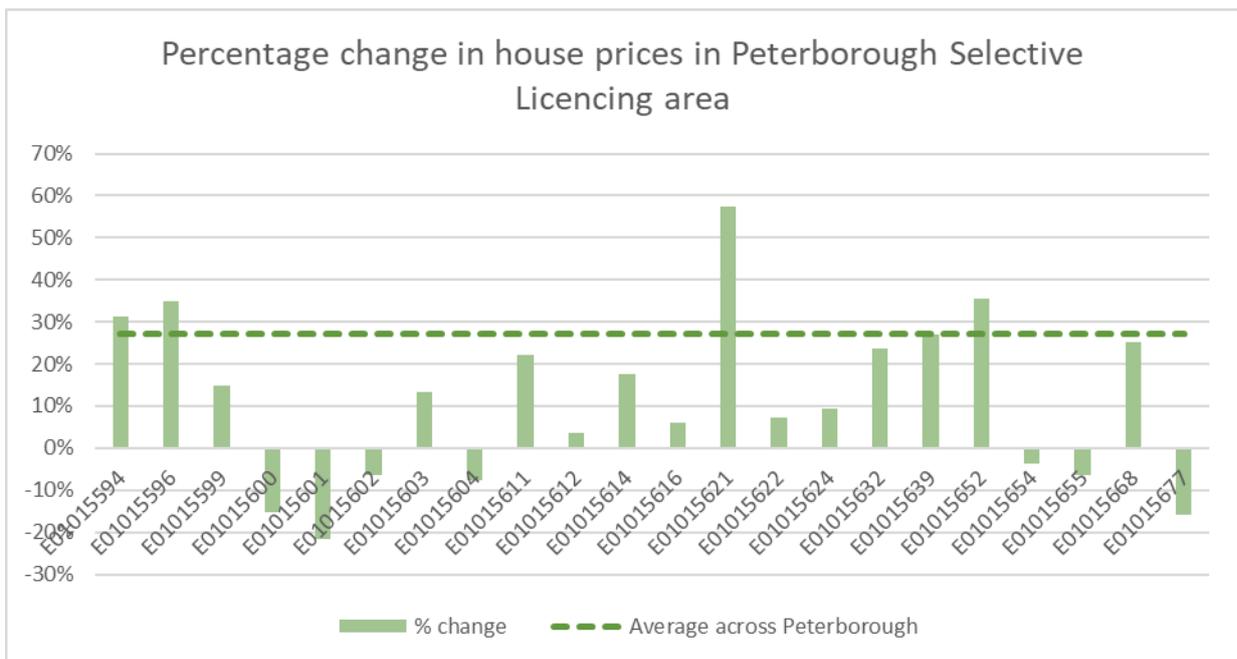


Source: <https://landregistry.data.gov.uk/app/ukhpi/browse?from=2015-07-01&location=http%3A%2F%2Flandregistry.data.gov.uk%2Fid%2Fregion%2Fcity-of-peterborough&to=2019-12-01&lang=en>

In the Selective Licencing area, house prices have increased in 15 LSOAs in the selective Licencing area, and decreased in 7 of 22 LSOAs.



The next graph shows the percentage change compared to the overall citywide change:



If the tenure of the properties sold in the area was different then that could have an impact on average cost, for example if small flats were built and sold then the average cost of each transaction would be lower.

## Anti-social behaviour and enviro-crime

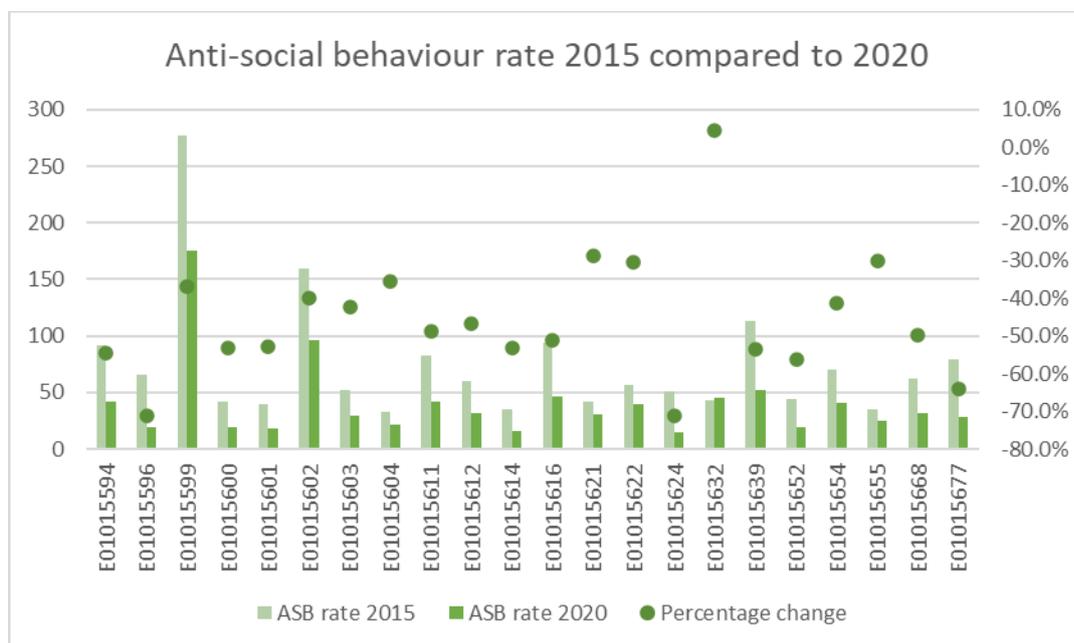
### Anti-social behaviour

In 2015 the citywide rate for anti-social behaviour was 44.2 incidents per 1,000 people over the year. This reduced to 25.7 in 2020 – a 38% reduction in rate.

ASB incidents in the Selective Licencing area made up 38.6% of all ASB incidents in the city in 2015, and approximately the same figure in 2020 (40.4%).

The rate of ASB incidents fell from 73.3 per 1,000 in the SL area to 42.7 per 1,000, a 35% reduction in rate. In all but one of the LSOAs in the Selective Licencing area, the rate of ASB fell. In 5632 (North) the number of incidents increased by nearly 5% (from 89 to 103 incidents recorded in the year). In the non-SL area, there were 5,112 ASB incidents in 2015 and 3,095 incidents in 2019-20, a change in rate from 35.4 per 1,000 people to 20.2 per 1,000, or a 39% decrease.

In most LSOAs the rate of ASB fell by more than the citywide average. The ones where it fell by less than the citywide average were 5599 (Central), 5602 (Central), 5604 (North), 5621 (Fletton and Stanground), 5622 (Fletton and Stanground), 5654 (Park), and 5655 (Park).

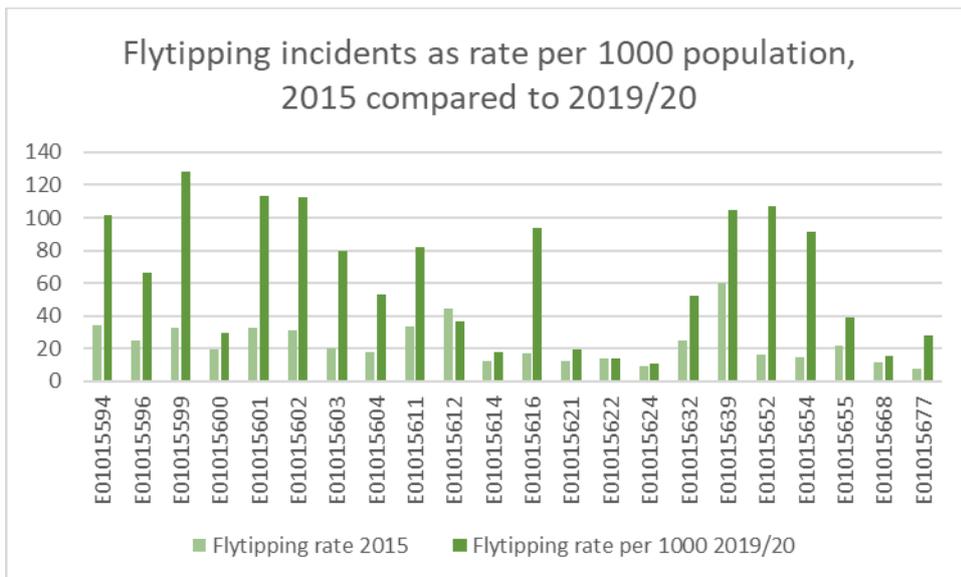


### Flytipping

Across the city, recorded flytipping incidents increased in 2020 compared to 2015. There were 2,913 incidents in 2015 and 8,412 in 2020, a 189% increase. The rate of flytipping incidents increased from 15 per 1,000 people to 42 per 1,000 people.

Across the Selective Licencing area, flytipping incidents increased from 1,028 to 3,184, a 210% increase. The rate increased from 23.4 incidents per 1,000 to 64.7 per 1,000. In the non-SL area, the number of incidents increased from 1,885 to 5,228, a 177% increase, increasing from 13 incidents per 1,000 people to 34.2 per 1,000.

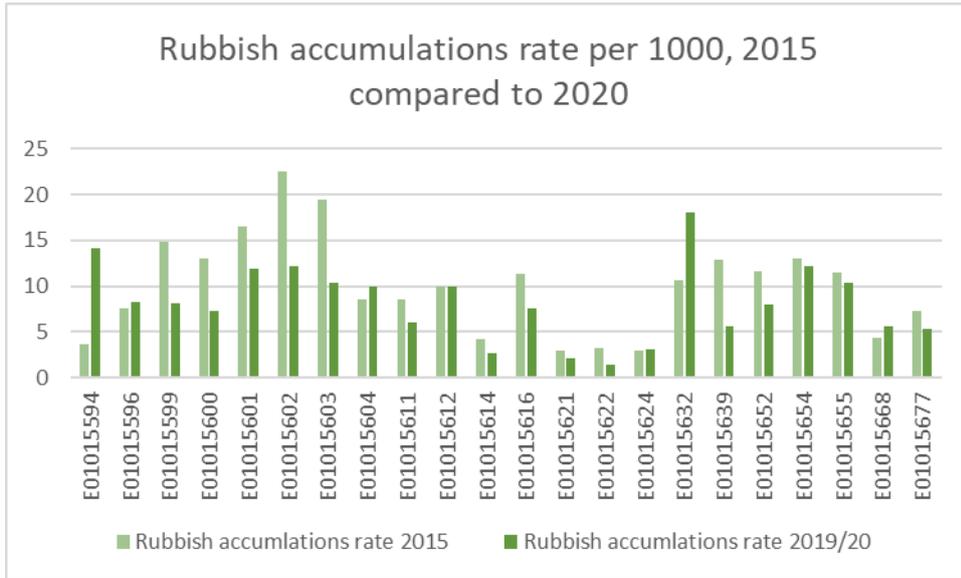
Nearly all LSOAs in the area experienced an increase in flytipping. 11 out of 22 experienced a larger increase than the citywide average. LSOAs which experienced the highest rise (more than 400%) were 5599 (Central), 5616 (East), 5652 (North), 5654 (Park).



### Rubbish accumulations

Across the city, rubbish accumulations decreased over the period, from 976 incidents to 952, a change in rate from 5.1 per 1,000 to 4.7 per 1,000. Incidents in the Selective Licencing area also decreased from 449 to 407, a decrease from 10.2 incidents per 1,000 people to 8.3 incidents per 1,000. Incidents in in the non-SL area increased from 527 to 545, although population increase means the rate stayed approximately stable at 3.6 incidents per 1,000 people.

Numbers of incidents are small but all LSOAs except 2 (5994 Bretton, 5632 North) have approximately the same rate or a decrease over the period.



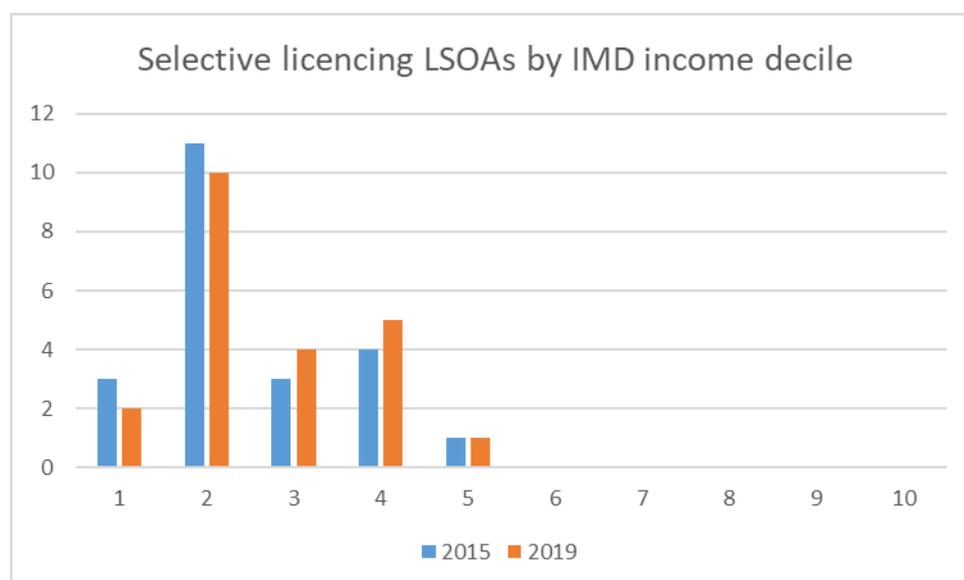
## Deprivation

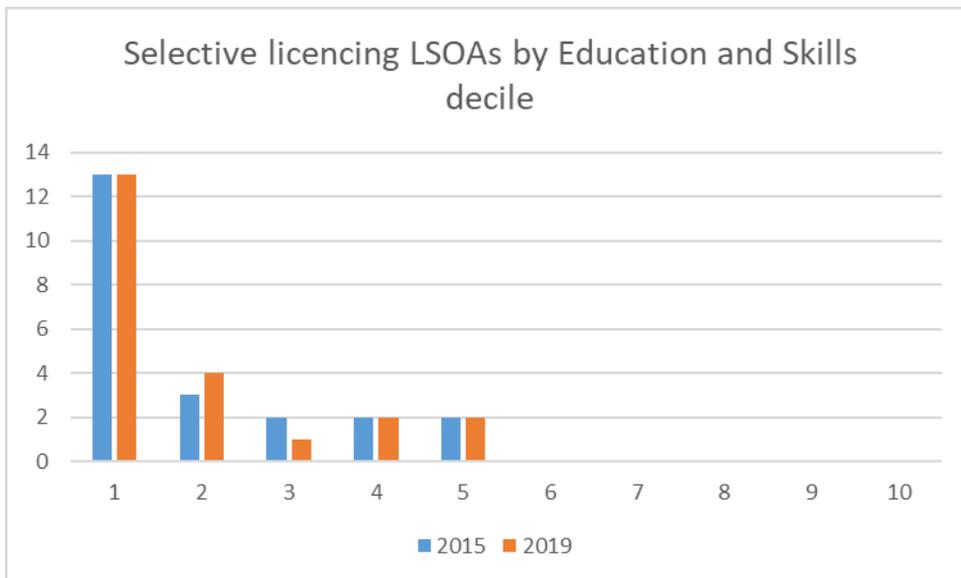
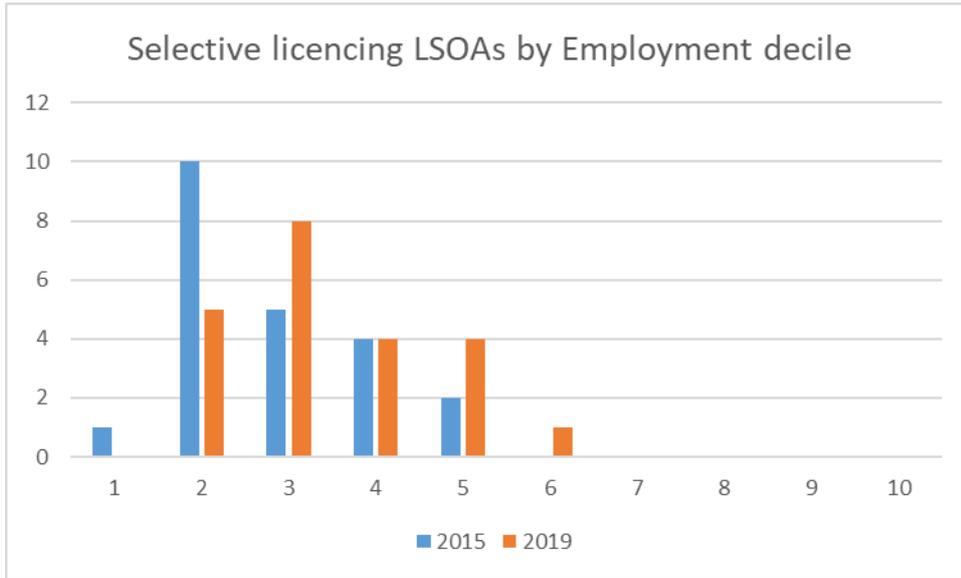
### Index of Multiple Deprivation

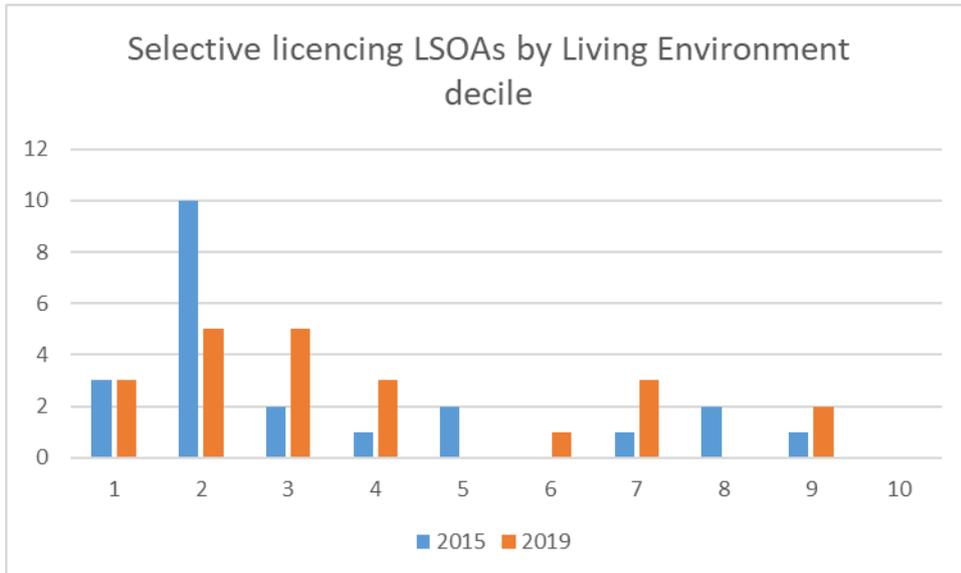
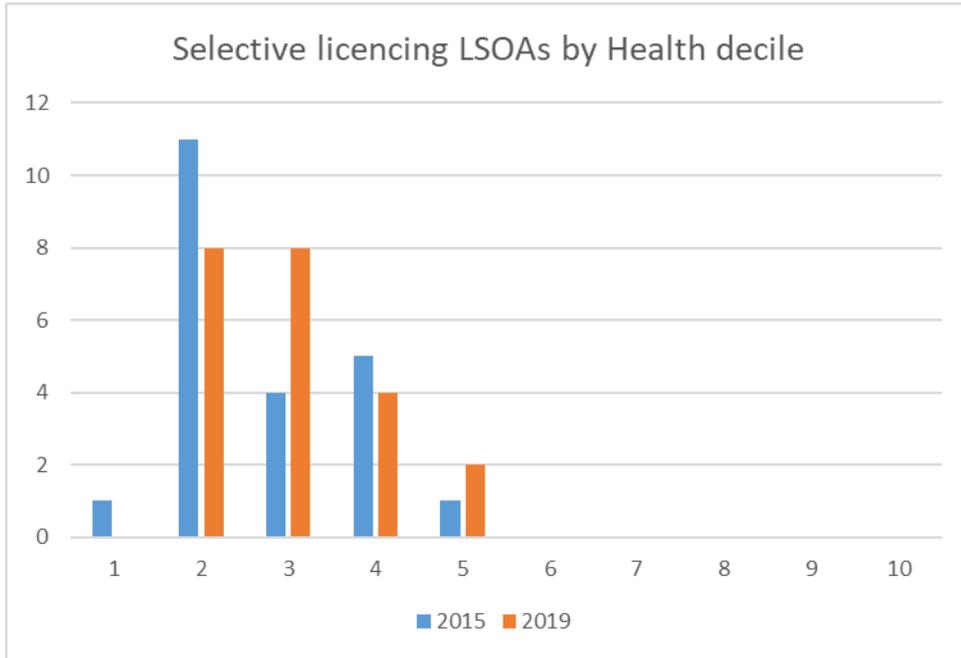
The Index of Multiple Deprivation is made up of individual indices. Each of these is calculated from a basket of indicators. Some of the indicators used in the calculations are used in other parts of this paper. However, the indices used below are not based on indicators which are used elsewhere, and provide a general overall guide as to what an area is like when measured by a selection of indicators in the general area of the index topic. Relevant indices are income, employment, education and skills, health and living environment.

The 2015 dataset is not directly comparable with the 2019 dataset. We can look at it relatively, by comparing each LSOA to all LSOAs in the country. The IMD produces this information in deciles. LSOAs in the 1<sup>st</sup> decile are amongst the most deprived 10% of all LSOAs in the country as measured by the basket of indicators which make up the index. Movement down a decile means that, relative to the rest of the country, the LSOA has decreased in deprivation in the topic measured by the index.

In the Selective Licencing area, across 4 of the 5 indices, there has been improvement compared to the rest of the country, in the sense that fewer LSOAs are in more deprived deciles in 2019 compared to 2015. However, the Education and Skills index has slightly worsened.





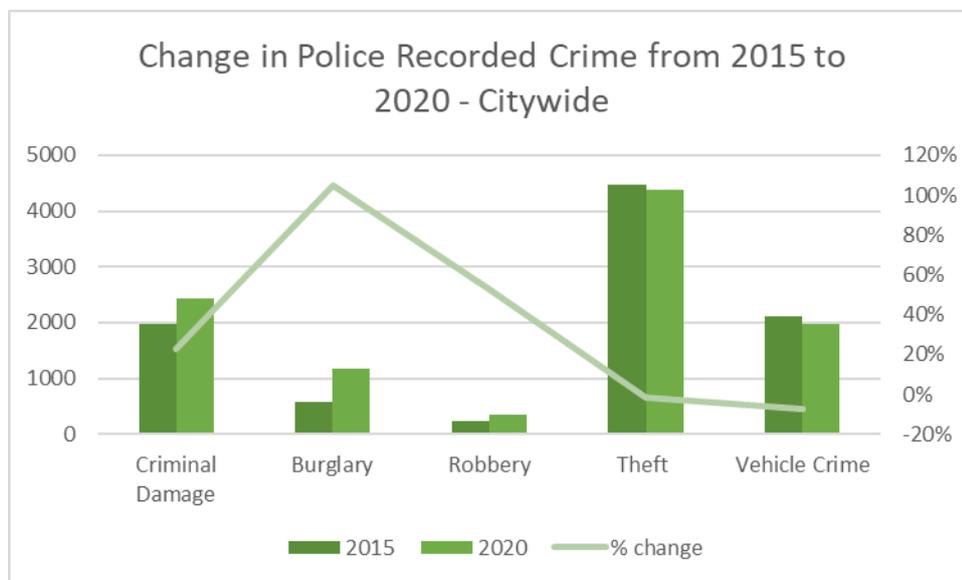


## Crime

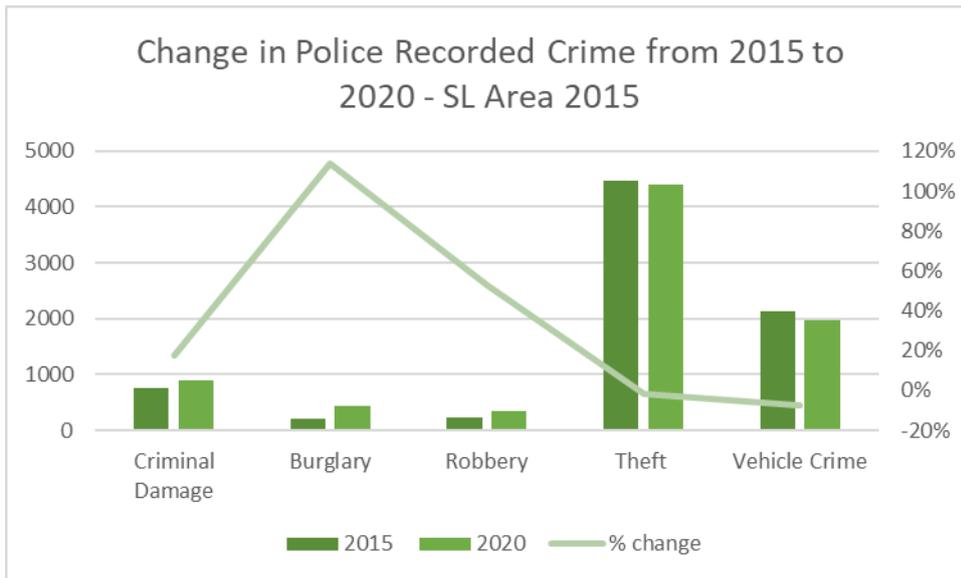
In city overall, there were 15,074 recorded crimes in 2015 and 21,653 in 2019-20. The crime rate went up from 80 per 1,000 in 2015 to 107 per 1,000 in 2019-20. This represents an increase of 34% in rate.

Nationally, between June 2015 and March 2020 there was a 30% increase in the number of police recorded crimes as shown in the graph below. This is largely attributed to improvements in police recording procedures. The rate of crimes recorded per 1000 population increased from 74 to 81 per 1000 population. This represents an increase of 9% in rate per 1000 population.

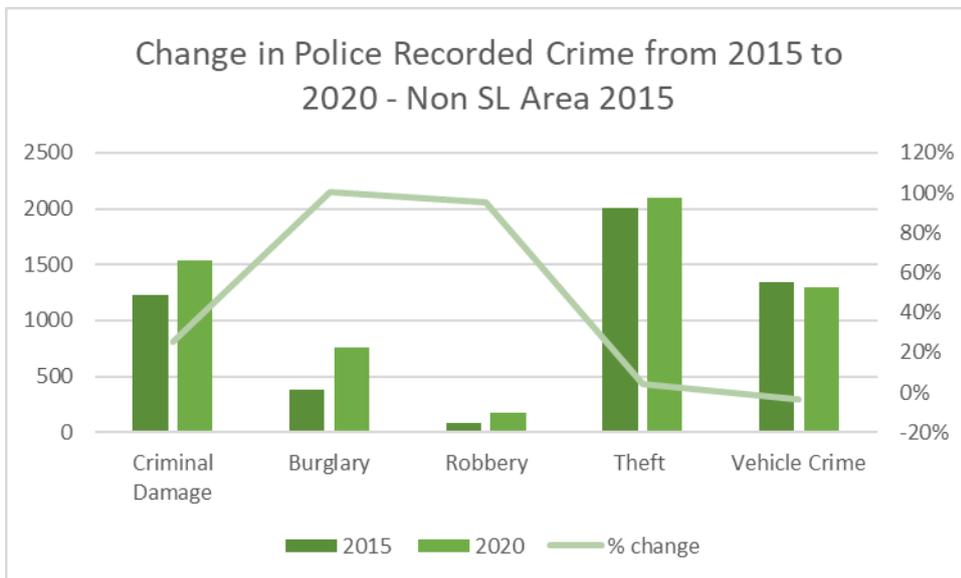
3 of the crime types used to create the index score for crime (Criminal Damage, Burglary and Robbery) have seen police recorded increases with Theft and Vehicle Crime decreasing between 2015 and 2020 as shown in the graph below.



In the Selective licencing area, there were 6,883 crimes in 2015 and 8,960 in 2019-20, a change in rate from 156.7 per 1,000 in 2015 to 182.2 per 1,000 in 2019-20. This represents an increase of 16% in rate. The graph below shows the crime types that make up the crime index score and the change between 2015 and 2020 for the Selective licencing area. It broadly reflects the citywide trend, although criminal damage did not rise by quite as much, however, the percentage rise in burglary was higher than the citywide average.

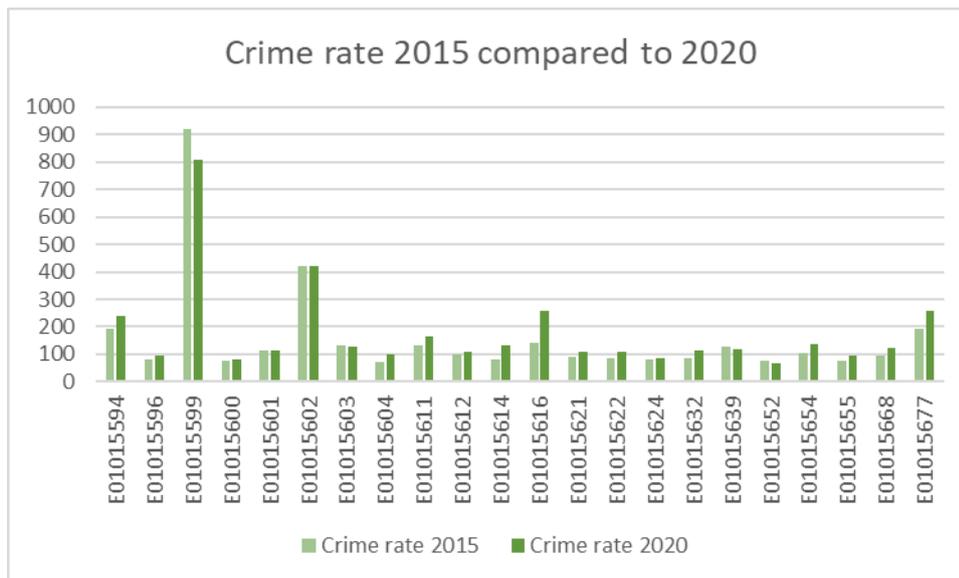


In the non -SL area, there were 8,191 crimes in 2015 and 12,693 in 2019-20, a change in rate from 56.7 per 1,000 people in 2015 to 82.9 per 1,000 people in 2019-20. This represents a 46% increase in rate. The graph below shows that there were differences in trends from 2015 to 2020 in the non SL areas compared with the SL areas (shown above). For example, Robbery increased by 95% in non SL areas compared with 53% in the SL area.



Crime has remained higher than other areas of the city at the end of the Selective Licencing scheme. Like the other areas of the city, crime increased in the SL area, but not by as much.

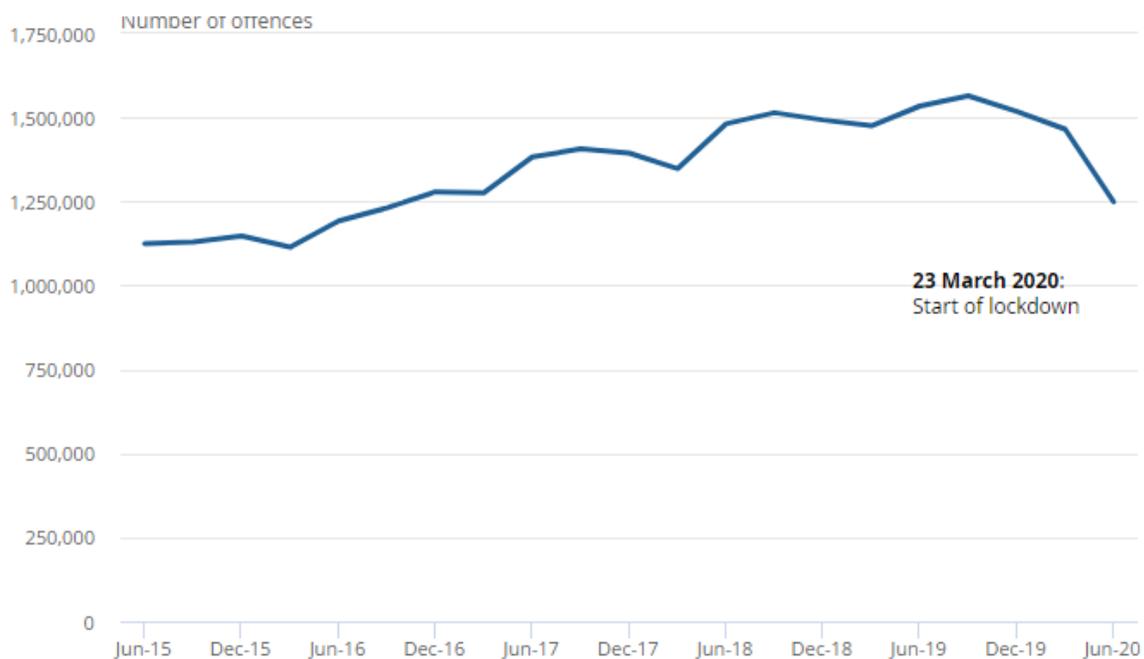
There was some variation in the changes in crime rate.



Nationally, between June 2015 and March 2020 there was a 30% increase in the number of police recorded crimes as shown in the graph below. This is largely attributed to improvements in police recording procedures. The rate of crimes recorded per 1000 population increased from 63 to 81 per 1000 population. This represents an increase of 28%.

**Figure 4: Falls in police recorded crime during April to June 2020 following steady increases since April to June 2015**

**England and Wales, quarterly figures (April 2015 to June 2020)**



**Source: Home Office – Police recorded crime**

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<sup>1</sup> [Crime in England and Wales - Office for National Statistics \(ons.gov.uk\)](https://ons.gov.uk)

## Appendix 1 – Metrics

Condition Definition	Condition Evidence in SL 2015 methodology	Source 2015	Source 2020	Comment for evaluation
Low Housing demand	Value of Housing		ONS 2019 House Sale Prices per LSOA	Use
	Empty Properties		PCC	Use as rate of total properties
	Lack of Mixed Communities - Proportions of Tenure Mix		PCC	Same as 'Tenure % PRS'
	Lack of Local Facilities - IMD Access to Services		IMD	Included under 'Deprivation'
	Impact of Rented Properties in Area (Housing Complaints)		PCC	Included under 'Housing Conditions'
	Criminal Activity - Total Crime		Cambridgeshire Police 2019-20	Subset of general crime count included under 'crime'
	Criminal Activity - Vandalism		Cambridgeshire Police 2019-20	Subset of general crime count included under 'crime'
	Criminal Activity - Criminal Damage		Cambridgeshire Police 2019-20	Subset of general crime count included under 'crime'
	Criminal Activity - Burglary		Cambridgeshire Police 2019-20	Subset of general crime count included under 'crime'
	Criminal Activity - Robbery		Cambridgeshire Police 2019-20	Subset of general crime count included under 'crime'
	Criminal Activity - Theft		Cambridgeshire Police 2019-20	Subset of general crime count included under 'crime'
	Criminal Activity - Vehicle Crime		Cambridgeshire Police 2019-20	Subset of general crime count included under 'crime'
	Tenure % Contribution to Citywide PRS		CT Records (April 1 2020)	Use
	Tenure % PRS		CT Records (April 1 2020)	Use
Crime & ASB	Total Crime		Cambridgeshire Police	Include under 'crime'
	ASB		Cambridgeshire Police	Use
	Envirocrime - Flytipping		PCC	Use

	Envirocrime - Rubbish Accumulations		PCC	Use
	Envirocrime - Graffiti		n/a	Not obtainable in 2020
Housing Conditions	Cat 1 Hazards		PCC	Use
	Housing Complaints		PCC	Include analysis of complaints activity in SL area
	Cat 2 hazards		PCC	Use
Migration	Recent Migration - Properties occupied by New Migrants		PCC	Value in 2020 is builds 2014-2020; not comparable to 2015
	Unplanned population increase 15% over 12 month period		N/A	Not included
	GP's new registrations by practice		N/A	Not included
	2 Year Old Funding by address/LSOA		N/A	Not included
Deprivation	Overall Deprivation - % National Deprived		IMD	Includes housing conditions and crime figures which are included elsewhere
	Overall Deprivation - Local Rank		IMD	Includes housing conditions and crime figures which are included elsewhere
	Employment - % National Deprived		IMD	Compare national deciles 2015 to 2019
	Employment - Local Rank		IMD	Compare national deciles 2015 to 2019
	Income - % National Deprived		IMD	Compare national deciles 2015 to 2019
	Income - Local Rank		IMD	Compare national deciles 2015 to 2019
	Health - % National Deprived		IMD	Compare national deciles 2015 to 2019
	Health - Local Rank		IMD	Compare national deciles 2015 to 2019
	Access to Education & Training % National Deprived		IMD	Compare national deciles 2015 to 2019
	Access to Education, Training and Other services- Local Rank		IMD	Compare national deciles 2015 to 2019
	Housing Conditions - % National Deprived		IMD	Included under 'Housing Conditions'
	Housing Conditions - Local Rank		IMD	Included under 'Housing Conditions'
	Physical Environment - % National Deprived		IMD	Compare national deciles 2015 to 2019

	Physical Environment - Local Rank		IMD	Compare national deciles 2015 to 2019
	Levels of Crime - % National Deprived		IMD	Included under 'Crime'
	Levels of Crime - Local Rank		IMD	Included under 'Crime'
Crime	Rate of Crime / 1000 population		Cambridgeshire Police / ONS 2019 Pop Estimates	Use
	Rate Increases over last 12 months - year on Year		N/A	Rate increase included in overall crime metric
	Comparison to Peterborough Average		Cambridgeshire Police	Included as part of evaluation
	Comparison to National Average		ONS - Police Recorded Crime	Unnecessary

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## **Introduction and welcome to the consultation**

In 2016, Peterborough City Council gained approval from the Secretary of State to operate a Selective Licensing scheme to help tackle issues which can be caused as a result of high density private rented housing.

The scheme requires all landlords that own private rented homes, within specific areas of the city, to have a licence for each property. It is an offence to rent or manage a property within the designated Selective Licensing areas without being licenced.

Approval was granted for a five-year period which expired in October 2021. The council is now proposing to make an application to the Secretary of State for a new scheme which aims to build on the successes of the existing scheme.

The council must carry out a public consultation of no less than 10 weeks before it can approach the Government for approval to operate a further Selective Licensing scheme. As part of this consultation, the council must engage with private landlords, tenants and residents within the proposed new areas and those adjacent, as well as any other individuals and groups who would be affected by the proposals.

### **What is Selective Licensing?**

The Housing Act 2004 gives councils the power to require residential landlords to obtain a licence in order to let property to tenants within a designated area. Its aim is to improve the quality of life for all in the area by ensuring a consistent high standard of management of private rented homes which thus make a positive contribution to the area.

A designated area must have a high level of private rented housing (19% or above). If this level is reached, Selective Licensing can be introduced if an area satisfies one or more of the following conditions:

- Low housing demand (or is likely to become such an area)
- A significant and persistent problem caused by anti-social behaviour
- Poor property conditions
- High levels of migration
- High levels of deprivation
- High levels of crime

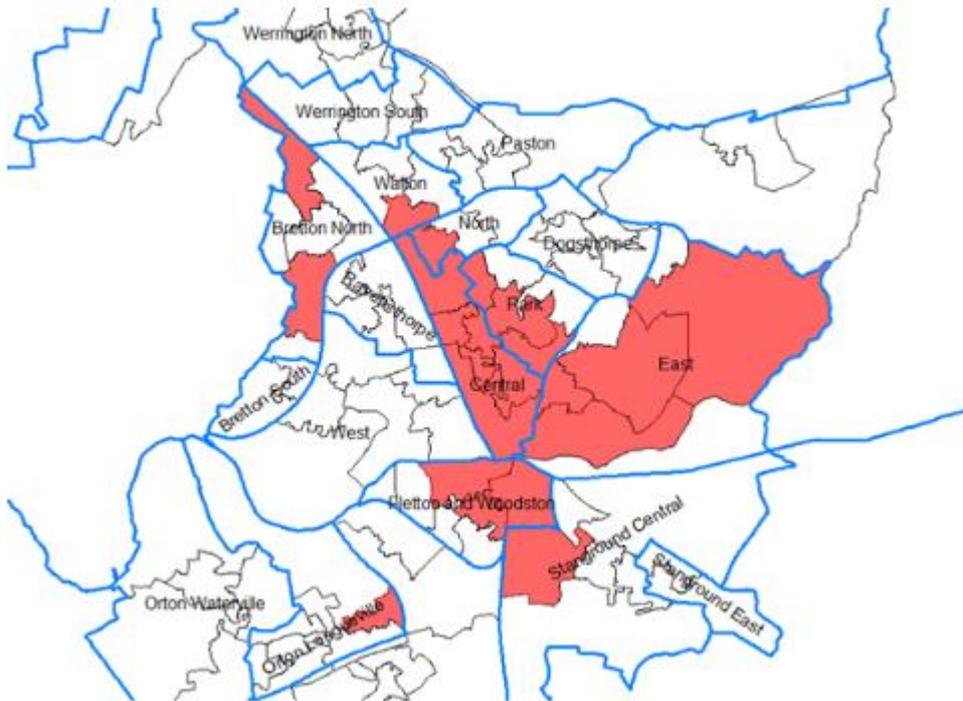
All private landlords with residential property within the proposed area will need to apply for a licence for each property. In order to become a licence holder they must be a fit and proper person. This means a landlord has to meet a certain standard before they can legally rent out a property.

Some properties do not require a licence. A full list of statutory exemption can be found at [The Selective Licensing of Houses \(Specified Exemptions\) \(England\) Order 2006](#). Examples of statutory exemptions include:

- Those managed by Housing Associations or the local authority
- Buildings regulated by other legislation
- Holiday Lets
- Tenancies under long leases.

### **Existing scheme**

The existing scheme started on 1 December 2016. Prior to the start of the scheme, a review of Peterborough's Local Super Output Areas (LSOAs – a term used by the Office of National Statistics to divide the country into geographical areas of around 1500 population) was used to identify the locations that met the scheme criteria. Only those areas that met five or six of the government's criteria were selected for the scheme; these can be viewed in the map below.



