

COMMUNITIES SCRUTINY COMMITTEE

TUESDAY 4 JANUARY 2022

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 2 November 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. Portfolio Holder Progress Report - Housing, Culture and Communities | 11 - 26 |
| 6. City Culture and Peterborough Limited Annual Report | 27 - 34 |
| 7. Temporary Accommodation Strategy | |
| Following a request from the Assistant Director (Housing) and with the agreement of the Chair, this item has been a deferred to a future meeting so that it can be developed further before being considered by the Scrutiny Committee. | |
| 8. Allocations Policy | 35 - 102 |
| 9. Communities Scrutiny Committee Meeting Start Time 2022/23 | 103 - 104 |
| 10. Monitoring Scrutiny Recommendations | 105 - 112 |
| 11. Forward Plan of Executive Decisions | 113 - 152 |
| 12. Work Programme 2021/22 | 153 - 162 |
| 13. Date of Next Meeting | |

9 February 2022 – Joint Scrutiny of the Budget
8 March 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, which is the paved area between the multi storey car park and Sand Martin House. 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.

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

Committee Members:

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

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

**MINUTES OF THE COMMUNITIES SCRUTINY COMMITTEE MEETING
HELD AT 7PM, ON
TUESDAY, 2 NOVEMBER 2021
ENGINE SHED, SAND MARTIN HOUSE**

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

Officers Present: Adrian Chapman – Service Director, Communities and Partnerships
Michael Kelleher – Assistant Director, Housing
Jo Bezant – Housing Enforcement Manager
Rob Hill – Assistant Director, Community Safety
Matt Oliver – Head of Think Communities
David Beauchamp – Democratic Services Officer

Also Present: Councillor John Howard – Cabinet Advisor for Housing, Culture and Communities
Supt. Kate Anderson – Cambridgeshire Constabulary
Dr. Pat Carrington - Executive Principle, Peterborough City College.

50. APOLOGIES FOR ABSENCE

No apologies for absence were received.

51. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS

No declarations of interest or whipping declarations were received.

52. MINUTES OF THE COMMUNITIES SCRUTINY COMMITTEE MEETING HELD ON 28 SEPTEMBER 2021

The minutes of the Communities Scrutiny Committee meeting held on 28 September 2021 were agreed as a true and accurate record.

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

There were no requests for call in to consider.

54. SELECTIVE LICENSING CONSULTATION

The report was presented by the Assistant Director, Housing accompanied by the Housing Enforcement Manager. The report invited members to comment and scrutinise on the proposals for the new Selective Licensing Scheme as part of the public consultation.

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

- The 16-week gap between the expiry of the old scheme and the commencement of the new one was not typical. This had occurred because the Secretary of State was minded to approve applications at the start of each financial year. Officers would continue to monitor performance despite the lack of enforcement work during this gap. The Council had achieved the strongest ever relationship with landlords and no dip in quality was expected during this time.
- Council tax information and intelligence from landlords were used to identify new and rogue landlords.
- 35.6% of properties in the areas proposed for selective licensing were in the private rented sector compared with 25.3% across the whole City. These rates were significantly above the levels required for an application to be made. Local, rather than national, averages, were employed and only areas with private rented housing rates above 25% were considered for selective licensing.
- The number of recorded privately rented properties in the previous selective licensing area had increased from 6,200 to 8,000. This was caused by selective licensing, new building conversions and newly registered units (e.g. flats above shops).
- The consultation area for the new scheme was wider than the proposed selective licensing area itself, with 89,000 properties being consulted with and all landlords being engaged. The criteria were the same as the previous scheme. The areas picked were those that met 5 or 6 criteria and this targeted approach was favoured by the Secretary of State. Work still took place to identify Houses of Multiple Occupation (HMOs) across the City, not just those in areas with Selective Licensing.
- Members requested that the Democratic Services Officer adds an agenda item to the Work Programme on the scrutiny of social housing providers for discussion at the Group Representatives Meeting.
- Members requested that the Democratic Services officer adds a pending agenda item to the Work Programme allowing scrutiny of the final Selective Licensing Policy upon conclusion of the consultation.

ACTIONS AGREED:

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

1. Review and scrutinises the proposals for the new Selective Licensing Scheme as part of the public consultation.
2. Comment and respond to the public consultation on the Scheme as it sees fit prior to consideration by Cabinet and/or the relevant Cabinet Member
3. Request that the Democratic Services Officer adds an agenda item to the Work Programme on the scrutiny of social housing providers for discussion at the Group Representatives Meeting.
4. Request that the Democratic Services officer adds a pending agenda item to the Work Programme for scrutiny of the final Selective Licensing Policy upon conclusion of the consultation.

55. CITY MARKET RELOCATION

The report was introduced by the Cabinet Advisor for Housing Culture and Communities accompanied by the Assistant Director, Community Safety. The report gave the Committee an opportunity to scrutinise the plans for the proposed relocation of the City Market.

Cllr Sandford joined the meeting at 7.21pm.