*(Add high quality version of map.)*

Upon launching the scheme, the council identified 6,205 properties in need of a licence. As of August 2021, 8,746 applications have been received, with 7,705 licences being granted, 660 rejected, 207 revoked and 174 still being processed. There are in the region of 200 properties that are still under investigation as unlicensed properties.

For each application made, fit and proper checks are carried out on the applicant, safety documents are checked and each property has an initial safety inspection carried out. All defects and hazards identified are brought to the landlord's attention with a full housing health and safety inspection scheduled according to risk. A large number of landlords work with council officers and rectify issues without delay. Some have used the scheme as an opportunity to undertake large scale works and refurbish all their properties.

The scheme has seen a range of improvements experienced in Selective Licensing areas. Successes include:

- 7,278 properties have had an initial inspection. Housing defects identified from the inspection were notified to the owners with the opportunity to correct these voluntarily. Many landlords did this and as a result the number of formal actions necessary was greatly reduced from the pre-scheme period.
- Formal action has been taken in relation to 284 properties inspected that were found to have category one hazards (the most serious level). This ensured that these properties are now free from hazards and safe for tenants to live in.

- In all but one of the scheme’s LSOAs, anti-social behaviour has reduced over the 5 year period.
- The private rented sector has grown by 12% overall within the current Selective Licensing areas, showing investment is continuing within the areas and providing more choice of accommodation for private renters.
- The number of properties with serious hazards has reduced by an average of 14% across the Selective Licensing areas.
- Landlord and agent engagement with the council has improved greatly over the term of the scheme leading to a more open and productive relationship leading to better management and improved housing conditions

### Why do we need a new scheme?

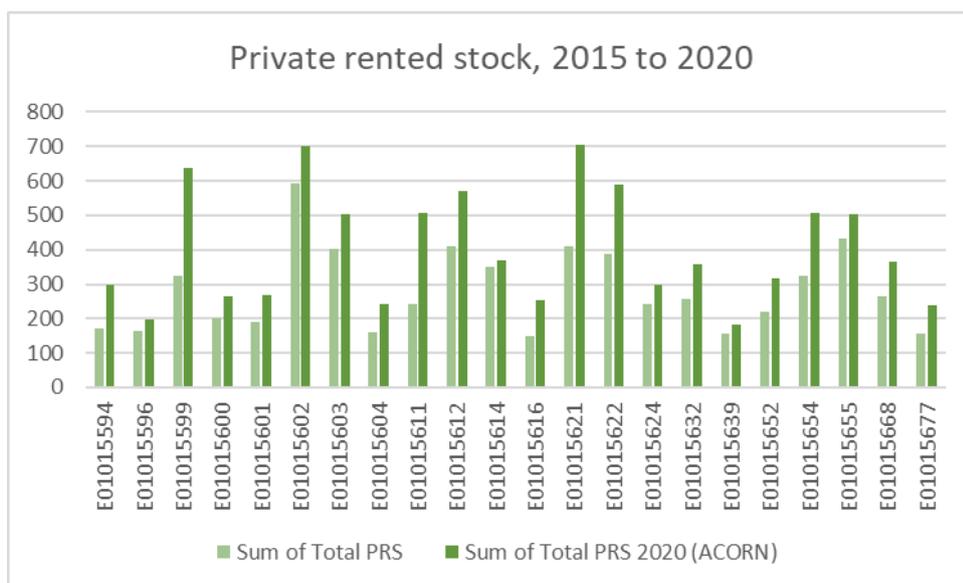
Peterborough is an ambitious city with exciting plans for growth. It’s the UK’s fourth fastest growing city and is transforming quickly with a £1billion regeneration programme.

But growing populations can mean additional challenges such as anti-social behaviour and reported crime, and in Peterborough there are also more properties in an overcrowded, poor and dangerous condition. Overcrowding can lead to excessive waste and sometimes affects the health of the occupants.

Some of the challenges experienced in Peterborough are outlined below.

#### *Low housing demand*

During the course of the existing scheme, Peterborough’s private rented sector has grown. An additional 1,400 properties were found to be rented during the course of the scheme than first anticipated at its start in 2016. Overall, the population of Peterborough has grown by 7% over the period but the growth within the current scheme area is higher at 12%. In some areas the population has grown significantly, for example Central ward has grown by 33% and Fletton & Stanground by 40%. The table below shows the increase in the private rented stock in the current scheme area between 2015 and 2020.



The number of empty dwellings across the city has remained static at 540, although in the current scheme area the number has fallen slightly from 235 to 210 over the past five years. We are proposing that under the new scheme, landlords of empty properties will be encouraged to bring their properties back into use and will pay no licence fees if the property is used by the council to house people on the housing waiting list.

#### *Anti social behaviour*

The current scheme was complemented with the introduction of a Public Space Protection Order (PSPO) for the Millfield, New England, Eastfield and Embankment area. This order was implemented in 2017 and expired in August 2020 and a total of 2,344 Fixed Penalty Notices were issued during this period.

Due to the Covid-19 pandemic it was not possible to carry out a public consultation at the time on extending the order for a further 3 years. However, a new PSPO for the Millfield, New England, Eastfield, and Embankment area has recently been implemented due to the continued anti-social behaviour which is blighting the quality of life for residents and businesses within the areas of Central, North, Park and East wards

#### *Poor property conditions*

One of the aims of the existing scheme has been to achieve long-term sustainable improvements in the quality of private rented sector accommodation within the city, and in particular within those areas of greatest need; those that comprise the proposed scheme boundaries.

Since the start of the scheme, 7,278 properties have had an initial inspection. Each property was assessed and risk scored on compliance with statutory requirements, property condition, and landlord experience, to enable the council to carry out full Housing Health and Safety Risk Assessments on each property starting on a 'worst first' basis.

Housing defects identified from these inspections were notified to the owners with the opportunity to correct these voluntarily. Many landlords did so, and as a result the number of complaints and formal actions necessary was greatly reduced from the pre-scheme period.

Formal action was taken following inspections of 284 properties that were found to have category 1 hazards, such as excess cold, entry by intruders, damp and mould. As a result, 80 Housing Act improvement notices were served to make the landlords carry out the necessary repairs and ensure that their properties are free from hazards and are now safe for their tenants to live in.

As a result, the percentage of properties with hazards that fall within category one and high category 2 under the Housing Health and Safety Rating System has improved, as illustrated in the table below.

Code	LSOA Code 2015	Ward	% of PRS stock in LSOA with a Cat1 hazard 2015	% of PRS stock in LSOA with a Cat1 hazard (Unique Properties) 2020	Change in Cat 1 %pts	% of PRS stock in LSOA with a Cat2 hazard 2015	% of PRS stock in LSOA with a Cat2 hazard (Unique Properties) 2020	Change in Cat 2 %pts
Peterborough 011C	E01015594	Bretton North	14%	3%	-11%	13%	5%	-8%
Peterborough 009B	E01015596	Bretton North	12%	2%	-10%	12%	6%	-6%
Peterborough 014A	E01015599	Central	19%	5%	-14%	15%	8%	-7%
Peterborough 014B	E01015600	Central	8%	7%	-1%	14%	10%	-4%
Peterborough 012A	E01015601	Central	16%	7%	-9%	15%	9%	-6%
Peterborough 014C	E01015602	Central	9%	4%	-5%	21%	7%	-14%
Peterborough 010A	E01015603	Central	15%	7%	-8%	18%	13%	-5%
Peterborough 010B	E01015604	Central	21%	5%	-16%	26%	7%	-19%
Peterborough 013B	E01015611	East	12%	1%	-11%	22%	3%	-19%
Peterborough 014D	E01015612	East	20%	6%	-14%	27%	8%	-19%
Peterborough 013D	E01015614	East	13%	4%	-9%	25%	4%	-21%
Peterborough 013F	E01015616	East	22%	3%	-19%	27%	6%	-21%
Peterborough 017A	E01015621	Fletton and Woodston	25%	1%	-24%	27%	1%	-26%
Peterborough 016A	E01015622	Fletton and Woodston	24%	1%	-23%	25%	3%	-22%
Peterborough 017C	E01015624	Fletton and Woodston	20%	2%	-18%	27%	5%	-22%
Peterborough 010C	E01015632	North	19%	5%	-14%	26%	8%	-18%
Peterborough 021B	E01015639	Orton Longueville	21%	2%	-19%	27%	5%	-22%
Peterborough 012C	E01015652	Park	24%	5%	-19%	27%	11%	-16%
Peterborough 012E	E01015654	Park	13%	6%	-7%	28%	8%	-20%
Peterborough 014E	E01015655	Park	23%	4%	-19%	27%	5%	-22%
Peterborough 017E	E01015668	Stanground Central	20%	2%	-18%	30%	2%	-28%
Peterborough 010E	E01015677	Walton	21%	2%	-19%	31%	3%	-28%

However, the impact of the pandemic combined with the increase in private rented properties, mean that around 550 properties identified as likely to have category one hazards and dedicated officers are proactively inspecting these and necessary action is being taking to reduce the hazards.

### Migration

A designation can be made to preserve or improve the economic conditions of areas to which migrants have moved and ensure people (including migrants) occupying private rented properties do not live in poorly managed housing or unacceptable conditions.

The 2011 census provided population counts across all LSOAs in the city, compared to the 2019 mid-term population estimates that the 24 proposed areas have experienced a relatively large increase in the size of the population. The population of the proposed 24 areas to be included amounts to 52,877.

It could be assumed that if an area has had an increase in population, and little to no housing being built, these new residents are either taking up existing empty properties or the housing composition dynamics have change to accommodate them.

### Deprivation

In the existing Selective Licensing areas, across four of the five indices of deprivation there has been improvement compared to the rest of the country, in the sense that fewer LSOAs are in more deprived deciles in 2019 compared to 2015. However, the education and Skills index has slightly worsened.

When considering the proposed areas for the new scheme, ten separate criteria were used to demonstrate deprivation and applied to all of the 112 LSOAs across the city. Of the 24 LSOAs identified as meeting the overall criteria for Selective licensing, 22 met the deprivation threshold. The 24 LSOAs are shown with their local index rank.

LSOACode	Ward	IMD National Decile	IMD Local Rank
E01015593	Bretton	1	18
E01015603	North	1	27
E01015604	North	2	45
E01015632	North	2	44
E01015677	Paston & Walton	2	15
E01015594	Bretton	2	23
E01015601	Central	2	52
E01015652	North	3	25
E01015654	Park	2	21
E01015611	Central	2	61
E01015613	East	4	17
E01015616	East	1	16
E01015599	Central	2	19
E01015600	Central	1	2
E01015602	Central	2	13
E01015612	East	2	54
E01015655	Park	5	47
E01015622	Fletton & Stanground	4	80
E01015688	Central	6	35
E01033182	Fletton & Woodston	2	50
E01015621	Fletton & Stanground	4	51
E01015624	Fletton & Stanground	3	39
E01015668	Stanground South	2	7
E01015647	Orton Waterville	1	7

### Crime

Across the city, crime has increased from 80 crimes per 1,000 to 107 crimes per 1,000. In the Selective Licensing area the rate has increased but not to the same extent, although it is still higher at 182.2 crimes per 1,000 in 2019-20. In the remainder of the city, crime is lower at 82.9 crimes per 1,000 people, but has increased from 56.7 crimes per 1,000 in 2015.

Selective Licensing focuses resources in the private rented sector and drives up standards and awareness of landlord, tenant and agents' responsibilities through clear and affective engagement between landlords and the local authority. Without Selective Licensing these improvements could soon be lost and management standards decline again leading to poorer housing and life outcomes for our residents.

Selective Licensing alone cannot regenerate areas, but this scheme has shown that it is a powerful legislative tool leading to improved environmental conditions along with better safety and quality of accommodation.

By introducing a new scheme, the council will be in a strong position to carry on this good work and embed further improvements within the private rented sector. As a key provider of housing within our city, the private rented sector must be continually improved so that it can provide safe, decent warm housing in which our residents can thrive.

You can view the supporting evidence document on our dedicated consultation webpage here:

[www.peterborough.gov.uk/xxxx](http://www.peterborough.gov.uk/xxxx)

## **Our proposals**

Approval for operating the existing Selective Licensing scheme comes to an end in October 2021 and the council intends to apply to Government for approval to run a new scheme for a further five years.

We have reviewed the data held to understand how the private rented market has changed over the five years since the existing scheme came into place. Private rented accommodation now makes up 25.3% of housing in Peterborough (up from 19% in 2016). Using council tax data, an up-to-date assessment has been carried out of areas which:

- a) have a higher percentage of private accommodation than the Peterborough average, and
- b) meet at least five out of the six criteria for Selective Licensing to be introduced as outlined earlier in this document.

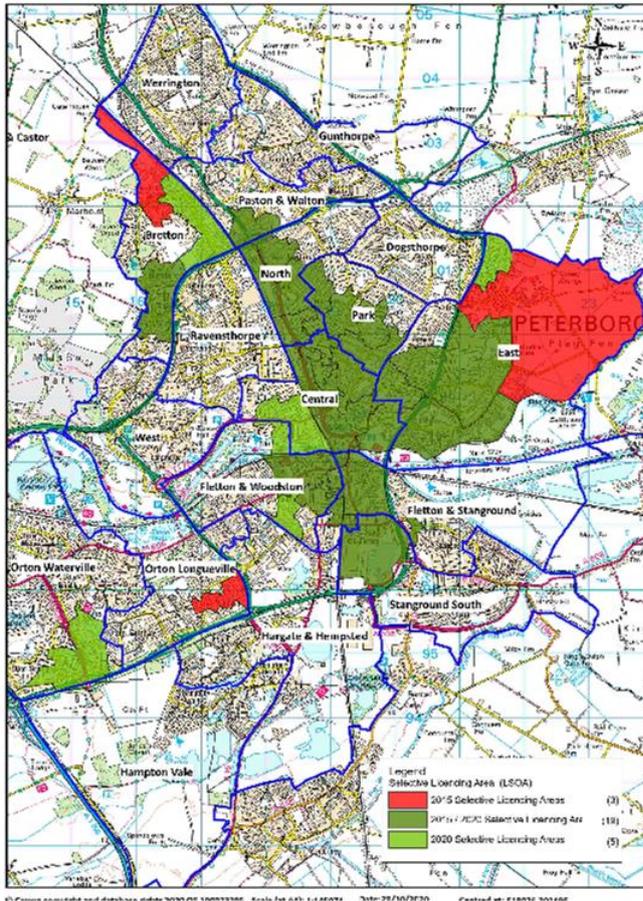
As a result, three areas which were designated under the existing scheme no longer meet the threshold for Selective Licensing; these are located within Bretton, East, and Orton Longueville wards.

An additional five areas now meet the criteria for a Selective Licensing designation; these are located within Bretton, East, Fletton and Woodston, Stanground South and Orton Waterville wards.

The proposed new scheme will cover 39.75% of the city's private rented stock, which equates to 24.48% of the total housing stock within Peterborough.

The proposed areas for the new scheme are shown in the map below, with red areas no longer meeting the criteria for Selective Licensing, dark green areas remaining from the existing scheme and light green areas being new proposals.

## Selective Licencing Areas 2021



(Include high quality image of map)

A full list of streets within the proposed areas, and an interactive map, can be found at [www.peterborough.gov.uk/xxxxx](http://www.peterborough.gov.uk/xxxxx)

### Case studies – to be used in break out boxes

#### Case study 1

*“As a letting agency we have been operating in the city since 2013 and have always looked to work with landlords who are 'fit and proper persons' and also have best interests of the tenants at heart. Therefore, over the years we have chosen not to work with some landlords as their values and ethos did not match our company values and ethos of providing high quality homes for tenants.*

*Peterborough City Council's Selective Licensing scheme has been a success for a number of reasons:*

*1. IMPROVED PARTNERSHIP WORK: As a company we historically have maintained good working relations with the council. As a result of the Selective Licensing scheme our relationship with council officers has further deepened and enhanced a partnership approach to improving quality of the private rented sector. We have worked with council officers who are highly knowledgeable, helpful and pragmatic in finding solutions to challenges faced.*

*2. IMPROVED PROPERTIES: Our properties generally are of good condition. However, at times following feedback from council officers we have made tweaks to further raise the standard of our*

properties. This feedback was invaluable, and the officers' excellent approach was one of collaboration and partnership. In addition, council officers shared the remedial work that was required with the landlords and this ensured that work was completed in a very prompt manner.

**3. IMPACT ON BUSINESS:** Generally, landlords have absorbed the cost of the selective license without any major complaints.

*Overall I believe the introduction of the Selective Licensing scheme by Peterborough City Council has no doubt raised the standards of the Private Rented Sector across the city in terms of improving the quality of properties, fewer rogue landlords, enhanced safety standards such as fire safety and advanced how landlords manage their properties."*

### **Local Peterborough Letting Agent**

#### **Case study 2**

*"The Selective Licensing scheme is a good idea because it has helped to identify and deal with problem landlords in the city who are giving good landlords a bad name. It has made landlords ensure that their properties are compliant and encourages good practice.*

*Having diversity within the council is fantastic and helpful with language and cultural barriers.*

*I'm really grateful to have the support of Selective Licensing officers who are willing to work with me and go the extra mile to help with any issues and queries. Working together helps to obtain successes such as the case of one landlord where we were able to get two of his properties completely compliant by working together."*

### **Local Peterborough letting agent**

#### **Complimentary initiatives to be used alongside Selective Licensing**

- Free licences for landlords who rent to persons on homeless register
- Re-establishing a task force with partners including police, fire, border agency
- Buying up houses to use for reducing homelessness
- Private Sector Leasing Scheme for empty homes
- Prevention and Enforcement Service and Public Space Protection Orders
- Waste management support for landlords
- Anti Social Behaviour and Energy Performance Certificate support for landlords

#### **What alternative courses of action have you considered to Selective Licensing?**

A council must not make a designation to introduce Selective Licensing unless it has considered whether there are any other courses of action available to them that might provide an effective method of achieving the objective that the designation is intended to achieve.

We have considered several alternative approaches to the proposed designation of Selective Licensing, which are illustrated in the table below. Each of these represents a valuable tool for dealing with low demand and the improvement of social or economic conditions of the area, including persistent antisocial behaviour and poor management practices.

However, each alternative course of action has its limitations. None of these alone, including Selective Licensing, can solve the problem and therefore a co-ordinated strategy is required which links a full range of agencies and services using various interventions appropriately.

<b>Alternative Courses of Action</b>	<b>Strengths</b>	<b>Weaknesses</b>
Management and training support to private landlords	Improves standards where landlord is engaged with authority and promotes confidence amongst their tenants.	Requires landlord voluntary engagement. Could remove responsibility away from landlords. Source of funding unclear. No enforcement powers available
Introduction of private sector leasing scheme	Contributes to homelessness prevention as could be used for allocation to those in need of housing.	Resource intensive. Does not improve management standards of landlords who choose not to join the scheme. Reactive rather than proactive.
Targeted use of Special Interim Management Orders and Empty Dwelling Management Orders	Removes rogue landlord responsibilities and gives to responsible, nominated agent. Improves standards for tenants and local community.	Resource intensive. Does not present a long-term solution to poor management of private rented properties (up to maximum of 5 years – then returned to original owner). Does not tackle poor management techniques. Reactive rather than proactive. Intervention is a last resort.

### **Proposed fees**

Each application for Selective Licensing must be accompanied by a fee. Consideration has been given to a number of fee options as well as government direction and legal advice on setting fees. The public consultation will ask for views on the fee model and amount.

The fee for each property will be split into two parts – Part A will be payable with the application and Part B will be payable when the application has been processed and the licence ready to be granted.

There are a number of different fees proposed to cover the five-year period, which are outlined in the table below:

<b>Application type</b>	<b>Part A fee</b>	<b>Part B fee</b>	<b>Total fee</b>
Landlords accredited with an approved national body and who apply for a licence prior to the scheme start date or within 28 days of requiring a licence.	£288	£220	£508
Non-accredited landlords, who apply prior to the scheme start date, or within 28 days of requiring a licence.	£288	£320	£608

All late applications (28 days post scheme start date or after 28 days of requiring a licence).	£538	£370	£908

A £40 “fit and proper person” discount will be applied to any subsequent applications for landlords who have multiple properties where a successful fit and proper person test has already been carried out on the manager and licence holder.

### **Block licence applications**

A block licence can be applied for if the entire block is privately rented out by the same applicant, and the block contains 10 or more individual properties each with self-contained facilities, sharing only corridors and stairwells within the same building.

The fees quoted in the table below are for each property within a block include the “fit and proper person discount”:

<b>Block application type</b>	<b>Part A fee</b>	<b>Part B fee</b>	<b>Total fee</b>
Accredited landlords	£125	£133	£258
Non-accredited landlords	£125	£233	£358
Late applications	£525	£233	£758

For genuine applications received within the duration of the scheme the Part A fee is payable as detailed above but the Part B fee will be pro-rata'd depending on the year(s) or part thereof, remaining of the scheme as follows:

Applications made in year 2 = £44/£64 discount

Applications made in year 3 = £88/£128 discount

Applications made in year 4 = £132/£192 discount

Applications made in year 5 = £176/£256 discount

To avoid incentivising deliberate late applications, (whereby landlords hold back on applying until the following year to avoid a higher fee) the pro-rata'd Part B fee option will only apply in circumstances where the property has not been eligible for licensing and where the application is made within 28 days of the property first being let.

The council is not permitted to obtain financial gain from the fees paid through the licensing process. The fee charged will cover the costs associated with administering Selective Licensing over the length of the scheme, including employing staff, staff time, premises, travel, publicity and equipment needed to operate the scheme.

The fees will also be used more generally to cover costs associated with monitoring and supervising existing licence holders and enforcement against unlicensed owners.

### **What conditions will be on the licence?**

All landlords must be able to demonstrate satisfactory management is in place for each rented property. The council aims to use the proposed Selective Licensing scheme to ensure that all privately rented properties are well managed. Many landlords do this already, however there are problems in some instances where landlords neglect their management responsibilities. There are

also a number of well-intentioned landlords that are not aware of their responsibilities and the relevant laws and there are also some absentee landlords who may not be aware of problems that are being caused by their tenants.

Where licence holders are not able to demonstrate satisfactory management practices, they may be required to undertake training to give them the knowledge and skills that are necessary.

As part of the application process the proposed licence holder must also provide evidence of appropriate safety and security within their property and that they meet the specific conditions set out within the licence.

The proposed licence conditions cover a range of requirements including how the property is managed, dealing with tenants, tackling anti-social behaviour, notifying the council of changes and requirements for licence holder training.

The full conditions for Selective Licences can be found at <https://www.peterborough.gov.uk/asset-library/imported-assets/SelectiveLicensingConditions-August2016.pdf>

### **How can I take part in the consultation?**

To ensure that stakeholders and the local community understand the proposals for the new scheme and have the opportunity to ask questions and provide feedback, we will be running an extensive consultation programme from xx November for 12 weeks.

Given the current Covid climate, and the council's 'digital first' policy, the consultation will be run online although there will be the opportunity to request hard copies of materials for those without access to online tools.

We are delivering a consultation flyer to all homes and businesses in the proposed areas, and those adjacent to them, with details of the consultation. We have also written to stakeholders offering the opportunity to meet to discuss the proposals and provide feedback.

Online surveys have been created where landlords, agents, tenants and residents can provide feedback on the proposed areas, fees and licence conditions. The closing date for these will be xxxxxx. Hard copies of the survey questionnaire can be requested using the channels at the end of this document.

A dedicated consultation webpage which includes full details of the scheme, as well as supporting documents, frequently asked questions and the link to the online surveys, can be found at [www.peterborough.gov.uk/xxxxxx](http://www.peterborough.gov.uk/xxxxxx).

We will also be running a series of Q&A sessions/webinars via Zoom, where you can find out more about the proposals and ask questions. Details of these are below:

(Insert table)

You can register for the webinars by emailing xxxxxx.

We will also be putting out information and updates through the local media and our own social media channels, which can be found at:

Twitter @PeterboroughCC

Facebook @PeterboroughCC

### **Timeline and next steps**

The consultation for the proposed new Selective Licensing scheme will begin on xxx November and run for 12 weeks. This includes an additional two weeks to the statutory requirement of 10 weeks to account for the Christmas and New Year period.

At the end of this consultation period, the council will review all feedback received. Where relevant, this will be taken into account and reflected in the final proposals submitted to the Secretary of State in spring 2022. It is expected that a decision will be made on the proposed scheme by xxx.

### **Contact us**

You can find all documentation relating to the consultation at [www.peterborough.gov.uk/xxxxxxx](http://www.peterborough.gov.uk/xxxxxxx)

You can also contact us in the following ways, should you have any questions, require paper copies or translated versions of this document or consultation questionnaire, or need assistance to complete your consultation response.

Email: *Dedicated consultation email address to be set up.*

Post: Selective Licensing, Peterborough City Council, Sand Martin House, Bittern Way, Peterborough PE2 8TY.

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## Landlord/Agent Questions

1. Are you a landlord or agent of one or more properties within the proposed selective licensing areas? (Please tick one)

Landlord

Managing Agent

2. How many properties do you own or manage that fall within the proposed selective licensing areas:

1 2 3 4 5 6 7

If more please state how many.....

3. Do you own or manage properties in Peterborough that are outside the proposed selective licensing areas?

Yes/No

4. What type/s of properties do you manage (Please tick all that apply)

Single family let

House in multiple occupation

Student accommodation

5. In the past 12 months have you encountered any of the following problems regarding your property/ies? Yes/No

If yes please tick all that apply

Difficulty finding new tenants

Difficulty obtaining references for new tenants

Tenants causing anti social behaviour

Problems in neighbouring properties affecting your property/your tenants

Problems evicting tenants

Poor property conditions

Tenants not managing their waste correctly

Tenants leaving their waste behind at the end of the tenancy

6. Looking beyond your own properties, do you believe that your area has any of the following problems?

Low demand for housing (difficulty in letting)

High turnover (tenants not staying long and not settling)

Anti-Social Behaviour

Poor Property conditions

Empty properties

Low rent levels

Poor perception of private landlords

7. Thinking about the proposed area that your property is in, how much of a problem are the following on a scale of 1-10, with 1 being the lowest and 10 being the highest

Loud Noise 1 2 3 4 5 6 7 8 9 10

Neglected/run down properties 1 2 3 4 5 6 7 8 9 10

Noise from Cars/parking 1 2 3 4 5 6 7 8 9 10

Litter 1 2 3 4 5 6 7 8 9 10

Flytipping/Rubbish dumping 1 2 3 4 5 6 7 8 9 10

People not treating others with consideration 1 2 3 4 5 6 7 8 9 10

Drug dealing or drug related crime 1 2 3 4 5 6 7 8 9 10

Large gatherings in the Street 1 2 3 4 5 6 7 8 9 10

8. In relation to Fly tipping/Rubbish dumping, where do you think this is coming from?

People coming in from out of the local area

Tenants in rented properties

Landlords of rented properties

Owner occupied properties

Housing Association properties

9. Have you ever been a victim or witness of any anti-social behaviour in your area?

Yes/No

If you answered yes can you provide details: .....

10. On a scale of 1 – 10, with 1 being the lowest and 10 being the highest, how effective do you think Peterborough City Council is in dealing with anti-social behaviour in your area?

1 2 3 4 5 6 7 8 9 10

11. On a scale of 1 – 10, with 1 being the lowest and 10 being the highest, how effective do you think the Police are in dealing with anti-social behaviour in your area?

1 2 3 4 5 6 7 8 9 10

12. Are you aware of any anti-social behaviour being caused by your tenants?

Yes/No/Don't know

13. In your experience as a landlord, have you had problems with your tenants for any of the following reasons? (please tick all that apply)

Rent arrears

Damage to your property

Tipping of rubbish

Leaving rubbish when vacating your property

Complaints from neighbours

Other, Please state .....

14. Do you request references for prospective tenants?

Yes/No

If no please explain why .....

15. In what areas of managing your tenancy do you feel the council could offer more support

Tenant referencing

Dealing with anti social behaviour caused by your tenants

Dealing with anti social behaviour caused to your tenants

Dealing with waste left by tenants upon vacation of your property

Landlord training

Meeting energy efficiency regulations

16. What is the demand for your properties? (please tick one)

Waiting list of tenants – high demand

Can usually let quickly but no waiting list

Its difficult to find tenants

Have void properties that I cannot fill

Other, please specify .....

17. Has the demand for properties in your area, changed over the last 2 years?

Increased

Decreased

Remained the same

Why do you think this is? .....

18. Local authorities can choose to require landlords to obtain a licence before they can rent out properties. This gives them more knowledge of who landlords are, and powers to improve management standards and offer support to landlords. This is called 'Selective Licensing'. Would you support the introduction of Selective Licensing in your area? (please tick one)

Yes/No/don't know

19. Do you have any further comments you would like to make?

.....

## Tenant Questionnaire

1. Are you a tenant in a privately rented accommodation?

Yes/No

2. If you answered no to the previous question, please could you specify your tenancy situation (please tick one)

Owner occupier

Housing Association tenant

Other social tenant

Living with family

3. How long have you lived in this area? (please tick one)

Less than 6 months

6 -12 months

1-2 years

2-5 years

5-10 years

More than 10 years

4. How long have you lived in your current property? (please tick one)

Less than 6 months

6 -12 months

1-2 years

2-5 years

5-10 years

More than 10 years

5. if you have lived in your current property for less than 5 years, how many properties have you lived in over the past 5 years (please tick one)

1 2 3 4 5 More

6. What type of property do you live in? (please tick one)

Terraced house

Semi detached

Detached

Bungalow

Flat

House in multiple occupation or shared house

Other, please specify.....

7. How many bedrooms are there in your property? (please tick one)

1 2 3 4 5 More

8. how many families live in your property? (please tick one)

1 2 3 4 5 More

9. How many adults live in your property?

1 2 3 4 5 More

10. How many children live in your property?

1 2 3 4 5 More

11. How long do you intend to remain living in your current area?

Less than 6 months

6 -12 months

1-2 years

2-5 years

5-10 years

More than 10 years

12. If you are a tenant in a private rented property has your landlord provided you with any of the following? (please tick all that apply)

Tenancy Agreement

Proof of rent deposit if taken

Copy gas safe certificate

Copy electrical installation condition report

Copy energy performance certificate

Does your landlord give you 24 hours notice before attending the property unless in an emergency

Deal with requests for repairs promptly

Keep the property in good condition, including boundary fences and free from graffiti

Copy of current selective licensing conditions

Details of how to make a complaint or request a repair

Details of your responsibilities as a tenant

Details of how to manage and dispose of your household waste and unwanted items

13. What do you like most about the area you live in? (tick as many as apply)

Access to nature/open space

Activities for teenagers

Affordable decent housing

Litter

Fly tipping/ Rubbish dumping

Community Activities

Cultural Facilities

Education Provision

Facilities for young children

Job Prospects

Shopping Facilities

Vibrant Nightlife

Sports and Leisure Facilities

Wage levels and cost of living

Health Services

Other, please specify .....

14. What most need improving about your area? (tick as many as apply)

Access to nature/open space

Activities for teenagers

Affordable decent housing

Clean streets

Community Activities

Cultural Facilities

Education Provision

Facilities for young children

Job Prospects

Shopping Facilities

The levels of Crime

The level of pollution

The level of traffic congestion

Sports and Leisure Facilities

Wage levels and cost of living

Health Services

Other, please specify .....

15. Thinking about the area, how much of a problem are the following on a scale of 1-10, with 10 being the highest problem and 1 being the lowest?

Loud Noise 1 2 3 4 5 6 7 8 9 10

Neglected/run down properties 1 2 3 4 5 6 7 8 9 10

Noise from Cars/parking 1 2 3 4 5 6 7 8 9 10

Nuisance Neighbours 1 2 3 4 5 6 7 8 9 10

Litter 1 2 3 4 5 6 7 8 9 10

Flytipping/Rubbish dumping 1 2 3 4 5 6 7 8 9 10

People not treating others with consideration 1 2 3 4 5 6 7 8 9 10

Drug dealing or drug related crime 1 2 3 4 5 6 7 8 9 10

Large gatherings in the Street 1 2 3 4 5 6 7 8 9 10

16. Do you feel safe in your own home and the area around it?

Yes/No

If no, please state why.....

17. Have you ever been a victim or witness of any anti-social behaviour in your area?

Yes/No

If you answered yes can you provide details: .....

18. Thinking about the properties in your area that are owned by private landlords, have you experienced or witnessed anti-social behaviour from tenants of those properties? (please tick one)

Yes/No

19. Again, thinking about properties in your area owned by private landlords, do you think the owners maintain the properties to a good standard? (please tick one)

Yes/No/Don't Know

20. Overall, would you say that the landlords in your area are responsibly in letting, managing and maintaining their properties? (please tick one)

Yes/No/Don't Know

21. Do you think that private landlords take appropriate action against tenants who cause a nuisance or anti-social behaviour? (please tick one)

Yes/No/Don't Know

22. Local authorities can choose to require landlords to obtain a licence before they can rent out properties. This gives them more knowledge of who landlords are, and powers to improve management standards and offer support to landlords. This is called 'Selective Licensing'. Would you support the introduction of Selective Licensing in your area? (please tick one)

Yes/No/Don't Know

23. Having read the information about selective licensing in the brochure or on the Peterborough City Council website, would you support Selective Licensing being introduced in your area?

Yes/No/ Don't Know

24. On a scale of 1 – 10, with 1 being the lowest and 10 being the highest, how effective do you think Peterborough City Council is in dealing with anti-social behaviour in y our area?

1 2 3 4 5 6 7 8 9 10

25. On a scale of 1 – 10, with 1 being the lowest and 10 being the highest, how effective do you think the Police are in dealing with anti-social behaviour in y our area?

1 2 3 4 5 6 7 8 9 10

26. Is there anything else that you would want to tell us about? .....

## **Proposal for Selective Licensing 2021**

### **Methodology**

For a council to introduce a selective licensing scheme within the city a number of criteria must be met as set down in the Housing Act 2004 and subsequent guidance documents issued by the Department of Communities and Local Government (DCLG).

“Selective Licensing in the Private Rented Sector - A Guide for Local Authorities”, published by the DCLG in March 2015 sets out the criteria for making a selective licensing scheme and suggests the type of evidence needed to support a designation. A new general approval came into force with effect from 1 April 2015. Local authorities are now required to obtain confirmation from the Secretary of State for any selective licensing scheme which would cover more than 20% of their geographical area or that would affect more than 20% of privately rented homes in the local authority area.

To meet this requirement, Peterborough City Council has developed the Selective Licensing Index (SLI). This is designed to provide an objective geographical appraisal of those areas across the city which may benefit from the implementation of a Selective Licensing Scheme. The SLI amalgamates crime, socio-demographic, deprivation and other housing related data to produce a tool used to assess each of the six criteria upon which a Selective Licensing Scheme can be legally based. The concept of the SLI originates from the Vulnerable Localities Index which was developed by the Jill Dando Institute of Crime Science. The overall approach is consistent with the government guidance on selective licensing (see pages 8 – 17<sup>1</sup>).

The Selective Licensing Index uses the Lower Super Output Areas (LSOA) geography, in which each area has an average population of 1,500 people (at the time of the 2011 census). Peterborough has 112 Lower Super Output Areas. Wards are divided into LSOAs, with the larger urban wards in Peterborough containing up to seven LSOAs.

The SLI was developed to identify the original 22 areas in the Selective Licensing Scheme from 2015. The same methodology with updated data has been used to identify a new Selective Licensing area following the ending of that scheme.

The six conditions used to assess areas for selective licensing are set out below together with the data sources used to create the indicators used in the SLI.

### **Low Housing Demand**

- Lack of Mixed Communities – Proportion of tenure mix marked as Private Rented Stock (figures derived from Council Tax Records at April 2020)<sup>2</sup>
- Average House Sale Price – ONS 2019
- Count of Empty Properties – PCC 19/20

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<sup>1</sup> <https://www.gov.uk/government/publications/selective-licensing-in-the-private-rented-sector-a-guide-for-local-authorities>

<sup>2</sup> See appendix for methodological note

- Count of Total Crimes – Cambridgeshire Police Recorded 19/20
- Count of Criminal Damage - Cambridgeshire Police Recorded 19/20
- Count of Burglary - Cambridgeshire Police Recorded 19/20
- Count of Robbery - Cambridgeshire Police Recorded 19/20
- Count of Theft - Cambridgeshire Police Recorded 19/20
- Count of Vehicle Crime - Cambridgeshire Police Recorded 19/20

### **Anti-Social Behaviour**

- Lack of Mixed Communities – Proportion of tenure mix marked as Private Rented Stock (figures derived from Council Tax Records at April 2020)
- Count of Total ASB - Cambridgeshire Police Recorded 19/20
- Count of Nuisance ASB - Cambridgeshire Police Recorded 19/20
- Count of Personal ASB - Cambridgeshire Police Recorded 19/20
- Count of Environmental ASB - Cambridgeshire Police Recorded 19/20
- Count of Flytipping – PCC Environmental Health 19/20
- Count of Rubbish Accumulations – PCC Environmental Health 19/20

### **Housing Conditions**

- Lack of Mixed Communities – Proportion of tenure mix marked as Private Rented Stock (figures derived from Council Tax Records at April 2020)
- Proportion of Private Rented Sector Stock with a Category 1 hazard – PCC Housing (Enforcement)
- Proportion of Private Rented Sector Stock with a Category 2 hazard - PCC Housing (Enforcement)
- Count of Housing Complaints - PCC Housing (Enforcement)

### **Migration**

- Lack of Mixed Communities – Proportion of tenure mix marked as Private Rented Stock (figures derived from Council Tax Records at April 2020)
- Count of Population change between 2011 to 2019 – ONS Population Estimates 2019
- Count of New build Completions – PCC Housing

### **Deprivation – 2019 IMD**

- Lack of Mixed Communities – Proportion of tenure mix marked as Private Rented Stock (figures derived from Council Tax Records at April 2020)
- Overall Deprivation score – IMD 2019
- Employment Deprivation score - IMD 2019
- Income Deprivation score - IMD 2019

- Health Deprivation score - IMD 2019
- Access to Education, Training and Other Services score - IMD 2019
- Indoors Sub Domain score - IMD 2019
- Living Environment score - IMD 2019
- Levels of Crime score - IMD 2019

## Crime

Lack of Mixed Communities – Proportion of tenure mix marked as Private Rented Stock (figures derived from Council Tax Records at April 2020)

- Count of Total crime - Cambridgeshire Police Recorded 19/20
- Count of Criminal Damage - Cambridgeshire Police Recorded 19/20
- Count of Burglary - Cambridgeshire Police Recorded 19/20
- Count of Robbery - Cambridgeshire Police Recorded 19/20
- Count of Theft - Cambridgeshire Police Recorded 19/20
- Count of Vehicle Crime - Cambridgeshire Police Recorded 19/20
- Rate of Crime per 1000 population - Cambridgeshire Police Recorded 19/20
- % Comparison to National Average Cambridgeshire Police Recorded 19/20 / ONS 2019 Police Recorded Crime

The average (mean) across all LSOAs for each indicator was calculated and acts as the benchmark value around which all other values are indexed. However, the Crime and ASB indicators used the median value to benchmark from to account for extremely high counts in City Centre LSOA areas.

An index score was established for each indicator within all six conditions for every LSOA.

Calculation methodology example:

- Total count across city of 540 Empty properties and 112 LSOAs.
- Therefore, the average LSOA count of Empty properties is 4.82
- Any LSOA that has a count of 4.82 is given the index value of 100
- All other OAs that have different values have an index that is worked out using the formula:
  - If an LSOA has a count of 7 Empty properties.
  - $(\text{Count in LSOA} / \text{Peterborough average rate}) \times 100$  i.e.  $7 / 4.82 \times 100$
  - The LSOA's Empty property Index = 145 which is therefore above the City average.

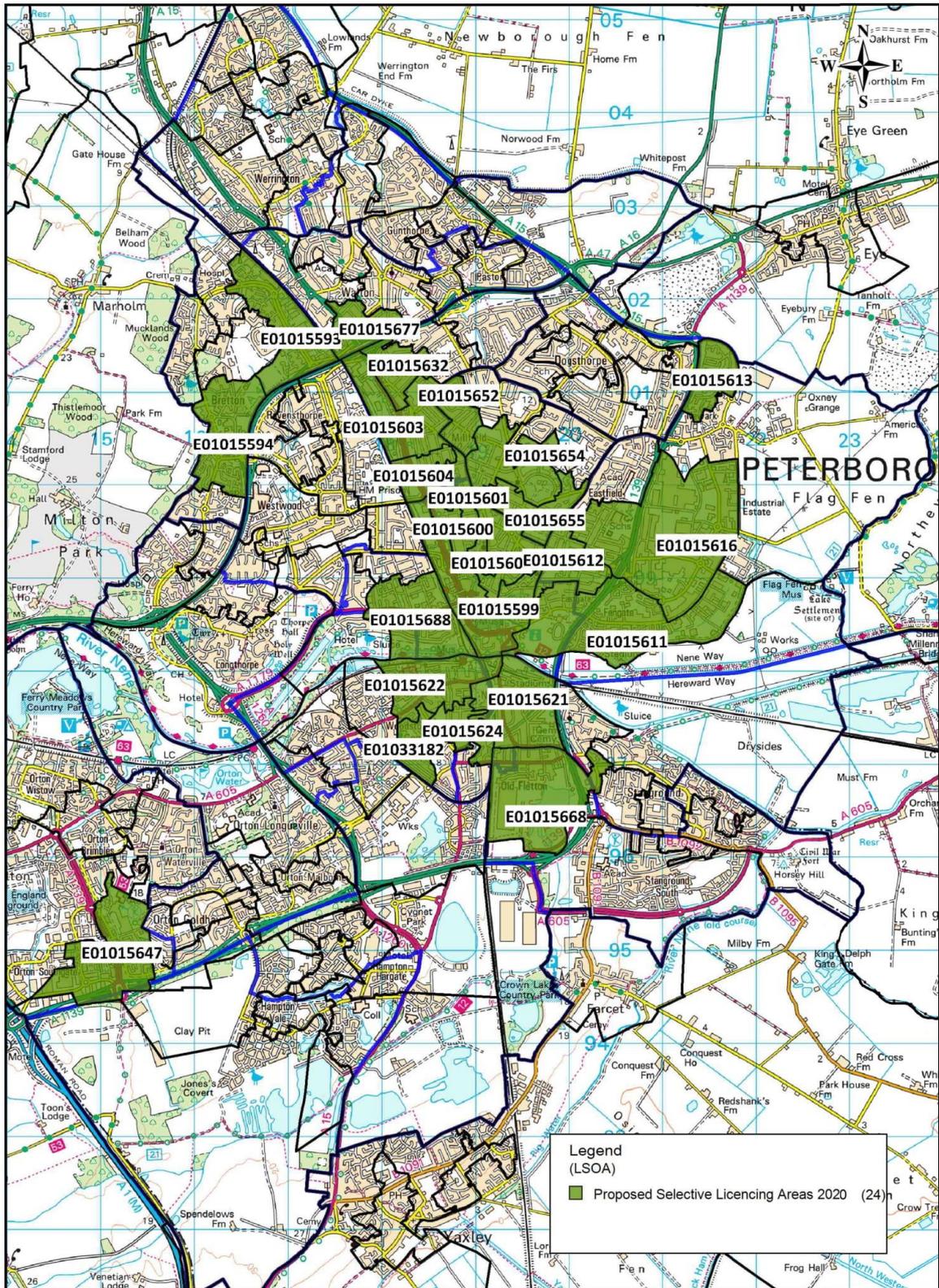
Then, within each condition, the index scores were averaged to produce an overall index score for the condition for the LSOA. These index scores were compared to overall citywide average score to determine for each LSOA whether it was above or below the average for the city in that condition. If an LSOA was above average across five or six conditions, it could

be considered for inclusion in the Selective Licencing area.