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

- Members raised concerns about positioning market stalls under trees unless there was regular cleaning. Officers responded that there was actually an open area that was not clearly shown in the illustration. The proposed location was a popular area of the City. Other members commented that trees were an important part of addressing the climate emergency and would help to provide a pleasant location.
- The area outside the Cathedral was discounted from consideration as it was used to host events.
- The civic area in front of the Town Hall would not be used for the market. The block paved area would be used.
- Members asked how waste from market stalls would be collected and if this would be the responsibility of the Council or the stallholder. Officers responded that the existing process would continue and officers would circulate details of this to Committee Members.
- There would be opportunities to expand the market beyond the fixed units using pop up stands.
- Members praised the prominent location of the new market.
- Discussions were underway with traders regarding opening hours, including the possibility of opening for more than 5 days a week and in the evenings.
- Other areas considered for the market and rejected included Rivergate, Long Causeway and Wellington Street.
- Members asked if consideration had been given to encouraging people into the City Centre via events, which would then drive custom at the market, how plans for the University would be integrated with the Market and what the opinion of market traders was regarding these ideas. Officers responded that these points justified the choice of location by integrating activities in the City Centre. There was a requirement to offer a statutory market but there was scope for it to include other aspects such as culture.

Cllr Haseeb joined the meeting at 7.30pm

- Some traders would not transfer to the new market due to outstanding debts.
- A full procurement exercise would be undertaken for the market. The Northminster Scheme would generate income to pay for it. The final cost was not yet known.
- Members felt the proposals were positive for the City.

RECOMMENDATIONS

The Communities Scrutiny Committee **RESOLVED** to endorse plans to reinvigorate a new market offer for the City.

ACTIONS AGREED:

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

1. Note and comment upon the proposed relocation of the City Market to Bridge Street, Peterborough.
2. Request that the Assistant Director, Community Safety informs the Committee who took responsibility for clearing litter generated by market stalls.

56. CITY COLLEGE PETERBOROUGH PERFORMANCE AND ANNUAL REPORT

The report was introduced by the Executive Principle, Peterborough City College, which gave an update on the Council's Adult and Community Learning College over the past 18 months and shared its priorities for the forthcoming academic year.

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

- Members commented on the importance of adult learning following the COVID-19 pandemic.
- Providing a supportive community environment and representing a cross section of the City was an important part of the of the City College's work.
- The City College used to be a 'Life in the U.K.' test centre but this changed when the model for the tests was revised. A centre could not both offer training for the tests and the tests themselves. English Lessons were offered that included information contained in the tests.
- Work was underway in collaboration with Public Health colleagues to encourage people to register with their G.P. during free English classes to help reduce the pressure on A&E.
- Members asked if there were plans for the City College to help expand access to the new university. Officers responded that their work was aimed at helping young people at a lower level of attainment access further education. A key goal of the College's application to deliver 'T Levels' was to provide opportunities for students to access higher education. Staff were working collaboratively to promote links between the College and University.
- Members asked for information on the links between the college and local businesses. Officers responded that they worked with employers. Conversations with them regarding T Levels would start taking place in April 2022 as the College would not be delivering until 2023. The T Levels would help to address the future skills gap and the College would work with businesses and parents to promote them.
- Members commented that convincing parents of the value of new qualifications was often challenging and asked how this would be done. Officers responded that employer-led higher level apprenticeships would be offered as an alternative to the traditional A level and University route, which was very well established. This alternative would be promoted in collaboration with Opportunity Peterborough.
- Members requested that the Executive Principle, City College Peterborough, liaises with the Combined Authority regarding finding a solution to the lack of construction courses available in Peterborough.
- Members asked if schools would support students to study T Levels. Officers responded that although schools had to abide by the 'Gatsby Principles' of offering independent advice, this was not always done in practice. There appeared to be a lack of understanding of the new qualification among schools as none had taken them on. The qualification would be suited to being delivered from a business building, not a school or college. Young people needed to be allowed to make an informed decision.
- The City College worked with Family Voice and collaborated with the Executive Director, People and Communities on the Special Education Needs and Disability (SEND) offer. Awareness of this work was growing. The college had reached its contractual capacity and was aiming to attract future government funding.
- Members commented that finding skills that enabled people to flourish was an important part of SEND work.
- Members requested that the Democratic Services Officers adds a recurring annual report from City College Peterborough to the Committee's work programme.
- Members requested that the Executive Principle, City College Peterborough organises a visit to the College for committee members.

ACTIONS AGREED:

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

1. 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.
2. Request that the Executive Principle, City College Peterborough liaises with the Combined Authority regarding finding a solution to the lack of construction courses available in Peterborough.
3. Request that the Democratic Services Officers adds a recurring annual report from City College Peterborough to the Committee's work programme.
4. Request that the Executive Principle, City College Peterborough organises a visit to the College for committee members.

57. CRIME AND DISORDER SCRUTINY COMMITTEE – SAFER PETERBOROUGH PARTNERSHIP BOARD REPORT

The report was introduced by the Cabinet Advisor for Housing, Culture and Communities accompanied by Supt. Anderson, the Head of Think Communities and the Assistant Director, Community Safety. The report informed members of the key activity of the Safer Peterborough Partnership (SPP) Board over the last 6 months. A section was included also to update on the work undertaken in response to a recent motion requesting focus on knife crime.

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

- Members praised the work of the SPP.
- The key board members of the SPP from the Council were Rob Hill, Wendi Ogle-Welbourn, Adrian Chapman and representatives from Adult Social Care. There were also occasional representatives from the domestic violence board.
- The SPP's use of a young people's standing group was praised by members.
- Members asked what targets were in place to continue progress on tackling knife crime. Officers responded that the police reviewed issues impacting local communities every two weeks, which provided the opportunity for extra resources to be drafted in from elsewhere if needed. The police also provided reports to SPP.
- The Council and the Police worked well together although it had been noted that progress was needed on some areas outside of the priorities.
- The SPP was working with the Youth Council to develop the Young People's Problem Solving Group, which would be engaged with when issues relating to young people emerged. A more detailed update would be provided in the end of year report.
- Members suggested that the Board should meet in public to enable input from residents. Officers responded that the wider Delivery Group liaised with diverse forums, e.g. the Peterborough Council for Voluntary Services (PCVS), albeit not individual residents. The partnership did engage with residents when it was necessary to do so for a particular issue. A social media campaign was under development.
- Members of the public were encouraged to use 999, 101 and online reporting to report crime. Crimestoppers could be used if anonymity was required and it was noted that this was often a concern when reporting knife crime.
- Members commented that there would be benefits to providing feedback to the public on their reports even if it was not necessary to do so. Officers responded that

the police response to a reported crime might not always be obvious, e.g. plain clothed work.

- The Police could not make a guarantee to a resident reporting to a crime that a plain clothed response would be provided but anonymous reports could be made on the police website.
- Members requested that the Head of Think Communities promotes to residents, via the Community Champions, the fact they can report crimes anonymously on the Police website. Officers agreed to this request and stated that communications work was a priority.
- Members suggested that some 101 and live chat reports were not being logged by the Police, resulting in the Police responding that there had been no reports of a given issue when the Council reported it to them. Officers responded that the audit trail on online forms should ensure everything was logged. Information reported was often useful even if it did not warrant the dispatch of officers and it represented the voice of people on the ground.

ACTIONS AGREED

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

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
4. Request that the Head of Think Communities promotes to residents, via the Community Champions, the fact they can report crimes anonymously on the Police website.

58. REPORT OF THE TASK AND FINISH GROUP TO EXAMINE BARRIERS TO EQUALITY AND ISSUES EXPERIENCED BY BAME COMMUNITIES IN ACCESSING COUNCIL SERVICES

The report was introduced by the Chair of the Task and Finish Group, Cllr Yasin accompanied by the Service Director, Communities and Partnerships. The report enabled the Committee to review and consider endorsing the work of the Task and Finish Group and make any further recommendations.

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

- Members praised the quality of the Task and Finish Group's work.
- Members asked why the Task and Finish Group was being replaced with a Cabinet Working Group. Officers responded that the move had been uncontroversial at the Task and Finish Group meeting. There would be a level of stability from having a more permanent group. The Scrutiny Committee would still be responsible for overseeing the work of the working group.
- Members expressed concerns that Cabinet Working Groups were increasingly taking over from Task and Finish Groups and stated that the latter did not necessarily need to be temporary. It was suggested that the Constitution and Ethics Committee needed to review this issue.
- Members requested that the Director, Customer and Digital Services suggest to the Local Government Association (LGA) that they amend the wording of the following

criteria from the Equality Framework (page 155 of the reports pack) - Understanding and Working with your communities - Fostering good community relations: "Members play a role in monitoring community relations and reporting intelligence" Members felt this wording was unhelpful and might imply that they should spy on residents.

RECOMMENDATIONS:

The Communities Scrutiny Committee **RESOLVED** to recommend that the newly formed Cabinet Working Group adopt the LGA assessment and action plan as the basis of their work plan.

ACTIONS AGREED:

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

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.
2. Review the Equality, Diversity and Inclusion action plan and provide any further recommendations that the council can take.
3. Formally close the Task and Finish Group
4. Request that the Director, Customer and Digital Services suggest to the Local Government Association (LGA) that they amend the wording of the following criteria from the Equality Framework (page 155 of the reports pack) - Understanding and Working with your communities - Fostering good community relations: "Members play a role in monitoring community relations and reporting intelligence" Members felt this wording was unhelpful and might imply that they should spy on residents.

59. MONITORING SCRUTINY RECOMMENDATIONS

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

There were no further comments by members.

ACTIONS AGREED:

The Communities Scrutiny Committee considered the report and **RESOLVED** to note the responses from Cabinet Members and Officers to recommendations made at previous meetings as attached in Appendix 1 to the report.

60. 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.

There were no further comments by members.

ACTIONS AGREED:

The Communities Scrutiny Committee **RESOLVED** to consider the current Forward Plan of Executive Decisions

61. 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.

There were no further comments by members.

62. DATE OF NEXT MEETING

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

CHAIRMAN

7pm – 8.39pm

| | |
|---------------------------------------|--------------------------|
| COMMUNITIES SCRUTINY COMMITTEE | AGENDA ITEM No. 5 |
| 4 JANUARY 2022 | PUBLIC REPORT |

| | | |
|--------------------------------|---|-------------------|
| Report of: | Cllr Steve Allen, Cabinet Member for Housing, Culture & Communities | |
| Cabinet Member(s) responsible: | Cllr Steve Allen, Cabinet Member for Housing, Culture & Communities | |
| Contact Officer(s): | Adrian Chapman, Service Director: Communities and Partnerships | Tel. 01733 863887 |

PORTFOLIO HOLDER PROGRESS REPORT – HOUSING, CULTURE AND COMMUNITIES

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

1. ORIGIN OF REPORT

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

2. PURPOSE AND REASON FOR REPORT

2.1 This report is being presented to the Committee to allow them to scrutinise the work being undertaken under the portfolio of the Cabinet Member for Housing, Culture & Communities, Councillor Steve Allen that falls within the remit of this Committee.