Areas proposed for Selective Licensing must also have a high level of private rented housing. The criteria used to demonstrate a 'high level' is for an area to have above average levels. Average levels are 25.1% thus any area above 25.1% can be considered.

24 LSOAs have been identified as meeting 5 or more of the above criteria and having a PRS % of over 25.1%. There is a main concentration of areas around the centre of the city, and one isolated area of Orton Waterville to the south west of the city. These LSOAs are shown in the map and table below. A total of 38.8% of the Citywide Private Rented Stock is contained within the areas shaded green.

# Selective Licencing Areas 2020



© Crown copyright and database rights 2020 OS 100023205 Scale (at A4): 1:145074 Date:28/10/2020 Centred at: 519026,301496

LSOACode	LSOA NAME	Ward	CT Records PRS	Tenure % Contribution to Citywide PRS	Percentage of total houses in City	Low housing demand	ASB	Housing conditions	Migration	IMD	Crime	Total
E01015593	Peterborough 009A	Bretton	25.2%	0.71%	0.70%	0	1	1	1	1	1	5
E01015603	Peterborough 010A	North	50.5%	1.90%	0.95%	1	1	1	1	1	1	6
E01015604	Peterborough 010B	North	39.4%	0.96%	0.61%	0	1	1	1	1	1	5
E01015632	Peterborough 010C	North	39.2%	1.35%	0.87%	1	1	1	1	1	1	6
E01015677	Peterborough 010E	Paston & Walton	34.1%	0.85%	0.63%	1	0	1	1	1	1	5
E01015594	Peterborough 011C	Bretton	28.3%	1.33%	1.18%	1	1	1	0	1	1	5
E01015601	Peterborough 012A	Central	47.8%	1.36%	0.72%	1	1	1	1	1	1	6
E01015652	Peterborough 012C	North	40.8%	1.26%	0.77%	1	1	1	1	1	1	6
E01015654	Peterborough 012E	Park	39.5%	1.82%	1.16%	1	1	1	1	1	1	6
E01015611	Peterborough 013B	Central	32.2%	1.95%	1.52%	1	1	1	0	1	1	5
E01015613	Peterborough 013C	East	29.4%	0.88%	0.75%	1	1	1	1	0	1	5
E01015616	Peterborough 013F	East	30.3%	1.10%	0.92%	1	1	1	0	1	1	5
E01015599	Peterborough 014A	Central	48.7%	2.48%	1.28%	1	1	1	0	1	1	5
E01015600	Peterborough 014B	Central	42.8%	1.19%	0.70%	0	1	1	1	1	1	5
E01015602	Peterborough 014C	Central	64.0%	3.77%	1.48%	1	1	1	1	1	1	6
E01015612	Peterborough 014D	East	48.4%	2.16%	1.12%	1	1	1	1	1	1	6
E01015655	Peterborough 014E	Park	49.7%	2.01%	1.02%	1	1	1	1	1	1	6
E01015622	Peterborough 016A	Fletton & Stanground	40.5%	2.29%	1.42%	1	1	1	1	1	1	6
E01015688	Peterborough 016D	Central	31.6%	1.52%	1.21%	1	1	1	1	0	1	5
E01033182	Peterborough 016G	Fletton & Woodston	34.6%	1.13%	0.82%	1	1	1	1	1	1	6
E01015621	Peterborough 017A	Fletton & Stanground	38.3%	2.72%	1.78%	1	1	1	0	1	1	5
E01015624	Peterborough 017C	Fletton & Stanground	36.5%	1.29%	0.89%	1	1	1	0	1	1	5
E01015668	Peterborough 017E	Stanground South	38.0%	1.68%	1.11%	1	1	1	1	1	1	6
E01015647	Peterborough 021F	Orton Waterville	30.0%	1.04%	0.88%	1	1	1	1	1	1	6

## Low Housing Demand

When deciding if an area is suffering from, or likely to become, an area of low housing demand, the local housing authority should consider the value of residential properties in comparison to the value of similar properties in other areas which the authority considers to be comparable.

The ONS median sold house prices in 2019<sup>3</sup> showed that the average sale price in Peterborough was £192,631. There are large differences in median house sale prices between LSOA areas across the city, the lowest being £78,000 in E01015600 in Central Ward. In comparison the (median) average house sold price in LSOA E01015590 in Barnack ward was £489,000. The two tables below show the top and bottom 5 median sale prices by LSOA area.

LSOA Code	LSOA Name	Median Price Paid Dec 2019	Ward
E01015590	Peterborough 004B	489,000	Barnack
E01015629	Peterborough 001A	391,500	Glington & Castor
E01015690	Peterborough 015D	367,500	Fletton & Woodston
E01015648	Peterborough 018E	354,750	Orton Waterville
E01015627	Peterborough 018A	352,500	Glington & Castor

LSOA Code	LSOA Name	Median Price Paid Dec 2019	Ward
E01015600	Peterborough 014B	78,000	Central
E01015647	Peterborough 021F	98,100	Orton Waterville
E01015612	Peterborough 014D	108,000	East
E01015604	Peterborough 010B	110,000	North
E01015599	Peterborough 014A	118,000	Central

When there is a lack of mixed communities in terms of tenure and/or a high turnover of occupants within an area it is difficult to build strong and supportive communities and people are more likely to have less pride and interest in their neighbourhoods. A lack of mixed communities is an indication of an area suffering or likely to suffer from low demand.

The city's total housing stock is 86,832, of which 25.1% are privately rented.

Within the 24 LSOAs considered for selective licensing, 40% of dwellings are currently privately rented. The LSOA with the highest percentage of private rented stock is in Central ward with 64%. The second highest LSOA area being in

<sup>3</sup>

<https://www.ons.gov.uk/peoplepopulationandcommunity/housing/datasets/medianpricepaidbylowerlayersuperoutputareahpsadataset46>

Wittering ward with 63.4%. In comparison, some areas of the city have very low PRS percentages with an LSOA area in Orton Waterville having just 6.4% and an LSOA area in Gunthorpe just 8.2% respectively.

Across the city there are currently 544 long term empty properties. Within the 24 LSOAs proposed for selective licensing 48% (257) of the city's empty properties can be found. The highest number can be found in Central Ward with 85 properties.

Empty homes are often magnets for ASB, arson, squatting and have a knock-on effect to surrounding properties, lowering house prices and generally making the area a less desirable place to live. They can be a visual reminder of the need for social, economic and environmental regeneration of an area.

The council should also consider the impact of the rented sector in the local community, for example poor property conditions, anti-social behaviour and criminal activity.

During the 12 months spanning April 19 to March 20, across Peterborough there was a total of 21,653 recorded crimes. Of the citywide count 9,578 (44%) were within the 24 LSOAs which make up the proposed licensing areas, the highest count being recorded in Central ward which contributed 4,661 of the total crimes recorded which is 21% of the citywide total, 44 % of the dwellings in Central ward are privately rented.

Ten separate criteria were used to indicate low housing demand and applied to all the 112 lower super output areas across the city. Of the 24 LSOAs identified as meeting the overall criteria for Selective Licensing, 21 met the citywide average low housing demand threshold index score of 102.3. These are shown below.

LSOA NAME	LSOACode	Ward	Low Housing Demand Index Score
E01015593	Peterborough 009A	Bretton	83.5
E01015603	Peterborough 010A	North	182.3
E01015604	Peterborough 010B	North	95.9
E01015632	Peterborough 010C	North	140.1
E01015677	Peterborough 010E	Paston & Walton	127.2
E01015594	Peterborough 011C	Bretton	210.6
E01015601	Peterborough 012A	Central	148.1
E01015652	Peterborough 012C	North	116.8
E01015654	Peterborough 012E	Park	163.6
E01015611	Peterborough 013B	Central	219.9
E01015613	Peterborough 013C	East	107.4
E01015616	Peterborough 013F	East	240.2
E01015599	Peterborough 014A	Central	801.0
E01015600	Peterborough 014B	Central	96.9
E01015602	Peterborough 014C	Central	429.8
E01015612	Peterborough 014D	East	176.4
E01015655	Peterborough 014E	Park	160.2
E01015622	Peterborough 016A	Fletton & Stanground	178.2
E01015688	Peterborough 016D	Central	134.8
E01033182	Peterborough 016G	Fletton & Woodston	108.4
E01015621	Peterborough 017A	Fletton & Stanground	246.8
E01015624	Peterborough 017C	Fletton & Stanground	108.3
E01015668	Peterborough 017E	Stanground South	126.0
E01015647	Peterborough 021F	Orton Waterville	229.9
Citywide average			<b>102.3</b>

## Anti-social Behaviour

When deciding whether areas are suffering from anti-social behaviour which a landlord should address, regard must be given as to whether the behaviour is being conducted within the curtilage of the rented property or in its immediate vicinity and include acts of: intimidation and harassment of tenants or neighbours; noise, rowdy and nuisance behaviour affecting persons living in or visiting the vicinity; animal related problems; vehicle related nuisance; illegal drug taking or dealing; graffiti and fly posting; litter and waste within the curtilage of the property.

Within the 12 month period from April 2019 to March 2020 there were 5194 anti-social behaviour incidents recorded by Cambridgeshire Police. Of those, 2288 occurred within the 24 LSOA's which is 44% of the overall total.

The average reported number of ASB incidents across each of the city's 112 LSOAs is 46. Within the 24 proposed LSOAs the average increases to 103 per LSOA. The highest being in the Central ward LSOAs, with 1031 incidents and where 44% of the dwellings are privately rented.

Anti-social behaviour can be broken down into three key components: nuisance, personal and environmental. Higher proportions of both personal and environmental ASB occurred within the proposed areas.

- Personal - ASB that is targeted at an individual or group rather than the wider community. The highest personal ASB count occurred in Central Ward. This is to be expected given its location. The next highest ASB count by ward was in North ward with a count of 65 ASB incidents. The individual LSOA with the highest count of personal ASB outside of central ward was E01015632 in North Ward with a count of 24.
- The citywide LSOA average for recorded personal ASB is 5 incidents – 20 of the identified LSOAs are equal to or in excess of this rate.
- Environmental – ASB that targets the wider environment such as fly tipping, noise, criminal damage. 38% of all the city's environmental ASB falls within the proposed licensing areas. For the 24 LSOAs considered for selective licensing the average number of reported incidents is 8 per LSOA.

Within the period from April 2019 to March 2020, 8,412 reported incidents of fly tipping of which 33% (2781) is from within the proposed areas, the highest number being reported in Central ward (1392). The next highest ward total is 932 flytipping incidents in Ravensthorpe.

Similarly there were 942 rubbish accumulations reported to the council citywide. The proposed areas account for 35% (332). The worst levels reported were in Central ward which had 20% of the total city's reported rubbish accumulations. Geographically Central ward covers less than 1% of the City's area.

Ten separate criteria were used to indicate levels of crime and ASB and applied to all the 112 lower super output areas across the city. 23 of the 24 LSOAs were identified as meeting the overall criteria for the Selective licensing met the ASB threshold. Each of the LSOAs was ranked within the ASB condition. The 24 LSOAs to have met the overall selective licencing criteria are shown with their index score below. The citywide average index score is 82.

<b>LSOA NAME</b>	<b>LSOACode</b>	<b>Ward</b>	<b>ASB Index Score</b>
E01015593	Peterborough 009A	Bretton	209.0
E01015603	Peterborough 010A	North	219.7
E01015604	Peterborough 010B	North	127.0
E01015632	Peterborough 010C	North	238.3
E01015677	Peterborough 010E	Paston & Walton	79.4
E01015594	Peterborough 011C	Bretton	208.2
E01015601	Peterborough 012A	Central	157.1
E01015652	Peterborough 012C	North	151.9
E01015654	Peterborough 012E	Park	233.8
E01015611	Peterborough 013B	Central	231.1
E01015613	Peterborough 013C	East	84.5
E01015616	Peterborough 013F	East	212.2
E01015599	Peterborough 014A	Central	625.5
E01015600	Peterborough 014B	Central	108.9
E01015602	Peterborough 014C	Central	452.6
E01015612	Peterborough 014D	East	192.5
E01015655	Peterborough 014E	Park	162.8
E01015622	Peterborough 016A	Fletton & Stanground	199.9
E01015688	Peterborough 016D	Central	171.5
E01033182	Peterborough 016G	Fletton & Woodston	104.7
E01015621	Peterborough 017A	Fletton & Stanground	164.8
E01015624	Peterborough 017C	Fletton & Stanground	82.4
E01015668	Peterborough 017E	Stanground South	142.5
E01015647	Peterborough 021F	Orton Waterville	160.3
Citywide average			<b>82</b>

### **Poor Property Conditions**

The local authority should consider poor property conditions including the age and visual appearance of the properties.

Each hazard is assessed separately, and if judged to be 'serious', with a 'high score', is deemed to be a **category 1 hazard**. All other hazards are called **category 2 hazards**.

A risk assessment looks at the likelihood of an incident arising from the condition of the property and the likely harmful outcome. If a local authority discovers category 1 hazards in a home, it has a duty to take the most appropriate action.

Within the 24 proposed licensing areas, on average, 3.85% of PRS have a category one hazard compared to a citywide average of 2.25%. For category 2 hazards within the proposed area this rises to 6.45%. This compares to a citywide average of 4%.

In the proposed selective licensing areas there are approximately 8,457 privately rented properties, with a total of 326 privately rented households with at least 1 category one hazard and 546 privately rented households with at least 1 category two hazard.

The tables below show the percentage of privately rented properties in each of the LSOAs being considered for selective licensing that have category one and category two hazards.

LSOA NAME	LSOACode	Ward	Percentage with a Cat 1 Hazard
E01015593	Peterborough 009A	Bretton	3.9%
E01015603	Peterborough 010A	North	6.5%
E01015604	Peterborough 010B	North	5.2%
E01015632	Peterborough 010C	North	5.4%
E01015677	Peterborough 010E	Paston & Walton	2.2%
E01015594	Peterborough 011C	Bretton	2.7%
E01015601	Peterborough 012A	Central	7.4%
E01015652	Peterborough 012C	North	5.1%
E01015654	Peterborough 012E	Park	6.0%
E01015611	Peterborough 013B	Central	0.9%
E01015613	Peterborough 013C	East	12.0%
E01015616	Peterborough 013F	East	2.9%
E01015599	Peterborough 014A	Central	5.0%
E01015600	Peterborough 014B	Central	6.5%
E01015602	Peterborough 014C	Central	3.9%
E01015612	Peterborough 014D	East	5.5%
E01015655	Peterborough 014E	Park	4.3%
E01015622	Peterborough 016A	Fletton & Stanground	1.4%
E01015688	Peterborough 016D	Central	1.5%
E01033182	Peterborough 016G	Fletton & Woodston	2.4%
E01015621	Peterborough 017A	Fletton & Stanground	0.5%
E01015624	Peterborough 017C	Fletton & Stanground	1.8%
E01015668	Peterborough 017E	Stanground South	1.9%
E01015647	Peterborough 021F	Orton Waterville	2.6%
Citywide average			<b>2.25%</b>

LSOA NAME	LSOACode	Ward	Percentage with a Cat 2 Hazard
E01015593	Peterborough 009A	Bretton	7.1%
E01015603	Peterborough 010A	North	12.8%
E01015604	Peterborough 010B	North	7.1%
E01015632	Peterborough 010C	North	8.1%
E01015677	Peterborough 010E	Paston & Walton	2.7%
E01015594	Peterborough 011C	Bretton	4.8%
E01015601	Peterborough 012A	Central	9.1%
E01015652	Peterborough 012C	North	10.6%
E01015654	Peterborough 012E	Park	7.8%
E01015611	Peterborough 013B	Central	2.8%
E01015613	Peterborough 013C	East	30.2%
E01015616	Peterborough 013F	East	6.2%
E01015599	Peterborough 014A	Central	7.9%
E01015600	Peterborough 014B	Central	9.6%
E01015602	Peterborough 014C	Central	6.7%
E01015612	Peterborough 014D	East	7.8%
E01015655	Peterborough 014E	Park	5.5%
E01015622	Peterborough 016A	Fletton & Stanground	2.8%
E01015688	Peterborough 016D	Central	3.3%
E01033182	Peterborough 016G	Fletton & Woodston	4.0%
E01015621	Peterborough 017A	Fletton & Stanground	0.7%
E01015624	Peterborough 017C	Fletton & Stanground	4.6%
E01015668	Peterborough 017E	Stanground South	2.5%
E01015647	Peterborough 021F	Orton Waterville	3.1%
Citywide average			<b>4.00%</b>

Consideration should also be given to where, following a review of housing conditions under section 3(1) of the Housing Act 2004, the authority considers a significant number of properties in the private rented sector need to be inspected in order to determine whether any of those properties contain category 1 or 2 hazards.

From 01/04/2016 to 07/10/2020, 4035 complaints have been received by the City Council relating to conditions within the privately rented properties citywide. Of these complaints, 2609 complaints were about properties within the 24 LSOAs proposed for selective licensing equating to 65% of all housing complaints. Across the area this equates to an average of 108 per LSOA compared with a city wide average of 36 per LSOA and a non-selective licencing area average of 16 complaints per LSOA.

Of the 4035 complaints 946 were about properties from LSOAs within the Central ward, where there are approximately 3071 properties which are privately rented followed by LSOAs in North ward with 666 complaints and where 1773 properties are privately rented.

Four separate criteria were used to demonstrate housing conditions and applied to all of the 112 lower super output areas across the city. Of the 23 LSOAs identified as meeting the overall criteria for Selective licensing all 24 met the housing conditions demand threshold. Each of the LSOAs was ranked within the low housing demand condition. The 24 LSOAs are shown with their index rank below:

LSOA NAME	LSOACode	Ward	Housing Conditions
E01015593	Peterborough 009A	Bretton	95.4
E01015603	Peterborough 010A	North	256.4
E01015604	Peterborough 010B	North	156.1
E01015632	Peterborough 010C	North	199.6
E01015677	Peterborough 010E	Paston & Walton	87.0
E01015594	Peterborough 011C	Bretton	104.4
E01015601	Peterborough 012A	Central	198.5
E01015652	Peterborough 012C	North	195.2
E01015654	Peterborough 012E	Park	223.9
E01015611	Peterborough 013B	Central	131.9
E01015613	Peterborough 013C	East	215.0
E01015616	Peterborough 013F	East	118.8
E01015599	Peterborough 014A	Central	248.2
E01015600	Peterborough 014B	Central	187.5
E01015602	Peterborough 014C	Central	348.6
E01015612	Peterborough 014D	East	229.4
E01015655	Peterborough 014E	Park	196.6
E01015622	Peterborough 016A	Fletton & Stanground	161.2
E01015688	Peterborough 016D	Central	103.1
E01033182	Peterborough 016G	Fletton & Woodston	99.1
E01015621	Peterborough 017A	Fletton & Stanground	129.2
E01015624	Peterborough 017C	Fletton & Stanground	108.0
E01015668	Peterborough 017E	Stanground South	118.9
E01015647	Peterborough 021F	Orton Waterville	86.5
Citywide average			<b>79.90</b>

## High Levels of Migration

A designation can be made to preserve or improve the economic conditions of areas to which migrants have moved and ensure people (including migrants) occupying private rented properties do not live in poorly managed housing or unacceptable conditions.

Robustly establishing the impact of migration on an area is challenging. There are limited sources of accurate data that can be utilised, however, there are certain sources that can provide indicative information. The 2011 census provided population counts across all LSOAs in the city, this information, coupled with the recently released 2019 mid-term population estimates allowed for analysis to be conducted to identify those areas that had a numerical change.

Planned population growth could be deemed as where housing development has occurred and population numbers understandably increase. Unplanned population growth is where population increases have been noticed, though without dwellings being built to accommodate this growth. With this in mind, the population change across each LSOA was compared against the number of new build completions spanning the same time period.

It could be assumed that if an area has had an increase in population, and little to no housing being built, these new residents are either taking up existing empty properties or the housing composition dynamics have change to accommodate them.

Over the 8 years between the 2013 population estimate and 2019 population estimates the 24 proposed areas have experienced a relatively large increase in the size of the population. The population of the proposed 24 areas to be included amounts to 52,877.

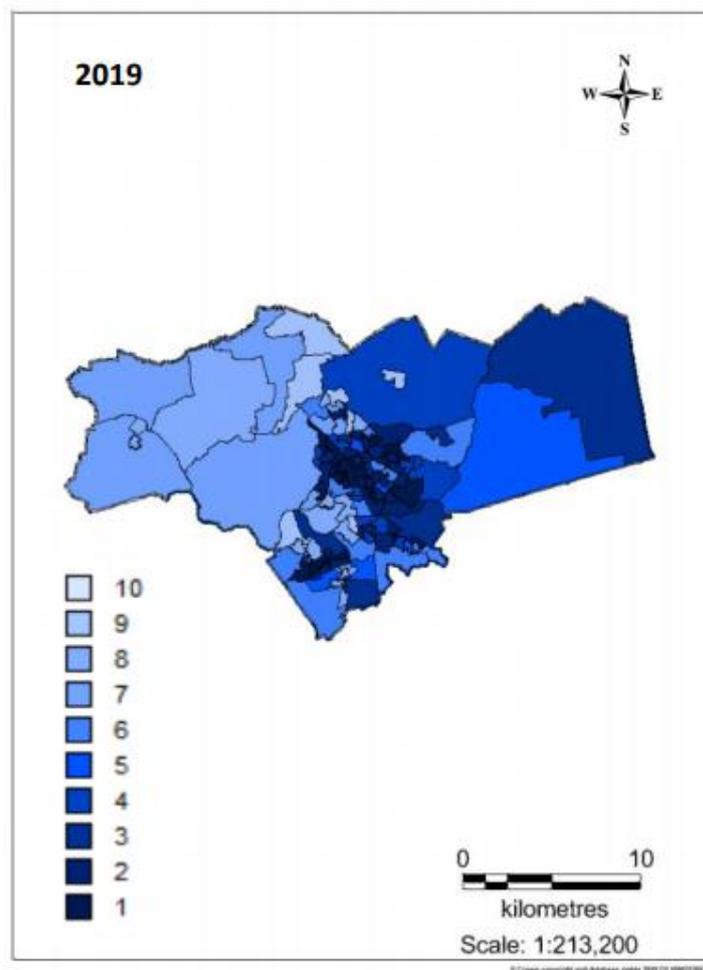
Three separate criteria were used to assess the impact of migration and applied to all the 112 LSOAs across the city. Each of the LSOAs was given an indexed score within the migration condition. Across the city the 24 LSOA's are shown with their index scores below. All but 5 scored above the citywide average score of -26.

<b>LSOA NAME</b>	<b>LSOACode</b>	<b>Ward</b>	<b>Unplanned Migration Index Score</b>
E01015593	Peterborough 009A	Bretton	11.0
E01015603	Peterborough 010A	North	15.9
E01015604	Peterborough 010B	North	-3.5
E01015632	Peterborough 010C	North	157.3
E01015677	Peterborough 010E	Paston & Walton	20.7
E01015594	Peterborough 011C	Bretton	-171.0
E01015601	Peterborough 012A	Central	12.6
E01015652	Peterborough 012C	North	195.9
E01015654	Peterborough 012E	Park	155.2
E01015611	Peterborough 013B	Central	-58.8
E01015613	Peterborough 013C	East	135.7
E01015616	Peterborough 013F	East	-65.6
E01015599	Peterborough 014A	Central	-151.3
E01015600	Peterborough 014B	Central	-17.5
E01015602	Peterborough 014C	Central	8.0
E01015612	Peterborough 014D	East	298.6
E01015655	Peterborough 014E	Park	171.4
E01015622	Peterborough 016A	Fletton & Stanground	245.0
E01015688	Peterborough 016D	Central	220.6
E01033182	Peterborough 016G	Fletton & Woodston	48.7
E01015621	Peterborough 017A	Fletton & Stanground	-225.9
E01015624	Peterborough 017C	Fletton & Stanground	-59.6
E01015668	Peterborough 017E	Stanground South	37.3
E01015647	Peterborough 021F	Orton Waterville	-19.7
Citywide average			<b>-26.00</b>

### High Levels of Deprivation

In deciding whether the authority considers the areas to be suffering from high levels of deprivation the authority should consider the English Indices of Deprivation 2019, provided by the Department for Communities and Local Government in comparison to other similar neighbourhoods in the area or within the region.

This data measures overall multiple deprivation experienced by persons living in geographical areas at LSOA levels. Each LSOA in England is ranked according to its level of deprivation relative to that of other areas. There are multiple domains and sub-domains that make up the overall deprivation level. Peterborough ranks 51<sup>st</sup> most deprived out of the 317 local authority areas in England.



There are areas within the city that rank in the top 10% most deprived LSOAs nationally and others that rank in the bottom 10%. The table below shows the national ranking of each LSOA within the proposed licensing areas. (1 = top 10% - 10 = bottom 10%) for each criteria.

Of the 30 proposed areas, 28 meet the IMD criteria. Just E01015688 in Central Ward and E01015651 in Park ward do not.

Ward	National IMD (where 1 is most deprived)	Local IMD (where 1 is most deprived)
Barnack	8	8
Bretton	2	2
Central	2	1
Dogsthorpe	2	1
East	3	1
Eye, Thorney and Newborough	5	4
Fletton and Stanground	4	3
Fletton and Woodston	5	5
Glington and Castor	8	8
Gunthorpe	6	5
Hampton Vale	6	4
Hargate and Hempsted	7	5
North	2	1
Orton Longueville	2	2
Orton Waterville	6	6
Park	4	3
Paston and Walton	3	2
Ravensthorpe	3	3
Stanground South	4	3
Werrington	7	5
West	6	5
Wittering	8	8

*Figure 6; Table of wards in Peterborough e by Local and National IMD.*

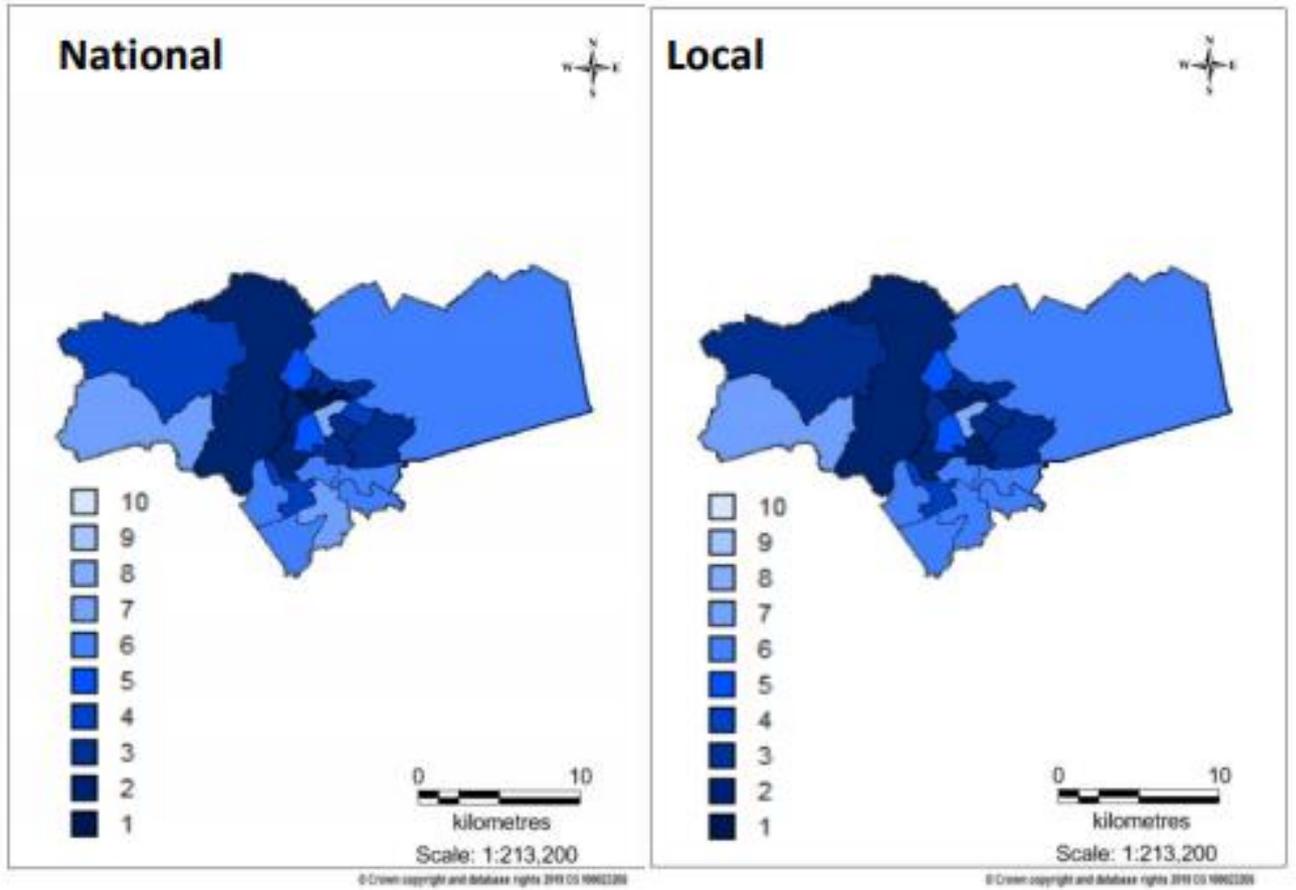


Figure 7; Map of the National IMD and Local IMD by ward in Peterborough

LSOACode	LSOA NAME	Ward	Overall Deprivation - Score - RANK	IMD 2015 Income - Score - RANK	Health - Score - RANK	Access to Education, Training and Other services- Score - RANK	Indoors Sub Domain- Score - RANK	Living Environment - Score - RANK	Levels of Crime - Score - RANK
E01015593	Peterborough 009A	Bretton	6	9	14	7	94	68	44
E01015603	Peterborough 010A	North	16	21	55	4	3	4	25
E01015604	Peterborough 010B	North	19	19	43	1	27	20	40
E01015632	Peterborough 010C	North	38	42	63	11	19	19	46
E01015677	Peterborough 010E	Paston & Walton	44	58	21	32	1	1	28
E01015594	Peterborough 011C	Bretton	31	34	28	42	80	100	11
E01015601	Peterborough 012A	Central	28	31	33	10	8	6	29
E01015652	Peterborough 012C	North	50	61	68	16	13	12	58
E01015654	Peterborough 012E	Park	34	35	15	43	4	5	19
E01015611	Peterborough 013B	Central	23	19	37	19	26	26	13
E01015613	Peterborough 013C	East	60	50	67	49	77	74	87
E01015616	Peterborough 013F	East	13	11	17	8	76	63	70
E01015599	Peterborough 014A	Central	33	36	50	13	16	13	12
E01015600	Peterborough 014B	Central	15	17	30	2	20	16	36
E01015602	Peterborough 014C	Central	20	44	34	31	2	2	2
E01015612	Peterborough 014D	East	29	37	38	21	5	3	8
E01015655	Peterborough 014E	Park	67	72	81	80	11	9	32
E01015622	Peterborough 016A	Fletton & Stanground	63	62	80	66	44	37	16
E01015688	Peterborough 016D	Central	75	68	82	75	25	28	90
E01033182	Peterborough 016G	Fletton & Woodston	36	39	32	22	18	17	39
E01015621	Peterborough 017A	Fletton & Stanground	62	62	71	73	9	7	33
E01015624	Peterborough 017C	Fletton & Stanground	48	55	53	64	6	11	20
E01015668	Peterborough 017E	Stanground South	45	28	26	47	10	10	59
E01015647	Peterborough 021F	Orton Waterville	2	1	2	20	41	62	56

The average income of households - The Income Deprivation Domain measures the proportion of the population in an area experiencing deprivation relating to low income. The definition of low income used includes both those people that are out-of-work, and those that are in work but who have low earnings. Within the 24 proposed areas 5 of the LSOAs fall within the top 10% most deprived nationally and a further 12 LSOA areas are within the 20% most deprived in the country.

Ten separate criteria were used to demonstrate deprivation and applied to all of the 112 lower super output areas across the city. Of the 24 LSOAs identified as meeting the overall criteria for Selective licensing, 22 met the deprivation threshold. The 24 LSOAs are shown with their local index rank.

LSOACode	Ward	IMD National Decile	IMD Local Rank
E01015593	Bretton	1	18
E01015603	North	1	27
E01015604	North	2	45
E01015632	North	2	44
E01015677	Paston & Walton	2	15
E01015594	Bretton	2	23
E01015601	Central	2	52
E01015652	North	3	25
E01015654	Park	2	21
E01015611	Central	2	61
E01015613	East	4	17
E01015616	East	1	16
E01015599	Central	2	19
E01015600	Central	1	2
E01015602	Central	2	13
E01015612	East	2	54
E01015655	Park	5	47
E01015622	Fletton & Stanground	4	80
E01015688	Central	6	35
E01033182	Fletton & Woodston	2	50
E01015621	Fletton & Stanground	4	51
E01015624	Fletton & Stanground	3	39
E01015668	Stanground South	2	7
E01015647	Orton Waterville	1	7

## High Levels of Crime

When considering whether areas suffer from high levels of crime a local authority may wish to have regard to whether the area has displayed a noticeable increase in crime over a relatively short period, whether the crime rate in the area is significantly higher than in other parts of the local authority area or that the crime rate is higher than the national average. In particular the local authority may want to consider whether the impact of crime in the areas affects the local community and the extent to which a selective licensing scheme can address the problems.

Licensing must be part of a wider strategy to address crime in the designated areas and can only be made if a high proportion of properties in that area are privately rented. The authority should consider:

- Whether the criminal activities impact on some people living in privately rented accommodation as well as others living in the areas and businesses
- The nature of the criminal activity, e.g. theft, burglary, arson, criminal damage, graffiti
- Whether some of the criminal activity is the responsibility of some people living in privately rented accommodation

Nationally (England and Wales) the police recorded rate of crime per 1,000 population is 97.5 from July 19 to June 20<sup>4</sup>, Peterborough's overall rate of crime per 1,000 population is higher at 107 crimes per 1,000 population.<sup>5</sup>

Within 12 months from April 2019 to March 2020, across Peterborough there was a total of 21,653 recorded crimes. Of those, 9,578 or 44% were within 24 LSOAs which make up the proposed licensing areas.

The highest being recorded in the LSOAs within Central ward which contributed, 4,515 recorded crimes, up from 1,710 in 2015. This equates to 20.8% of total crimes across the city.

Within 12 month period there were 1183 recorded burglaries across the city, up from 577 in 2015.

446 occurring within the proposed areas which equates to 38% of all burglaries. The average number of burglaries in each LSOA across the whole of Peterborough is 10, however in the proposed LSOAs this increases to 18.5.

The highest recorded burglaries were within the Central LSOA – E010105599,

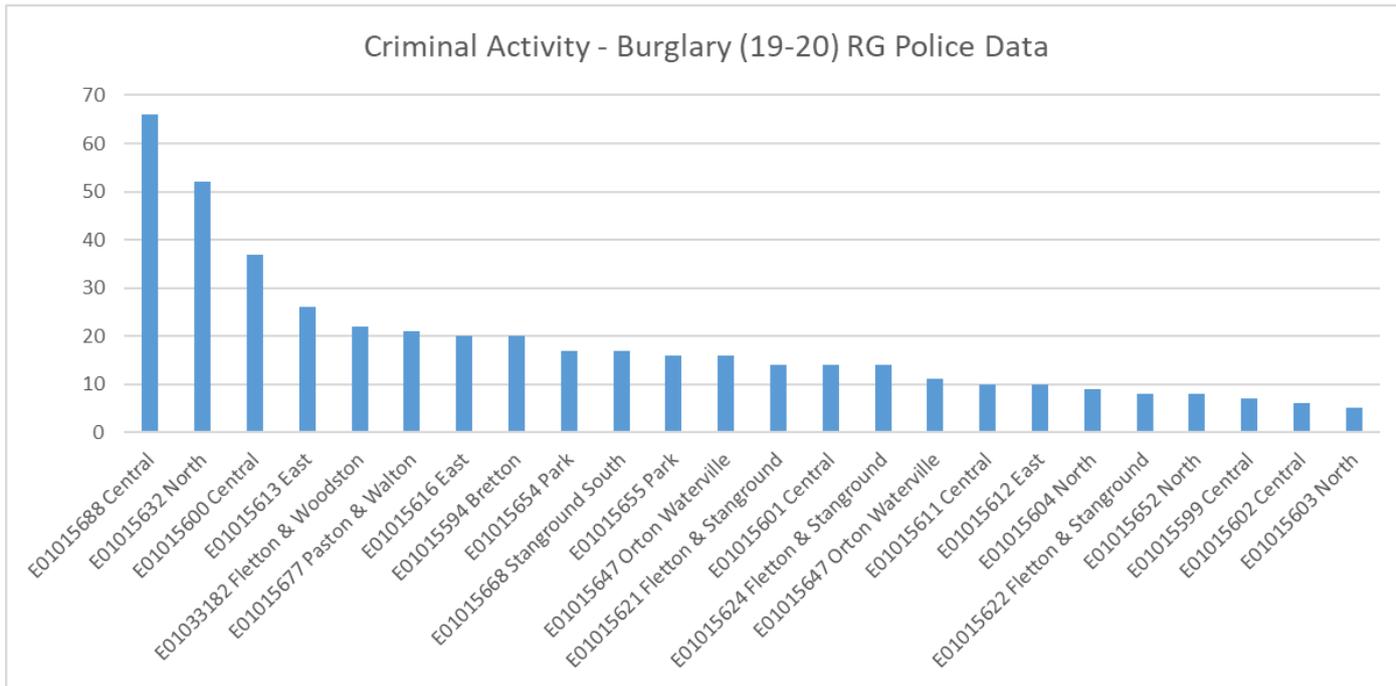
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<sup>4</sup>

<https://www.ons.gov.uk/peoplepopulationandcommunity/crimeandjustice/bulletins/crimeinenglandandwales/yearendingjune2020#trends-in-police-recorded-crime>

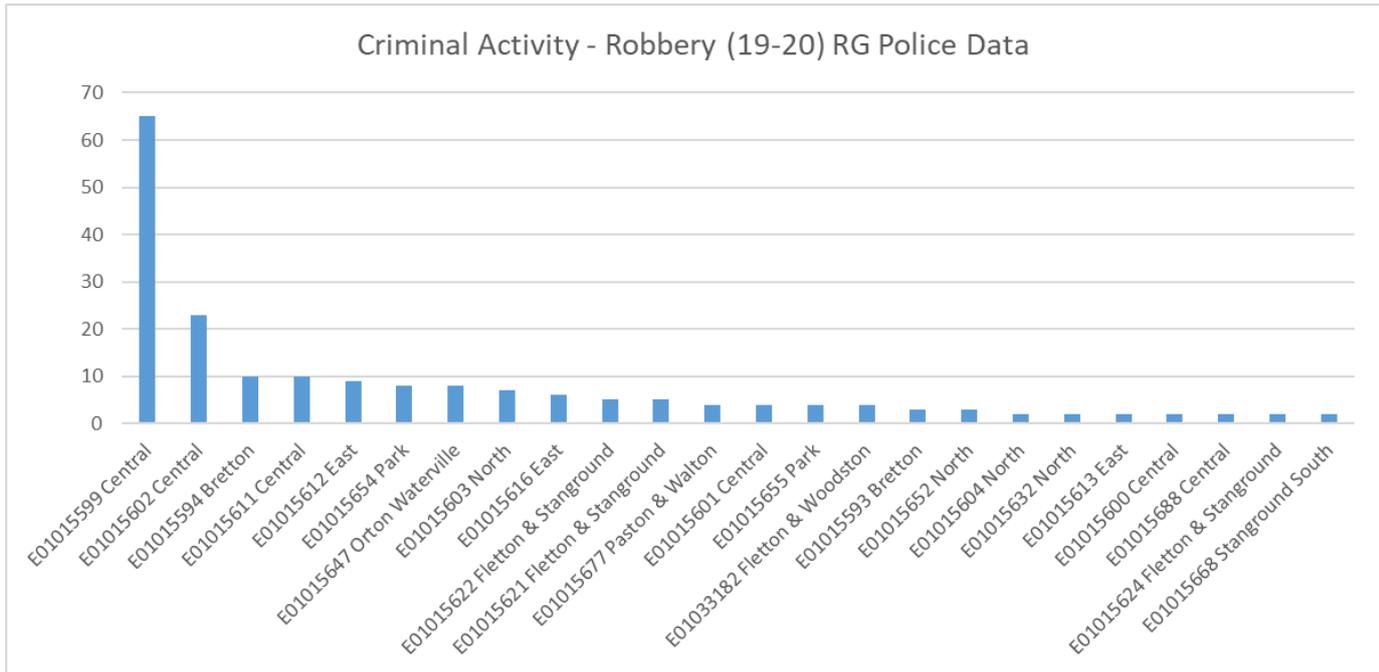
<sup>5</sup>Cambridgeshire Police Data – April 19- March 20

within that LSOA 49% of the dwellings are privately rented.

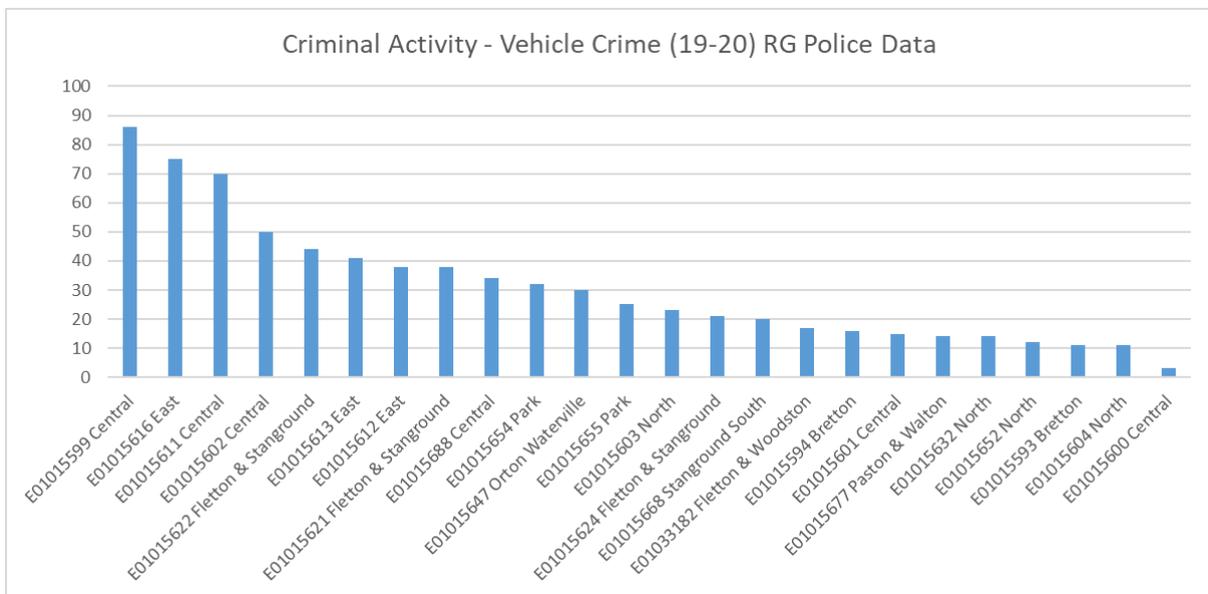


In the 12 months from April 2019 to March 2020 there were 350 reported robberies within the city with 192 being within the proposed areas, this equates to 55% of all robberies. The average number of robberies in each LSOA across the whole of Peterborough is 3.1, however in the proposed LSOAs this increases to 8.

The highest recorded number of robberies in the 24 proposed areas were recorded in the Central LSOA – E010105599 where 49% of the dwellings are privately rented.

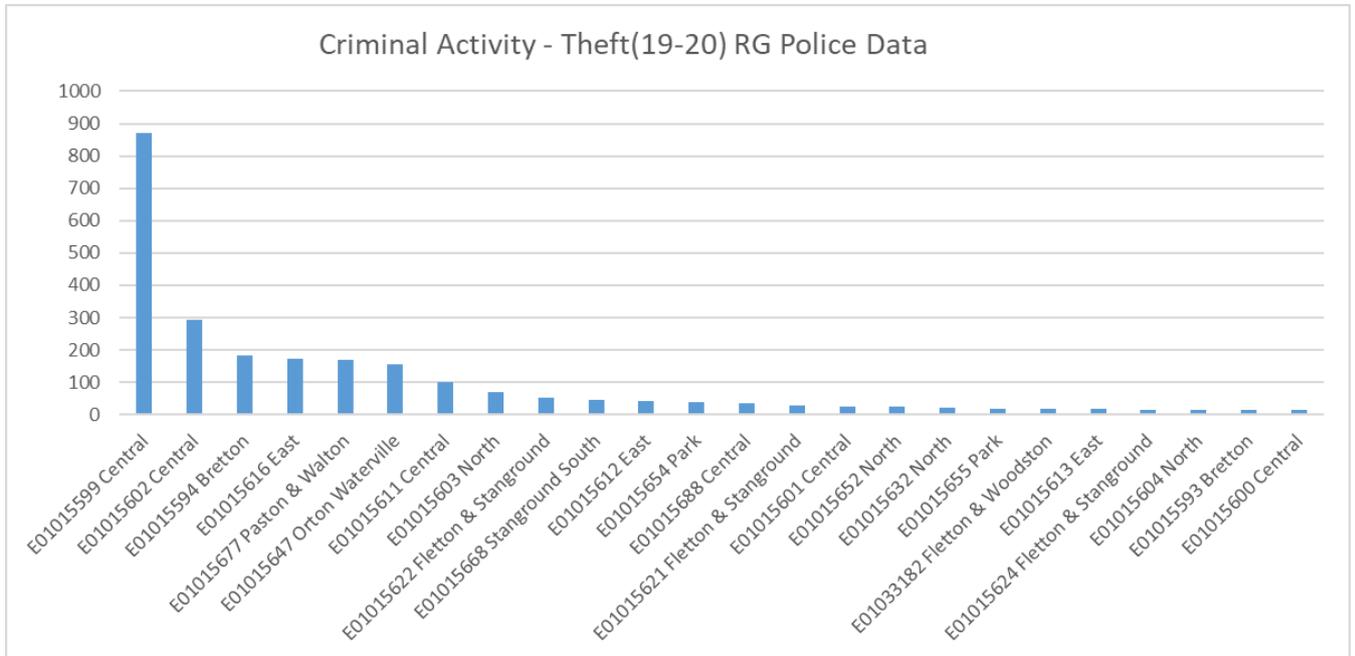


In the 12 months (Apr 19 – Mar 20) there were 1963 reported vehicle related crimes within the city, with 740 being within the 24 proposed areas, this equates to 38% of all vehicle crimes. The average number of vehicle related crime in each LSOA across the whole of Peterborough is 17, however in the proposed LSOAs this increases to 31. The highest recorded number of vehicle related crimes from the 24 proposed areas were recorded in the Central LSOA – E0105599 where 49% of the dwellings are privately rented.



In the 12 months (Apr 19 – Mar 20) there were 4389 thefts reported across Peterborough with 2430 being recorded within the 24 proposed areas, which equates to 55% of the total thefts within the city. The average number of thefts in each LSOA across the whole of Peterborough is 39, however across the

proposed LSOAs this increases to 101 (including city centre data). The highest recorded number of thefts within the proposed areas were recorded in the Central LSOA – E010105599 with 872 thefts or 20% of all thefts citywide.



Ten separate criteria were used to demonstrate crime and applied to all of the 112 lower super output areas across the city. Of the 24 LSOAs identified as meeting the overall criteria for selective licensing all 24 met the crime threshold. Each of the LSOAs was ranked within the crime condition. Across the city the 23 LSOA's are shown with their index score below. All areas scored higher than the citywide average score of 77.2

LSOA NAME	LSOACode	Ward	Crime Index Score
E01015593	Peterborough 009A	Bretton	106.3
E01015603	Peterborough 010A	North	186.6
E01015604	Peterborough 010B	North	90.9
E01015632	Peterborough 010C	North	135.2
E01015677	Peterborough 010E	Paston & Walton	238.3
E01015594	Peterborough 011C	Bretton	290.1
E01015601	Peterborough 012A	Central	125.0
E01015652	Peterborough 012C	North	78.9
E01015654	Peterborough 012E	Park	194.9
E01015611	Peterborough 013B	Central	255.5
E01015613	Peterborough 013C	East	132.1
E01015616	Peterborough 013F	East	347.0
E01015599	Peterborough 014A	Central	1223.2
E01015600	Peterborough 014B	Central	78.9
E01015602	Peterborough 014C	Central	610.9
E01015612	Peterborough 014D	East	181.0
E01015655	Peterborough 014E	Park	150.1
E01015622	Peterborough 016A	Fletton & Stanground	181.1
E01015688	Peterborough 016D	Central	107.1
E01033182	Peterborough 016G	Fletton & Woodston	126.8
E01015621	Peterborough 017A	Fletton & Stanground	178.5
E01015624	Peterborough 017C	Fletton & Stanground	90.2
E01015668	Peterborough 017E	Stanground South	143.7
E01015647	Peterborough 021F	Orton Waterville	279.2
Citywide average			<b>77.20</b>

## Appendix:

### Private Rented Stock – Methodological Note

In order to calculate the PRS percentage for each LSOA across the city a variety of different methodologies were considered. Many of the methodologies used a national model of private rented homes from a customer insight dataset such as Experian or ACORN. These models were not deemed sufficiently accurate to estimate both the number of households in Peterborough and the breakdown between owner occupied, social housing and privately rented. A more robust dataset was needed to see real data for Peterborough. For this reason, it was decided that the methodology would use at its base the Council Tax Records for a particular date in time.

1<sup>st</sup> April 2020 was chosen as the data because many of the datasets used elsewhere in the Selective Licencing methodology spanned the 19/20 financial year.

In order to ascertain whether a household was a privately rented home from a socially rented or owner-occupied home, some basic assumptions were made of the data.

At this point it is useful to describe the dataset and the field titles that it contains. The Council Tax records dataset is made up of two constituent parts, the 1<sup>st</sup> details the individual and address that is liable for the account / charge and the 2<sup>nd</sup> details the owner of the household and their address if there is a difference. The dataset itself contained 87,206 records with 27,008 records with an owner address filled in. Therefore, there were 60,198 fields without an owner address.

These blank 'owner address' fields were deemed to be owner occupied households because there was no difference between the 'liable address' and the 'owner address'. Therefore, it was assumed that because there is no landlord name and address present in the 'owner address' that it is likely an owner occupied household.

A further step was added to the methodology to check if for some reason the 'owner address' and the 'liable address' might be the same and therefore more households needed to be attributed as owner occupied. To do this, a data matching exercise was carried out in PowerBI where 'owner address' and 'liable address' were matched using a merge function. Where the two fields matched, a "Match" field could be generated and where they didn't a "No Match" field could be generated.

However, to ensure that no records were missed by case sensitive spelling differences between the two fields, the matching process was carried out using a 'fuzzy match' function within PowerBI. This allowed matches to be deemed a "Match" even if there were slight discrepancies within the two fields.

This process generated a total of 980 fuzzy matches which were then checked manually, line by line, to see if they were a true match or not.

After this process was complete and all matches and blank 'owner address' fields were

deemed to be owner occupied households and all non-matched records were deemed to be private rented stock a series of steps were taken to clean the data and correctly assign the relevant geographical areas to each record for aggregation.

The first step was to clean the data of socially rented and mobile home households. To do this a simple search query was completed within PowerBI to look for all the key words related to the social housing providers present in Peterborough in the 'liable address' and 'owner address' columns. The same process was then completed for the mobile home parks.

The last step in calculating the PRS % was to use a lookup to assign an LSOA to each record which enabled the calculation of the number of households in each LSOA. This was done using the 'liable address' postcode. This generated a denominator from which the private rented stock could be calculated against to provide the PRS % for each LSOA across the city.



## **Selective Licensing Scheme Conditions for Privately Rented Properties Schedule 4 - Housing Act 2004**

**The licence holder must ensure that the property is fully compliant with each of the conditions. Failure to comply with any condition could result in penalties of up to £30,000 and loss of licence.**

### **1. Tenancy Management**

1.1 The Licence Holder shall at the beginning of any tenancy provide the occupiers with a tenancy pack which contains the following as a minimum:

a. written statement of the terms on which they occupy the house (tenancy agreement). The written statement shall be clear about tenants' responsibility for not causing anti-social behaviour and that breach of the statements requirements can lead to eviction.

b. Copies of current gas safe certificate, electrical safety report and energy performance certificate as appropriate.

c. Details of procedures to be followed for reporting anti-social behaviour (ASB)

d. A copy of the selective licence and licence conditions

e. Details of how to make a complaint and report maintenance issues including telephone numbers for out of office hours. Any change in telephone numbers or contact details should be provided to the tenants within 24 hours of the changes being made.

(it is also good practice to provide contact numbers for contractors, i.e. plumbers, electrician, gas, electricity and water providers that can be used in an emergency ie. Gas leak)

f. Details of the procedures to be followed in the reporting of Anti-social behaviour (ASB)

g. Details of the tenants duties and responsibilities to enable the licence holder or manager to comply with the licence conditions

1.2 The licence holder must provide a copy of the above written information (a-g), provided to the tenants, within 28 days of any demand from the Council.

1.3 The licence holder shall obtain references for new tenants before entering into any tenancy agreement with them or allowing them to occupy the property. Copies of references shall be kept for the duration of the tenancy and provided to the Council within 28 days of any demand.

1.4 The licence holder shall ensure that each tenant is made aware, in written format, that they are responsible for their own behaviour and the behaviour of other occupiers and visitors. Tenants must be made aware that if they, other occupiers, or their visitors: Cause nuisance or annoyance to neighbours; or fail to dispose of refuse properly; or cause damage to fixtures, fittings, fire prevention or alarm equipment or installations, or to the fabric of the premises; or fail to give access to inspection of works undertaken within their accommodation. They may be liable to enforcement action which may include possession proceedings under the terms of their tenancy, pursuant to Grounds 13 or 14 of Schedule 2 of the Housing Act 1988.

In addition to giving the prescribed information to the tenants, the licence holder or agent must keep a record of having given this information i.e. a signed disclaimer, to demonstrate this information was received by the tenants.

1.5 During the fixed term of the tenancy agreement, the licence holder or agent must not make any attempt to increase the rent or make extra charges other than what is allowed for in the tenancy agreement. If the tenancy becomes periodic (there is no fixed term and the tenancy is continuing after the fixed term) any rent increases will be proposed through the appropriate legal procedure (currently Housing Act 1988 s.13)

You must make a copy of the tenancy agreement available before you let the property so that tenants can read it before being asked to sign. It also gives the tenants the opportunity to get independent advice before signing. Additional copies of the tenancy agreement should be made available if the tenants ask for it.

## **2. Tenancy Deposits / Terms of Occupancy**

2.1 Where a deposit is taken, the Licence Holder must provide the Tenant with relevant information about the deposit scheme to which it relates. The tenant must also be provided with written details, including:

- a. Details of what the deposit covers and arrangements for its return
- b. A clause stating that; upon vacating the property all of the tenants' possessions and waste must be removed and the property left empty. Any belongings/waste/furniture left in the property will be removed to an approved waste site, the cost of which will be deducted from the deposit.

2.2 The licence holder will provide occupiers/prospective occupier with the following information:

- The amount of rent payable
- The details of any deposit required
- The frequency of payments
- The details of any utilities (gas, electric, water) or other charges included in the rent
- The responsibility for payment of Council Tax
- The responsibility for payment of utilities and arranging provision of such
- Provide tenants with written details of how to dispose of rubbish properly, including appropriate use of the bulky waste collection service and information on the recycling centre provided by Peterborough City Council.

- It must also include a prohibition regarding the illegal burning of waste and warn residents not to fly-tip from the property.

### **3. Gas**

- 3.1 Where gas is supplied the Licence Holder shall ensure that the whole gas installations, including all gas appliance/flue are maintained in a safe condition and that an annual gas safety check is carried out by a Gas Safe registered engineer. Any defects noted on the certificate must be promptly rectified and certificated as satisfactory. The Licence Holder shall provide a copy of the gas safety certificate to all Tenants at the beginning of their tenancy and keep a written record that it has been provided.
- 3.2 The Licence Holder shall within twenty-eight (28) days of any demand by the Council produce for its inspection a gas safety certificate obtained within the previous 12 months in respect of the Property.

### **4. Electrical installations**

- 4.1 The fixed electrical wiring and installations must be certified as safe by an electrician qualified to undertake the test at least every 5 years, unless otherwise indicated on the previous inspection to be sooner, and must be to a 'Satisfactory' standard. This will usually be a domestic electrical installation condition report. The landlord must supply a copy of the electrical condition report with the application for licensing. Where there is no existing report then one shall be provided within 1 year of the commencement of the licence.
- 4.2 Should the Electrical Report specifies that the installation is unsatisfactory, the licence holder must ensure that such works are completed no later than 28 days following the date of the report and must inform the licensing team upon completion of the works.
- 4.3 Any works highlighted by the report must be completed as required by the report; and the Council advised once works are complete.
- 4.4 The licence holder must ensure, throughout the period of the licence, that the premises are covered by a valid domestic electrical installation condition report. Where a report expires during the term of the licence, an up to date report must be provided to the Council within 28 days of the expiry date.

### **5. Appliances and Furniture**

- 5.1 The Licence Holder must ensure that any portable electrical appliances supplied by them (i.e. Fridge, microwave) and furniture made available by them in the Property are kept in a safe condition and maintained in proper working order. The Licence Holder shall ensure that as soon as any electrical appliance and/or furniture is identified as being unsafe, it is removed from the Property as soon as is reasonably practicable and properly disposed of by the Licence Holder. The Licence Holder shall ensure that a record of visual inspections and testing is maintained. The Licence Holder, shall within seven (7) days of any demand by the Council, provide the most recent records of visual inspections and testing carried out within the previous 12 months and provide a declaration as to the safety of electrical appliances made available by them at the Property.
- 5.2 The licence holder must ensure that furniture and furnishings supplied by them are compliant with the Furniture and Furnishings (Fire) (Safety) Regulations 1988 (as amended 1989 and 1993) and must provide a declaration as to their safety at the time of application and thereafter on demand.

## **6. Smoke Alarms/Carbon Monoxide Detectors/Emergency Lighting**

- 6.1 The Licence Holder must ensure that a smoke alarm is installed on each storey of the Property on which there is a room used wholly or partly as living accommodation and shall keep each such alarm in proper working order
- 6.2 The Licence Holder shall ensure that a carbon monoxide alarm is installed in any room which is used wholly or partly as living accommodation and contains a solid fuel burning combustion appliance. Any such alarm must be kept in proper working order.
- 6.3 The Licence Holder shall supply a declaration as to the condition and position of any smoke alarms/carbon monoxide detectors in the Property within twenty-eight (28) days of any demand by the Council.

## **7. Energy Performance Certificates (EPC)**

- 7.1 The licence holder must provide the tenant with a copy of the Energy Performance Certificate (where applicable). The licence holder must supply a copy of the Energy Performance Certificate to the Council within 7 days of request.

## **8. Property Management**

- 8.1 The Licence Holder shall have in place a suitable repair and maintenance process that ensures requests can be made by the tenants and that all requests are addressed as soon as is reasonably practicable. Tenants must be kept informed of the status of their request and timescale for completion. The Licence Holder shall produce records relating to repair and maintenance requests within 28 days of any demand by the Council.
- 8.2 The Licence Holder must engage competent and reputable persons carry out all repairs to the house or any installations, facilities or equipment, and that, repairs are completed to a reasonable standard. All tradespersons must remove all debris and redundant components from the property and exterior after completing works.
- 8.3 The licence holder must ensure that the occupiers of the house are supplied, with details of the following:
  - Name and address of the licence holder or managing agent
  - A contact address, daytime telephone number
  - An emergency contact telephone number
- 8.4 All occupiers are made aware of the licence and conditions and be given a copy of the licence as part of their agreement of occupation (tenancy agreement).
- 8.5 The licence holder/management agents must make regular inspections of the property to ensure that the property is in a decent state of repair and that the occupiers are not in breach of tenancy terms and conditions. Regular means at least every 3 months during the first 12 months of a tenancy and then as appropriate thereafter but at least annually. The records of any inspections shall be kept for the duration of the licence. The records must contain a log of who carried out the inspection, date and time of the inspection and any issues found. Copies of these records must be provided to the Council within 28 days of demand.
- 8.6 The licence holder must ensure that any persons involved with the management of the house are to the best of their knowledge 'fit and proper persons' for the purposes of the Act.
- 8.7 Gas and electric meters, fuse boards, gas and water stop taps should be accessible to all occupants at all times without having to pass through other accommodation or through a shop/business premises. Where this is not possible due to security issues, tenants must be able to shut off gas and electrics from within their accommodation.

8.8 The licence holder must ensure that the appropriate consents are obtained from Peterborough City Councils planning and building control departments prior to any relevant improvement or repair works commencing

8.9 The licence holder must not unreasonably cause or permit the water supply or drainage used by the occupants of the house to be interrupted. The licence holder must not unreasonably cause or permit the gas or electric supplies used by the occupants to be interrupted.

8.10 The licence holder must ensure that: -

- a) The exterior of the property is maintained in a reasonable decorative order, and in a good state of repair, This includes maintaining, in a neat and tidy condition, external cabling and the removal of unused or obsolete equipment installed on the property
- b) The exterior of the property and all boundary walls, fences and gates must be kept free from graffiti.
- c) At all times any gardens, yards and other external areas within the curtilage of the house are kept in reasonably clean and tidy condition and free from rodent infestation. The tenancy agreement must set out who is responsible for maintaining the gardens and other external areas within the curtilage of the property.
- d) The licence holder must ensure the gardens, yards and other external areas are cleared of rubbish, debris and accumulations and are cleaned between tenancies.

8.11 The Licence Holder shall make sure that adequate security arrangements are in place and take reasonable steps to achieve property security by complying with the requirements of paragraphs a) to f) below:

- a. So far as reasonably practicable, any emergency works necessary to protect the security of the property are undertaken within 24 hours of notification e.g. damage to windows/entrance points to the property.
- b. The security provisions for access to the property (locks, latches, deadbolts and entry systems etc.) are maintained in good working order.
- c. Where window locks are fitted, window keys are provided to the occupant(s) of the property.
- d. Where a burglar alarm is fitted to the Property, the Tenant(s) is (are) made aware of the code, how the alarm is operated and the circumstances under which the code for the alarm can be changed.
- e. Where previous Tenants have not surrendered keys, arranging for a lock change to be undertaken, prior to new Tenants moving in.
- f. Where alley gates are installed to the side or rear of the licensed property, taking responsibility for holding a key and making satisfactory arrangements for the Tenants' access and egress.

8.12 The licence holder must ensure that the water supply and drainage system serving the house is maintained in good, clean and working order.

8.13 The licence holder must take reasonable steps to protect occupants from injury especially in relation to:

- a) Any roof or balcony that is unsafe – ensuring that it is either made safe or access to it restricted.
- b) Any windowsill that is at floor level – ensuring that bars or other such safeguards are fitted as necessary to protect occupants from falling

8.14 The licence holder must ensure that all common parts and fixtures are maintained in a safe condition including handrails, windows, stair coverings, fixtures, fittings and appliances.

## **9. Dealing with Rubbish and Waste**

- 9.1 Access must be available to adequate, external refuse storage. Suitable and adequate provision is made available, at the start of a tenancy, for storage of refuse generated in the property and that occupants are provided with information on the correct storage and disposal of waste prior to collection.
- 9.2 The licence holder must inform the tenants in writing that receptacles are put out for collection as appropriate in accordance with their collection date and times and that bins are removed from the street as soon after collection as possible.
- 9.3 The licence holder must inform occupants on the correct disposal arrangements for bulky waste and the penalties of fly-tipping and storing accumulations within the front and rear gardens and any outbuilding of the house.
- 9.4 The Licence Holder must inform the tenant that upon vacating the property they must remove all their possessions and that any unwanted items must be disposed of legally. Also that any belongings/waste/furniture left in the property will be removed to an approved waste site, the cost of which will be deducted from the tenants deposit.

**\*\* Richard what Leaflets, advice, translation, what do we have available that can be linked to on our website and in printable format for landlords to provide to tenants\*\***

## **9. Numbers of Occupants**

9.1 The licence holder and/or his agent must ensure that rooms other than bedrooms are not used for sleeping purposes. The number of persons residing in the house shall not exceed the maximum number stated on the licence.

## **10. Overcrowding**

10.1 The Licence Holder must not allow anyone to live or stay in the property if it is going to make it overcrowded. The licence will state how many people can live in the property.

10.2 Where there is evidence that the tenants have caused overcrowding, the Licence Holder must take reasonable steps to end the overcrowding including taking possession action through the courts for breach of the tenancy agreement.

Tenants must be informed that they must not allow guests to sleep in their homes, except on an occasional short term basis, if it will exceed the permitted numbers shown on your licence.

\*short term occasional basis – i.e. over a holiday period, or a 2 week period for visiting friends and family.

## **11. Property Inspections**

11.1 The Licence Holder must ensure that the Tenant's right to quiet enjoyment of the Property is respected. The Licence Holder must ensure that the tenant receives at least 24 hours' written notice of their intention to enter the property, specifying the reason why entry is required. The only exceptions are when it would not be reasonable to give such notice and access is required urgently, e.g. in an emergency.

11.2 The Licence Holder shall ensure that the property is inspected at least every 3 months in the first year of a new tenancy and 6 monthly thereafter to identify any problems relating to condition and management of the property. The records of such inspections shall be kept for the duration of the licence. Copies of these records must be provided to the Council within 28 days of demand.

## **12. Security**

12.1 The Licence Holder must ensure that the property has adequate security provisions for the access to the building (including but not limited to locks, latches, deadbolts and entry systems) be maintained in good working order at all times and must comprise of all the security features of an equivalent lock, adhering to the current British standard for the relevant door types . PAS 3621 - A lock standard by British Standards Institute (BSI) for multi-point locks, PVCu and composite domestic entry doors. BS3621 a lock standard by British Standards Institute (BSI) for wooden domestic entry doors.

### **13. Training**

13.1 The Licence holder and/or Manager shall undertake property management training courses where required to do so by the authority.

### **14. Dealing with Anti-Social Behaviour**

14.1 The licence holder must take reasonable and practical steps to reduce ASB or criminality by persons occupying or visiting the house and the use of the premises for illegal purposes.

The licence holder must: -

- a) Obtain tenant references prior to granting a tenancy as to previous tenancy conduct, including behaviour of that of the proposed occupier and household.
- b) If a licence holder receives a reference request for a current or former tenant from another landlord he must respond to the request in writing within a reasonable period and either i) decline the request for a reference; or ii) when giving a reference state whether or not he is aware of any allegations of ASB made against their tenant and if such allegations have been made give details of the same including details of whether (to his knowledge) the allegations have been admitted or have been found proven in any court or tribunal.
- c) The licence holder and/or the manager are required to provide information regarding the full names and dates of birth of each occupant, when asked by the Council
- d) Co-operate with Peterborough City Council, Cambridgeshire Constabulary and other agencies in resolving complaints of anti-social behaviour. The licence holder and/or their nominated managing agent are required to undertake an investigation of any complaints regarding their tenants. Written records of these will be required.
- e) The licence holder shall put in place written ASB procedures indicating how complaints made to the Licence holder will be dealt with, a copy of which shall be provided to the Tenants upon commencement of their occupation and to the Council within 28 days of demand.
- f) The licence holder must not ignore or fail to take action, if he has received complaints of ASB that concern the visitors to or occupiers of the property or result from their actions.
- g) Any letters relating to ASB sent or received by the licence holder or managing agent must be kept for the period of the scheme, and provided to the Council on demand.
- h) The licence holder must ensure that written notes are kept of any meetings or telephone conversations or investigations regarding ASB for the period of the scheme.
- i) If a complaint regarding ASB is received or discovered by the licence holder or manager then the tenant must be contacted within 14 days and informed of the allegations of ASB in writing and of the consequences of its continuation.
- j) The licence holder shall from the date of receipt of a complaint monitor any allegations of ASB and whether it is continuing.
- k) Where ASB continues for 28 days from receipt of the complaint the licence holder or his manager/agent must, within 7 days, visit the premises and serve the tenant with a warning letter advising them of the possibility of eviction.
- l) Where the licence holder or manager has reason to believe that the ASB involves criminal activity the licence holder shall ensure that the appropriate authorities are informed.
- m) If after 14 days of giving a warning letter the tenant has taken no steps to address the ASB and the ASB is continuing the licence holder shall take formal steps under the written statement of terms of occupation (tenancy agreement) which shall include promptly taking legal proceedings up to and including eviction.

- n) Where the licence holder is specifically invited they shall attend any case conferences or multi agency meetings arranged by the Council or the police.

**\*\* advice and good practice guide for managing complaints of asb (Laura do we have anything, or can we provide something)\*\***

## **15. Notification of Changes**

15.1 The Licence Holder and managing agents must consult with Peterborough City Council before making any material changes to the layout, amenity provision, fire precautions or occupation of the house and must inform the Council of:

- a) Details of any unspent convictions not previously disclosed to the Local Authority that may be relevant to the licence holder and/or property manager and their fit and proper person status and in particular any such conviction in respect of any offence involving fraud or dishonesty, or violence or any offence listed in Schedule 3 of the Sexual Offences Act 2003;
- b) Details of any findings by a court or tribunal against the licence holder and/or the manager that he/she has practiced unlawful discrimination on grounds of sex, colour, race, ethnic or national origin or disability in, or in connection with, the carrying on of any business;
- c) Details of any contravention on the part of the licence holder or manager of any provision of any enactment relating to housing, public health, environmental health or landlord and tenant law which lead to civil or criminal proceedings resulting in a judgment or finding being made against him/her;
- d) Information about any property the licence holder or manager owns or manages or has owned or managed for which a local housing authority has refused to grant a licence under Part 2 or 3 of the Act, or has revoked a licence in consequence of the licence holder breaching the conditions of his/her licence;
- e) Information about any property the licence holder or manager owns or manages or has owned or managed that has been the subject of an interim or final management order under the Housing Act 2004;
- f) Changes to liability insurance;
- g) Notification of foreclosure or repossession;
- h) Successful claims against the licence holder for default of tenancy deposits;
- i) Change in managing agent or the instruction of a managing agent
- j) Any major works to be undertaken to the property, including conversions and modernisations or emergency problems relating to fire, flood or disaster and the tenants are made temporarily homeless.

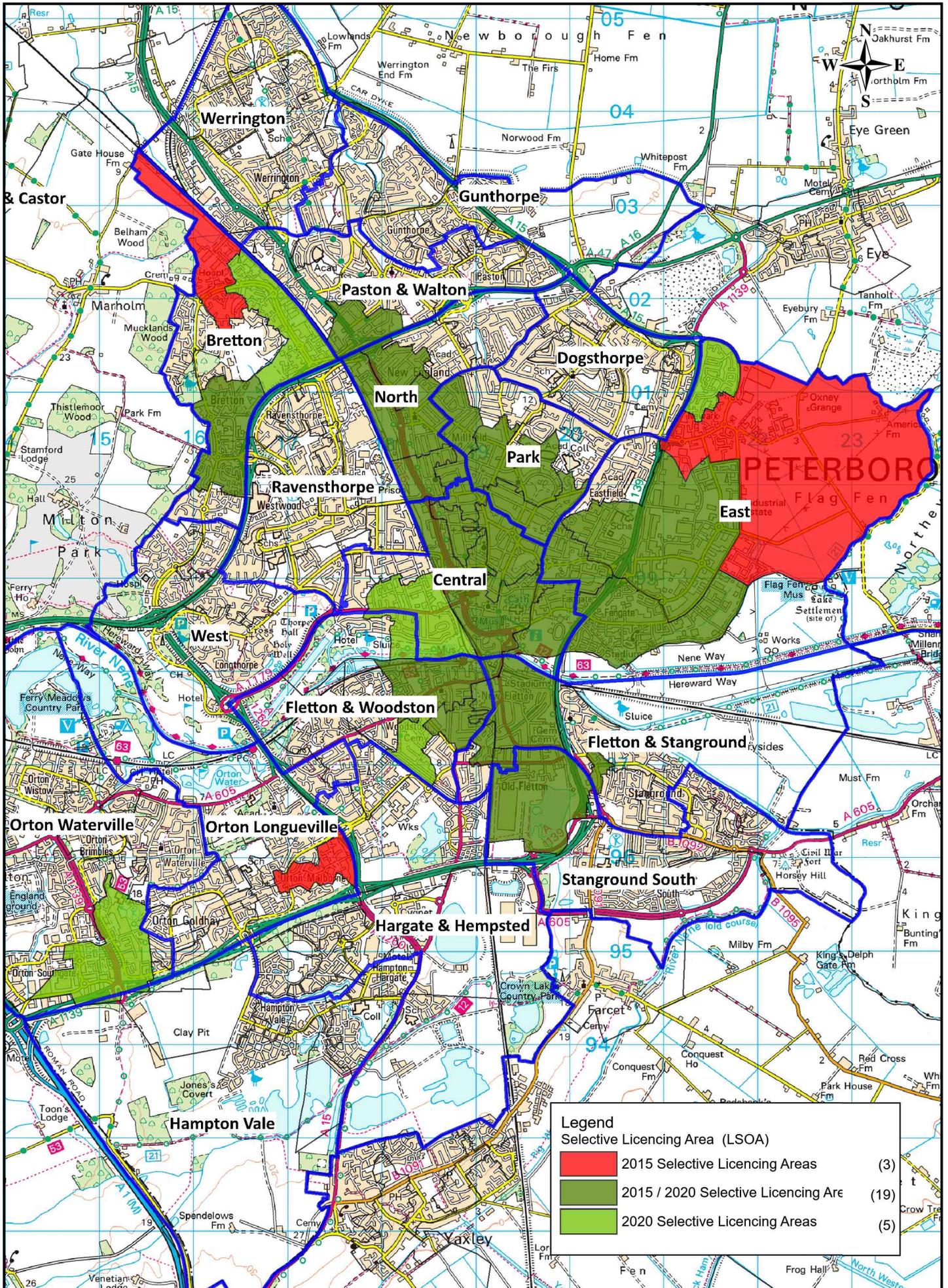
## **16. Absence**

16.1 The licence holder is required to have in place suitable emergency and other management arrangements in their absence. The name and contact details of the licence holder and/or manager must be given to each occupier and must also be displayed in a prominent place within the property.

## **17. Compliance Inspections**

17.1 The licence holder must allow officers of the Council (upon production by of their ID) access to the house for the purpose of carrying out inspections of the house at all reasonable times.

# Selective Licencing Areas 2020



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<b>COMMUNITIES SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 6
<b>2 NOVEMBER 2021</b>	<b>PUBLIC REPORT</b>

Report of:	Robert Hill – Assistant Director Community Safety / Culture Sports and Leisure	
Cabinet Member(s) responsible:	Councillor Steve Allen – Cabinet Member for Housing, Culture and Communities	
Contact Officer(s):	Rob Hill – Assistant Director Community Safety	Tel. 07815 558081

**CITY MARKET RELOCATION**

RECOMMENDATIONS	
<b>FROM:</b> Rob Hill – Assistant Director Community Safety	<b>Deadline date:</b> N/A
<p>It is recommended that the Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>Note and comment upon the proposed relocation of the City Market to Bridge Street, Peterborough.</li> <li>Endorse plans to reinvigorate a new market offer for the City.</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 This report is submitted at the request of a request from the Committee to provide an update on the plans for the city market.

**2. PURPOSE AND REASON FOR REPORT**

2.1 To provide the committee with an update on the proposed relocation of the city market, and to allow opportunity for plans to be scrutinised by members.

2.2 This report is for the 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:

5.Tourism, Culture and Recreation

2.3 This proposal aligns with corporate priority 1:

Drive Growth, regeneration and economic development

**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 site that accommodates the existing City Market is scheduled for housing development as part of the Northminster regeneration plans. Construction works are due to commence from April 2022.

The market plays a significant role in the identity of the city, and its cultural, community and retail offer enhance the wider city centre area. However, in recent years, footfall and income at the current location has reduced significantly, most likely because of the closure of many surrounding retail units and the demolition of the multi-storey car park.

The council values the importance of the market to Peterborough and proposes the creation of a new and exciting shopping experience at the heart of our commercial centre. It is proposed that the public space along Bridge Street and a council owned retail unit on Bridge Street are developed as a new market location (subject to Cabinet Member Decision Notice approval, planning permission and a Traffic Regulation Order being granted).

Our aim is to:

- To create a modern, vibrant, and diverse shopping experience
- Provide a mixed-use development, that builds upon the existing traders and provides pop up space for temporary stalls
- Celebrates the diverse nature of Peterborough and increases opportunities for traders from all backgrounds to be a part of the market experience
- Increases footfall and income for traders
- For the Market to be an integrated and inclusive part of the city centre, benefiting existing traders, new traders, and other retail units in the city
- For the Market to become a destination for our residents to visit and provide an increased sense of community
- Attract more visitors from outside Peterborough to a new, centralised shopping experience

- 4.2 It is proposed that the new market will operate 5 days a week for the existing traders and will feature a number of temporary stalls which will be available for new traders to rent on a short-term basis. This will provide the means to expand and contract the offer to meet seasonal and artisan demand (e.g., specialist continental markets). Adjacent to new external stalls, it is proposed that a fixed retail unit is converted into a 'Food Hall' to house Butchers / Fishmongers etc.

- 4.3 A market specialist company has been commissioned to complete a design specification. Once agreed, this will form the basis of the planning application which we aim to submit in November 2021.

- 4.4 For a new market to be a success, the council must have confidence that it has a viable offering that will be attractive to visit and deliver profits for all traders, and so it is essential it is populated with viable independent businesses. Consequently, not all the current traders will relocate to the new site:

- Some traders have accrued rent arrears amassed prior to the Covid-19 pandemic
- Some stallholders are believed to have ceased operating

In both circumstances, we are negotiating one-to-one with stallholders to agree an outcome.

There are also other former traders who are using the site for storage only.

- 4.5 Proposed Timescale

- November 2021 – Cabinet Member to endorse the final design specification for the new market
- November 2021 – Publication of the Cabinet Members Decision Notice to cease operating a market from the current Cattlemarket site

- November 2021 – Submission of planning application for the Bridge Street Proposal
- January 2022 – Planning decision anticipated
- New market to launch as early as possible in 2022
- 31 March 2022 – Any remaining traders to vacate the existing market site

4.6 Early design ideas are included in this report at appendix 1, and the comments of Scrutiny Members will be gratefully received.

## 5. CONSULTATION

5.1 Consultation has taken place with Group Leaders and Ward Councillors and a written briefing was provided to all Councillors.

Group engagement sessions were held with Stallholders in July 2021 and September 2021, followed by one to one engagements throughout October. The September engagement session included the representation by the Market Traders Association.

5.2 Pending cabinet approval of the final proposals, further consultation will be held with:

- Existing traders in Bridge Street
- Civic Society
- Disability Peterborough
- Peterborough Positive
- Opportunity Peterborough
- Peterborough Investment Partnership
- Councillors

Wider public engagement will be made available through the planning consultation process.

## 6. ANTICIPATED OUTCOMES OR IMPACT

6.1 There are two main outcomes from this proposal:

1. The proposal will provide a new modern, vibrant city centre market that will enhance the city centre and increase trade and footfall for market stall holders.
2. The Northminster project will be able to provide new homes for Peterborough, reinvigorating an inner-city area for residential use.

## 7. REASON FOR THE RECOMMENDATION

7.1 Scrutiny Committee views are sought of the outline plans prior to a final cabinet decision being made.

## 8. ALTERNATIVE OPTIONS CONSIDERED

8.1 Prior to proposing Bridge Street, the following alternative options were considered:

- Retaining the market within the current Cattlemarket site. This was discounted as not commercially viable, given the history of reduced footfall and being incompatible with housing development plans.
- Relocating the market to other areas around the city. Various sites were considered but discounted as none offered the same potential as our premium location, Bridge Street.
- Disbanding the market entirely. This was discounted as the market is integral to the city shopping offer and key to our economy.

## 9. IMPLICATIONS

### Financial Implications

- 9.1 Costing of the proposed relocation is yet to be confirmed pending the design specification. Full consultation has taken place with our Director of Finance. It is anticipated that costs for the scheme will be met from the Peterborough Investment Partnership as part of the development plans although these will be capped. Scheme costs will need to be contained within this capped sum.

### **Legal Implications**

- 9.2 Guidance remains ongoing in terms of the implications of relocating the market, including observance of all charter and statutory requirements.

### **Equalities Implications**

- 9.3 No specific issues have been identified. This proposal is intended to enhance the current offer further for traders and the proposed central location will be more accessible to all users. However a full impact assessment will be completed once plans are fully defined.

### **Rural Implications**

- 9.4 None

### **Carbon Impact Assessment**

- 9.5 The scrutiny document is intended as an update only and firm details around location / size etc of the new market are yet to be agreed. Therefore, the carbon impact of the proposal is unknown. When plans are further developed, carbon impact assessments will be undertaken to understand the impact on traffic and use of the Bridge Street area.

## **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 See appended illustrations of new Market at end of this report.

# PETERBOROUGH MARKET

MARKET<sup>MC</sup>  
CURATORS

Ideas Document  
September 2021



## EXISTING CONTEXT

Bridge Street is a busy shopping street central to the city centre of Peterborough. The pedestrianised boulevard is lined with a series of mature trees, which provide greenery and shade for passing shoppers.

Grouped into fours, the trees create a number of open spaces along the street; this provides an opportunity to introduce a series of external market stalls, enhancing the activity of the street to create a continuously busy and dynamic space.

A number of number of vacant shopping units also provide new retail opportunities, which could work in parallel with the outdoor market stalls to breath new life into the area, and diversify the retail offering.