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

1. Housing need (including homelessness, housing options and selective licensing)
2. Neighbourhood and Community Support (including cohesion and community safety)
4. Libraries, Arts and Museums
5. Tourism, Culture and Recreation
6. Adult Learning and Skills

3. TIMESCALES

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

4. BACKGROUND AND KEY ISSUES

4.1 Housing Needs (including homelessness, housing options, and selective licensing) -

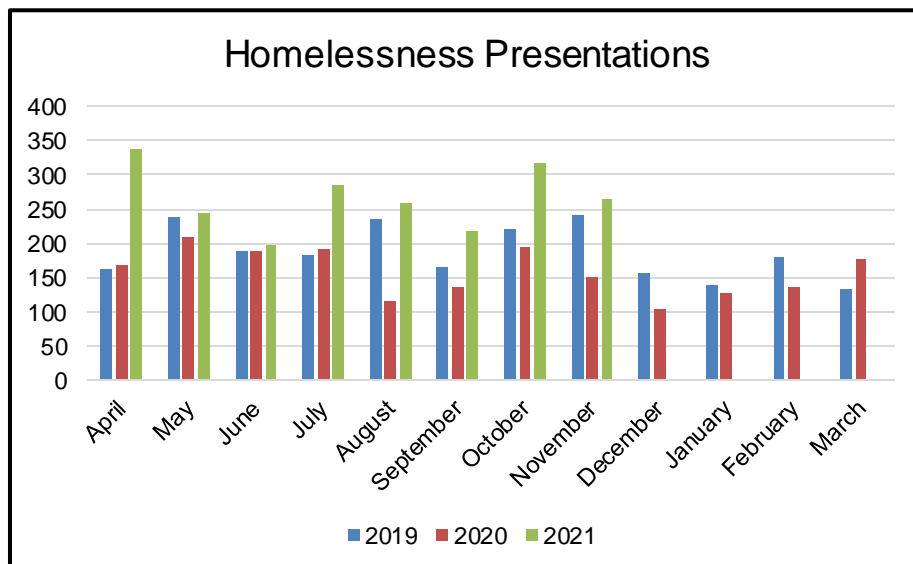
4.1.1 Context

Cllr Allen's portfolio covers the following areas :

- The Council's housing strategy
- The Council's response to homelessness including :
 1. The prevention of homelessness
 2. The supply of temporary accommodation
 3. The supply of affordable housing including the development of a housing revenue account
 4. Housing options and supporting people
- The Council's response for rough sleeping

4.1.2 The Housing Needs Service

Homelessness

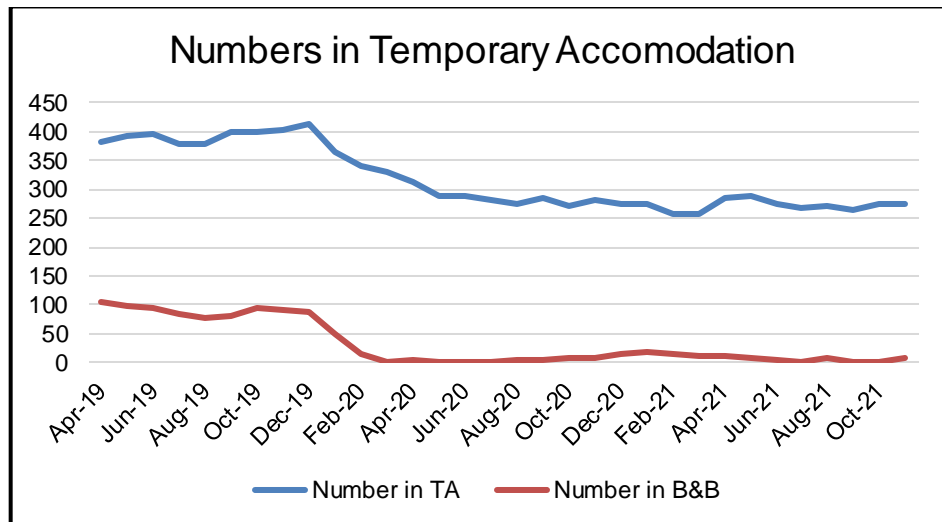


Housing Needs have faced a busy year to date, while the team have still been working remotely and have amended the service delivery during the Covid-19 pandemic, as restrictions have been lifted, we have started to see increases in presentations to the service.

The team have moved to online applications for homelessness assistance. This has enabled improvements in information gathering from customers but has also meant that applications are being received without triage. This is reflected in the increases shown in the table above.

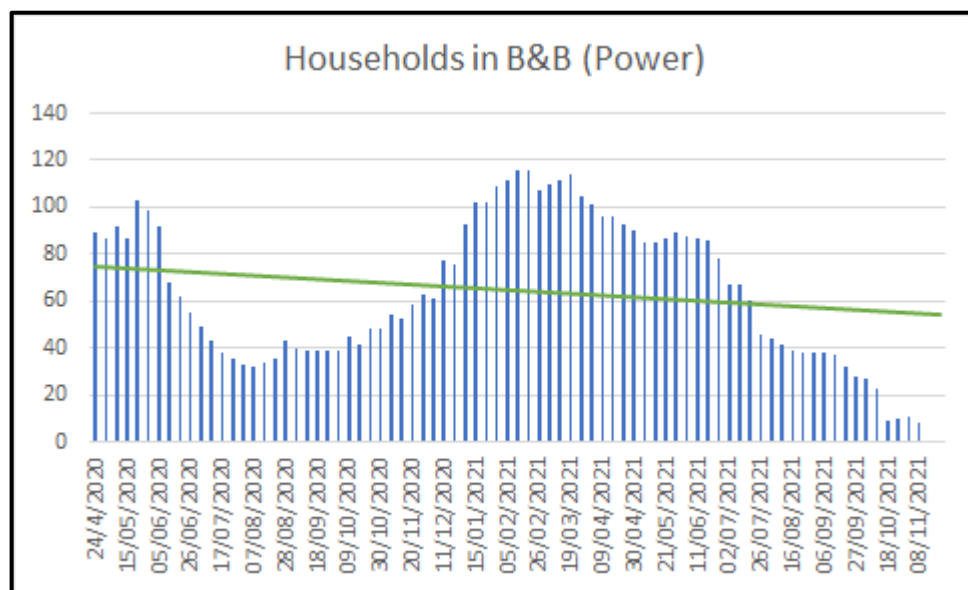
As we move into the new year we are expecting to see impacts on households of the ending of the furlough scheme as well as lifting of restrictions due to rent arrears. Some forecasting has been done to measure these impacts where possible based on the limited information available and these have been accounted for in service planning and temporary accommodation demand forecasts.