# PROPOSED MARKET GONGOLA

## Lock-Up Unit

- 

**Enhanced Arrangement**  
Retail lockup stalls (3x3m area) consolidated as 4 units
- 

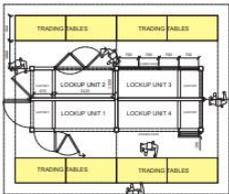
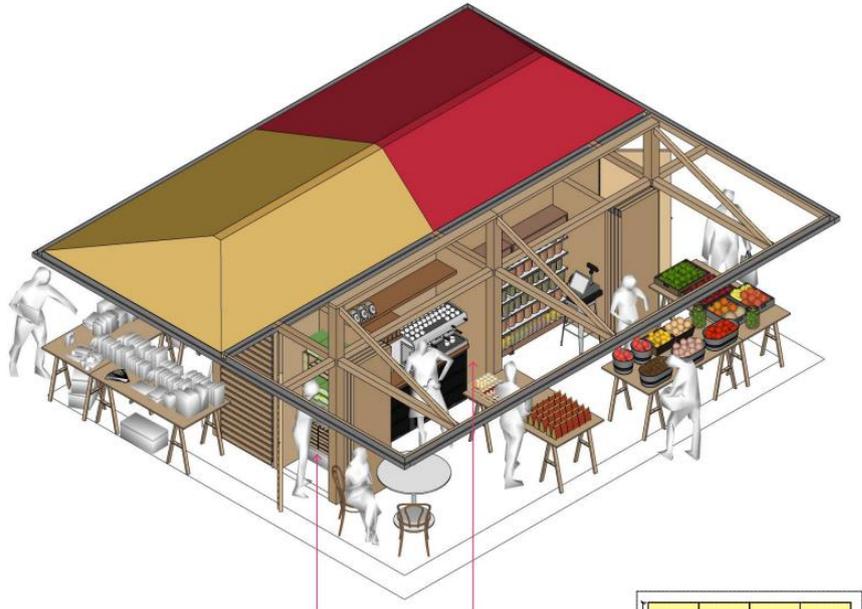
**Canopy & Guttering**  
Weatherproofing for traders and customers with integrated perimeter gutter
- 

**Structure**  
Slender beam and post structure allowing for quick fabrication, assembly and easy maintenance
- 

**Secure Storage**  
Adjustable counters to all open stalls and plenty of built-in reconfigurable storage options
- 

**Integrated Lighting & Power**  
New LED lighting and power to all stalls
- 

**Flexible Design**  
Great opportunities to rearrange the structure for various unit sizes as well as adjustment for the specific type of retail with easy to swap panels and counters



Peterborough  
September 2021

PROPOSED AXONOMETRIC VIEW & PLAN OF MARKET GONDOLA



PHOTOMONTAGE OF PROPOSED MARKET GONDOLA ON BRIDGE STREET

## NEW MARKET GONDOLA VISUALS



VIEW OF PROPOSED MARKET GONDOLAS ON BRIDGE STREET

# NEW MARKET GONDOLA VISUALS



VIEW OF LOCKED MARKET GONDOLA ON BRIDGE STREET

<b>COMMUNITIES SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 7</b>
<b>2 NOVEMBER 2021</b>	<b>PUBLIC REPORT</b>

Report of:	Adrian Chapman - Service Director Communities and Partnerships	
Cabinet Member(s) responsible:	Cllr Steve Allen - Cabinet Member for Housing, Culture and Communities	
Contact Officer(s):	Dr Pat Carrington - Executive Principle, Peterborough City College.	01733 293891

**CITY COLLEGE PETERBOROUGH PERFORMANCE AND ANNUAL REPORT**

**RECOMMENDATIONS**

<b>FROM:</b> Service Director Communities and Partnerships AND Cabinet Member for Housing, Culture and Communities.	<b>Deadline date:</b> N/A
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It is recommended that the Communities Scrutiny Committee:

- Note and scrutinise the content of the report and the history and progress to date of City College Peterborough and its priorities for the forthcoming academic year.

**1. ORIGIN OF REPORT**

1.1 The committee requested a report giving a comprehensive overview and progress report on City College Peterborough, as this is the first year City College has reported to this committee (prior to this date City College Peterborough reported to the Education Scrutiny Committee).

**2. PURPOSE AND REASON FOR REPORT**

2.1 This report is being presented to the Communities Scrutiny Committee to note the progress of the Council's Adult and Community Learning College over the past 18 months and share its priorities for the forthcoming academic year.

2.2 This report is for 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:

6. Adult Learning and Skills

2.3 *How does this report link to the Corporate Priorities?*

The work that City College Peterborough undertakes is grounded in the corporate priorities of the council, particularly in addressing social mobility and leading to social transformation.

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

City College Peterborough works to support the educational growth and attainment of young people in care and care leavers.

**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 Introduction

4.1.1 City College Peterborough (CCP) is the council's Adult and Community Learning college (ACL) and has been providing adult education to the residents of Peterborough since 1944.

The College provides a wide range of services to the city, linking together traditional and non-traditional styles of learning to meet local needs and priorities.

What distinguishes the council's ACL college from other types of post-16 providers is its core model, which is traditionally delivered in community-settings, in small classes, working with some of the most vulnerable learners in society and focusing on delivering a holistic curriculum for wider learning. The way in which CCP delivers its programmes is that they are designed to support the growth of the individual, not just academically but also socially, helping to develop new relationships and create an understanding of the world, which will support future career plans. CCP seeks to remove the barriers that some may have in accessing education, employment and careers and supports the wider development of an individual.

4.1.2 CCP works in 4 core areas:

#### Adult and Community Learning (19+)

- Adult Skills for improving work and pay projects
- Community Learning to support social and economic wellbeing
- Apprenticeships and work-related learning
- A Health and Care national pilot to move people into and progress people through the sector

#### 16-19 provision

- 16-19 study skills programmes with intensive wrap around support
- Providing transferable skills for next step progression
- The City's provider of choice for young people with special educational needs
- Apprenticeship and supported internship pathways

#### Day Opportunities

Support for adults with learning disabilities and autism including:

- Helping individuals find sustainable work opportunities
- Intensive therapies and activities for individuals with complex needs
- A wide breadth of opportunities to support individuals maintain and develop independent living skills

#### Closing gaps and promoting the city

- Approved to deliver T-Levels from 2023
- Health and Care Sector Work Academy
- Health and Social Care Hub (bespoke care training space)
- Mini Vine Shop
- Research – Challenging the traditional - Capital Framework
- A strong national profile

4.1.3 In sum:

CCP operates from two campuses and four hubs, as well as in pop-up community venues. It has a Governing Board (GB) with devolved responsibilities from the council for the strategic direction, day to day management, finances and quality of the provision. This allows the college

to work as a self-financing business unit that is aligned to local strategic priorities with an agility that is usually only afforded to the private sector.

City College Peterborough:

- ◆ had over 2,400 learners attending the college in 2020/21, of which the youngest learner was 16 years old and the oldest 84.
- ◆ provides approx.1,800 hrs of collective wellbeing and pastoral support to young people on study programmes throughout the academic year.
- ◆ supports 250 adults with learning disabilities and autism within Day Opportunities, who deliver over 71,000 hours of care and support a year.
- ◆ works with over 100 local employers, alongside schools and community partners.
- ◆ has an Ofsted rating of “Good” with Outstanding features.
- ◆ has learners that achieve some of the highest qualification success rates in the country.
- ◆ is funded by Cambridgeshire and Peterborough Combined Authority, Education and Skills Funding Agency, Department of Work and Pension, Adult Social Care and full fee paying learners.

## **4.2 The Past 12 /18 Months**

4.2.1 Throughout the whole of the pandemic, City College Peterborough remained open, initially, to offer education to the children of key workers and our vulnerable young people. Alongside this, the staff undertook civic duties, including cooking daily fresh meals that were then delivered to our students eligible for free school meals, the homeless and vulnerable residents of Cross Keys Homes. By the end of lockdown, we were cooking and delivering 200 meals per day. Staff also provided reception at the hotels housing the homeless, gave carer cover in care homes and undertook work for the reablement service.

For our adults and young people not attending college, classes were moved online, and we also developed, alongside Cambridgeshire Skills and Cambridgeshire Libraries, a bespoke website for shielded residents called ‘open new doors’.

During lockdown, we also undertook daily welfare calls to our students to offer help and support.

Although these were challenging times for delivering learning, within each of the 4 areas, over the past 18 months, we still managed to achieve all of our contractual targets and maintained some very high achievement rates. The following, gives a brief overview of each of the four areas’ performance:

### **4.2.2 Adult Learning – (19+)**

Adult and Community Learning continued to support learners during the pandemic, very quickly moving over 750 learners online during the first lockdown to ensure they achieved their qualification or other learning goals. City College was one of only 6% of ACL providers in England to achieve its AEB contract in 2019-20 and has grown over the last 2 years.

Apprenticeships were negatively impacted by the pandemic with fewer businesses willing / able to take on apprentices and with existing apprentices often having to take planned breaks due to redeployment to other duties including onto support call centres which were set up to protect those most at risk across the city. At the height of the pandemic up to 33% of apprentices were on a planned break which impacted income. Success rates have also been negatively impacted within apprenticeship due to early leavers, many learners leaving programme due to the rise in workload and mental health pressures. However, success rates continue to meet national benchmarks and the dip is seen across many providers nationally.

Apprenticeship employers are now re-engaging and supporting workplace visits and new starts have increased back to pre-pandemic volumes within the last month.

High qualification rates have been maintained (despite the ongoing challenges of Covid 19) with

above national average achievement rates of 92% in Adult Skills and 98% in Adult Community, attendance rates of 92% and 92% retention.

With the need for upskilling and reskilling more important than ever, the high-quality careers and employment information and support we provide for learners to create learning and training pathways is crucial and last year, 77% of learners moved onto further learning and 18% into work.

#### 4.2.3 Study Programmes – Young People (16-19/24)

City College Peterborough Study Programmes works with and supports young people up to the age of 24. A large proportion of learners have Special Educational Needs (67%) and high majority of learners have significant and profound barriers to their learning.

City College address this by using a holistic approach to learning. We find that the wrap around support enables young people to become independent and access sustainable opportunities. 93% of learners from the last academic year progressed into a positive destination with a retention rate of 99%.

<b>Achievment data</b>	<b>20-21</b>
Vocational	97%
English	74%
Maths	73%
Total	87%

Creating a positive and dynamic learning environment has been central to our implementation strategy. New facilities include a bespoke wellbeing centre designed to engage with learners who have multiple barriers to learning and need to develop their resilience and emotional intelligence. The wellbeing centre is part of our curriculum and is used for 121 support sessions. The daily one-mile challenge gives learners an opportunity to participate in mindfulness practices whilst developing healthy habits such as walking. The outdoor gym provides further opportunities for learners to work on their individual health outcomes.

Our college community teaches young people about difference and diversity and the importance of respecting other people. New breakout spaces and lunch facilities have given the learners a chance to meet and mix with the wider college community. Taking every opportunity to take learning out of the classroom and prepare our young people for their next steps is key!

A large proportion of young people have significant challenges relating to their mental health and we have developed a wellbeing framework to promote independence and support sustainable healthy choices. Counselling sessions are funded by the college, ensuring that no young person is left in crisis and on a waiting list without support. Group “Go Chat” sessions are run by qualified therapists who can facilitate group interactions and peer learning as a coping mechanism, to engage with negative emotions, thoughts and actions. The sensory room at JMC was codesigned with young people who self-harm, giving them an opportunity to shape the level of support they need and the gain access to the right tools to help them identify harming triggers. This has proven to be very empowering for our young people, giving them a voice and to be listened too.

The college remained open to all of our vulnerable learners throughout the Pandemic. This was particularly important during the first lockdown with many education providers moving to online learning only. Recognising the secure base that coming to college provides for so many of our young people, it was vital to provide them with a curriculum that met their needs and kept them safe. We did this through a five-strand blended learning programme, offering every learner the opportunity to access face to face support if they needed it. For some young people we continued our face to face support throughout half terms and holidays.

#### 4.2.4 Day Opportunities

Support for over 250 adults with learning disabilities and autism providing over 71,000 hours of care and support per year. Including helping individuals find sustainable work opportunities, a wide breadth of opportunities to support individuals maintain and develop independent living

skills and intensive therapies and activities for individuals with complex needs.

Kingfisher Centre provides support to people with profound and multiple learning disabilities and complex needs, including those that can have behaviours of concern. Delivering a range of support techniques including therapies and physio, both within the centre and in the community.

The Industrial Hub at Hampton provides a breadth of opportunities for individuals to get involved in including woodwork, gardening, decorating and creating – providing meaningful activities that have had a significant impact on confidence and skills development, and a reduction in formal care and support needs.

Our City Centre and Kingfisher Hubs provide choice and control for individuals through a wide offer of onsite and community-based activities including individual and group activities, learning and interactions with peers, from formal classroom activities to visiting cafes, city culture sites and shops.

Our preventative offer supports those who could potentially have an increased need through targeted support such as budgeting support, advocacy and safeguarding interactions.

During the pandemic our online offer has been launched expanding opportunities and ensuring individuals had meaningful activities whilst isolating.

#### 4.2.5 Closing gaps and promoting the City

##### *T-Levels*

City College Peterborough is the first provider in Peterborough to gain approval to deliver T Levels in 2023. T levels are a two-year alternative to A levels, Apprenticeships and other post 16 courses such as a B-Tec. T levels can be a direct progression route for those wishing to move onto Higher level learning at university. Offering technical learning and an extensive industry placement means that learners are developing a practical application of the technical theory they are learning in the classroom.

The aim is to deliver 5 T level pathways:

- Business & Administration
- Catering & Hospitality
- Digital
- Education & Childcare
- Health & Science

##### *Health and Care Sector Work Academy*

During the last 18 months the Academy continued to support learners throughout the pandemic, however recruitment very much slowed down until recently due to the urgent need for staff to deliver front line services and a reluctance of learners to enter the care sector. As we gradually recover, recruitment is now very much on the rise again with the hesitancy of learners entering the sector declining.

Learners continued to achieve their full programme successfully with achievement rates of 87% overall within the academy. All learning moved online during the pandemic, however over the last 6 months face to face learning has returned in stages. This has supported a blended approach which better suits learners allowing learners to limit travelling across the county.

Partnership and employer engagement has continued throughout supporting employers with their induction of new staff. An extension request was submitted to the DWP due to the ongoing effects of the pandemic and has recently been agreed, with an extension to 31st March 2023. This will allow the project to train over 1,350 individuals in vital skills within the health and care

sector.

#### *Health and Social care Hub (bespoke health and care training space)*

Earlier this year City College Peterborough successfully submitted a bid to the Cambridgeshire and Peterborough Combined Authority for innovation funding. This allowed the transformation of classrooms into a bespoke and self-contained Health and Care Skills lab using state of the art technology. This will allow learners to practice skills and will be a grounding for progressing onto T-Levels, Access courses and be a career pathway to ARU Peterborough and other HE providers. The transformation included practical training rooms, an observational wet room allowing practical elements of lifting and handline to be completed as well as a resource room/library area.

*Mini Vine Shop* – In August this year, we set up a pop-up shop in the high street that brings together non-traditional partners, to support local communities and residents to ‘renew, reset and recover’. Partners are currently from education, libraries, arts, heritage, culture and we are looking to expand this in the future to include business, communities and tourist information. The bringing together of these services offers everyone a reason to visit the shop (and on our opening day, we saw over 200 people come into the shop.)

*Research – Challenging the traditional - Capitals Framework* – At City College Peterborough, we are undertaking a significant piece of ground-breaking research that is a pilot project looking to see if we can change the way, as Adult Education provider, we undertake classroom observations in order to evidence the wider learning that takes place in the classroom and thus help to improve our teaching practices and to demonstrate a wider impact of our offer. This research takes the “Capitals” conceptual framework (Carrington, 2020) into the classroom environment to identify a new observation process that will allow the Individual Distance Travelled of the students to be recognised, recorded and viewed through the “capitals’ framework of human, social, cultural and symbolic capital.

### **4.3 The Future – Recovery, Transformation and Growth**

As with all cities, the Coronavirus Covid-19 pandemic, has seen a significant impact on local people, communities, businesses and the economy of Peterborough. City College Peterborough, as an organisation whose mission is to align itself to local need, is now focused on ensuring that from this point forward it continues to work to support:

- the social and economic wellbeing of local people
- the needs of our local businesses
- the development of adaptable and sustainable communities.

It is with this in mind that we have produced a Recovery, Transformation and Growth Plan to ensure that our intent for 2020/21 – 2023/24 supports the local agenda and the City’s recovery plan.

In identifying how we can play an active and supportive role in our local economic recovery, the first step we undertook was to identify what we currently do and what growth opportunities there are within our areas of expertise, identifying the gaps in the City’s delivery model that we could fill. Our second step was to then see what new opportunities there were for us to take up, being bold in our offer and supporting the City.

As a City, during the current and post pandemic, there is identified concern for:

- the City’s employment, with many local residents potentially needing to upskill to fill the vacancies and improve their work and pay prospects.
- our young people’s ability to gain sustainable and long-term employment, either due to a low skill set, lack of opportunity to access HE or opportunities for work with training e.g. Apprenticeships.
- the health and wellbeing of our local residents, through wider health issues, isolation, food poverty or education about Covid safety and other health issues.

These three areas are all aspects that City College will seek to help to address through its future delivery model, with a commitment to help address the social inequalities that people may face and to work towards positive social change, identifying new avenues for social transformation through what it is able to offer.

## **5. CONSULTATION**

5.1 No formal consultation undertaken as this is a performance report.

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

6.1 The anticipated outcome is for the committee to note the annual report of City College Peterborough.

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

7.1 For the committee to note the progress of City College Peterborough and the work it has undertaken in the past 12/18 months.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

8.1 Not applicable as this is an annual progress report.

## **9. IMPLICATIONS**

### **Financial Implications**

9.1 None

### **Legal Implications**

9.2 None

### **Equalities Implications**

9.3 The work undertaken by City College Peterborough is to ensure that there are learning opportunities available to all and, as such, the College works to address any inequalities and embraces diversity.

### **Rural Implications**

9.4 As the college undertakes work across the wider Peterborough geographical area, rural learning opportunities are available if required.

### **Carbon Impact Assessment**

9.5 As this is a review and performance report that is being presented to the Communities Scrutiny Committee to note the progress of the Council's Adult and Community Learning College over the past 18 months and share its priorities for the forthcoming academic year, there are no changes to the carbon impact as a result of this report

## **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



<b>COMMUNITIES SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 8</b>
<b>2 NOVEMBER 2021</b>	<b>PUBLIC REPORT</b>

Report of:	Rob Hill, Assistant Director Community Safety	
Cabinet Member(s) responsible:	Cllr Steve Allen, Cabinet Member for Housing, Culture and Communities	
Contact Officer(s):	Rob Hill, Assistant Director Community Safety	Tel. 07815 558081

<b>SAFER PETERBOROUGH PARTNERSHIP BOARD REPORT</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> Rob Hill – Assistant Director Community Safety	<b>Deadline date:</b> NA

It is recommended that the Communities Scrutiny Committee:

1. Note the mid-year progress of the work of the Safer Peterborough Partnership
2. Note the ongoing work in response to the recent motion to address Knife Crime
3. Comment and scrutinise the activity of the Safer Peterborough Partnership

**1. ORIGIN OF REPORT**

1.1 This report is presented to the Communities Scrutiny Committee at the request of the committee members to provide an update on mid-year progress.

**2. PURPOSE AND REASON FOR REPORT**

2.1 This report is being presented to update Communities Scrutiny Committee members on the key activity of the Safer Peterborough Partnership (SPP) Board over the last 6 months. A section is included also to update on the work undertaken in response to a recent motion requesting focus on knife crime.

2.2 This report is for the 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. Neighbourhood and Community Support (including cohesion and community safety)

**3. TIMESCALES**

3.1

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 1998 Crime and Disorder Act established partnerships between local authorities, the police and police authorities, fire service, probation service, health authorities, the voluntary sector,

local residents and businesses. In Peterborough, this requirement is discharged through the SPP.

- 4.2 The aim of the SPP is to deliver safer communities as set out in the Act and other relevant legislation. In doing this the partnership develops and delivers plans to tackle crime and disorder and help create safer communities.
- 4.3 The SPP's objective is to improve integrated working to deliver safer communities across partnerships such as the Health and Wellbeing Board, Integrated Care System, Safeguarding Boards and other partnership boards such as domestic abuse/sexual violence, substance misuse and the sub-regional housing board.
- 4.4 The SPP Board meets on a quarterly basis and is chaired by the Chief Executive of Cross Keys Homes.

#### **Membership**

- Peterborough City Council
- Office of the Police and Crime Commissioner
- Cambridgeshire Constabulary
- Cambridgeshire Fire and Rescue Service
- Cambridgeshire and Peterborough Clinical Commissioning Group
- National Probation Service
- Bedfordshire, Northamptonshire, Cambridgeshire and Hertfordshire Community Rehabilitation Company
- Head of Adults and Children's Safeguarding Partnership Board

The Partnership is also supported by key local agencies from both the public and voluntary sectors. Registered Social Landlords have a key role to play in addressing crime and disorder and they are represented by Cross Keys Homes.

- 4.5 At the Full Council meeting on 23 June 2021, a motion was passed asking the Partnership to address knife crime in the city. This has been adopted as part of the 'High Harm' focus strand and progress is documented in section 4.8 below.

#### **4.6 SPP Priorities 2020 - 2023**

1. High Harm / High Risk Offenders (this now includes focus on Knife Crime through Operation Guardian)
2. Drug Intervention / Operation Spotlight
3. Street Working / Sexual Exploitation

#### **4.7 Problem Solving Group (PSG)**

The SPP Board has now fully established the Problem-Solving Group (PSG) to bring together partners to assess and respond proactively to community-based challenges. The overarching aim of the group is to be an operational delivery arm of the SPP Board, managed and coordinated by representatives from the Police and PCC.

The PSG meets monthly to respond to a wide variety of location-based issues. Emerging problems can be referred into this group to direct shared partnership activity most effectively.

#### **4.8 Key Updates: High Harm / High Risk Offenders**

##### **Op Luscombe (Begging and ASB in the city)**

- A joint operation between Police / Council Enforcement team and Homeless Outreach Teams is underway to tackle begging and ASB in the city

- 3 individuals have received Community Protection Warnings and are now progressing to a Community Protection notice to prevent them from begging
- 2 individuals in breach of their Community Protection Notice are being escalated to a Criminal Behaviour Order which will effectively ban them from the city area
- 10 individuals are being 'case managed' for escalation to the above pathway as they have failed to engage with support teams
- Supportive engagement with individuals is prioritised to divert people away from begging prior to any enforcement activity. Through this activity we were able to support a vulnerable female who was being exploited into begging by a violent partner. This led to his arrest, and we were able to safeguard the female from further harm
- Op Luscombe has been recognised as an area of success and received a Chief Constable's award.
- Building on this success, we are exploring the option of extending the operations to wider areas of the city.

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## Operation Guardian / Knife Crime response

Operation Guardian has been developed to bring together partners and reduce knife-enabled crime and habitual knife carrying across Peterborough (and Fenland).

- Between 1 January 2020 and 31 March 2021, 1,769 non-domestic abuse-related crimes involving a knife or sharp instrument were recorded in Cambridgeshire. Almost half of these were recorded in Peterborough (40.7 percent) and 8.4 percent in Fenland, equating to nearly 900 offences in just over 12 months.
- Cambridgeshire recorded the 16th highest number of serious offences involving a knife in England and Wales (worked out as the number of offences per 100,000 population between 01 January 2020 and 31 March 2021 recorded by the ONS 2020).
- Cambridgeshire also recorded the sixth highest number of attempted murders involving a knife/sharp instrument during that same period.
- Analysis has shown young people aged 16 to 20 generate the highest volume of knife crime and produce the greatest amount of harm.
- Individuals aged 16 to 20 are significantly more likely to become a victim of knife crime, with 16.9 percent of knife crime victims falling into this age bracket.
- Network analysis has shown about 35 percent of those in the 16 to 20 age group are linked to each other either directly or indirectly via associates. This group incorporates links to four known drug lines.
- Hotspot areas/wards have been identified in Peterborough as the Central Ward, North Ward, Park Ward, Bretton, East Ward, Dogsthorpe and Ravensthorpe.

A '4Ps' plan has been produced to provide a short, medium and long-term strategy in response to this. Each strand has specific elements:

- **Prepare:** Planning to reduce the impact of knife crime (on victims and communities)
- **Prevent:** Stopping people engaging in knife crime
- **Protect:** Increasing protection against knife crime
- **Pursue:** Prosecuting knife-carrying criminals

Specific aims from the 4Ps plan:

- Comprehensive and transparent media engagement – publicising the operation and its successes, but also carefully publicising the extent of the problem to achieve public support
- Use of community leads/partners to enhance messaging to support police and engage with the public
- Educate parents re behavioural changes to use parental influence and encourage surrenders of weapons
- Internal communications focusing on knife crime, recoveries, good news, positive impact of stop and search

- Increased use of social media to promote activity using #o and #OpGuardian to make habitual knife carrying unacceptable within our communities
- Publicise 'two strikes' legislation for possession of knives (Section 28 of and Schedule 5 to the Criminal Justice and Courts Act 2015)
- Engage local and national media on the strategic and operational work
- Promote social change to make knife carrying socially unacceptable and use our communities to amplify this message
- Publicise locations and the number of surrenders at knife bins to enhance community confidence
- Promote the use of Crimestoppers to gather information from the community
- Encourage the use of online reporting to encourage younger members of the community to report knife crime
- Increase engagement with Schools, Colleges, Pupil Referral Units (including pupils, teachers, and parents). Encourage collaboration and enhanced engagement to reduce knife crime
- Overlay and assess all partner data, to fully understand the extent of knife crime in Cambs (utilising hospital data, data from schools and other partners)
- Develop two-way flow of information / intelligence sharing with partners, ensuring agreements in place with NHS, GPs re timely sharing of information pertaining to Knife Injury Victims (KIVs)
- Working with partners to take a comprehensive approach to offending, identifying potential causes (such as abuse, drugs, alcohol) and use targeted interventions
- Multi-agency referral pathway for people at risk or involved in knife crime for early intervention
- Use of voluntary organisation for interventions and diversion activity at key locations such as schools, hospitals, prisons, custody
- Focus on looked after children to maximise safeguarding in relation to knife enable crime, working with partners to develop a better understanding of children in care homes and how we can divert them

Whilst new, the OP Guardian initiative was officially launched on 18<sup>th</sup> October and over the coming months will see targeted activity to implement the aims outlined above. A full progress update will be provided to committee in the end of year report.

#### 4.9 **Key Updates: Drug Intervention - Operation Spotlight**

The working group continues under the 4 P's model and using the following objectives:

- **PREPARE** - To work in partnership to understand the scale and impact of drug supply and drug related serious street-based violence in Peterborough and be responsive to it
- **PROTECT** – To work in partnership to identify those at risk of drug related crime or those vulnerable due to being involved in drug supply and drug related serious street-based violence.
- **PREVENT** – To work in partnership to support and divert individuals away from involvement in drug supply and drug related serious street-based violence.
- **PURSUE** – To robustly and tenaciously target those high-risk offenders involved in drug supply and drug related serious street-based violence.

The group continue to discuss and provide oversight for operational matters, good practice, learning and information sharing across the partnership group and good progress is being made in line with the agreed delivery plan. Highlights of recent discussions include:

- Introduction of the cuckooing toolkits across partnerships
- Educational work with landlords around persons vulnerable to exploitation / cuckooing.
- Identification of locations to roll out Naloxone training to locations to protect the vulnerable

- An intensification period in May 2021 ran for two weeks alongside the Countrywide National County Lines Week of Action. Plans are being drawn up for an additional two intensification periods throughout the remainder of the year

#### 4.10 **Key Updates: Street sex working and street exploitation**

A tactical project board has been established to focus on three strands: Protecting Victims, Disrupting Offenders, and Supporting Communities.

This board is responsible for the co-ordination and support of the work streams, for example by identifying funding opportunities, co-ordinating communications strategies, and procuring and undertaking academic research.

##### Protecting Victims Strand:

- Monthly Victims Meetings continue to provide opportunities for good problem solving. The Chair reports that partners are actively engaging in reducing the vulnerabilities that women face in the community and other areas of their lives.
- The Victims meeting is currently overseeing the risk/resilience and outcomes for 36 women with 16 deemed as high/very high risk.
- Where acute needs have been identified outside of these meetings, an escalation processes have enabled good problem solving, for example working with Housing to identify an agreed way forward. These cases are escalated to the Single Person Homelessness Task & Target meeting (held bi-weekly).
- Empowering Women Everywhere (E.W.E.) Housing Project – a property to house vulnerable workers has been developed. The aim is to provide secure housing and reduce the risk of continued exploitation. We are currently undertaking recruitment campaign for management and safety of the residents in the property which should be operational before Christmas.

##### Disrupting Offenders Strand:

- A number of 'out of court disposals' have been issued to kerb crawlers

##### Communities Strand:

- We are establishing a new Neighbourhood watch scheme to expand community support and joint working in an area subject to elevated levels of street working.
- Monthly engagement sessions with residents / Council and Police leads have been implemented to discuss the issue and to drive forward joint activity.
- A detailed assessment has been completed of public spaces that attract sex working. Target hardening initiatives are underway including:
  - Advance works underway to install new CCTV cameras in hotspot areas
  - The Council have worked with landowners to install fencing to secure a disused area of land
  - Activity to remove of graffiti; litter clear up and general tidy up of overgrown trees and planted areas.
- Safer Streets 3 (SS3) bid – We have successfully secured £471K funding from the Government for SS3. The funding will be used to support and improve CCTV coverage over the Christmas/New Year period, recruit taxi marshals to support lone women and/or vulnerable persons, digital media campaign(s) to target offenders and development of a bespoke training package. A project manager has been appointed.

#### 4.11 **Key Updates: Location-based Issues**

- Alderman's Drive Peterborough - extensive ASB taking place at the location with multiple demands on police and council services. The PSG co-ordinated the issuing of ASB contracts to be issued to offenders. This has led to a significant reduction in complaints.
- Central Park Peterborough – Drug use and youth ASB in the park. Coordination through

the PSG led to joint working by PCC and the police resulting in community penalty notices being issued and several arrests. As a result, calls for service have been reduced.

- Huntly Road – Extensive ASB being generated at one address. Joint working with council & police resulted in the issuing of a Community Protection warning. The main subject of the ASB was eventually prosecuted resulting in the service of a 12-month alcohol treatment order and the provision of support for mental ill health.
- Millfield Area – several problems have been impacting upon the community within Millfield and as such there has been excellent joint working between Cross Keys Homes, PCC's Environmental Health and Cambridgeshire constabulary to tackle these under Operation Siphon. Days of action resulted in the following:
  - 9 counts of fly-tipping were resolved within 24-hour period by environmental officers and 15 parking tickets issued by enforcement officers
  - 1 warrant was executed at an address – 2 offensive weapons seized
  - 1 person arrested for drugs offences
  - 2 cars seized for no insurance
  - 12 drivers stopped and advised due to manner and speed of driving
  - A person being 'cuckooed' was identified and is now being supported. The exploiter was arrested for breaching his CPN (community protection notice), prohibiting him from returning to this area.
- Hammonds Drive Peterborough – an individual was causing significant concerns for the residents - ASB causing harassment alarm and distress. After a joint investigation, the subject was prosecuted, and a Community Behaviour Order has been obtained, significantly reducing ASB within the area.

#### 4.12 Other notable PSG updates:

- A **Youth PSG** meeting structure has now been agreed by PSG partners and will commence in November 2021. This will fold into the existing PSG meeting structure but will form a stand-alone section at the beginning of each PSG meeting.
- **Safer Streets (2) bid.** Funding has been secured from the Home Office and has been used to install extra street lighting and an additional CCTV camera in a high crime location. Surplus funding from a previous bid has been repurposed and will be used to install additional cameras and general cleaning up including fly tipping.

#### 4.13 Update on the work of the SPP Board, in response to Covid-19

The SPP leads the community response to COVID-19, supported by the SPP Delivery Group. Over the last 6 months, the SPPDG members have focussed on several key initiatives and activity including:

- The Peterborough Hub continues to offer support to vulnerable residents across Peterborough. The team supports residents with a variety of issues including enquiries relating to Test and Trace and self-isolation, supply of food parcels, support to people who are financially struggling from benefit changes/delays and fuel poverty. The team has also supported with shopping for the elderly, people who have needed help following discharge from hospital, women referred by the Women's Resource Centre and dealing with enquiries relating to Covid certificates for travelling purposes.
- The County Hub took over the day-to-day management of the Peterborough Hub on 20 September 2021 as the current Hub Navigator in Peterborough takes up an interim role supporting vaccine uptake in the city.
- A countywide Tackling Financial Vulnerability group has been looking at what data could be shared to support people who are struggling at an earlier stage before their problems escalate. The group are working on mapping cheaper tariffs within the utility sector and have made strong links with Anglian Water who now sit on the group.
- A food poverty working group has been established to develop a countywide food strategy. Focus areas have been agreed including food poverty and inequality, recognition of economic status and finance standing in terms of accessing food support,

- food nutrition, stability, and climate change.
- Financial advice/support is available at the Peterborough Food Bank through a partnership with the Citizens Advice Bureau.
  - Members of the SPPDG are now linked into the Tackling Worklessness in Peterborough group (TWIP). TWIP has approximately 40 members, employability specialists and includes the Princes Trust, REED and organisations who are more supportive socially, working with e.g., young people not in employment, education or training and children receiving social services care. At the meetings, members update each other on opportunities generally and for certain groups. They look at levels of worklessness and levels of need and try to match.
  - The No Resource to Public Funds (NRPF) working group was established to monitor the potential impact of legislation changes to those who will no longer be eligible for assistance / housing support. The group has developed a multi-agency NRPF protocol and SWAY training package:  
<https://www.safeguardingcambspeterborough.org.uk/home/covid-19/e-learning-during-covid-19/>
  - The Wonder Women project was launched in a number of areas across Peterborough with a range of workshops providing opportunities for women to voice what they want and have funding to introduce further activities.
  - The Think Communities Fund launched in September offering community organisations the opportunity to bid for £500-£5000 for community activity, delivered in partnership with the Cambridgeshire Community Foundation. Several workshops have been delivered to promote the fund and support to apply. Deadline for applications was 1<sup>st</sup> November 2021.
  - The Think Communities Place Team has supported local litter picks working with young people on the National Citizenship Scheme and linking to the Wombles.
  - The Light Project has been working with Cross Keys Homes, Longhurst, Thomas Deacon Academy and the council's housing team to ensure that when families go into temporary accommodation, schools are made aware and linked together. The Head of the Thomas Deacon Academy is leading on this with schools and is at a stage where this can be mainstreamed across the city.
  - An Enhanced Community Support Group has been providing support to vulnerable communities in respect of Covid, with an emphasis on improving compliance, prevention and vaccination confidence and provides a voice for those groups to influence place-based priorities relevant to the needs of those residents.
  - Community outreach teams have worked with Youth Inspired to support young people to comply with restrictions.
  - Delivery of an Alcohol and Drug Awareness Campaign for Peterborough as the city comes out of lockdown, helping people to consider their changing relationship with substances and promote availability of support services. Feedback on the campaign:
    - Messages were seen on social media platforms hosted by the Council (Facebook, Twitter and Instagram) a total of 65,000 times during the week.
    - Facebook was the platform most viewed with 40,000 out of the 65,000 views
    - A total of 58 shares took place which would have reached additional people with more views for which no data is available but would have been extra exposure
  - How Are You (HAY) Peterborough is part of the Peterborough Community Mental Health Exemplar. Key activity includes:
    - Public Health: In April, The Peterborough Exemplar Steering group approved a Public Health consultant and Data Analyst role within the project. The Cambridgeshire & Peterborough Health Inequalities Strategy, published by the Health Inequalities task and finish group (Ford, 2020), identified “stark inequalities in the social determinants of health, risk factors, health care provision and clinical outcomes across socio-economic, disadvantaged and inclusion health groups” across the county, and suggested a strategy to tackle these inequalities. The Strategy explicitly says that we need more specialist Public Health intelligence

about both existing mental health provision and in developing indicators of mental health need before we can start to address inequalities. These new roles will make this possible.

- Investment in Mental Health Care for Minority Ethnic Groups: a fund was launched to support those experiencing severe mental illness within minority ethnic groups in the city which has resulted in the identification of 9 projects ready to be formally signed off.
- Physical Health Checks - the number of people with a severe mental illness (SMI) who are accessing physical health and lifestyle services (such as [Healthy You](#)) has increased. This is thanks to the support of the Specialist Health Care Assistants (SHCAs) who provide physical health checks for this group. They are offering additional appointments after the physical health check to support people with referral and access to this support. Further information about [Healthy You](#), including their [Eastern European Health Trainers](#), can be found on the [H.A.Y. Peterborough website](#).

Moving forwards, the SPP Delivery Group members have agreed to focus on 4 key priorities:

- Food and fuel poverty
- Mental health
- Employment
- Support to young people

Members also acknowledged that substance misuse overlaps all these priorities and will continue to be a key focus for the group.

## **5. CONSULTATION**

5.1 Not applicable

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

6.1 The Scrutiny Committee is expected to review the information contained within this report and respond / provide feedback accordingly.

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

7.1 Scrutiny Committee members to feel assured that appropriate progress is being made on the SPP priorities.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

8.1 The Scrutiny Committee must be kept informed of progress against the priorities identified and meeting outcomes.

## **9. IMPLICATIONS**

### **Financial Implications**

9.1 There are no significant implications within this category.

### **Legal Implications**

9.2 There are no significant implications within this category.

### **Equalities Implications**

9.3 There are no significant implications within this category.

### **Rural Implications**

9.4 There are no significant implications within this category.

**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

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<b>COMMUNITIES SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 9</b>
<b>2 November 2021</b>	<b>PUBLIC REPORT</b>

Report of:	Cllr Ikra Yasin, Chair, Task and Finish Group	
Cabinet Member(s) responsible:	Cllr Steve Allen - Cabinet Member for Housing, Culture and Communities Councillor Marco Cereste – Cabinet Member for Digital Services and Transformation	
Contact Officer(s):	Ian Phillips – Head of Communities and Partnerships Integrations	Tel. 07415881802

**REPORT OF THE TASK AND FINISH GROUP TO EXAMINE BARRIERS TO EQUALITY AND ISSUES EXPERIENCED BY BLACK, ASIAN, AND MINORITY ETHNIC COMMUNITIES IN ACCESSING COUNCIL SERVICES**

RECOMMENDATIONS	
<b>FROM:</b> Task and Finish Group	<b>Deadline date:</b> n/a
<p>It is recommended that Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>1. Note the work that the Task and Finish group has undertaken in assessing the council's current position on equality, diversity and inclusion using the Local Government Association Framework.</li> <li>2. Review the Equality, Diversity and Inclusion action plan and provide any further recommendations that the council can take.</li> <li>3. Formally close the Task and Finish Group and recommend that the newly formed Cabinet Working Group adopt the LGA assessment and action plan as the basis of their work plan.</li> </ol>	

## 1. ORIGIN OF REPORT

- 1.1 This report is referred to the Communities Scrutiny Committee from the Task and Finish group, which was established following two motions raised at Full Council on 21 October 2020.

A motion presented by Cllr Walsh was agreed requesting the formation of a task and finish group to examine issues experienced by Black, Asian and Minority Ethnic (BAME) communities in accessing council services, and a motion presented by Cllr Wiggin was agreed requesting the formation of a task and finish group to examine barriers to equality.

Due to the similarities between these two motions, the Adults and Communities Scrutiny Committee unanimously agreed to merge the two motions into a single Task and Finish Group at its meeting on 17 November 2021. The first meeting of the Task and Finish Group was held on 1 February 2021 at which a merged Terms of Reference were agreed.

## 2. PURPOSE AND REASON FOR REPORT

- 2.1 The Task and Finish group was established by the former Adults and Communities Scrutiny Committee on 17 November 2020. The Committee is requested to review and consider endorsing the work of the Task and Finish Group and make any further recommendations.

2.2 This report is for the 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. Neighbourhood and Community Support (including cohesion and community safety);
- 3. Equalities

2.3 How does this report link to the Corporate Priorities?

Equality, diversity and inclusion is an essential factor underpinning all of the council's priorities and services.

### 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 At its meeting on 17 November 2020, the Adults and Communities Scrutiny Committee agreed to form a task and finish group to review the issues raised in Cllr Walsh's and Cllr Wiggin's motions as set out in the terms of reference, as follows:

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

- Develop a clear understanding of the findings of these reports (*as referenced in the motion*<sup>1</sup>) as they relate to our own BAME communities, to ensure this disproportionality is not experienced in other factors that may affect the health, wellbeing and social mobility of our BAME residents.
- Notes that BAME residents' access to housing, homelessness, welfare support and other relevant services are important parts of the council's remit. The Group to review and recommend concrete actions on how we adopt an actively anti-racist outlook within areas where we have influence by reviewing our corporate policies so that anti-racism is explicit and not implied, and by routinely calling for transparent reporting and continuous monitoring of the impact on the BAME community, alongside any other meaningful statistics that can be monitored regularly.
- Examine key council service data to build an understanding of the ways in which BAME residents are impacted, positively or negatively, by council services.
- Examine the opportunities for our residents provided by the council for improving social mobility, to ensure that our BAME residents enjoy the same levels of access as others.
- Review and examine the City Council structure to ensure ethnic minorities are not disadvantaged. Understand specifically how many BAME staff we employ, where they are working, what barriers, if any, exist to their career progression and whether a "name blind" recruitment process would aid in the recruitment of more BAME staff.
- Review the evidence and provide recommendations to Council and devise a set of KPIs and a challenging outturn for us to achieve this.
- Review provision of services and equality policies and recommend if any amendments are required.

<sup>1</sup>[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/908434/Disparities\\_in\\_the\\_risk\\_and\\_outcomes\\_of\\_COVID\\_August\\_2020\\_update.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/908434/Disparities_in_the_risk_and_outcomes_of_COVID_August_2020_update.pdf)  
<https://www.adass.org.uk/media/8036/adult-social-care-shaping-a-better-future-nine-statements-220720.pdf>

- Encourage Peterborough schools to include BAME history and culture in lessons, including providing further historical context for events normally only seen through the lens of white British history.
- Review progress on recommendations produced by this group and recommend that the Adults and Communities Scrutiny Committee monitors future progress.

The Membership of the Group was as follows:

Cllr Ikra Yasin (Chair) - Labour  
 Cllr Julie Howell - Green Party  
 Cllr Stephen Lane - Werrington First  
 Cllr Nicolle Moyo - Conservative  
 Bernadetta Omondi (Peterborough Racial Equality Council) - Co-opted Member

4.2 The task and finish group decided to use the Local Government Association equality framework as the basis for its work. The framework is divided into four main sections

1. Understanding and Working with Your Communities
2. Responsive Services and Customer Care
3. Leadership and Organisational Commitment
4. Diverse and Engaged Workforce

The group commissioned services across the council to consider the framework and demonstrate how the council is meeting the criteria and where there is room for further improvement. The completed report is attached at Appendix 1 and provides a robust assessment of the council's current position. The group noted that in many areas, the council could demonstrate a strong approach to equality, some examples being:

- The Business Intelligence team provide a wealth of data about Peterborough that provides information on the age, gender, ethnicity of the population and available across a range of different themes. Data reports are regularly published and publicly available via <https://cambridgeshireinsight.org.uk/>
- The Think Communities team's engagement with a wide range of community groups helping them to meet local needs of their communities and providing support to tackle city wide problems such as Covid 19. Some examples of the range of groups that the team work with include: the interfaith network, Muslim Council of Peterborough, Joint Mosque Council, the Community Champions Network, the Disability Forum and the Lesbian, Gay, Bisexual and Transgender community
- The council's Communication's team regularly provide key council messages in a range of languages and translated key documents to ensure that important council messages can be understood by everyone.
- As part of the Safer Peterborough Partnership, the council works closely with partners to monitor community tensions and tackle hate crime, engaging and supporting community leaders to reassure local residents and supporting the police to take enforcement action where appropriate.
- The council regularly undertakes and publishes equality impact assessments when looking to introduce or make changes to council services.

4.3 However, the group also noted that there are a number of areas where the council could make improvements to the way people from diverse backgrounds are supported. As a result, the group have led the production of a detailed action plan (Appendix 2) to highlight areas where more work is required. The action plan follows the same format as the LGA framework and groups actions underneath the four main criteria. Some of the recommendations within the action plan include:

- Development of a strategic communication plan outlining how the council aims to communicate with diverse community groups
- Development of regular forums between the council and community groups to discuss current and future council plans and receive feedback of how these might impact diverse groups
- Review of all council staff policies to ensure that they meet the diverse needs of our workforce
- Development of mandatory staff training on equality and diversity
- Development of a staff equality, diversity and inclusion network

Following the Task and Finish Group's work on the LGA Framework and Action Plan, it is recommended that, subject to any other comments that the committee may have, these documents are passed on to the recently formed Cabinet Working Group on Equality for consideration and progression.

It is also recommended that the task and finish group now be disbanded following the creation of the Cabinet Working Group.

## **5. CONSULTATION**

- 5.1 In preparing the draft Framework and Action Plan for the Task and Finish Group's further development, the Group and its officers consulted with a range of council services and the Peterborough Racial Equality Council.

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

- 6.1 The framework and action plan will provide the basis for the Cabinet Working Group to make further improvements to how the council supports individuals and communities with diverse needs.

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

- 7.1 The task and finish group were requested to review the issues contained within the two council motions and report back to the scrutiny committee. The work contained within the framework and action plan will help to address identified areas for improvement in tackling equality, diversity and inclusion.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 To continue with the work of the task and finish group into reviewing issues surrounding equalities, diversity and inclusion. This has been rejected given that the Cabinet Working Group has now been established.

## **9. IMPLICATIONS**

### **Financial Implications**

- 9.1 None

### **Legal Implications**

- 9.2 None

### **Equalities Implications**

- 9.3 The report and action plan sets out ways in which equality can be improved across a range of services.

### **Rural Implications**

9.4 None

### **Carbon Impact Assessment**

9.5 None

## **10. BACKGROUND DOCUMENTS**

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

- 10.1
- [Local Government Association \(LGA\) Equality Framework for Local Government](#)
  - [Disparities in the risk and outcomes of COVID-19](#)

## **11. APPENDICES**

- 11.1 LGA Framework – Appendix 1  
Action plan – Appendix 2

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## Equality Framework for Local Government (EFLG) 2020 Version

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## Introduction

The Equality Framework has been updated to reflect the latest legislation affecting equality such as Gender Pay Gap reporting, GDPR, the changing context of the local government sector and equality in Britain and in response to other significant issues that might affect equality including the UK's decision to leave the European Union.

The equality framework is intended to help Councils:

- deliver accessible and responsive services to customers and residents in their communities including those from protected characteristics
- employ a workforce that reflects the diversity of the area they are serving
- provide equality of opportunity for all staff
- Meet the requirements of the Public Sector Equality Duty It seeks to do this by:
- Identifying the areas of activity that Councils need to be addressed to deliver good equality outcomes
- Helping Councils to understand how they can build equality into processes and practices
- supporting organisations to become inclusive employers
- Enabling Councils to informally self-assess their progress on the equality improvement journey and determine where and how they need to improve.
- Providing the framework for an LGA Equality peer challenge

## Underlying Principles

- The EFLG is part of the LGA's sector led improvement offer to the local government sector and as such engagement with the Framework is voluntary.
- The Framework can help with compliance with the Public Sector Equality Duty which is a legal obligation of the Equality Act 2010.
- The Framework references the nine legally protected characteristics: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation. It also encourages Councils to consider other issues that might be affecting their staff such as caring responsibilities as well issues affecting communities such as socio-economic inequality and isolation including rural isolation
- The EFLG is supportive of the EHRC's six selected domains of equality measurement which it has identified as the areas of life that are important to people and that enable them to flourish. They are: Education, Work, Living standards, Health, Justice and personal security, and Participation
- The modular design of the Framework reflects the fact that Councils come in all shapes and sizes with different resources, communities and priorities. It recognises that action on all equality issues at once is not always possible. • The Framework supports the LGA's Equality Peer Challenge

The Framework sets out four modules for improvement underpinned by a range of criteria and practical guidance that can help a Council plan, implement and deliver real equality outcomes for employees and the community. The four modules are:

- **Understanding and working with your communities**
- **Leadership and Organisational Commitment**
- **Responsive Services and Customer Care**
- **Diverse and Engaged Workforce**

For each module there are three Levels. Developing; Achieving and Excellent. The levels are progressive and cumulative so an organisation can plan and chart its progression against different priorities. Councils can be at different levels of the framework for different modules.

**Developing** - The developing level criteria contain the basic building blocks for each priority. An organisation at the Developing level has made an organisational commitment to improving equality. It is putting in place processes to deliver on equality issues and is working towards meeting and exceeding the statutory requirements.

**Achieving** - An organisation at the Achieving level has policies, processes and procedures in place and is delivering some good equality outcomes. It is not only meeting but can demonstrate exceeding statutory requirements.

**Excellent** - An organisation at the Excellent level has mainstreamed equality throughout the organisation and can demonstrate that it is delivering significant outcomes across its services that are making a difference in its communities. The organisation not only exceeds statutory requirements, and it is an exemplar council for equality and diversity in the local government and wider public sector.

The modules contain a number of themes, each with short descriptor at each level of the framework. This is followed by a set of indicators or criteria that can be used to self-assess.

<b>Understanding and Working with your Communities</b>	<b>Leadership and Organisational Commitment</b>
Collecting and sharing information	Leadership
Analysing and using data and information	Priorities and working in partnership
Effective community engagement	Assessing equality impact in policy and decision taking
Fostering good community relations	Equality objectives and annual reporting
Participation in public life	Performance monitoring and scrutiny
<b>Responsive Services and Customer Care</b>	<b>Diverse and Engaged Workforce</b>
Commissioning and procuring services	Workforce diversity
Integration of equality objectives into service planning	Inclusive strategies and policies
Service delivery	Collecting, analysing and publishing workforce data
	Learning and development
	Health and wellbeing

<b>Understanding and Working with your Communities</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Collecting and Sharing Information</b>		
<p>1.1 The organisation has gathered and published information and data on the profile of its communities and the extent of inequality and disadvantage. Plans are in place to collect, share and use equality information with partners.</p>	<p>1.2 Relevant, proportionate and appropriate information about the local communities and their protected characteristics is being gathered. Information is shared across the organisation and with partners.</p>	<p>1.3 A comprehensive set of information about local communities/protected characteristics needs and outcomes is regularly updated and published and used to identify priorities for the local area.</p>
<b>Criteria</b>		
<p>The organisation is clear about what sources of information (both local and national) are relevant and useful.</p> <p>The organisation knows what information is already being collected – internally and by its partners, including voluntary and community sector stakeholders?</p> <p>Some information and data has been gathered and published.</p> <p>The organisation is working with its partners to ensure information is shared effectively.</p> <p>Partners ensure efficient collection of data that avoids duplication.</p> <p>The authority is compliant with GDPR legislation in its collection, analysis storage and use of data and information</p>	<p>Information is disaggregated and analysed on the basis of different communities, including those sharing protected characteristics.</p> <p>Quantitative and qualitative research methods are used to gather data and information</p> <p>National and regional data is used and analysed.</p> <p>Information from ward councillors is gathered in a systematic way.</p> <p>Data is easily accessed, shared and used by departments across the organisation.</p> <p>The organisation is working with partners to address identified gaps in information. Data is disaggregated using the same or similar categories.</p> <p>Information is being shared to identify and measure equality gaps and to inform outcomes for the area.</p> <p>There are robust and effective protocols in place for sharing information between partners and to ensure data protection</p> <p>Information is being captured about health inequality.</p>	<p>The Council is working with partners to continuously develop new and innovative data sharing platforms.</p> <p>The organisation has a sophisticated understanding of the difference between the equality profile of their local area and how that translates to inequalities for different groups.</p> <p>Changing needs are identified and prioritised across a wide range of services and outcomes by, for example, referring to the Equality and Human Rights Commission’s Equality Measurement Framework</p> <p>Data is regularly updated and used to set priorities across the organisation and in different services, by geographical area and by protected characteristic.</p> <p>There is evidence of a continuous improvement of the quality of the data.</p> <p>The organisation is working with partners to ensure that changing needs are identified and met.</p> <p>Voluntary and community sector partners/health colleagues and stakeholders access and use the information.</p>

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<b>Understanding and Working with your Communities</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Collecting &amp; Sharing Information: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.</b>		
<p><b><u>Business Intelligence</u></b></p> <p>The Council is clear that useful data on population and service use is to be found in key data sources such as Census and the Council’s own internal case management systems. The Council recognises how important this is for Peterborough as a particularly diverse place and worked closely with ONS and communities to promote Census 2021 and encourage a high completion rate.</p> <p>The Council’s corporate IT and BI teams do not provide comprehensive support and administration of all IT systems. Adult social care, children’s services are the main supported systems by corporate services; homelessness, education, SEND and HR systems are supported to a lesser extent, and databases relating to revenues and benefits, place, enforcement and regulation, leisure and libraries are managed within services and therefore are not as comprehensively controlled and managed as the main systems. This means that information on protected characteristics may not be collected in as standardised or coherent way and is not as accessible to the corporate Council. All systems are compliant with statutory requirements but a comprehensive data management strategy across all Council systems would help to ensure that data on all aspects of residents’ interactions with the Council included relevant equalities information.</p> <p>Information on inequalities (especially ethnicity) was gathered and discussed with</p>	<p><b><u>Public Health</u></b></p> <p>The organisation has a comprehensive programme of joint needs assessment, which includes analysis of a variety of determinants and outcomes by a number of protected characteristics. Analysis by age, gender, deprivation and ethnicity is routinely carried out. Analysis by disability and sexual orientation is carried out if the topic is directly relevant e.g., learning disability needs assessment or use of a sexual health service. Analysis by gender reassignment and religion is rarely carried out. Some analysis is limited by the lack of routinely collected data on the particular characteristic. More could be done to analyse data by religion, disability and sexual orientation. Where analysis is carried out comparisons with national and regional data are routinely made.</p> <p>The JSNA is published and made available to partners. More could be done to assess use and utility. Qualitative data is increasingly collected to inform service design and redesign, feedback for quality improvement and to gather insights to inform interventions. E.g., considerable work has been carried out to gather views from different population sub-groups and communities on vaccine intentions. Although more could be done to standardise methodology.</p> <p>There is considerable 2-way engagement with councillors, who are actively involved in disseminating information to communities as well as feeding back concerns and issues. There is also strong interest from councillors on health inequalities and a paper has requested on the topic for the next adults and health scrutiny meeting.</p>	<p><b><u>Business Intelligence</u></b></p> <p>The Council is working with partners to develop new data sharing platforms. For example, the Council has bid with partners in the Early Help Steering Group for funding to develop our children’s services case management system to include data from partners in the Supporting Families work with families facing multiple disadvantages and challenges. The Council is also a partner in the Shared Care Record project with health organisations to enable cross-system views of health and care record data.</p> <p>Information about the profile of the population living in Peterborough is available through our website <a href="http://www.cambridgeshireinsight.org.uk">www.cambridgeshireinsight.org.uk</a>, at local authority and ward level. We have received good feedback about this website from the voluntary and community sector and our partners and it is often cited as a source in funding applications.</p> <p>The Council’s community engagement department has a close and successful relationship with many groups within the community. This high degree of engagement has been used very successfully in Peterborough during the COVID-19 pandemic. This helps to ensure that needs of different communities are considered and met within service development.</p>

<p>the Scrutiny Committee Task and Finish group in March 2021.</p> <p>Data storage, processing and sharing protocols are robust and closely overseen by DPO.</p> <p><b><u>Place and Economy</u></b></p> <p>Community engagement takes place in the context of:</p> <ul style="list-style-type: none"> <li>* publicity for planning applications;</li> <li>* receiving of representations on planning applications;</li> <li>* ability of the public to attend planning committee meetings.</li> </ul> <p>The communications are primarily in written English and material is on-line via an accessible web site. We do issue hard copy material on request.</p> <p>In person committee meetings are not broadcast on-line, however the building is accessible. Meetings are currently being held at SMH.</p>	<p>Some of this work is limited by available workforce resource, particularly in the context of COVID.</p> <p>There is good compliance with GDPR.</p> <p><b><u>Business Intelligence</u></b></p> <p>The Council’s Joint Strategic Needs Assessments, available on Cambridgeshire Insight, profiles the population by age, ethnicity, nationality, and deprivation. This uses national and regional data. Themed JSNA reports include a wide range of qualitative input from voluntary and community sector and stakeholders as well as quantitative data. Historically, there is more analysis of health and wellbeing by deprivation (as measured through Indices of Multiple Deprivation) than other characteristics. However, the current work on Covid Impact and Needs Assessment is looking in more detail at age and ethnicity in particular.</p> <p>The Council’s adults and children’s services are using the Power BI Premium platform to visualise data in an easily accessible way. This platform is also being rolled out to other services. A key element of the visualisations is demographics, including protected characteristics such as ethnicity, age, gender, disability. This allows service activity and outcomes of interventions to be analysed by these categories.</p> <p>Across the Council’s main case management systems, nationally standardised categories are used wherever possible to record ethnicity and gender in a way that is comparable to nationally produced datasets such as Census.</p>	<p>The Council uses a commercial dataset (Acorn) to help understand communities. This combines data from Census and other administrative or commercially market research sources to provide detailed information about characteristics of the population at postcode level. This information is used to plan interventions and services, for example communications during COVID-19 response</p>
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<b>Understanding and Working with your Communities</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Analysing and using data and information</b>		
<p>2.1 Systems are being developed to analyse soft and hard data/intelligence about communities, their needs and aspirations.</p>	<p>2.2 Information and data is disaggregated and analysed to support the assessment of local need, impacts of changes to services and priorities.</p>	<p>2.3 Up to date and comprehensive equality data is used regularly to plan and assess impacts of decisions.</p>
<b>Criteria</b>		
<p>The organisation is developing and improving systems for collating and analysing the different sets of data being collected.</p> <p>Information is collected by front-line staff or key decision makers and taken account of.</p> <p>The authority is compliant with GDPR legislation, analysis and use of data and information</p>	<p>Data is used to inform the setting of relevant equality objectives, and these are regularly monitored.</p> <p>Data is used in service planning, commissioning and decision making.</p> <p>Data is continuously gathered and analysed.</p> <p>Information is disaggregated in a meaningful way, by relevant protected characteristic and other factors (such as deprivation or rurality) and analysed on a regular basis. Information is used to identify and prioritise on the basis of need.</p> <p>Information and data is used effectively as part of impact assessment/ risk assessment and giving due regard to the public sector equality duty.</p>	<p>The organisation and its partners are using data in the most innovative ways such as predictive analytics to target service interventions</p> <p>Data is being used to predict and measure demand for services</p> <p>Achievement of outcomes are measured and there is evidence of gaps being narrowed.</p> <p>Performance is monitored against equality objectives and outcomes including procured and commissioned services, and with key partners and other stakeholders.</p> <p>Equality outcomes for commissioned and procured services are monitored and reported on.</p>

<b>Understanding and Working with your Communities</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Analysing &amp; Using Data &amp; Information: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.</b>		
<p><b><u>Business Intelligence</u></b></p> <p>Information on equalities is collected by front line teams and recorded in line of business systems.</p> <p>The Council is using Power BI Premium to develop and improve visualisation of data about demographics and the population. This includes internally (e.g., visualising case management data) and externally (e.g., embedded Power BI dashboard about the demographics of communities into Cambridgeshire Insight webpages).</p> <p>The Council uses opportunities of introducing new case management systems to improve and standardise data collection. Recent examples include Liquid Logic (children’s services) and Mosaic (adults services); a programme is currently underway to review and develop the main education systems. There is also a project underway around enforcement systems. At the moment these projects are often driven by the system contract ending, but as discussed above, a comprehensive whole organisation roadmap and data management strategy would enable this to be more actively managed.</p>	<p><b><u>Public Health</u></b></p> <p>Much of this is covered in the section above.</p> <p>There is some use of predictive modelling for demand planning, but this is limited by available workforce to carry out this work.</p> <p>There is some evidence of analysis and monitoring of services by equality objectives, but I have not seen much evidence of narrowing of equality gaps.</p> <p>The socio-economic status of the nation and other factors have an impact on equality outcomes as well as the actions of the council. There is a risk that an economic recession could further widen inequalities.</p> <p><b><u>Business Intelligence</u></b></p> <p>Data is used to plan services and is continuously gathered and analysed. For example, in planning the new Selective Licencing proposal a lot of data analysis has taken place (about complaints, fly tipping, anti-social behaviour, tenure and deprivation) in order to inform the review of previous scheme and the proposal for the new scheme.</p> <p>Forward budget planning also takes account of current and future predictions of demand (although the predictive algorithms are not sophisticated models).</p>	<p><b><u>Business Intelligence</u></b></p> <p>There are instances of monitoring performance against equality outcomes (particularly deprivation), for example in Selective Licencing, but it is not systematic.</p>

	<p>The most frequent aspect of inequality that is incorporated into service modelling is deprivation, and this is used to prioritise services.</p>	
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<b>Understanding and Working with your Communities</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Effective Community Engagement</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<p>3.1 Inclusive community engagement structures are being developed throughout the organisation. There are opportunities for communities to be involved in decision making.</p>	<p>3.2 Engagement mechanisms and structures are in place to involve equality stakeholders and scrutinise service delivery, decision making and progress. The organisation engages with all its communities when making decisions, including those with protected characteristics.</p>	<p>3.3 Formal and informal interactions takes place between the organisation and its diverse communities. Communities from across the protected groups are actively participating in and influencing decision making.</p>
<b>Criteria</b>		
<p>The organisation has an engagement strategy. It is clear about different levels of engagement (i.e., informing, consulting, participating, co-producing) and when these are appropriate.</p> <p>Engagement structures are in place</p> <p>There are opportunities for protected groups to be engaged with decision making.'</p> <p>The organisation can evidence examples of these opportunities.</p> <p>Shared engagement structures/mechanisms are in development with partners.</p> <p>There are some shared engagement activities with partners.</p>	<p>People from protected groups are encouraged and enabled to participate in decision making.</p> <p>A range of engagement methodologies are used.</p> <p>Priorities have been changed as a result of engagement with a clear and demonstrable evidence basis.</p> <p>The organisation and partners engage collectively/share information and results of engagement activities to ensure that particular groups are not being over consulted with.</p> <p>There is an increase in the involvement of underrepresented groups.</p> <p>Engagement with the community and voluntary sector and the wider community effectively inform decisions.</p> <p>There are processes and plans throughout the organisation and with partners to</p>	<p>There are a range of innovative approaches to involving communities and arrangements are made to meet specific or individual needs.</p> <p>Vulnerable people/ communities are participating including the hardest to reach in the community.</p> <p>There is evidence that mainstream engagement mechanisms are increasingly involving previously under-represented groups.</p> <p>Communities are encouraged or supported to influence or make decisions.</p> <p>Staff and stakeholders are able to describe levels of influence within the community and changes made as a result.</p> <p>Key decision makers are involved in the engagement process.</p> <p>There is evidence of partnership arrangements leading to improved outcomes in participation.</p>

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	<p>increase stakeholder and voluntary and community sector involvement in informing priorities.</p> <p>Feedback is given and people in the community are able to challenge and have their views taken account of.</p>	<p>Partners are open to challenge and constructive criticism.</p> <p>Where there is very limited or no actual representation within a local demographic, the ability to cater for difference is in evidence.</p>
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<b>Understanding and Working with your Communities</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Effective Community Engagement: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.</b>		
<p><b><u>Think Communities</u></b></p> <p>Structures are in place for engagement, including Safer Peterborough Partnership and wider delivery group – membership includes council, police, fire and rescue, CCG, safeguarding, voluntary organisations, PCVS, Youth Inspired. This forum has been pivotal to keeping our communities safe throughout the pandemic.</p> <p>In this forum, representatives have been able to tell us what they need to keep communities safe as well as share what they are already doing independently. The working relationship has resulted in numerous examples of community commissioning including support for families with children with disabilities and 10 community engagement workers from different ethnic groups across the city to work with communities that have been disproportionately affected by COVID-19.</p> <p>Community engagement activity is not driven by strategy; the ability to be responsive and unbound by strategy enables us to respond to the needs of communities. For example, we have been able to tackle specific issues such as the activity of EDL who have come 3 times to the city over the last few years by arranging events on the same day that celebrate the power of community and diversity in our city. The result has been created more community cohesion in the city rather than create division.</p> <p>Opportunities for protected groups to be involved in decision-making are available through a wide variety of forums and mechanisms. A recognised development</p>	<p><b><u>Think Communities</u></b></p> <p>People from protected groups are encouraged and enabled to participate in a multitude of different ways- including through:</p> <ul style="list-style-type: none"> <li>• Peterborough Interfaith Network – which brings together partners from all of the city’s key faiths to develop joint strategies and projects that further our cohesion and integration agenda</li> <li>• Peterborough Interfaith Support Group – formed during the pandemic, and becoming the engine room to the Interfaith Network, focussing on COVID-19 issues and increasingly broadening its scope to focus on the economic and social impacts of the pandemic</li> <li>• Muslim Council of Peterborough – which brings all parts of our Muslim community together, alongside our five mosques, to create a one-voice approach and to jointly agree responses to key strategies and activities</li> <li>• Joint Mosque Council – chaired by the Chief Executive and attended by director-level officers, police and health service colleagues, this group meets regularly to debate key issues and agree shared plans</li> <li>• Multi-Agency Forum – which brings partners together to focus on the needs and challenges of our refugee and asylum-seeking population, and agrees opportunities to improve their outcomes</li> </ul>	<p><b><u>Think Communities</u></b></p> <p>Peterborough was recognised by the Government as one of five integration cities as part of its National Integration Strategy, in recognition of both the challenges we face with a diverse population and rapidly increased population density and the ways in which we have understood those challenges and have responded to them. We were also one of 6 cities chosen to participate in the Inclusive Cities programme run by the University of Oxford’s Centre on Migration, Policy and Society.</p> <p><b><u>Comms</u></b></p> <p>The council has developed excellent links with its communities through the community resilience forum that has met regularly throughout the pandemic to support and develop community messaging – advising on the content and tone of the messaging</p> <p style="padding-left: 40px;">Video messaging has been developed in 31 different languages Representatives have also supported written translations Specific messages have been issued through faith groups, at specific events and ahead of Friday prayers</p> <p>Peterborough’s work in this area has been recognised in two cabinet office visits and via a national award from the local government association</p>

<p>point is how we can become more strategic and imaginative in engaging with the general population as a whole.</p> <p>Shared engagement activity with partners takes place and opportunities arise through the convening of public sector and voluntary sector partners in Peterborough and Cambridgeshire at the Community Resilience Group. This network has been successful in the identification of joint working opportunities.</p> <p>We are also linked into various health forums in Peterborough including Integrated Neighbourhood and PCN meetings and meet regularly with social prescribers.</p> <p><b><u>Comms</u></b></p> <p>A strategy to involve and engage different community groups, vulnerable and excluded people was developed as part of both the overall Local Outbreak Management Plan communications strategy– and also as a key part of the Peterborough rapid response work</p> <p>This will be used to aid and inform the development of all other communications strategies moving forward.</p>	<ul style="list-style-type: none"> <li>• Community Champions Network – chaired by the Service Director for Communities and comprising representation from a wide range of different nationalities, faiths and places, this group is currently focussed on supporting our COVID-19 outbreak management and vaccination confidence work</li> <li>• We have established a Black Community Leaders’ Forum, with whom we meet to discuss issues pertinent to Black African and Caribbean residents. Police and Health colleagues form part of this forum.</li> <li>• We work closely with the city’s LGBTQ+ community in their organisation of Pride festivals, enabling events to take place and ensuring logistical and organisational barriers are removed.</li> <li>• We also work closely with the city’s Disability Forum, particularly in relation to growth and regeneration ensuring design solutions incorporate the needs of disabled residents and visitors.</li> </ul> <p>The nature of the relationships we are aiming to build through our community engagement work are difficult to evidence in quantitative data. It can therefore be difficult to determine whether there has been an increase in involvement from underrepresented groups because the data is not collected to enable us to monitor this. Our Joint Strategic Needs Assessment does provide us with baseline data.</p> <p>Engagement does happen collectively across the organisation/partner orgs where opportunities are identified to do so. These opportunities are identified through strong</p>	<p>Local authorities from Cornwall to Coventry have also benefitted from the work in this area.</p> <p>Work with the Peterborough youth forum to develop scripts and produce a video aimed at 15 -18-year-olds was delivered in March 2021 – and is also shortlisted for a national award.</p>
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	<p>partnership relationships such as through the Community Resilience Group.</p> <p>Identified area for development: -How do we encourage 'new blood' into existing engagement forums (e.g., Community Champion Network) to ensure we aren't always hearing the same voices?</p> <p><b><u>Comms</u></b></p> <p>Communications materials for specific groups were developed involving and engaging advocates from community and faith groups, traveller communities, and advocates working with homeless people and sex workers.</p> <p>Specific materials for and with people of different ages has also formed part of the communications approach throughout the pandemic and wider.</p>	
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<b>Understanding and Working with your Communities</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Fostering good community relations</b>		
<p>4.1 Structures are in place within the organisation and across partnerships to understand community relationships and map community tensions.</p>	<p>4.2 The organisation and its partners have a strong understanding of the quality of relations between different communities and collectively monitor relations and tensions. The organisation and its partners are actively engaged in planning and delivering activities that foster good relations.</p>	<p>4.3 The organisation takes a sophisticated approach to fostering good relations which has resulted in measurable improvements in relationships between diverse communities.</p>
<b>Criteria</b>		
<p>There are joint partnerships responsible for monitoring community tensions.</p> <p>The Community Safety Strategy addresses the issue of community cohesiveness.</p> <p>Council leaflets/ posters/ communications/ events promote positive relations.</p>	<p>Harassment and hate crimes are monitored and analysed regularly.</p> <p>Appropriate action is taken to address the issues that have been identified.</p> <p>Members play a role in monitoring community relations and reporting intelligence.</p> <p>Data is available, and is disaggregated to cover the protected characteristics.</p> <p>Data is regularly analysed and acted upon.</p> <p>Stakeholders and communities are involved in the monitoring.</p>	<p>Information is available to show there has been an improvement in community relations.</p> <p>The organisation works with others to improve performance on good relations between diverse communities.</p> <p>The Council's leaders maintain a high profile on community relations. The Council makes use of Members' links with different communities depending on circumstances.</p> <p>The Council plays a leading role in bringing the partners and the community together if there are serious incidents of hate crime.</p> <p>There is obvious and demonstrable cross over between equality, diversity and community cohesion</p>

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<b>Understanding and Working with your Communities</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Fostering Good Community Relations: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.</b>		
<p><b><u>Think Communities</u></b></p> <p>Joint partnerships in place for monitoring community tensions include the Safer Peterborough Partnership. The partnership has developed major programmes over many years including those linked to anti-social behaviour, street sex working, drugs and county lines activity, and road safety. SPP’s current priorities have been agreed based on the principle of adding value beyond the core community safety challenges that are already being met by a wide range of agencies. These priorities are targeting high harm offenders, substance misuse and sex workers. We have successfully set up a problem-solving group that uses data and intelligence to target activity to stop high harm crimes and a project has been developed to get sex workers off the streets, and this has won an award. We have successfully disrupted drug rings, including county lines, but also provided support to those who have drug and alcohol dependencies through proactive outreach activity.</p> <p>Operationally, the council works closely with the police on matters such as hate crime, domestic abuse and the Prevent agenda.</p> <p>We also provide leadership to both the multi-agency Hate Crime group and the Tension Monitoring group, both of which bring the council, its partners and communities together to respond swiftly to emerging tensions. The Hate Crime Task and Finish Group from a wide cross-section of the Peterborough community, e.g., the police, Jewish community leader, Muslim community leader etc.</p>	<p><b><u>Think Communities</u></b></p> <p>Peterborough has one of the most diverse populations in the country, with multiple languages spoken and people making their home here having travelled from all over the world. We also have a more transient and temporary population linked to economic migration largely from central and eastern European nationals. These characteristics may be considered factors that could increase community tensions and public protest; however, Peterborough communities live alongside one another peacefully and successfully, and we have never experienced at-scale social tensions or community unrest that many comparable towns and cities have.</p> <p>The Council is responsive to involving stakeholders and communities in the monitoring of community tensions and their solutions when they arise and supporting communities in these situations. For example, there was recently a community engagement event about sex workers on Burghley Road. In this situation, the community was desperate for change and the engagement has resulted in PCC commitments to action.</p> <p>Monitoring of community relations mainly happens through the relationships held with community leaders by council officers and members e.g., community connectors, Head of Community Resilience and Integration and councillors.</p>	<p><b><u>Think Communities</u></b></p> <p>The work we do with our key community and faith leaders is led by the Chief Executive, who has a highly visible presence in key forums and at key events, supported by the Service Director for Communities and the Head of Cohesion and Integration. Events such as the annual community cricket match also bring together council officers and members of the community.</p> <p>As mentioned previously, quantitative data that would show whether there has been an improvement in community engagement is limited- it would mostly be qualitative feedback through the network of contacts and relationships in the community.</p> <p>The council works closely with, and commissions work from, a range of organisations representing people from different nationalities and faiths and with different needs, particularly:</p> <ul style="list-style-type: none"> <li>• <a href="#">Parca</a> – whose focus is on new arrivals, asylum seekers and refugees</li> <li>• <a href="#">Gladca</a> – whose focus is on supporting people in the central areas of Peterborough from South Asian and central and eastern European countries</li> <li>• <a href="#">Kingsgate Community Church</a> – who have a large Christian population with a foundation in community work; Kingsgate also run our foodbank network and provides practical support</li> </ul>

<p>On occasions where there has been hatred/hate crimes directed towards specific communities e.g., Anti-Semitic themes, the council has responded swiftly to put arrangements in place to support the Jewish population, as well as facilitating a session with the Jewish Leadership Council.</p> <p>Our city has always welcomed new arrivals going back generations, with the most recent examples being linked to our participation in both the Syrian Refugee Resettlement Scheme and the new Afghan Interpreter Resettlement Scheme.</p> <p>PCC has resettled 77 of the 100 Syrian refugees we pledged to resettle over 5 years. We work closely with PARCA (Peterborough Asylum and Refugee Community Association) to make them feel welcome, as well as find them accommodation, registering with a GP, accessing education, employment, benefits, volunteering opportunities to help them to integrate into the community.</p> <p><b><u>Comms</u></b></p> <p>The council has a forward plan which highlights and celebrates all significant religious celebrations and key events in the life of different community groups.</p> <p><b><u>Place and Economy</u></b></p> <p>It some circumstances community relations are a matter that is relevant to the determination of a planning application and enforcement. Staff receive equality and diversity training, so they are aware of the legal requirements to consider these matters in the determination of planning applications and enforcement cases.</p>	<p>To continue our trajectory in this area, some of the points we would consider are:-</p> <ul style="list-style-type: none"> <li>• How can we develop the skills of all staff in improving community relations? Could this form a key part of staff induction?</li> <li>• How can we balance the depth of relationship and trust built by individuals whilst also creating resilience beyond individuals?</li> <li>• How can we further our feedback loop from communities to capture whether communities feel the right mechanisms are in place for them to feel comfortable sharing the views and participating?</li> </ul> <p><b><u>Comms</u></b></p> <p>The council promotes and becomes involved in celebrations with its communities:</p> <ul style="list-style-type: none"> <li>• Flag raising for Windrush day</li> <li>• Activities and events for Diwali, Ramadan, Eid etc which include participation of snr officers and members</li> <li>• LGBTQ+ awareness events including raising awareness of fostering and adoption initiatives</li> <li>• Black history month and Gipsy and Roma traveller month reflected in library service events.</li> </ul>	<p>for people in need in the form of white good, furniture and clothing</p> <ul style="list-style-type: none"> <li>• <a href="#">Compas</a> – a charity focused on providing practical support for our Roma community</li> <li>• <a href="#">Peterborough Racial Equality Council</a> – whose role is to champion equality and challenge racism</li> </ul> <p>The Council’s leaders and Members have strong links with different communities across Peterborough. Peterborough has a large number of councillors for a small city, with a culture of place-based working and active ‘on the ground’ involvement in their wards. The new leadership of the council has a strong focus on making Peterborough an accessible council.</p> <p><b><u>Comms</u></b></p> <p>Strong community relationships with different ethnic groups and religious faiths have led to innovative practice on public health messaging throughout the recent pandemic – highlighted by the Cabinet Office as an area of good practice.(see above).</p>
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<b>Understanding and Working with your Communities</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Participation in public life</b>		
<p>6.1 The organisation has a clear understanding of the level of participation in public life by different communities/protected characteristics. This can include involvement in local democracy and representation e.g., school governors, councillors, board members of voluntary/statutory sector organisations.</p>	<p>6.2 Local people are encouraged to participate in public life or in other activities where they are under-represented. The Council uses a range of different methods and it is able to innovate and find new ways to extend participation in certain communities.</p>	<p>6.3 There is an improvement in the participation rates of under-represented groups in public life. The organisation can demonstrate that people across a range of protected characteristics are able to influence decisions.</p>
<b>Criteria</b>		
<p>Information/data is gathered about the extent of involvement in public life</p>	<p>The organisation actively informs and involves local people, including under-represented groups, in opportunities for public participation.</p> <p>Outreach work or public campaigning has been undertaken to increase levels of participation by protected groups.</p>	<p>There is evidence that improvements have been achieved.</p> <p>More people from under-represented groups are participating across a wider range of activities.</p> <p>Decision makers are from a wider range of backgrounds.</p>

Understanding and Working with your Communities		
Developing	Achieving	Excellent
<p><b>Participation in Public Life: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.</b></p>		
<p><b><u>Think Communities</u></b></p> <p>Pockets of data exist about the extent of involvement in public life (e.g., democratic services info about members, VCS about their board members etc.). Currently these sources of data are not brought together to form an overall view of participation in public life as a whole.</p> <p><b><u>Comms</u></b></p> <p>Communications focused on improving turnout at local elections in 2021 took into consideration the needs of people with protected characteristics – and also focussed on those who might suffer from health inequalities.</p>	<p><b><u>Think Communities</u></b></p> <p>Governance meetings are now being held in public and have been live streamed since the start of the pandemic. This has made attending meetings more accessible for the public. We are seeing slight increase in public questions at meetings.</p> <p>Some outreach work to protected groups takes place through the Think Communities team – Place Coordinator and Community Connectors.</p> <p>*To Add- some examples from across the organisation where outreach work/campaigning to increase representation of protected groups on various boards etc.?</p> <p><b><u>Comms</u></b></p> <p>Information about electoral roll registration, postal votes and proxy votes was shared through the community reference group so that they could inform their own communities.</p> <p>Information was also provided about how the council was keeping election venues safe during the Covid pandemic (a particular concern for older people and people from ethnic minorities who were at higher risk).</p>	<p><b><u>Think Communities</u></b></p> <p>We can show an increase in councillor diversity over time in Peterborough and some measures have been introduced to make participation more accessible to all e.g., parental leave policy for councillors.</p>

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<b>Leadership and Organisational Commitment</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Leadership</b>		
<p><b>7.1</b> The political and executive leadership have publicly committed to reducing inequality, fostering good relations and challenging discrimination.</p>	<p><b>7.2</b> Political and executive leaders demonstrate personal knowledge and understanding of local communities and continue to show commitment to reducing inequality.</p>	<p><b>7.3</b> Leaders have gained a reputation within the community and with all of its partners for championing equality, balancing competing interests and fostering good relations.</p>
<b>Criteria</b>		
<p>Senior leaders in the organisation have stated their commitment to a diverse workforce and have made clear what is expected from staff when delivering services to the community.</p> <p>Leadership on equality is demonstrated in a way that is recognised and understood by the organisation and local communities.</p> <p>Leaders have publicly committed to improving equality in their area.</p> <p>The organisation has established and publicised a strong business case for its equality work.</p> <p>The organisation regularly communicates its commitment to promoting equality to staff and the community.</p> <p>There is evidence that publications reflect the organisation’s commitment to equality and fostering good relations.</p>	<p>Senior leaders can demonstrate their commitment to equality in decision making and how this informs the way the organisation responds to challenges.</p> <p>Senior leaders demonstrate knowledge and commitment to equality issues. They ‘walk the talk’.</p> <p>There is evidence that equality considerations inform their decision making.</p> <p>Senior leaders understand the value and impact good communications can have and ensure that publications, websites and other communications channels are as diverse as possible.</p> <p>The organisation promotes a positive narrative around equality and good relations across the whole community.</p> <p>There are examples of where the organisation and its partners have had to take unpopular decisions but still managed to keep local communities on board.</p> <p>The organisation has taken steps to counter negative stereotypes or dispel myths.</p>	<p>The organisation is able to show that even when making difficult decisions it continues to demonstrate a clearly articulated and meaningful commitment to equality.</p> <p>Senior leaders have and own clear knowledge of local equality priorities and how and why they are being addressed.</p> <p>Senior leaders act as ambassadors for the equality agenda.</p> <p>Senior leaders personally challenge inequalities and drive an improvement agenda.</p> <p>Staff, the community or the voluntary and community sector can offer good examples of how effective communication and engagement with the Council has enabled the organisation to prevent or manage tensions between different equality groups.</p> <p>The organisation plays a role in ensuring that all stakeholders collectively manage the conflicting needs of their communities.</p>

### Leadership and Organisational Commitment

Developing	Achieving	Excellent
<b>Leadership: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.</b>		
	<p>Strong track record of supporting a diverse range of community groups and in particular working to support communities during times of tensions, especially in relation to national or international events. Some examples include EDL protests, Refugee Resettlement schemes, Holocaust Memorial events etc.</p> <p>Extensive work with all faith groups to foster strong relations with the council and each other. During Covid 19 lockdowns the strengths of this network was evident as faith groups and the council collectively worked to support highly vulnerable residents.</p> <p>The council should develop a comms strategy to underpin how it engages with its communities and provide for regular dialogue to discuss key decisions which may impact diverse groups.</p> <p>The council should also review its procedures for community groups to hold events in the city centre.</p>	

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<b>Leadership and Organisational Commitment</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Priorities and working in partnership: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.</b>		
<p>8.1 Partnership working arrangements are being reviewed with the voluntary and community sector and the wider community to ensure that local equality priorities are addressed.</p>	<p>8.2 There is a coherent, shared vision of equality for the local area, with clear priorities which have been agreed and understood by all key stakeholders, including the voluntary and community sector.</p>	<p>8.3 The organisation can demonstrate success in working with partners in the public, private, community and voluntary sectors to address equality priorities, which are reviewed on a regular basis.</p>
<b>Criteria</b>		
<p>Corporate and partnership documents capture the commitment of the organisation and partners to equality.</p> <p>Equality objectives are reflected in local strategic planning.</p>	<p>There are shared equality priorities, objectives and outcomes for the local area which are understood and acted on at all levels within the organisation.</p> <p>There is a clear shared vision for the area.</p> <p>The organisation and its partners monitor, review and evaluate performance against equality priorities, including inequality and health inequality.</p> <p>The results of these activities contribute directly to the development of the organisation’s objectives.</p>	<p>Staff, the community or the voluntary and community sector give good examples of improved outcomes/ reduced inequality/ improvements in health inequality.</p> <p>Review mechanisms are in place.</p> <p>There is evidence that cross-organisational learning is taking place.</p> <p>The community and voluntary sector say that they are treated as equal partners by the Council.</p>

**Leadership and Organisational Commitment**

**Developing**

**Achieving**

**Excellent**

**Priorities and working in partnership: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.**

Strong examples of the council working in partnership with Community and Voluntary sector organisations to tackle inequality across a range of services (for example Domestic Violence, Community Cohesion, Social Care, Black History Month etc.). However, more could be done though to develop a single equality vision for the city which all partners recognise and sign up to. The council, its partners and CVS organisations could look to jointly develop a charter on equality.

There is a need to ensure that the work the council leads around physical development and infrastructure plans, takes into account the different needs that diverse communities may have.

The council and its partners to develop a shared vision for equality, supported by the communications strategy. The council should review its website and key documents to ensure that they are fully accessible for different groups e.g., easy read versions, compatible with braille readers etc.