4.1.3 Temporary Accommodation



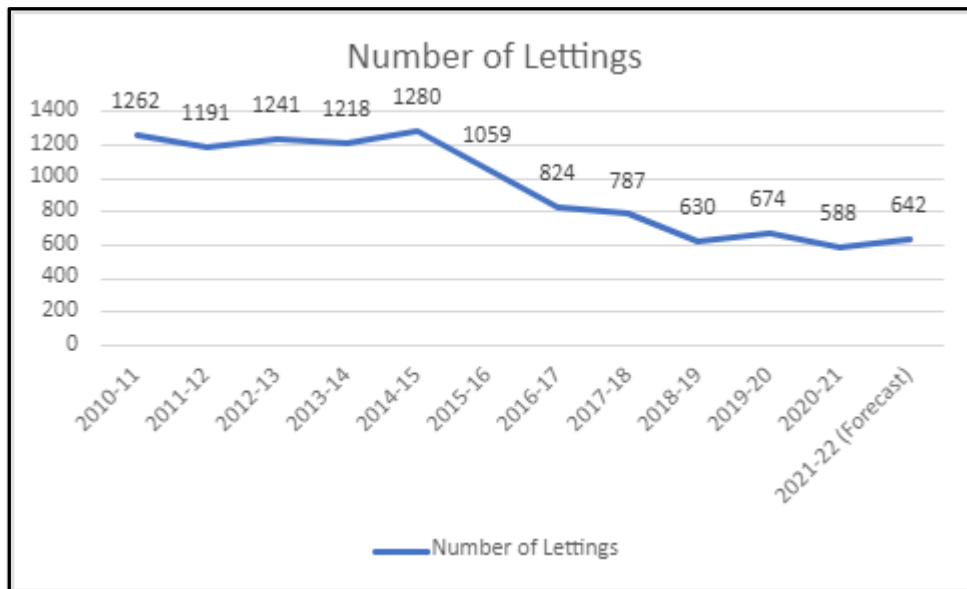
Despite the increases in demand, we have seen from households presenting as homeless the team have worked hard to ensure that this has not manifested in increased use of temporary accommodation. The table above shows that the team have been successful in managing the increases in demand and that the number of households accommodated in temporary accommodation has remained consistent throughout the year.

While the table above shows the number of households accommodated under our homelessness duties the team have continued to adopt the governments “everybody in” approach to ensuring that an offer of accommodation exists for all eligible rough sleepers. The number of former rough sleeper clients accommodated has reduced and use of B&B has reduced as a result. The table below shows how the number of former rough sleepers accommodated in B&B has fluctuated since the beginning of covid and how it has reduced over recent months.



4.1.4 The Housing Register & Choice Based Lettings

The Choice Based Lettings (CBL) scheme and continued to let available properties promptly with very little delay during the pandemic. The number of available properties made available for letting through CBL remains low in comparison to previous years meaning that officers have to be creative in preventing homelessness or finding alternative solutions to social housing for may who approach us for assistance. The table below shows the number of properties available for letting through CBL since 2010-11.



4.1.5 Rough Sleeping

As detailed earlier the rough sleeper outreach team has continued to ensure that an offer exists for all eligible rough sleepers to leave the streets and come into accommodation. The team have been successful in ensuring that all new rough sleepers are supported into accommodation before they become entrenched.

The development of a streets to home pathway has given a clear route for the outreach team supported by partners from voluntary and statutory organisations to work against enabling effective transition from rough sleeping to settled accommodation. This work is further enhanced by the Supported Accommodation Pathway, which has brought supported accommodation providers in the city together to work together to ensure accommodation is allocated effectively to those in the greatest need and reduce instances of eviction.

While this good work continues, the UK leaving the EU on 31st December 2020 and subsequent ending of the transition period has meant that some nationals of EU countries who do not have settled status in the UK and are ineligible for support have returned to rough sleeping. We are working closely with the Home Office and the DLUHC to find solutions for this cohort and hope to be able to positively support in the near future.

4.2 Neighbourhood and Community Support (including cohesion and community safety)

4.2.1 Think Communities Support

The Think Communities team have been working in local communities to promote local action within our communities. In the last 6 months 36 individuals have been trained in developing local projects with seed funding being given to start these off, examples in the last 6 months have been:-

- £300 for Teens 2 Thrive so they can start a project 'Punching For Purpose' focussing on teenagers in Orton/Hampton aiming to improve overall physical and mental health.
- £300 to High Heritage so they can arrange events for Black History Month.
- £300 to Hampton Seniors to restart their group. Through building of positive relationships and develop a sense of community through shared experiences.

As well as this a local Think Communities Fund of £100k was launched in Summer 2021; grants between £500 to £5000 will be awarded to support groups to build community resilience and cohesion. We have had an excellent response to the fund and will be awarding funding in the coming months after scoring has been completed by our fund panel.