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<b>Leadership and Organisational Commitment</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Assessing Equality Impact in Policy and Decision Making</b>		
<p>9.1 Due regard is taken to the aims of the general equality duty when making decisions and when setting policies.</p>	<p>9.2 Equality analysis/ impact assessment is integrated systematically into planning and decision making across the organisation.</p>	<p>9.3 The organisation can demonstrate that improvements in equality outcomes are being delivered as a result of effective equality analysis/ impact assessment, and that negative impacts have been mitigated.</p>
<b>Criteria</b>		
<p>The organisation has an agreed approach to conducting equality analysis/ impact assessment of policy and service decisions.</p> <p>Training and support on equality analysis/ impact assessment is available.</p> <p>Impact assessments take account of the views of those affected by the policy or decision.</p> <p>There is a process for ensuring that equality impact assessments are sufficiently robust.</p>	<p>There is senior level commitment to using and understanding equality analysis/ impact assessment to inform planning and decision making.</p> <p>The organisation’s assessments are accessible, robust and meaningful.</p> <p>There is evidence that Members routinely take account of equality analysis/ impact assessment when making decisions.</p> <p>Decisions around budget cuts and savings have taken account of cumulative impact.</p> <p>The findings, recommendations and conclusions are shared effectively to inform decisions and planning.</p> <p>Mitigating actions are identified where appropriate</p>	<p>The organisation can demonstrate how equality analysis/ impact assessment has been used to identify needs and improve outcomes/ reduce inequality.</p> <p>The organisation can provide evidence of how or where equality analysis/ impact assessment has informed decision-making and led to different, tailored services that have improved outcomes.</p> <p>The organisation captures information about what budget/service cuts mean to people’s lives.</p>

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Leadership and Organisational Commitment		
Developing	Achieving	Excellent
<p><b>Assessing equality impact in policy and decision taking: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.</b></p>		
	<p>Evidence that Equality Impact Assessments are completed across the council and are published on the council's website, but may not be consistent across all services, or through commissioned services. More can be done to have direct engagement and consultation with community groups on decisions which may impact them. Evidence that consultation takes places at budget setting time, but less clear during the day-day business process.</p> <p>Members may need more training to consider equality impacts when scrutinising decisions and ongoing service provision.</p>	

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<b>Leadership and Organisational Commitment</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Equality Objectives and Annual Reporting</b>		
<p>10.1 Equality objectives for the organisation have been set and published in accordance with the requirements to support the public sector Equality Duty.</p>	<p>10.2 Specific and measurable equality objectives have been integrated into organisational strategies and plans and action is being taken to achieve them. Outcomes are measured and monitored regularly by senior leaders.</p>	<p>10.3 The organisation can demonstrate a clear link between meeting their equality objectives and positive outcomes for its communities.</p>
<b>Criteria</b>		
<p>The specific duty to publish equality objectives have been met.</p> <p>Objectives are underpinned by robust equality analysis.</p> <p>Objectives are SMART (Specific, Measurable Realistic, Achievable and Timely).</p>	<p>Equality objectives are integrated into organisational strategies and plans.</p> <p>There is evidence of a link between equality objectives, business planning and performance management.</p> <p>Progress is regularly monitored and reviewed.</p> <p>Members are kept informed of progress against equality objectives.</p>	<p>There is evidence that equality objectives have led to improved outcomes for people with protected characteristics.</p> <p>Actions to achieve priority outcomes are reviewed and regularly updated.</p> <p>Steps are taken if deficiencies are identified.</p> <p>Stakeholders and staff are involved in the monitoring of objectives.</p> <p>An Annual Equality report is published and shared.</p>

Leadership and Organisational Commitment		
Developing	Achieving	Excellent
<p><b>Equality objectives and annual reporting: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.</b></p>		
<p>The council publishes reports on the gender pay gap and employment equality levels with clear actions for improvement identified. In future, this will be expanded to also review ethnicity pay gaps, which has recently become a requirement</p> <p>A broader city-wide equality action plan should be developed and published with clear objectives. The action plan should sit alongside a new council equality strategy and city-wide charter.</p>		

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<b>Leadership and Organisational Commitment</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Performance Monitoring and Scrutiny</b>		
<p>11.1 Appropriate structures are in place to ensure delivery and review of equality objectives.</p>	<p>11.2 The setting and monitoring of equality objectives is subject to challenge, including through any organisational bodies or groups and the political Overview and Scrutiny process.</p>	<p>11.3 The organisation uses the scrutiny process as a driver for change. The organisation benchmarks its achievements against comparable others and shares its experience in developing good practice.</p>
<b>Criteria</b>		
<p>There is an appropriate and accountable leadership group/ board/ forum who have responsibility for the equality agenda.</p> <p>There are resources for supporting equality work.</p>	<p>The Overview and Scrutiny function is used to scrutinise and challenge equality analysis/ impact assessment objective setting and monitoring?</p> <p>The public are enabled to monitor progress.</p> <p>Progress and responses are reported regularly to the leadership of the organisation.</p>	<p>The organisation assesses its performance and outcomes against comparable organisations.</p> <p>Review mechanisms are in place.</p> <p>Some outcomes and priorities have changed as a result of Scrutiny review.</p> <p>The organisation is approached on a regular basis to provide examples of or showcase good practice.</p>

<b>Leadership and Organisational Commitment</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Performance monitoring and scrutiny: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.</b>		
A new cross party Member Equality group to be formed to oversee the delivery of the equality strategy and action plan.		

<b>Responsive Services and Customer Care</b>		
<b>Commissioning and Procuring Services</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<p>12.1 The organisation ensures that procurement and commissioning processes and practice take account of the diverse needs of clients, and that providers understand the requirements of the public sector Equality Duty.</p>	<p>12.2 Mechanisms are in place to ensure that equality standards are embedded throughout the procurement cycle.</p>	<p>12.3 The organisation can demonstrate that commissioned/procured services are helping it achieve its equality priorities.</p>
<b>Criteria</b>		
<p>Guidance is available for suppliers on the equality requirements for the procurement and commissioning process.</p> <p>There are standard equality clauses for contracts.</p>	<p>The organisation considers how the public pound is spent with regards to local procurement and influence on the local economy.</p> <p>Specifications take account of the different needs of users, for example through equality analysis/ impact assessments.</p> <p>Monitoring requirements are built into contracts to ensure equality issues are addressed.</p> <p>The organisation has an established Social Value Framework. The Social value of contracts is measured.</p> <p>The performance of sub- contracting arrangements is measured.</p>	<p>There is evidence that contracts are being monitored using quantitative and qualitative analysis. The results are considered by both the supplier and client.</p> <p>There is evidence of providers meeting the organisations equality objectives.</p> <p>Providers understand and can articulate a commitment to equality.</p> <p>The organisation achieves considerable social value from its contracts.</p> <p>Local procurement is positively influencing the local economy.</p>

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## Responsive Services and Customer Care

**Commissioning and Procuring Services: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.**

Developing	Achieving	Excellent
<p><b><u>Place and Economy</u></b></p> <p>This area procures services for technical assistance e.g., structural engineers, landscape assessment, design appraisal, retail impact. It would be good to develop a better understanding of the EDI implications of some of these processes.</p>	<p><b><u>People and Communities</u></b></p> <p>All of the Commissioning Portfolios have robust needs assessments and up to date commissioning/sufficiency strategies which inform commissioning business plans.</p> <p>The majority of commissioned provision is via bespoke commissioning activity, or via Dynamic Purchasing Systems and Framework arrangements; all of which are monitored, reviewed, evaluated, and managed.</p> <p>Contract management processes ensure compliance with contractual requirements, evaluating added value, impact and proactive management oversight of equality and diversity policy implementation.</p> <p>Joint Market Position statement published and published on our websites.</p> <p>Clear and robust governance framework around procurement and commissioning processes to enable appropriate scrutiny, which includes accountability to members.</p> <p>ICF and prevention framework specific focus on support for diverse groups.</p> <p>Reporting for commissioned packages can be compared to wider population profiling at locality, and Primary Care Network level</p>	<p><b><u>People and Communities</u></b></p> <p>The Children in Care Sufficiency strategies [statutory requirement] detail the authority’s mandate to increase the supply and quality of a range of local care placements, in so doing the growth in supply will support local areas’ economic development &amp; prosperity.</p> <p>The 0-25 Special Education Needs and Disability strategies look to increase the range a scope of education placements and support services for children, young people and their families within their local area.</p> <p>The All-Age Autism Strategy has several themes including the need to increase the opportunities for employment, training and further education across the 16+ age range. Local employers are being supported to offer opportunities to young people and adults with ASD. The Autism Toolkit is an exemplar of our drive for a more inclusivity amongst the public and private sector, providers, services, education and employment sector.</p> <p>There has been intensive work to understand cultural beliefs during Covid where ethnicity has been a factor around vaccination uptake. This has increased some areas of cultural understanding and has been highlighted as shared learning within the contracts team that now feeds into contract management.</p>

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<b>Responsive Services and Customer Care</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Integration of equality objectives into service planning</b>		
<p>13.1 Structures are in place to ensure equality outcomes are integrated into business objectives.</p>	<p>13.2 Equality objectives are integrated into service plans across the organisation, with progress towards them performance managed by key decision makers.</p>	<p>13.3 The organisation can demonstrate that improvements and equality outcomes are being delivered across the business.</p>
<b>Criteria</b>		
<p>Service plans are monitored regularly to ensure that equality objectives are being met.</p> <p>Equality analysis is fed into planning and assessment of service plans.</p> <p>Customer care policies highlight the needs of protected groups.</p>	<p>Objectives address inequality and equality gaps.</p> <p>The needs of protected groups are taken account of.</p> <p>Service users have opportunities to comment on how services are planned.</p> <p>Objectives have specific timescales.</p> <p>Resource implications have been properly assessed.</p> <p>Key decision makers demonstrate that they continuously monitor, review and evaluate performance for equality objectives.</p> <p>Equality integrated into the performance management.</p>	<p>Service Plans are designed and written with equality objectives in mind.</p> <p>Business plans review past performance, demonstrate how past objectives have been achieved, review performance and set new objectives.</p> <p>Gaps have been identified in terms of who may not be using the service and why. Action has been taken to change services in response.</p> <p>There is evidence of improved or improving outcomes, disaggregated where appropriate to demonstrate the effects on different communities/ protected groups.</p> <p>There is evidence that Services are being coproduced with service users.</p>

<b>Responsive Services and Customer Care</b>		
<b>Integration of equality objectives into service planning: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<p><b><u>Resources</u></b></p> <p>The Council has a commitment to EDI.</p> <p>There are various corporate plans in place which reference objectives which cover EDI. However, there is an absence of wide scale Directorate and Service Plans.</p> <p>EIAs carried out separately as part of the MTFS are published separately and subject to consultation.</p> <p>TO DO:</p> <ul style="list-style-type: none"> <li>• Establish Service Plans which incorporate EDI. We will ensure that we better monitor outcomes and can demonstrate how our actions are leading to improvements</li> <li>• Detailed list of all EIAs</li> <li>• Plans should be set each year (as part of business planning / links into MTFS / cascaded through Conversations so that they are reflected upon by all / Managers actively support the aim of diversity in the workplace.</li> <li>• Monitor quarterly progress and actions outstanding – report to EDI Forum / DMT / JMT.</li> </ul> <p><b>MINIMUM COVERAGE SHOULD INCLUDE:</b></p> <ul style="list-style-type: none"> <li>• EIAs to identify differences in access or outcomes for customers</li> <li>• Planning, completion, implementation and outcome monitoring in all services</li> <li>• Implementation of budget EIAs</li> <li>• Engagement contributing to service improvement</li> </ul>	<p><b><u>Resources</u></b></p> <p>Once developed and embedded, to achieve excellence:</p> <ul style="list-style-type: none"> <li>• We will ensure that we better monitor outcomes and can demonstrate how our actions are leading to improvements</li> <li>• We will receive regular from HR in relation to the make-up of the workforce</li> </ul> <p>Noted that there is a lack of Directorate or Corporate steer as to what activities are recommended to address inequality and equality gaps.</p> <p><b>Response from Bereavement / Registration Services</b></p> <p>The Council addresses inequality and equality gaps by actively looking at the needs of its staff via staff appraisals. And as part of the Community Strategy, and the Equality and Diversity Action Plan, the needs of its communities and protected groups through forums. This information is then integrated into service plans.</p> <p>In Bereavement Services, for example, community and customer feedback resulted in the provision of brick graves for the Muslim community, Mausolea for the Italian Community and the provision of weekend burials/cremation for all communities.</p> <p>In consultation with communities washing and prayer facilities, together with religious symbols, were also provided at the crematorium for Hindu and Sikh services.</p>	<p><b><u>Resources</u></b></p> <p>To achieve excellence:</p> <ul style="list-style-type: none"> <li>• We will make more of the data we have. (It's not just HR in relation to staffing it's information in relation to our service users). What are they accessing, and could they be getting more? There is also a need to establish those who are not accessing our services and why as well</li> <li>• The data requires appropriate analysis so that it leads to informing service planning and delivery.</li> </ul> <p><b><u>People and Communities</u></b></p> <p>In order to coproduce the community based short breaks offer within Peterborough, commissioners worked alongside the local parent carer forum, Family Voice Peterborough (FVP). FVP developed and circulated a questionnaire regarding current knowledge, use and satisfaction of short breaks services locally. Views of CYP were sought through 'The Big Youth Shout Out' report. Social care and residential short breaks services colleagues were engaged through a series of workshops.</p> <p>Family Voice Parent Carer Representatives continued to input into Project Board meetings, feeding back into specification design and evaluation. Specialist access to services by panel referral, review and progression was prioritised; as was a greater focus is on age and needs specific activities,</p>

<ul style="list-style-type: none"> <li>• Defined priority gaps in outcomes are removed or reduced</li> <li>• How annually engage with community</li> <li>• Workforce diversity (recruitment / retention and how it reflects that of the community e.g., minorities / BAME / disability etc.</li> </ul> <p>SUCCESS WILL BE</p> <ul style="list-style-type: none"> <li>• EIAs are delivered to agreed timetable</li> <li>• EIAs are completed and actions implemented</li> <li>• Specific equality targets (for the dept. / service) achieved</li> <li>• Actions taken to increase diversity (e.g., positive action statements)</li> <li>• Annual engagement (with customers / community / voluntary sector) setting out progress against actions</li> </ul> <p>For the Financial Services Business Plan equalities activity have been recognised &amp; included in an overarching objective for the year.</p> <p>The finance team are currently undertaking a review of achievement against the activities listed with these activities being marked as partially achieved by two of the three teams in Financial Services (@ 29.07.2021).</p> <p><b><u>People and Communities</u></b> Developing system wide place based public health management approach which will enable more holistic data to inform needs.</p>	<p>It was identified that some communities require burial at short notice, and this was also planned and implemented through a call-out rota.</p> <p>At the Registration Office the need to provide death registration at weekends for short notice burials was identified and implemented.</p> <p>It was also highlighted via forums and media sources that there were occasions in some communities that religious marriages were not always subsequently formally registered. The Integrated Communities Project was established to help address this issue.</p> <p>Staff also reach out to leaders of all faiths, who may not necessarily be aware, to walk them through the process of registering buildings for marriage ceremonies.</p> <p>The resources to achieve this were assessed, funding and approval secured, timescales established, and the service plans updated.</p> <p>The needs of our communities are constantly reviewed and monitored, via monthly statistics, feedback and forums to ensure we are still providing the service required to ensure equality and meet the needs of our diverse communities.</p> <p>To improve our position, review the current Equality and Diversity strategy and action plans and continue improving consultation of staff, communities and protected groups.</p> <p><b><u>People and Communities</u></b> JSNAs used to inform service needs and planning. Good understanding of local health inequalities.</p>	<p>such as independence skills for teenage CYP and options for younger CYP. Opportunities for weekend and evening support as well as school holiday times were included.</p> <p>The Community Short Break offer within Peterborough continues to reflect engagement with parent carers and children/young people continues as feedback remains an integral part of quality assurance processes. A consultation is due to commence shortly, to inform the extension of current arrangements.</p>
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	<p>All individual annual objective plans contain the corporate equality and diversity objective. These objectives also link into the delivery of the corporate and departmental plans.</p> <p>The Adult Social Care – transformation programme – Adult Positive Challenge programme has at its foundation strengths-based conversations that take account of individual strengths, opportunities and barriers, which by default would address protected characteristics.</p> <p>Partnership Boards are in place administered by Healthwatch to cover a range of groups. A joint action plan has been agreed with the Adult Social Care Forum which includes membership across the groups and voluntary sector organisations such as Speak Out Council and Age UK.</p> <p>Service user and Carer Surveys are analysed for trends against age and primary support reason, ethnicity etc to determine if there is a difference in experience.</p> <p>Parent Carer For represent the views, wishes and feelings of parents and carers of children/young people with SEND, these influence policy decisions, commissioning intentions and service design and delivery.</p> <p>Family Voice [PCC] have developed a Co-production Training pack for stakeholders that is being rolled out across the local system.</p> <p>Commissioning has a Co-production, Consultation, Engagement and Participation Toolkit for Commissioners to use to support meaningful engagement with a host of service users, their parents and/or carers</p>	
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<b>Responsive Services and Customer Care</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Service Delivery</b>		
<p>14.1 The organisation has systems to collect, analyse and measure how satisfied all sections of the community are with services.</p>	<p>14.2 There is evidence that services are meeting the needs of a diverse community, and that take up of services is representative of the wider community.</p>	<p>14.3 The organisation has systems in place to use monitoring data and citizen feedback to redesign or adapt services to ensure equity of access and can demonstrate where this has been done.</p>
Criteria		

<p>There are mechanisms in place for service users to be consulted about service development and delivery</p> <p>Social Value and Collaborative Principles are reflected in the organisations practical service delivery.</p> <p>The organisation is able to analyse and measure whether all sections of the community are able to access services.</p> <p>It is clear who Service users are. Services carry out mapping exercises to identify and review current participation and to highlight gaps.</p> <p>The organisation collects data about user satisfaction with its services. The mapping and satisfaction data collected is disaggregated by different equality groups or vulnerable communities.</p> <p>Complaints are disaggregated by protected groups. There are mechanisms in place to enable staff to introduce business improvements.</p> <p>Appropriate mechanisms are in place to ensure that Human Rights considerations are identified when planning services and that customers and citizens are treated with dignity and respect.</p>	<p>Service users are consulted effectively before services are developed.</p> <p>Issues such as Social Prescription and Social Value are used to measure outcomes which are not delivered by the organisation.</p> <p>Access to and appropriateness of services is monitored regularly by senior leaders and decision makers.</p> <p>Senior leaders and decision makers demonstrate that they continuously review and evaluate access to services.</p> <p>Data about access to services and user satisfaction is used in equality analyses/ equality impacts assessment</p> <p>A scrutiny/ evaluation process of services is in place.</p> <p>Human Rights issues are understood and considered when delivering services to customers and clients.</p> <p>Human Rights guidance is available for staff and decision makers have up to date knowledge.</p>	<p>Services are co-produced with service users wherever possible and service users are able to influence changes</p> <p>Initiatives such as Community Asset Transfers and Community Right to Challenge are in evidence as delivered by local communities instead of the local authority.</p> <p>There is evidence of how levels of customer satisfaction with services have improved over time.</p> <p>Take up of services is representative of the community in proportions that would be expected.</p> <p>There are examples of how different customers' experiences are analysed and acted upon.</p> <p>The organisation has taken steps to safeguard the human rights of individuals where these have been threatened.</p>
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<b>Responsive Services and Customer Care</b>		
<b>Service Delivery: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<p><b><u>People and Communities</u></b></p> <p>Working with local communities in East Cambridgeshire to develop our Happy Home model and looking to roll-out wider including Peterborough.</p>	<p><b><u>Place and Economy</u></b></p> <p>Ensure, through ongoing training, that staff remain E&amp;D aware and that they give consideration to when an application or enforcement case requires it.</p> <p><b><u>People and Communities</u></b></p> <p>Annual service user survey is undertaken and used to inform work priorities, as outlined in 13.1.</p> <p>Partnership Boards and Adult Social Care Forum as above in 13.1</p> <p>Human Rights Act assessments are undertaken as appropriate training is provided.</p> <p>Annual reports and thematic reports are presented to Adult and Health scrutiny / Health and social care committee for scrutiny and challenge. Including annual complaints report and self-assessment report.</p>	

<b>Diverse and Engaged Workforce</b>		
<b>Workforce Diversity</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<p>15.1 The organisation understands its local labour market and has mechanisms in place to monitor its workforce against protected characteristics.</p>	<p>15.2 The organisation can demonstrate movement towards greater diversity in its workforce profile compared with previous years, including increasing the levels of previously under- represented groups at all levels of the organisation.</p>	<p>15.3 The organisation actively ensures that the profile of its workforce (including the profile of major providers of commissioned services) broadly reflects the community it serves/local labour market.</p>
<b>Criteria</b>		
<p>The organisation is clear about its local labour market.</p> <p>It has begun to identify the steps it needs to take to achieve a diverse workforce. These are reflected in recruitment policies and procedures.</p> <p>The progress of protected groups through the organisational hierarchy is monitored.</p> <p>Equality mapping data is used as part of the analysis</p> <p>Recruitment and selection is monitored at all stages of the process by protected characteristics</p>	<p>Where there is evidence of disproportionality, action is being taken to reverse the trends.</p> <p>Succession plans and recruitment processes address under-representation.</p> <p>Specific and measurable employment targets been set to improve workforce diversity.</p> <p>Selection panels are trained in Unconscious Bias. This includes senior recruitment panels where Members are involved.</p>	<p>There are appropriate examples of positive action to improve diversity.</p> <p>There is evidence that the workforce profile at all levels broadly matches the local labour market/community profile. This is continually monitored.</p> <p>There are reasonable explanations for gaps (e.g., the community profile is constantly changing or largely retired population) and what the organisation is doing about it.</p> <p>Good use is made of flexible working arrangements and career pathway initiatives to address potential barriers and under representation.</p>

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**Diverse and Engaged Workforce**

**Workforce Diversity: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.**

Developing	Achieving	Excellent
<p><b><u>HR</u></b>                      We measure our equality data on an annual basis with the data from the District and will compare with Census data from 2021 when available.                      Through our equality monitoring and benchmarking against the District data, we understand that our workforce does not truly reflect the population of Peterborough with ethnicity. We are exploring how we can engage with and attract candidates from our communities by engaging with local community groups and delivering a recruitment plan that will deliver greater diversity.                      We do not carry out this monitoring, however, we shall be implementing succession planning which will provide better data to enable us to monitor the progression of protected groups.                      We monitor success rates of job applicants, internal and external on an annual basis only, we do not monitor by protected characteristics at all stages.</p> <p><b><u>Public Health</u></b>                      Recruitment could be strengthened to demonstrate how the Council is conscious of and serious about addressing inequalities in health and wellbeing – in the community and how it has clear offers of support and training for the workforce to facilitate and encourage applicants from diverse backgrounds.</p> <p>More training on compassion and mental wellbeing could be considered.</p>	<p><b><u>Place and Economy</u></b>                      The corporate recruitment process ensures that shortlisting is carried out blind so that the characteristics of applicants is unknown.</p>	

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<b>Diverse and Engaged Workforce</b>		
<b>Inclusive Strategies and Policies</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<p>16.1 The organisation’s workforce strategies and policies include equality considerations and objectives.</p>	<p>16.2 The equality objectives contained within the workforce strategies are implemented and monitored.</p>	<p>16.3 Prioritised equality outcomes for the whole workforce are being achieved.</p>
<b>Criteria</b>		
<p>All employment policies and procedures comply with equality legislation and employment codes of practice The organisation’s workforce strategy identifies equality issues. Targets and objectives are based on internal monitoring, staff consultation and the assessment of the local labour market and barriers to employment. New/changing employment policies and procedures are assessed for their impact on people with protected characteristics.</p> <p>All employment and training related policies are regularly reviewed.</p> <p>The council is using its workforce data to develop training and development strategies that can support a wider equalities agenda for employees.</p> <p>A range of inclusive structures are in place to engage and involve staff.</p>	<p>The organisation has a basic set of policies and practices to enhance workforce equality and diversity including reasonable adjustments, equal pay, flexible working and family friendly policies.</p> <p>The equality aspects of the organisation’s workforce strategy are being implemented and tracked.</p> <p>When necessary, changes have been made as a result of equality analysis findings.</p> <p>Managers apply policies and practices across the authority in a consistent manner for all staff.</p> <p>Staff are engaged positively in employment and service transformation and in developing new roles and ways of working. Trade unions and partners are involved.</p> <p>The training and development offer supports a wider equalities agenda for the organisation.</p> <p>Training courses and development interventions are meeting the needs of</p>	<p>The organisation has an excellent set of policies and procedures in place which are actively promoted to staff from all protected groups and used by managers to promote equality.</p> <p>Strategic, innovative and holistic approaches have been considered to improve outcomes.</p> <p>Staff are involved in developing and monitoring these policies.</p> <p>Positive and tangible outcomes have been delivered as a result of the implementation of a wide range of policies and practices. The organisation compares well with others.</p> <p>Outcomes are communicated to staff with protected characteristics.</p> <p>The organisation has high satisfaction levels across all staff groups in respect of staff engagement.</p> <p>Training and development strategies are proven to be making a significant difference to the wider equality agenda for employees and for workforce diversity.</p>

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	different groups and are making a difference in getting underrepresented groups of staff up the leadership ladder.	
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<b>Diverse and Engaged Workforce</b>		
<b>Inclusive strategies and policies: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.</b>		
Developing	Achieving	Excellent
	<p><b><u>Place and Economy</u></b>                      Staff undergo E&amp;D awareness training including the importance of its consideration in relation to certain types of planning application /enforcement cases.</p> <p><b><u>HR</u></b>                      The council has a comprehensive set of policies to enhance workforce equality and diversity including reasonable adjustments, equal pay, flexible working and family friendly policies which are reviewed annually or when a legislative change has occurred. Policies include:</p> <ul style="list-style-type: none"> <li>• Adoption and Maternity Policies</li> <li>• Equality and Diversity Policy</li> <li>• Respect at Work Policy</li> <li>• Religious Diversity at Work</li> <li>• Ways of Working Policy – details how to make a flexible working request and the different ways of working</li> </ul> <p>Equality Impact Assessments are carried out on new policies and on those that have extensive changes made to them.</p> <p>We monitor on an annual basis our employee equality data and carry out regular Staff Engagement Surveys which both help inform our Equalities and People strategies and policies.</p> <p>From our engagement surveys, we commit to action plans, publish these plans and results of the surveys.</p> <p>The annual Equality Data Report is available to all staff and the public.</p>	

	<p>During any transformation project, staff and unions are fully consulted and canvassed for ideas.</p> <p>Union Representatives are also involved in all policy development and ideas sought for improvements.</p> <p>We run the following Equality training:</p> <ul style="list-style-type: none"><li>• Cultural competence and Inclusive leadership workshops (for ASC/CSC)</li><li>• Equality Act 2010,</li><li>• Equality in the workplace,</li><li>• Equality impact assessments</li><li>• Disability and Discrimination,</li><li>• Trans Awareness</li><li>• LGBTQI.</li></ul> <p>We are further developing manager specific learning to make sure that managers fully understand their equalities responsibilities and are confident to act on them.</p> <p>We are promoting access to learning and development programmes such as the Skills for Care Moving Up programme which is aimed at Black, Asian and minority ethnic managers/leaders who wish to progress in their career.</p>	
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<b>Diverse and Engaged Workforce</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Collecting, Analysing and Publishing Workforce Data</b>		
<p><b>17.1</b> Systems are in place to collect and analyse employment data across a range of practices (recruitment, training, leavers, grievance and disciplinaries etc).</p>	<p><b>17.2</b> The organisation regularly monitors, analyses and publishes employment data in accordance with its statutory duties.</p>	<p><b>17.3</b> The authority has a robust and comprehensive set of employment data and uses this to inform its workforce strategy and management practice.</p>
<b>Criteria</b>		
<p>The organisation reports annually on its Gender Pay Gap.</p> <p>People are encouraged to provide data and there are initiatives in place to increase the disclosure of equality information by staff.</p> <p>Diversity monitoring information is separated from recruitment decisions and held securely.</p> <p>GDPR processes are in place and regulations are being met.</p>	<p>Data on applicants, people shortlisted, and the composition of the workforce is systematically collected. This can be disaggregated by the protected characteristics.</p> <p>The organisation’s Gender Pay Gap is reducing, and it is addressing any race pay gap.</p> <p>There is evidence that workforce data is analysed and reported to senior leaders regularly.</p> <p>Workforce information is published to cover basic legal requirements and includes analysis of pay/job evaluation outcomes.</p> <p>There is evidence that the organisation is actively working on reducing its Gender Pay Gap.</p> <p>Action has been taken as a result of monitoring, trends are being identified and used to help establish objectives.</p>	<p>Workforce data includes a wide range of information and protected characteristic profiles including pay levels, training opportunities, appraisal ratings.</p> <p>The organisation considers pay gaps across other areas of inequality such as religion and belief/ race- ethnicity/ age, disability etc.</p> <p>The organisation understand the effects of employment policy and practice on its workforce.</p> <p>The organisation has sufficient information about staff to inform robust equality analysis.</p> <p>The workforce profile is updated regularly.</p> <p>Data is looked at organisationally and service by service.</p> <p>It is possible to analyse data by all the protected characteristics.</p>

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## Diverse and Engaged Workforce

**Collecting, analysing and publishing workforce data: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.**

Developing	Achieving	Excellent
<p><b><u>Business Intelligence</u></b></p> <p>The Council reports annually on Gender pay Gap as required statutorily.</p> <p>The HR system Resource Link is being updated and the new system will improve the ability of staff and managers to self-serve data and information. This will provide a platform for increasing the collection of equalities information such as religion, ethnicity etc.</p> <p>GDPR and data protection processes are compliant with statutory requirements.</p>	<p><b><u>HR</u></b></p> <p>We monitor equality data and the success rates of job applicants, internal and external on an annual basis. This is broken down by gender, ethnicity and disability.</p> <p>We measure our equality data on an annual basis with the data from the District and will compare with Census data from 2021 when available. This is published on the Council website, intranet and circulated to senior management.</p> <p>We have worked with our Business Intelligence Team to create a comprehensive HR Workforce Dashboard, which is shared in Department Management Meetings, although this is limited due to continued data issues.</p> <p>The Council’s mean and median gender pay gaps are well below the national public sector average and the mean has reduced slightly over the previous 12 months, and significantly since data was first collected in 2017. However, the median has increased in the last 12 months, but is still lower than in 2017. This is due to an increase in the numbers of females in the two bottom quartiles, and an increase in the total numbers of females in the workforce. We will include in our People Strategy an action plan to address any potential areas of inequality.</p> <p><b><u>Business Intelligence</u></b></p>	<p><b><u>Business Intelligence</u></b></p> <p>The Council publishes a comprehensive annual report into equality and diversity in its workforce (available at <a href="https://www.peterborough.gov.uk/council/strategies-policies-and-plans/council-strategies/equality-and-diversity">https://www.peterborough.gov.uk/council/strategies-policies-and-plans/council-strategies/equality-and-diversity</a>). This includes breakdowns across all protected characteristics and details the extent to which data is collected. Where data is not collected (e.g., sexual orientation) the report estimates the impact for PCC staff.</p> <p>This report considers grade, pay gaps, employment status, turnover, disciplinary cases, leavers / redundancies / retirement.</p> <p>This assists the Council in having a very good understanding of its workforce profile.</p> <p>The council aims to have a workforce that reflects the community it serves and to be an “employer of choice”. Further initiatives such as positive discrimination will be considered to ensure that the council meets this goal. Information provided in this report both assists the council in Equality Impact Assessments and provides data for others to review and measure the performance of the council.</p>

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	<p>Workforce equalities information is included in the system and analysed and available for self-service in Power BI by the HR team, by directorate, sub-directorate, service and team. Data includes gender, disability, age, ethnicity, religion.</p> <p>This dashboard and associated dashboards are relatively new for the HR Team and so processes for frequent reporting to senior leadership are still developing.</p> <p>The Council is compliant with statutory obligations on publishing workforce equality information.</p> <p>See the annual report for information about actions the Council is taking to reduce Gender Pay Gap.</p>	
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<b>Diverse and Engaged Workforce</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Learning and Development</b>		
<p>18.1 The organisation carries out regular assessments of the training and learning and development needs required to ensure its councillors and officers are equipped to understand their equality duties and take action to deliver equality outcomes.</p>	<p>18.2 The organisation provides a range of accessible learning and development opportunities to support councillors and officers in achieving equality objectives and outcomes.</p>	<p>18.3 Decision makers understand the importance of equality when making decisions and in how they use resources. Services are provided by knowledgeable and well-trained staff who are equipped to meet the diverse needs of local communities.</p>
<p>Criteria</p> <p>An assessment has been made as to what equality-related training, learning or development is required.</p> <p>Appropriate behavioural competencies have been identified for the workforce.</p> <p>The learning and development plan/strategy take account of equality issues.</p> <p>Induction training for new Members includes equality and all Members are offered Equality training.</p> <p>Appraisal processes ensure staff and managers are aware of their equality-related responsibilities and accountabilities.</p>	<p>Equality and diversity forms part of the training and development for key decision makers.</p> <p>There is evidence that equality issues are mainstreamed into all training (e.g., training on customer care.</p> <p>Employees are confident that they can deliver services to diverse customers. They are made aware of equality objectives or any changes or improvements.</p> <p>Different methods are used to promote learning to a wide audience (e.g., standard courses, coaching, mentoring)?</p> <p>Management and individual appraisals include specific equality objectives for the service area.</p>	<p>Managers and staff are accountable for ensuring equality outcomes. They can give examples of improved equality outcomes they have contributed to.</p> <p>Good performance is recognised in the appraisal process and more generally.</p> <p>Issues relating to protected characteristics and equality practice are challenged confidently and effectively by managers.</p> <p>Staff feel their skills have improved and that they are able to relate effectively with a range of clients.</p> <p>Staff can answer questions about the council's equality priorities.</p> <p>Feedback from service users in protected groups is positive about the skills of staff in dealing with their issues.</p>

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**Diverse and Engaged Workforce**

**Learning and Development: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.**

Developing	Achieving	Excellent
<p><b><u>Place and Economy</u></b></p> <p>E&amp;D training content will need to evolve and change as national and corporate understandings change and evolve.</p>	<p><b><u>HR</u></b></p> <p>We provide the following Equality &amp; Diversity training:</p> <p>Face to Face/Online</p> <ul style="list-style-type: none"> <li>• Cultural competence and Inclusive leadership workshops (for ASC/CSC)</li> </ul> <p>Digital/e-learning</p> <ul style="list-style-type: none"> <li>• Equality Act 2010,</li> <li>• Equality in the workplace,</li> <li>• Unconscious Bias</li> <li>• Equality impact assessments</li> <li>• Disability and Discrimination,</li> <li>• Trans Awareness</li> <li>• LGBTQI Awareness</li> </ul> <p>We are further developing manager specific learning to make sure that managers fully understand their equalities responsibilities and are confident to act on them.</p> <p>We have recently introduced a new performance management process, called Our Conversations, which has a Corporate equality objective for all staff:</p> <p>PCC is a place where everyone feels valued and accepted. We are an inclusive organisation with a diverse workforce, creating a positive and beneficial working environment for all that we do and, in turn, enabling us to better serve and represent our communities. We will work together to identify and remove barriers to inclusion and to enable an environment where everyone feels able to bring their whole self and be their best at work.</p>	

<b>Diverse and Engaged Workforce</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<b>Health and Wellbeing</b>		
<p>18.1 The organisation has begun to consider how it can address the key employee health and wellbeing issues.</p>	<p>18.2 The organisation promotes the health and well-being of staff in its workforce and other policies.</p>	<p>18.3 There is a positive health and wellbeing culture throughout all levels and areas of the service.</p>
<b>Criteria</b>		
<p>The organisation uses workforce data and other information from staff to determine what its health and wellbeing priorities are.</p> <p>The organisation has assessed all aspects of the working environment to ensure that the needs of all its employees are met.</p> <p>A range of inclusive mechanisms are in place to engage and involve staff.</p> <p>Policies and systems are in place to identify, prevent and deal effectively with harassment and bullying at work.</p> <p>The organisation has a policy for Reasonable Adjustments for staff and Members and managers are trained to implement it.</p> <p>Occupational health services are provided.</p> <p>The organisation has started to address mental health issues in the workplace.</p>	<p>There is a coherent Health and Wellbeing Strategy that addresses a range of related issues.</p> <p>Improvements have been made to the working environment.</p> <p>Staff are engaged positively in employment and service transformation and in developing new roles and ways of working.</p> <p>Reasonable Adjustments are provided in a timely fashion consistently across the organisation.</p> <p>Occupational health works closely with HR to identify and address absence trends.</p> <p>Managers have received training on mental health awareness and say they are equipped to address staff issues.</p> <p>Harassment and bullying incidents are monitored and analysed regularly.</p> <p>Appropriate action is taken to address the issues that have been identified.</p>	<p>Approaches to health and wellbeing are innovative.</p> <p>The organisation has adopted the Social model of disability.</p> <p>There have been significant outcomes in the health and wellbeing of all staff including those with protected characteristics.</p> <p>There are high satisfaction levels with the working environment across all staff groups particularly those with protected characteristics.</p> <p>The organisation has high satisfaction levels across all staff groups in respect of staff engagement.</p> <p>Harassment and bullying at work is dealt with effectively and staff say that they are treated with dignity and respect.</p>

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<b>Diverse and Engaged Workforce</b>		
<b>Health and Wellbeing: Please indicate where you think the Council is and say why, including your observations about what we could do to improve our position.</b>		
<b>Developing</b>	<b>Achieving</b>	<b>Excellent</b>
<p><b><u>Internal Comms</u></b>  <u>Wellbeing Microsoft Teams channel</u>                      The Council has created a Microsoft Teams channel for all staff – a dedicated discussion forum for wellbeing matters. Staff will be welcomed to share thoughts, suggestions, and reviews about the Council’s approach to wellbeing support. The wellbeing group will promote the channel and invite people to join.</p> <p><b><u>Place and Economy</u></b>                      With the pandemic the issue has a higher priority and there are a range of support materials and support available to staff. With small teams and tight budgets, the impact of staff with H&amp;W issues can quickly impact on service delivery.                      The tight resourcing of services is putting increasing stress on staff and puts service manager in a challenging position balancing H&amp;W and the service to the desired standard.</p> <p><b><u>HR</u></b>                      The Health &amp; Wellbeing group work with public health to strategically address a range of issues, however, there is not a coherent Health and Wellbeing Strategy that addresses a range of related issues.</p> <p>The organisation continues to assess all areas of the work environment through bespoke and individual risk assessments, including Covid 19, buildings &amp; workstation/environmental.</p> <p>Reasonable adjustments are provided through involvement in Occupational Health services.</p>		<p><b><u>Internal Comms</u></b>  <u>Wellbeing hour</u>                      A monthly wellbeing hour was launched in September 2020 to support staff [many of whom working from home] during the pandemic. So far, 10 online sessions have been delivered, by internal and external guest speakers e.g., Mental Health in the workplace and MIND.</p> <p>Topics are chosen in response to staff requests, current issues in the media and a calendar of celebratory events/days/months. The most popular sessions have seen attendance from 200+ staff, who have joined to hear about anxiety, personal safety, and physical wellbeing to name a few.</p> <p>Feedback from the wellbeing hour has been very positive, an attendee at the personal safety session wrote “I have told my non-Council friends about the tips I have learned” - signaling that the content is worthwhile and far-reaching.</p> <p>We plan to continue delivering quality sessions and topics are scheduled for the remainder of 2021 and beyond.</p> <p><b><u>Wellbeing group</u></b>                      The Council has an established wellbeing group that brings together internal expertise from Public Health, Human Resources, Health and Safety and Communications. The group manages the wellbeing offering, ensuring that activities, content and support available meets the needs of staff.</p> <p>It takes a hands-on approach to running the monthly wellbeing hour, coordinating the</p>

<p>Occupational health works closely with HR to identify and address absence trends, through monitoring the number &amp; frequency of referrals from the business areas.</p> <p>Mental Health Awareness training is provided to all staff and Managers receive additional training on having ‘Mental health conversations’ equipping them with the knowledge, tools and confidence to support Staff.</p> <p>We are providing training to increase the number of Mental Health First Aiders within the Council.</p> <p>All employees are invited to attend themed Equality, Diversity and Inclusion (EDI) Conversations which are held monthly online.</p>		<p>mental health first aiders, producing blog content and manages relationships with support services.</p> <p>There are opportunities to expand the wellbeing offering in the future, but we are very pleased with all we have achieved, building it from the ground up in the last year.</p> <p><u>Wellbeing portal on the intranet</u> The Council’s intranet hosts a thoughtful, content-rich wellbeing portal. Here, staff can seek information about emergency support, book onto the wellbeing hour, read the blog and explore training sessions.</p> <p><u>Wellbeing blog</u> The wellbeing group produces a weekly blog packed full of useful content, in response to new services, seasonal trends and current news. It signposts staff to further resources, where to get help and relevant training courses. Recent topics have included ‘Meet your mental health first aiders’, ‘Managing feelings of anxiety as lockdown eases’ and ‘Gardening: why it’s good for you physical and mental wellbeing’. Blog posts regularly receive more than 200-400+ views.</p> <p><u>Engagement survey</u> In November 2020, the Council ran an engagement survey asking staff what can be done to better support health and wellbeing within the organisation. More than 1,000 staff responded giving valuable insight to current wellbeing across the organisation. A review of results and action plan has been published on the intranet and circulated to staff via email.</p> <p><u>Mental health first aiders [MHFAs]</u> The Council has mental health first aiders on hand to help anyone struggling. There are 25 mental health first aiders across 16 teams at the Council, who are trained to spot, engage</p>
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		<p>and support someone who is suffering from poor mental health, including a mental health crisis.</p> <p>They can have an initial conversation and offer early support through non-judgmental listening and guidance, then sign post them to further support if needed.</p> <p>MHFAs can be contacted via email or phone throughout the week. Plus, weekly drop-in sessions are available to all staff.</p> <p><u>Employee Assistance Programme</u> All staff have access to an Employee Assistance Programme, provided by Health Assured which offers confidential advice 24 hours, 7 days a week, 365 days a year. Services include counselling, bereavement, legal, financial, and medical support.</p> <p>A recent annual report from the provider showed that 90% of the calls were for counselling and 10% were seeking other advice, including legal advice. Anxiety was the most common reason for counselling related calls and the highest number were made during the months where new lockdown announcements were made. Having accessed counselling via the programme, a score on measures for depression and anxiety improved by c.47%.</p> <p>The service is complimented by an app, offering staff access to an instant messaging function, mini health checks and new breathing techniques to help with anxiety.</p> <p>Mental health in the workplace workshops Staff are encouraged to attend a 2-hour online workshop delivered by Mental health in the workplace. The session is designed to help people better manage their own mental health and cope effectively with</p>
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		<p>daily challenges. It explores the neuroscience of stress, how to spot the triggers, and coping mechanisms. Managers are invited to attend a 90-minute follow-on workshop, to help them maintain positive wellbeing in their team and support team members that are struggling.</p>
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THEME	SUBJECT	TASK NUMBER	TASK	DETAILS	RESPONSIBLE	DEPENDANCIES	DUE DATE	
1. Understanding and working with our communities	Collect, Share, Analyse and use data and Information	1.1	Collect equality data in a standard way across the council from external sources					
		1.2	Introduce a comprehensive data management strategy across all Council systems.					
		1.3	Develop a comprehensive whole organisation roadmap and data management strategy.					
		1.4	Develop an innovative strategy which brings sources of data together to form an overall view of participation in public life as a whole.					
		1.5	Review training needs for officers and members for completing and understanding Equality Impact Assessments.					
	Effective Community Engagement & Relations	1.6	Develop a strategic and imaginative plan to engage with all community groups within the council district, and use this to aid and inform the development of all other communication strategies moving forward.					
		1.7	Develop the skills of all staff in improving community relations.					
		1.8	Develop how we balance the depth of relationship and trust built by individuals whilst also creating resilience beyond individuals					
		1.9	Further develop our feedback loop from communities to capture whether communities feel the right mechanisms are in place for them to feel comfortable sharing the views and participating.					
		1.10	Simplify the process and increase public awareness of how community groups can hold public events within the city.					
2. Leadership and Organisational Commitment	Leadership	2.1	Develop and implement a regular forum between the council and diverse community groups to discuss current and future council plans, issues of concern and major infrastructure projects					
		2.2	Co-develop a shared Peterborough vision of equality which all partners and community/voluntary sector organisations sign up to					
		2.3	Co-develop a city wide action plan for the council and its partners to meet joint equality objectives					
		2.4	Develop comprehensive service plans that incorporate EDI					
		2.5	Incorporate EDI Outcomes for all teams within the Our Conversations process					
		2.6	Develop Member and Officer training for using equality impact assessments in decision making					
3. Responsive Services and Customer Care		3.1	Review commissioned services to ensure that they are able to report on diversity outputs/outcomes					
		3.2	Review current and future contracts to ensure that equality statements are included					
		3.3	Commissioners review diversity reporting and provide challenge to providers					
		3.4	Diverse communities are consulted prior to capital and infrastructure projects being commissioned and their views are taken into account during the design phase					
		3.5	Review staff training needs with respect to EDI and develop appropriate training to address any development areas					
		3.6	All service area to have service plans with clear EDI objectives					
	Improve the diversity of the council's workforce	4.1	Develop a strategy to engage with and attract candidates from our communities by engaging with local community groups and delivering a recruitment plan that will deliver greater diversity by monitoring at all stages.					
		4.2	Implement a succession planning system which will provide better data to enable us to monitor the progression of protected groups.					
		4.3	Encourage staff to complete equality data on the MyView system					
		4.4	Monitor, analyse and publish employment data in accordance with our statutory and non-statutory duties ie Equality Monitoring Report and Ethnicity Pay Gap.					
		4.5	Review and implement changes to our access routes to applying for work with the Council, including information on support and guidance available including the Council's Disability Confident status, information on diversity and links to the Equality Strategy					

<b>4. Diverse and Engaged Workforce</b>	<b>To further eliminate bullying and harassment at all levels of the organisation and identify any potential areas of inequality.</b>	4.6	Introduce designated contacts to report instances of inappropriate behaviour
		4.7	Guidance to be developed for people to support those raising complaints (colleague or companions).
		4.8	Compile a report every XX months to highlight the number of contacts made and a summary of the feedback where it is received.
		4.9	Review the possibility of using Stay Interviews rather than Exit Interviews
		4.10	Review the exit questionnaire, specifically questions regarding equality
		4.11	A report on data around exit questionnaires can be reported every 6 months, highlighting any trends and exceptional issues relating to equality and diversity.
	<b>Employees are treated equitably and are fully supported in the workplace</b>	4.12	Review all policies such as Religious Diversity at Work; Ensure that all policies have an EIA; Provide clear and concise summary documents that signpost manager and employees to more indepth information
		4.13	Review how we promote information on cultural celebrations
		4.14	Review the current EIA process and documents. Explore moving form to an electronic format
		4.15	Develop mandatory core E&D training and supplement this with additional, optional modules
		4.16	Develop additional manager specific learning
		4.17	Facilitate the creation of a Staff EDI Network
		4.18	Review how the council supports staff undergoing life changing events such as breavement, disability or the menopause

<b>COMMUNITIES SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 10.</b>
<b>2 NOVEMBER 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 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 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 2 March 2021 and 12 March 2019.
- 7.2 Minutes of the Communities Scrutiny Committee meeting held on 28 September 2021.