As part of our community cohesion work we continue to work with our community champions, interfaith network and multi-agency forum on the key issues facing the City, working in this way we have the best opportunity to in being relevant to the communities that we serve. These groups have been critical to the development of vaccination confidence and Covid compliance work. most recently we have recruited to the post of Social Mobility and Cohesion Manager.

4.2.2 **Litter Picking Partnership**

Active volunteers from the Peterborough Wombles group are working alongside PCC officers from community safety, Environment services, City Councillors and others to collaborate on a Litter Picking Strategy for the City. This work will set out a shared approach to tackling litter in our communities and encourage residents to play their part in keeping their local environments clean and attractive for all.

4.2.3 **Armed Forces Covenant**

Main areas of focus have included:

- Providing training to Peterborough Housing Associations to understand the challenges faced by ex-forces personnel and how to best support them in order to prevent homelessness for those who are a high-risk cohort.
- Working with the Armed Forces Veterans Group in Peterborough to bring them up to date on the support available including early help to prevent homelessness and escalation of debt, and mental health support.
- Working with HMP Peterborough and the Shaw Trust, to provide support for ex-forces personnel in the Criminal Justice System and provide the link into engagement with the Peterborough Armed Forces Covenant Partnership Board, with a focus on avoiding repeat offending, reduce homelessness and appropriate support for mental health.

4.2.4 **Covid and Vaccination Confidence**

Our communities team continue to oversee the Peterborough Covid Community Hub which works with internal council services and key community action groups to ensure that local people are offered support - Since March 3845 issues have been resolved, with over 1000 related to food and fuel support, as well as 1000 relating to support for self-isolation.

Vaccine Confidence work has been a key part of the delivery in the communities team over the last year.

Within that time we have recruited local community workers through Peterborough Council for Voluntary Service, Family Voice and Gladca to sit alongside our own communities team. The Vaccine Confidence Teams have been working together in the lowest uptake areas as well as across the City to develop and disseminate facts and to dispel myths about the vaccine.

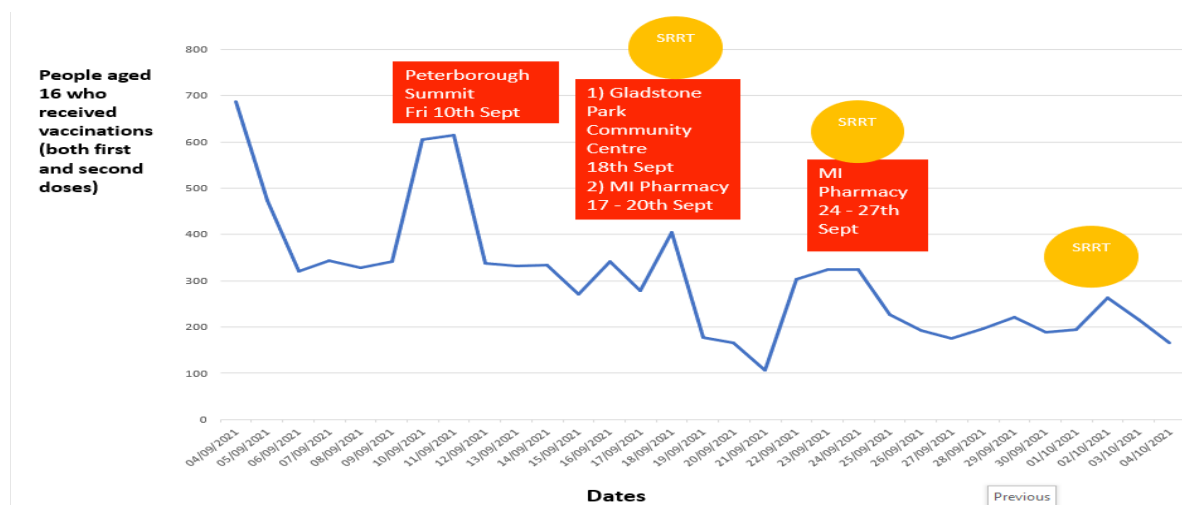
Although there are significant challenges in addressing take up of vaccine we have seen an increase in the percentage of the population being vaccinated in the lowest 3 areas of Peterborough. Although percentages increases look low (2 – 3% for first doses) this is due to the change in cohort size as eligibility criteria changes.

The team continue to work with the CCG to signpost residents to pop up vaccination centres which have been held in local communities centres, mosques, workplaces, pride festival, shopping centres, and have been promoting the vaccine at community events across the City.

From 10th to 27th September the communities team led the first Peterborough vaccine push which was aimed at promoting vaccine in the lowest take up areas of the City, our community teams worked alongside the national response team and saw positive vaccine uptake on those weekends.

2543 residents were engaged as well as 249 local businesses, employers were encouraged to share information about local provision, and we were able to gain valuable insight into vaccine hesitancy.

Fig 1 shows increase take up of vaccine on surge days.



From 1st November Peterborough entered in to Enhanced Response Area Status, we are again leading the community response liaising and directing the national team alongside our community resource to undertake door knocking and signposting for first, second and booster vaccines.