### 8. **APPENDICES**

- 8.1 Appendix 1 – Recommendation Monitoring Report

**RECOMMENDATIONS MONITORING REPORT 2021/22 – COMMUNITIES SCRUTINY COMMITTEE**

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
28 SEPTEMBER 2021	Cllr Allen, Cabinet Member for Housing, Culture and Communities	5. Peterborough Cultural Strategy 2021 to 2030	The Communities Scrutiny Committee <b>RESOLVED</b> to recommend the Strategy, as described in this report, to Cabinet for endorsement and onward approval by Full Council	Recommendation sent to Cabinet Member. Scheduled for Cabinet on 15 November 2021	<b>Ongoing</b>
28 SEPTEMBER 2021	Cllr Allen, Cabinet Member for Housing, Culture and Communities	6. Homelessness and Rough Sleeping Strategy 2021 to 2026	The Communities Scrutiny Committee <b>RESOLVED</b> to  1. Endorse the Strategy and Action Plan to be taken forward to Cabinet for endorsement and onward approval by Full Council	Recommendation sent to Cabinet Member. Scheduled for Cabinet on 15 November 2021	<b>Ongoing</b>
28 SEPTEMBER 2021	Cllr Allen, Cabinet Member for Housing, Culture and Communities	6. Homelessness and Rough Sleeping Strategy 2021 to 2026	The Communities Scrutiny Committee <b>RESOLVED</b> to  2. Recommend that the relevant Cabinet Member and Lead Officer liaises with the Armed Forces Covenant Officer for input in how to assist veterans with issues that affect them and consider	Recommendation accepted by Sean Evans – Head of Service, Housing Needs at the meeting. To be actioned.  Recommendation sent to Cabinet Member. Scheduled for Cabinet on 15 November 2021	<b>Ongoing</b>

			adding this to the Strategy.		
28 SEPTEMBER 2021	Cllr Allen, Cabinet Member for Housing, Culture and Communities	7. Domestic Abuse Safe Accommodation Strategy	The Communities Scrutiny Committee <b>RESOLVED</b> to scrutinise and endorse the Peterborough Safe Accommodation Strategy for approval by Cabinet	Recommendation sent to Cabinet Member. Scheduled for Cabinet on 15 November 2021	<b>Ongoing</b>

RECOMMENDATIONS MONITORING REPORT 2020-21 – ADULTS AND COMMUNITIES SCRUTINY COMMITTEE

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
2 MARCH 2021	Task and Finish Group to Promote Equality and Diversity Amongst Councillors	Interim Recommendations from the Task and Finish Group to Promote Equality and Diversity Among Councillors	<p><b>RECOMMENDATION</b></p> <p>The Adults and Communities Scrutiny Committee <b>RESOLVED</b> to recommend that the Task and Finish Groups considers the adoption of a system of voting buddies for absent Councillors.</p>	<p>Recommendation considered by the Task and Finish Group on Thursday 6 October 2021. Proposal dismissed following advice from Democratic Services that buddy voting was not permitted under the current legislation framework for local authority meetings:</p> <p>39(1) in Schedule 12 of the 1972 Local Government Act:</p> <p>‘Subject to the provisions of any enactment (including any enactment in this Act) all questions coming or arising before a local authority shall be decided by a majority of the members of the authority <b>present and voting</b> thereon at a meeting of the authority’</p>	<b>Completed</b>

RECOMMENDATIONS MONITORING REPORT 2018-19 – ADULTS AND COMMUNITIES SCRUTINY COMMITTEE

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
12 MARCH 2019	<p>At the time of the meeting - Councillor Walsh, Cabinet Member for Communities</p> <p>At present – Cllr Allen, Cabinet Member for Housing, Culture and Communities</p>	7. Selective Licensing – interim review and outcomes	<p><b>RECOMMENDATION:</b></p> <p>The Adults and Communities Scrutiny Committee <b>RESOLVED</b> to recommend that Cabinet should consider extending Selective Licensing across the whole city after the current scheme expires in 2021.</p>	<p>Recommendation sent to Councillor Walsh, Cabinet Member for Communities and Jo Bezant, Manager, Housing Enforcement and Selective Licensing on 18/03/2019.</p> <p>Response received and sent to committee members on 03/04/2019. Please see below:</p> <p>Further update requested at 17 November 2020 meeting and sent to Members on 8 January 2021.</p> <p>Report containing a review of existing scheme scheduled for Committee on 5 July 2021</p> <p>Future scheme proposals deferred from</p>	<b>Ongoing.</b>

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
				28 September meeting and now scheduled for Committee on 2 November 2021 as part of the consultation.	
<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>					

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<b>COMMUNITIES SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 11</b>
<b>28 SEPTEMBER 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**

R E C O M M E N D A T I O N S	
<b>FROM:</b> Director of Law and Governance	<b>Deadline date:</b> N/A
<p>It is recommended that the 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 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 11 October 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: 22 OCTOBER 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 Fitzgerald (Leader of the Council), Cllr Steve Allen (Deputy Leader); Cllr Ayres; Cllr Cereste; Cllr Hiller; Cllr Walsh; Cllr Coles and Cllr Simons.

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 22 NOVEMBER 2021**

<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>Laptop procurement - KEY/22NOV21/01</b> – Award of contract for laptop devices</p> <p>209</p>	<p><b>Councillor Marco Cereste,</b> Cabinet Member for Digital Services and Transformation</p>	<p><b>December 2021</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Kevin Halls, IT Finance Contract Manager Email: kevin.halls@cambridgeshire.gov.uk Tel: 07880053901</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>Healthwatch Service - KEY/22NOV21/02</b> - Approval to enter into an agreement for the provision of Healthwatch Service</p>	<p><b>Councillor Irene Walsh,</b> Cabinet Member for Integrated Adult Social Care, Health and Public Health</p>	<p><b>March 2022</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Sarah Bye Senior Commissioner Tel: 07468 718793 P;o</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

**PREVIOUSLY ADVERTISED KEY DECISIONS**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>1. <b>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>210</p>	<p><b>Councillor Coles, Cabinet Member for Finance</b></p>	<p><b>October 2021</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>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>2. <b>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 Walsh, Cabinet Member for Adult Social Care, Health &amp; Public Health</b></p>	<p><b>October 2021</b></p>	<p>Adults and 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>
<p><b>3. Contract for remedial works by PCC to the Stanground Bypass – KEY/2SEP19/02</b>            To approve works to the Stanground bypass and authorise the associated package of work to be issued to Skanska Construction UK Limited under the Council’s existing agreement with SKANSKA dated 18th September 2013 (the Highways Services Agreement).</p>	<p><b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>October 2021</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Stanground South and Hargate and Hempsted</p>	<p>Relevant internal and external stakeholders</p> <p>Standard consultation for highway schemes.</p>	<p>Charlotte Palmer, Group Manager – Transport and Environment,  <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>
<p>213</p> <p><b>4. Approval of funding for the provision of accommodation to reduce homelessness 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, Deputy Leader and Cabinet Member for Housing, Culture and Communities</b></p>	<p><b>October 2021</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>
<p><b>5. 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>October 2021</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>
<p>6. <b>The disposal of former playing fields at Angus Court, Westown, 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>October 2021</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>
7.	<b>Acquisition of a freehold commercial property in Peterborough City Centre – KEY/8JUN20/03</b> - Acquisition of a freehold property for a community hub.	<b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b>	<b>October 2021</b>	Growth, Environment and Resources Scrutiny Committee	Central	Relevant internal and external stakeholders.	Tristram Hill, Strategic Asset Manager, Tel: 07849 079787 Email: tristram.hill@peterborough.gov	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).
8215	<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.	<b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</b>	<b>October 2021</b>	Children and Education Scrutiny Committee	All Wards	Relevant internal and external stakeholders.  Agreed at RIT Board and Joint Commissioning Board	Bryony Wolstenholme - Passenger Transport Operations Tel: 01733 317453 Email: bryony.wolstenholme@peterborough.gov.uk	Joint Commissioning Board decisions 25.08.2020/ RIT Board 19.02.2020

<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>
216	<p><b>9. 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 Cereste, Cabinet Member for Digital Services and Transformation</b></p>	<p><b>October 2021</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, <a href="mailto:chris.yates@peterborough.gov.uk">chris.yates@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>
	<p><b>10. 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>	<p><b>Councillor Cereste, Cabinet Member for Digital Services and Transformation</b></p>	<p><b>October 2021</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>N/A</p>	<p>Legal, procurement, market analysis.</p>	<p>Peter Carpenter, Acting Corporate Director, Resources Tel: 07920160122 Email: <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@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>
217	<p><b>11. 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, Deputy Leader and Cabinet Member for Housing, Culture and Communities</b></p>	<p><b>October 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><b>12.</b> <b>Extension of the Delivery of Leisure and Cultural Services – KEY/15MAR21/02</b>            Extension of the delivery of Cultural Services by City Culture Peterborough, and Leisure Services by Peterborough Limited for three years to rationalise and reorganise service delivery in light of the effects of COVID-19. The 3-year extension will give time to properly reorganise, and allow time for the culture and leisure sectors to rebuild in time for future delivery options to be explored from 2024, including direct provision, working with partners, the establishment of a cooperative delivery model, or a public tender exercise..</p>	<p><b>Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities</b></p>	<p><b>October 2021</b></p>	<p>Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Pete Carpenter, Corporate Director Resources, 01733 452520, Peter.Carpenter@Peterborough.Gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published</p>

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<p><b>13. Bretton Court Redevelopment Scheme – KEY/15MAR21/04</b>  1. Approve the surrender of the Council's lease for the ground floor retail units of Bretton Court dated 28th June 2019, subject to the conditions to set out below and to be formalised within the Deed of Surrender</p> <p>2. Approve the Council entering in to an Agreement for Lease for the ground floor retail units of the new development scheme at Bretton Court, subject to the terms set out below</p> <p>3. Subject to the terms of the above Agreement for Lease being satisfied, to approve the Council entering in to a New Lease or the ground floor retail units of the new development scheme at Bretton Court</p>	<p><b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>October 2021</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Bretton</p>	<p>Relevant internal and external stakeholders</p>	<p>Helen Harris, Senior Estates Surveyor, NPS Peterborough  Email: helen.harris@nps.co.uk  Tel: 01733 384534  Mobile: 07920 160181</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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<p>14. <b>Approval for application of Government funding for a heat network - KEY/29MAR21/02</b>  The Peterborough Integrated Renewables Infrastructure (PIRI) is designing a low carbon heat network for Peterborough. In order to develop the designs an application for Government Grant funding will be required and this decision is to provide approval for that application.</p> <p>220</p>	<p><b>Councillor Simons, Cabinet Member for Waste, Street Scene and Environment</b></p>	<p><b>October 2021</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All</p>	<p>Consultation have been undertaken with the engaged advisors</p>	<p>Elliot Smith - Commercial Manager; Energy, Infrastructure and Regeneration.  Tel: 07506536565  Email;  elliott.smith@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published. <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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<p><b>15. PCC Homecare Framework – KEY/12APR21/02</b> The extension of the PCC Homecare Framework for 12 months, plus delegated approval. Contract states three years, plus up to seven years, in 12 months increments. Due to be extended in September 2021, for 12 months.</p>	<p><b>Councillor Walsh, Cabinet Member for Adult Social Care, Health &amp; Public Health</b></p>	<p><b>October 2021</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>West</p>	<p>Relevant internal and external stakeholders</p>	<p>Ruth Miller, 07795046754, ruth.miller@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>
<p><b>16. 64-68 Bridge Street, dilapidation works – KEY/26APR2021/02 –</b> Approval to carry out dilapidations works at 64-68 Bridge Street, Peterborough.</p>	<p><b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>October 2021</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@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>

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17.	<b>Purchase of Home to School vehicles for Aragon Direct Services - KEY/26APR2021/07</b> - Purchase of Home to School vehicles for Aragon Direct Services including coaches and minibuses.	<b>Councillor Simons, Cabinet Member for Waste, Street Scene and Environment</b>	<b>October 2021</b>	Growth, Environment and Resources Scrutiny Committee	All Wards	Relevant internal and external stakeholders	James Collingridge, Head of Environmental Partnerships, Tel: 01733864736, Email: james.collingridge@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
18.	<b>Fleet Procurement - KEY/26APR2021/08</b> - Formal tender for various Fleet vehicles for Aragon Direct Services including areas such as Street Cleansing and Property Maintenance	<b>Councillor Simons, Cabinet Member for Waste, Street Scene and Environment</b>	<b>October 2021</b>	Growth, Environment and Resources Scrutiny Committee	All Wards	Relevant internal and external stakeholders	James Collingridge, Head of Environmental Partnerships, Tel: 01733864736, Email: james.collingridge@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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19.	<p><b>Peterborough City Council Housing Related Support Procurement / Commissioning - KEY/24MAY21/02 –</b> To Procure / Commission Peterborough City Council Housing Related Support Services. Service redesign and change form annual Grant Agreements to longer term contracts.</p>	<p><b>Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities</b></p>	<p><b>October 2021</b></p>	<p>Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Soft market testing is underway. A Housing Related Support Commissioning Strategy has been agreed and has received all the relevant approvals.</p>	<p>Sharon Malia, Housing Programmes Manager Sharon Malia - Housing Programmes Manager, 01733 237771, Email: <a href="mailto:sharon.malia@pe-terborough.gov.uk">sharon.malia@pe-terborough.gov.uk</a></p>	<p>To be submitted, Housing Related Support Commissioning Strategy for Cambridgeshire &amp; Peterborough 2020 - 2022. Procurement / Commissioning information.</p>
20.	<p><b>Integrated Community Equipment Service contract award and Section 75 Agreement - KEY/24MAY21/03</b> - Award of contract following re-procurement of the Integrated Community Equipment Service and approval to enter into new Section 75 Agreement with C&amp;PCCG. Contract start April 2022.</p>	<p><b>Councillor Walsh, Cabinet Member for Adult Social Care, Health &amp; Public Health</b></p>	<p><b>October 2021</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.  Attended all Healthwatch Partnership Boards in 2019 prior to preparation of service specification.</p>	<p>Diana Mackay, Commissioner (Adults - Early Intervention &amp; Prevention), Tel: 07879 430819, Email: <a href="mailto:diana.mackay@cambridgeshire.gov.uk">diana.mackay@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>
21.	<p><b>Approval to commit funding for a bespoke specialist placement for a four year period 2021-2025 – KEY/07JUN21/01</b> Approval to commit funding for a specialist regulated bespoke placement for a period of four years from 2021-2025.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</b></p>	<p><b>October 2021</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>Not yet known as property has yet to be located /decided upon.</p>	<p>Extensive consultation has taken place and is on going amongst all system stakeholders and interested parties.</p>	<p>Helene Carr - Head of Service Children's Commissioning.. Contact: 07904909039: email - <a href="mailto:helene.carr@pete-terborough.gov.uk">helene.carr@pete-terborough.gov.uk</a></p>	<p>The decision will include an exempt annexe. By virtue of paragraph 2, Information which is likely to reveal the identity of an individual.</p>

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22.	<b>A1139 Safety Barrier - KEY/21JUN21/03</b> - To replace and upgrade the failing VRS along the central reservation and structures on the A1139.	<b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b>	<b>October 2021</b>	Growth, Environment and Resources Scrutiny Committee	Fletton, Stangr ound, Dogsth orpe and Hampt on	Social media and advanced warning signs	Leanne Bevilacqua Senior Engineer Email:leanne.bevilacqua@peterborough.gov.uk Tel: 07920 160 766	Budgets were added to the programme in 2019/20 via paper that went to CRG in December 2018 The Budget added was for 1.4m each year until 2023/24
23.	<b>Community Alarm (Lifeline) Services: (i) delegation of function to Cambridgeshire County Council for new service users and; (ii) direct award for legacy service users – KEY/19JUL21/01</b> Community Alarm (Lifeline) Services: (i) delegation of function to Cambridgeshire County Council for new service users and; (ii) direct award for legacy service users.	<b>Councillor Walsh, Cabinet Member for Adult Social Care, Health &amp; Public Health</b>	<b>November 2021</b>	Adults and Health Scrutiny Committee	All Wards	Procurement, Finance, Legal, Cambridgeshire County Council	Diana Mackay, Commissioner (Early Intervention & Prevention) Adult Services, Tel: 01223 715966, Diana.Mackay@cambridgeshire.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
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24.	<b>Culture Strategy - KEY/2AUG21/01</b> - To adopt the City's Culture Strategy - A culture board, steering group and smaller delivery groups will be set up to represent stakeholders from a variety of culture groups to scrutinise the actions and delivery from the strategy, its recommendations, visions and values and consultation processes.	<b>Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities</b>	<b>December 2021</b>	Adults and Communities Scrutiny Committee	All Wards	Consultation has been taking place for the past 6 months within the city, speaking with many cultural groups, faith groups, commercial organisations, culture and leisure operators, disability groups and voluntary groups.	Jamie Fenton - Partnership Manager, Culture, Sport and Leisure, Email: jamie.fenton@peterborough.gov.uk – Tel: 07976382756	Currently the documents are the visions and values paper and the emerging recommendations paper the consultant has produced, these will be shared with scrutiny on 05th July for an update to progress

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<p>25. <b>Active Lifestyle and Sports Strategy – Refresh – KEY/2AUG21/02</b> - A review of the Active Lifestyles and Sports Strategy following the impact of Covid-19 and services across the city. Since the strategy was adopted in 2018/19 there have been significant developments with the culture and leisure services being delivered by new operators, the demise of certain stakeholders and a stronger importance of working with public health so they are aligned with physical activity for residents health and wellbeing, both physically and mentally.</p> <p>225</p>	<p><b>Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities</b></p>	<p><b>April 2022</b></p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Currently in early stages of the review, working with Cambridgeshires Active Partnership, Living Sport a outline plan of a steering group and consultation will be delivered. This will also align with Sport England’s new 10 year strategy which is being launched in 2021 along with a new funding framework.</p>	<p>Jamie Fenton - Partnership Manager, Culture, Sport and Leisure, Email: jamie.fenton@pet erborough.gov.uk – Tel: 07976382756</p>	<p>Current Strategy will be used as a good starting point, this will have statistics updated, a new steering group developed and a new way to evidence actions/outcomes by stakeholders</p>

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226	<p><b>26. Capita Revenue &amp; Benefits Academy system migration to cloud – KEY/30AUG21/01 -</b></p> <p>To approve the award of contract for the procurement of ICT cloud-based services from Capita UK Limited</p> <p>through to a Framework Agreement for the period 1st September 2021 to 31st August 2026 for a value of £630,000</p>	<p><b>Councillor Marco Cereste, Cabinet Member for Digital Services and Transformation</b></p>	<p><b>October 2021</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Data has been gathered from the existing on premises system and been analysed by Capita to inform their proposal. Capita's proposal has been shared with internal stakeholders and Serco who process on behalf of the council. Feedback has been collated and sent back to Capita to allow them to amend their proposal and draft the contract</p>	<p>Jason Dalby, ICT Project Manager, Tel:07931 176848, Email: jason.dalby@pet erborough.gov.uk</p>	<p>Project Brief, Business Case, Specification of Requirements, Capita proposal, data protection and climate impact assessments</p>

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<p><b>27. Anglia Ruskin University Peterborough - Next Steps-KEY/13SEP21/01 –</b></p> <p>1) Recommendation to Full Council to repurpose £1.9m PCC contribution to university enabling infrastructure in MTFS</p> <p>2) Enter the CPCA Getting Building Fund Grant agreement to provide a new surface car park supporting regional pool customer parking;</p> <p>3) In the event of LUF bid success, transfer LUF grant funding to PropCo1 and delegate authority to the Strategic Director for Place and Economy and the Corporate Director Resources and SC to complete the transfer on the receipt of funds</p> <p>4) In the event of LUF bid success, revise PCC's PropCo share allocation position up to reflect the Phase 3 LUF funding allocation</p> <p>5) In the event of LUF bid success, nominate the Corporate Director Resources as an additional PCC director to the PropCo Board with amended PCC voting rights</p> <p>6) In the event of LUF bid success, confirm PCC land transfer area for Phase 3 with accompanying independent valuation</p>	<b>Cabinet</b>	<b>15 November 2021</b>	Children and Education Scrutiny Committee	Central	CPCA and ARU have been consulted as university programme partners, otherwise internal stakeholders only	Emma Gee, Assistant Director, Growth & Regeneration, Tel: 07983 345184, Email: emma.gee@pet erborough.gov.u k	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><b>28.</b> <b>To approve a delegated Partnership Agreement for procuring Appropriate Adult services and Reparation Services across Cambridgeshire and Peterborough – KEY/11OCT21/01</b>            To approve a delegated partnership agreement giving Cambridgeshire County Council authority to procure and award Appropriate Adult (PACE) and Reparation service contracts for Cambridgeshire and Peterborough on Peterborough City Council's behalf.</p> <p>228</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</b></p>	<p><b>October 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 Commissioning Manager            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>
<p><b>29.</b> <b>Academy conversion of a maintained school – KEY/11OCT21/02</b>            Delegation of Authority to negotiate and agree details of the Academy Conversion.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</b></p>	<p><b>October 2021</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>Werrington</p>	<p>Not applicable at this stage. As part of the DfE process school will have conducted required consultations.</p>	<p>Clare Buckingham, Strategic Education Place Planning Manager (CCC and PCC),  <a href="mailto:clare.buckingham@cambridgeshire.gov.uk">clare.buckingham@cambridgeshire.gov.uk</a>,            01223 699779</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><b>30.</b> <b>Approval to enter into a Section 75 Partnership Agreement with Cambridgeshire and Peterborough NHS Foundation Trust – KEY/11OCT21/03</b>  This agreement will ensure the provision of CPFT mental health specialist working with mental health practitioners who are part of multiagency Family Safeguarding teams working as part of children's social care safeguarding teams.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</b></p>	<p><b>October 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 Commissioning Manager  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>
<p><b>31.</b> <b>Disband Peterborough City Market from Laxton Square and relocate to a new location – KEY/11OCT21/04</b>  As part of the Northminster development, the current market site is required to be decommissioned and the site vacated in early 2022. The proposal to the Cabinet Member will be to disband the current market, serve all appropriate legal notices to existing traders and authorise officers to develop an alternative market location.</p>	<p><b>Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities</b></p>	<p><b>October 2021</b></p>	<p>Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Consultation with market traders will take place over the details of the new market location and transition from the existing site,</p>	<p>Ian Phillips - Head of Communities and Partnerships Integration  ian.phillips@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published</p>

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<p><b>32.</b> <b>Appointment of Multidisciplinary Design Team for the Peterborough Museum Extension Project – KEY/11OCT21/05</b> Confirmation will be required to appoint the Multi-disciplinary Design Team for the Peterborough Museum Extension. The design team will be procured via the Homes England Framework of Suppliers. The procurement process is currently underway with Expression of Interest Issued, overseen by Peterborough City Council Procurement Officer.</p>	<p><b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>October 2021</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>Procurement exercise managed by PCC Procurement team, published notice via Homes England Framework</p>	<p>Rebecca Close, Project Manager, rebecca.close@peterborough.gov.uk, 07813785953</p>	<p>CMDN will be prepared once procurement of project is completed recommending award.</p>
<p><b>33.</b> <b>Traffic Signals Maintenance Funding – KEY/25OCT21/01</b> - Approve the award of £500k to Milestone Infrastructure to upgrade the traffic signals at the Taverners Road / Lincoln Road junction following a successful funding bid to the Department for Transport</p>	<p><b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b></p>	<p><b>October 21</b></p>	<p><b>Growth, Environment and Resources Scrutiny Committee</b></p>	<p>Central, Park and North</p>	<p>Consultation will be undertaken as part of this project</p>	<p>Lewis Banks, Transport &amp; Environment Manager, Tel:01733 317465, Email: lewis.banks@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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231	<b>34. Allotment Fees and Charges – KEY/8NOV21/01</b> Cabinet Member Decision Notice	<b>Councillor Nigel Simons, Cabinet Member for Waste, Street Scene and the Environment</b>	<b>November 2021</b> Growth, Environment and Resources Scrutiny Committee	All Wards	Consultation with the Allotment Consortium of Peterborough	James Collingridge, Head of Environmental Partnerships, 01733 864736, james.collingridge@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
	<b>35. Approval for contract to be awarded to Milestone to deliver the new traffic signals maintenance fund – KEY/8NOV21/02</b> The Council has been awarded £500k as part of the Department for Transport traffic signals fund. The Lincoln Road / Taverners Road signalised junction will be upgraded using this funding.	<b>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</b>	<b>November 2021</b> Growth, Environment and Resources Scrutiny Committee	Central, Park and North Wards	Consultation will be undertaken during the design phase of the scheme	Lewis Banks, Transport & Environment Manager, 01733 317465, lewis.banks@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

**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>
<p><b>Werrington Fields and Ken Stimpson Secondary School -</b>                      Following a public meeting held on 20 September 2021 at Ken Stimpson School, a decision needs to be taken on whether or not to proceed with plans to erect a fence to enclose part of the school's playing fields. The area is currently open access to the public. The school has not been using the area for over two years due to concerns over the safeguarding risk to the young people attending the school.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</b></p>	<p><b>November 2021</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>Werrington</p>	<p>Public meeting held on 20 September 2021 at Ken Stimpson School. Prior to this, a detailed background information document was circulated to interested parties.</p>	<p>Hazel Belchamber, Assistant Director: Education Capital &amp; Place Planning, Tel: 07833481406, Email: hazel.belchamber@cambridgeshire.gov.uk</p>	<p>Cabinet Member Decision Notice, Background Information Document</p> <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

**PREVIOUSLY ADVERTISED DECISIONS**

<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 Coles, Cabinet Member for Finance</b></p>	<p><b>October 2021</b></p>	<p>Growth, Environment &amp; Resources Scrutiny Committee</p>	<p>NVA</p>	<p>Relevant internal and external stakeholders.</p>	<p>Bill Tilah, Estates Surveyor Email: 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>
<p>2. <b>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>October 2021</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>
<p>3. <b>Modern Slavery Statement</b> To review and agree for publication an updated Statement in compliance with the Modern Slavery Act 2015.</p>	<p><b>Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities</b></p>	<p><b>October 2021</b></p>	<p>Communities Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Rob Hill, Assistant Director: Public Protection, <a href="mailto:rob.hill@peterborough.gov.uk">rob.hill@peterborough.gov.uk</a></p> <p>Amy Brown, Senior Lawyer and Deputy Monitoring Officer, <a href="mailto:Amy.brown@peterborough.gov.uk">Amy.brown@peterborough.gov.uk</a></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<b>4.</b>	<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, Deputy Leader and Cabinet Member for Housing, Culture and Communities</b>	<b>October 2021</b>	Communities Scrutiny Committee	N/A	None at this stage	Emma Gee Email: emma.gee@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>5. <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 Walsh, Cabinet Member for Adult Social Care, Health &amp; Public Health</b></p>	<p><b>October 2021</b></p>	<p>Adults and 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>
6.	<b>Selective Licensing of Private Rented Property</b> - Approval to consult on Selective Licensing of Private Rented Property	<b>Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities</b>	<b>October 2021</b>	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	Michael Kelleher Assistant Director - Housing Tel: 01733 452586 Email: michael.kelleher@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
7.	<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 Cereste, Cabinet Member for Digital Services and Transformation</b>	<b>October 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>8. <b>Approval of the Peterborough Sufficiency Strategy</b>            Every top tier local authority is required to publish a sufficiency strategy. This must set out how we seek to avoid children coming into care through the provision of family support services, and identify steps that we are taking to ensure that we have sufficient placements for children in care in our area, so that as many children and young people in care can live locally, provided that this is in their best interests.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</b></p>	<p><b>October 2021</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>There has been widespread consultation including with children and young people in care.</p>	<p>Lou Williams:            Director of Children's Services,            07920160141,  <a href="mailto:lou.williams@peterborough.gov.uk">lou.williams@peterborough.gov.uk</a></p>	<p>Scrutiny Report</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>9.</b>	<b>Domestic Abuse Safe Accommodation Strategy</b> As part of the Domestic Abuse Act, Peterborough City Council is required by statute to submit a Safe Accommodation Strategy to MHCLG by 31st October 2021.	<b>Cabinet</b>	<b>15 November 2021</b>	Communities Scrutiny Committee	All Wards	The strategy will be developed with key partners in housing and specialist domestic abuse services.	Vickie Crompton, Domestic Abuse & Sexual Violence Partnership Manager, vickie.crompton@cambridgeshire.gov.uk	The strategy will be informed by a Needs Assessment which is currently in draft
<b>10.</b> 240	<b>Adoption of a Refreshed Statement of Community Involvement</b> - To approve the adoption of a Refreshed Statement of Community Involvement	<b>Cabinet</b>	<b>15 November 2021</b>	<b>Growth, Environment and Resources Scrutiny Committee</b>	All Wards	Relevant internal and external stakeholders.	Emma Naylor, Senior Strategic Planning Officer Tel: 863881 Email: emma.naylor@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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

<i><b>DECISION TAKEN</b></i>	<i><b>DECISION MAKER</b></i>	<i><b>DATE DECISION TAKEN</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>
None.							

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## Draft Communities Scrutiny Committee and Crime and Disorder Committee Work Programme 2021/2022

Updated: 25 October 2021

Meeting Date	Item	Indicative Timings	Comments
<p><b>5 JULY 2021</b>  <i>Draft Report 16 June</i>  <i>Final Report 23 June</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 2021/2022</p> <p><b>Contact Officer: David Beauchamp, Democratic Services Officer</b></p>		
	<p><b>Selective Licensing</b>                      To scrutinise the progress made in addressing poor quality housing and associated conditions as a result of the Selective Licensing scheme.</p> <p><b>Contact Officer: Ian Phillips: Head of Communities and Partnerships Integration and Jo Bezant, Prevention and Enforcement Service Manager, Housing</b></p>		
	<p><b>Peterborough Cultural Strategy</b>                      This report provides the latest opportunity for the Committee to help shape the strategy, ahead of it being presented in its full and final draft at the September meeting.</p> <p><b>Contact Officer: Jamie Fenton, Partnership Manager</b></p>		
	<p><b>Taking a Think Communities Approach to mitigate the impact of COVID-19, including on economic, health and wellbeing factors and to reduce inequality</b>                      To brief Members on the approach to addressing the impacts of the pandemic on our communities, by adopting a</p>		

	<p>Think Communities approach. It is envisaged that Members will be able to identify other areas of concern that the Think Communities team can help address.</p> <p><b>Contact Officer: Matt Oliver, Head of Think Communities</b></p>		
	<p><b>Review Of 2020/2021 And Work Programme For 2021/2022</b></p> <p>To review the work undertaken during 2020/21 and to consider the work programme of the Committee for 2021/2022</p> <p><b>Contact Officer: David Beauchamp, Democratic Services Officer</b></p>		
	<p><b>Forward Plan of Executive Decisions</b></p> <p>That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p><b>Contact Officer: David Beauchamp, Democratic Services Officer</b></p>		
<p><b>28 SEPTEMBER 2021</b>  <i>Draft Report 9 August</i>  <i>Final Report 16 September</i></p>	<p><b>Peterborough Cultural Strategy 2021 to 2030</b></p> <p>This report is presented at the request of the Committee, following a long process of consultation and research commissioned in 2019, and the presentation of two previous reports to this Committee.</p> <p><b>Contact Officer: Jamie Fenton</b></p>		
	<p><b>Homelessness and Rough Sleeping Strategy</b></p> <p>The Homelessness strategy is a key document the Council has a statutory duty to produce every five years, which lays</p>		

	<p>out how it will tackle homelessness and rough sleeping over the period.</p> <p><b>Contact Officer: Sarah Hebblethwaite and Sean Evans</b></p>		
	<p><b>Domestic Abuse Safe Accommodation Strategy</b> The purpose of this report is to scrutinise and endorse the Safe Accommodation proposed strategy which is required by Statute as part of the Domestic Abuse Act 2021.</p> <p><b>Contact Officer: Rob Hill</b></p>		
	<p><b>Monitoring Scrutiny Recommendations</b> To monitor progress made on recommendations made at the previous meeting.</p> <p><b>Contact Officer: David Beauchamp, 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: David Beauchamp, Democratic Services Officer</b></p>		
	<p><b>Work Programme 2021/2022</b> To consider the Work Programme for 2021/2022</p> <p><b>Contact Officer: David Beauchamp, Democratic Services Officer</b></p>		

<p><b>2 NOVEMBER 2021</b>  <i>Draft Report 14 October</i>  <i>Final Report 21 October</i></p>	<p><b>Selective Licensing Consultation</b>  The Selective Licensing Scheme ended on 31 October 2021. To introduce a new scheme the Council must undertake a consultation of at least 10 weeks and seek approval from the Secretary of State before any new scheme can commence.</p> <p><b>Contact Officer: Ian Phillips / Jo Bezant</b></p>		
	<p><b>City Market Relocation</b>  This report is submitted at the request of a request from the Committee to provide an update on the plans for the city market.</p> <p><b>Contact Officer: Rob Hill</b></p>		
	<p><b>City College Performance and Annual Report</b>  The committee requested a report giving a comprehensive overview and progress report on City College Peterborough, as this is the first year City College has reported to this committee</p> <p><b>Contact Officer: Pat Carrington</b></p>		
	<p><b>Safer Peterborough Partnership Board Report</b>  This report is presented to the Communities Scrutiny Committee at the request of the committee members to provide an update on mid-year progress.</p> <p><b>Contact Officer: Rob Hill / Kate Anderson</b></p>		
	<p><b>Report of the Task and Finish Group to Examine Barriers to Equality and Issues Experienced by BAME Communities in Accessing Council Services</b></p>		

	<p>This report is referred to the Communities Scrutiny Committee from the Task and Finish group, which was established following two motions raised at Full Council on 21 October 2020.</p> <p><b>Contact Officer: David Beauchamp / Paulina Ford / Ian Phillips</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: David Beauchamp, Democratic Services Officer</b></p>		
	<p><b>Forward Plan of Executive Decisions</b></p> <p>That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p><b>Contact Officer: David Beauchamp, Democratic Services Officer</b></p>		
	<p><b>Work Programme 2021/2022</b></p> <p>To consider the Work Programme for 2021/2022</p> <p><b>Contact Officer: David Beauchamp, Democratic Services Officer</b></p>		
<p><b>17 NOVEMBER 2021</b> Joint Scrutiny of the Budget Meeting</p>	<p><b>Medium Term Financial Strategy 2022/23 to 2023/24</b></p> <p><b>Contact Officer: Peter Carpenter</b></p>		

	<p><b>Portfolio Progress Report – Deputy Leader and Cabinet Member for Housing, Culture and Communities</b></p> <p><b>Contact Officer: Adrian Chapman</b></p>		
	<p><b>City Culture and Peterborough Limited Annual Reports</b></p> <p><b>Contact Officer: Pat Carrington / Kitran Eastman</b></p>		
	<p><b>PENDING - Temporary Accommodation Strategy</b>  <b>Contact Officer: Sean Evans</b></p>		
	<p><b>Housing Register Allocations Policy Changes – Pre-decision Scrutiny</b></p> <p><b>Contact Officer: Sarah Scase</b></p>		
	<p><b>Monitoring Scrutiny Recommendations</b>  To monitor progress made on recommendations made at the previous meeting.</p> <p><b>Contact Officer: David Beauchamp, 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: David Beauchamp, Democratic Services Officer</b></p>		

	<p><b>Work Programme 2021/2022</b> To consider the Work Programme for 2021/2022</p> <p><b>Contact Officer: David Beauchamp, Democratic Services Officer</b></p>		
<p><b>9 FEBRUARY 2022</b> Joint Scrutiny of the Budget Meeting</p>	<p><b>Medium Term Financial Strategy 2022/23 to 2023/24</b></p> <p><b>Contact Officer: Peter Carpenter</b></p>		
<p><b>8 MARCH 2022</b> <i>Draft Report 10 February</i> <i>Final Report 17 February</i></p>	<p><b>Safer Peterborough Partnership (SPP) Annual Report</b></p> <p><b>Contact Officer: Rob Hill</b></p>		
	<p><b>Housing and Homelessness: End of year update on the impact of COVID-19</b></p> <p><b>Contact Officer: Sean Evans</b></p>		
	<p><b>PENDING - Active Lifestyles Strategy (moved from January meeting)</b></p> <p><b>Contact Officer: Jamie Fenton</b></p>		
	<p><b>Monitoring Scrutiny Recommendations</b> To monitor progress made on recommendations made at the previous meeting.</p> <p><b>Contact Officer: David Beauchamp, Democratic</b></p>		

	<b>Services Officer</b>		
	<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: David Beauchamp, Democratic Services Officer</b></p>		
<b>PENDING FOR 2021/22</b>	<p><b>PENDING – Task and Finish Group Reports</b></p> <p><b>Contact Officer: David Beauchamp / Paulina Ford / Ian Phillips</b></p>		
	<b>PENDING – Knife Crime Action Plan</b>		
	<b>PENDING – Social Mobility (Delivery)</b>		
	<b>PENDING – Alternative to Changing Futures Programme</b>		