4.2.5 Safer Peterborough Partnership Delivery Group

The Safer Peterborough Partnership Delivery Group continues to meet as a collaborative space for Local Authority, Health, Community and other public sector services to work to develop solutions. Examples of work include:-

- The Light Project, Cross Keys, Longhurst, Thomas Deacon Academy and the Council housing team working together to ensure that when families go into temporary accommodation, schools are made aware and linked together.
- Delivery of an Alcohol and Drug Awareness Campaign for Peterborough as the city came out of lockdown. Messages were seen on social media platforms hosted by the Council (Facebook, Twitter and Instagram) a total of 65,000 times during the week.
- The Direct Awards Scheme was established to support families, working in partnership with the local Citizens Advice Bureau and Kingsgate CMA Connect Centre. Since its launch, 469 vouchers or essential items have been issued.
- Members of the group are now linked into the Tackling Worklessness in Peterborough group (TWIP). TWIP has approx. 40 members, mainly employability specialists and include the Princes Trust, REED, working together to support those in need including young people not in education, employment of training or children receiving social services care.

4.2.6 Scam prevention and victim support

Scams awareness and prevention training continues to develop in Peterborough, an important milestone has been to build a relationship with Peterborough Royal Mail and deliver training to all the post delivery teams, as postal workers are often the first to notice an increase or higher than usual volume of scam mail being delivered to households. Moving forward we are looking to build our relationships with other delivery organisations such as Amazon to widen our reach.

Visits to Peterborough known scam victims continue following referrals from National Scams Team investigations, 245 letters have been sent over the last 6 months by our team with advice

and guidance. For repeat victims or those more vulnerable, home visits are carried out by experienced scams prevention team and a Think Communities Coordinator to give advice on community support available to prevent feelings of loneliness and isolation, both well-known triggers for engaging with scammers 13 visits have been undertaken in the last 3 months.

Syrian/Afghan Resettlement Scheme

- 4.2.7 Since 2016, the council has been supporting Syrian families to resettle in Peterborough as part of the Government programme. The council pledged to support 100 people to resettle over a five-year period, however due to the pandemic no new families arrived for most of 2020 and took until September 2021 before resettlement began again. To date, the council has resettled 79 individuals and expects to meet the 100 pledge by the middle of 2022 at the latest.

The council is also working with Government to resettle Afghani families that were evacuated in August 2021 from Kabul. The council has once again pledged to resettle 100 individuals and to date has rehoused 24 people and we are awaiting the Home Office to allocate families for two vacant properties that we have available.

Working with a mix of private and social landlords and supported by a network of local charities, faith groups and community partners, the council has provided a fully furnished and welcoming home for new arrivals. Local charity PARCA have been commissioned to provide day-day case work support and work closely with new arrivals to help settle them into UK life. This includes:

- Setting up a bank account
- Claiming Universal Credit
- Accessing GP and other NHS services
- Enrolling children into education
- Local orientation and integration within Peterborough
- Providing opportunities for cultural and social mixing
- Advice and support to gain new skills and find employment

Through Peterborough City College, adults are supported to learn and improve their English language skills as well as access any additional training that they may need.

4.3 Prevention and Enforcement Service

- 4.3.1 The Prevention and Enforcement Service covers a wider range of quality-of-life issues impacting on residents and communities across Peterborough. Since the start of the year the service has:

- Issued 8581 Penalty Charge Notices for parking offences (7653 on Street and 928 Off Street)
- Undertaken 100 schools' enforcement patrols and dealt and responded to 547 parking service requests.
- Issued 57 Fixed Penalty Notices for fly tipping related incidents and 11 cases have been submitted to legal for prosecution.
- Investigated 31 fly posting incidents, 396 Rubbish Accumulations and 317 Abandon Vehicles
- Moved on 12 unauthorised encampments, and installed defence measures at various location to prevent future encampments.
- The service has also responded to 104 reports of anti-social behaviour cases some of which have been complex and needed a multi-agency approach to resolve the issues through the Safer Peterborough Partnership Problem Solving Group which the Senior Problem Solves coordinates and the Head of Service is co-chairs.
- 19 business in the city have applied and been issued with city centre pavement licences.
- Issued 2250 blue badges
- Implementation of the Public Space Protection Order which covers the Millfield Area of the city. Officers have also worked closely with the police including city centre patrols, and operations in the Millfield and Woodston areas.

The service also assisted with test and trace visits, distribution of information, and vaccine door knocks as part of the authority's emergency response to COVID.

Safer Streets Funding

4.3.2 The local authority and Cambridgeshire Constabulary has secured 2 lots of new funding from the Home Office 'Safer Streets Initiative':

Safer Streets 2 - This funding is aimed at tackling acquisitive crime and will allow for the below improvements measure to be implemented at the following locations.

- Improved CCTV coverage and operation at PCC CCTV Control room
- Installation of CCTV cameras Burghley Road
- LED Lighting on new link footpath and replace existing lighting columns, CCTV camera on Stanley Recreation Ground.
- Improved lighting on crescent bridge
- Secure cycle storage in city centre and cycle safety events
- Improved Street lighting in Bridge Street Peterborough
- Investment in Transforming lives project

Safer Streets 3 - The Safer Streets 3 fund is aimed at improving the safety of public spaces, with a particular focus on the areas of concern for women and girls, initiatives included:

- Taxi marshals in the city centre each weekend, throughout December.
- Training CCTV operators in spotting the signs of predatory behaviours and additional coverage during December.

Car Cruising

4.3.3 Car Cruising and anti-social driving continues to impact on local communities across Peterborough. A cross-party task and finish group is established to consider legislative, tactical and defence measures to deter those from choosing Peterborough as a destination for this behaviour.

The group are due to report findings in early 2022, but where opportunities for quick wins are identified these are being taken. For example-

- Traffic calming and defensive measures are being installed at Stapledon Road and Vivacity Gym, Hampton
- Work is underway to look nationally at what other legislation may be brought to bear to address this issue, including local injunctions, use of Public Space Protection Orders and Police enforcement

Professional begging/Anti-Social Behaviour - Op Luscombe

4.3.4 A multi-agency operation to tackle professional begging and Anti-Social Behaviour continues to be delivered in the city centre with a view to extending in other areas of the city. To date three people are being progressed from Community Protection Warnings (CPWs) to Community Protection Notices (CPNs) for persistent begging. Two others are being progressed to applications for Criminal Behaviour Orders (CBOs) for breaching their CPNs. The operation has also resulted in success stories with individuals engaging with services and no longer begging.

Sex Working Intervention

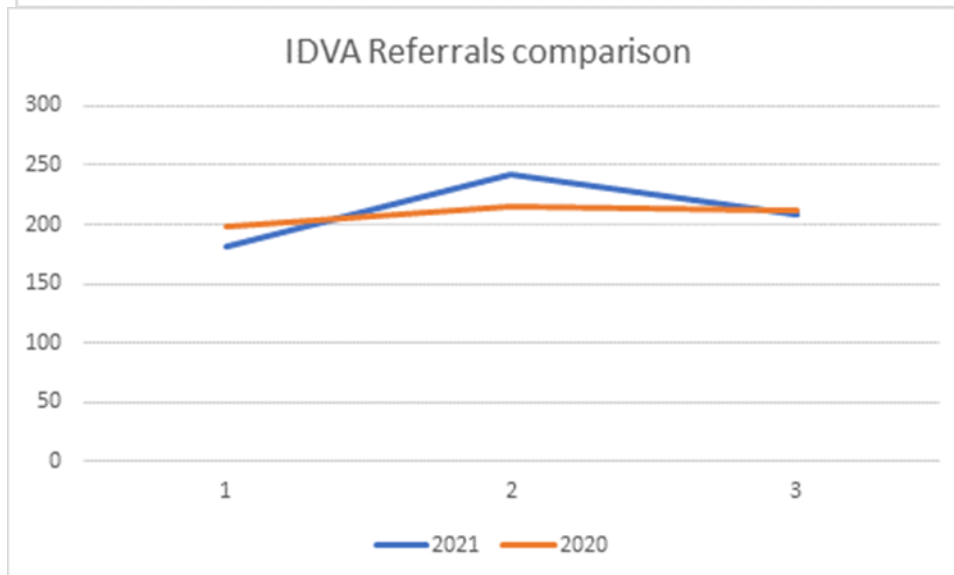
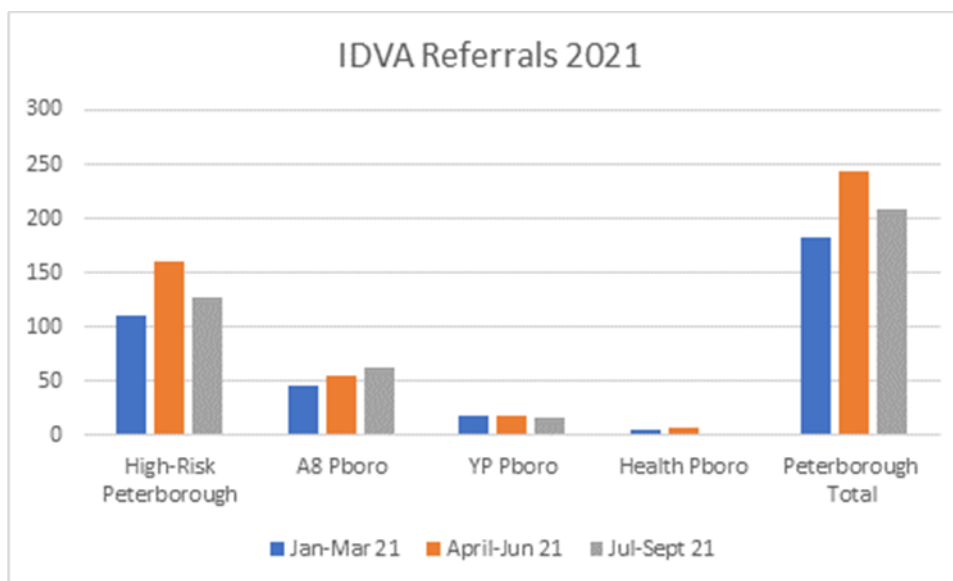
4.3.5 The Service are leading activity to address Sexual Exploitation and Sex Working in Central Peterborough. A multi-agency action plan has been developed and regular meetings take place with residents, the aim of the plan is to improve community safety and confidence in the Police, Council, and other agencies on how they respond to street sex working and sexual exploitation, drug dealing, drug use, street drinking and anti-social behaviour in the area. The plan includes improvements to the environment, target hardening and enforcement. Some key highlights of this include:

- The installation of CCTV in hotspots as a deterrent and to improve evidence gathering
- Target hardening of disused open spaces

- Working with local businesses and housing providers to secure external areas and reduce opportunities for activities to occur
- Developing a joined-up partnership plan with the Police to share information and ensure all prosecution opportunities are pursued
- Developing a joined-up partnership plan to provide support to exploited sex-workers and also to residents who suffer the consequences of public sex working

4.4 Domestic Abuse and Sexual Violence Service

2020 saw a significant increase in reporting of domestic abuse to police and specialist domestic abuse services, thought in part to be due to the COVID pandemic. Referrals to the IDVA (Independent Domestic Violence Adviser) Service in Peterborough increased in 2020 by 34% compared to 2019 and 2021 has seen this increase continue with a 4% overall increase in referrals for the first three quarters of this year (compared to the same period last year).



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

- We have been able to continue to fund a specialist post to support victims from EU countries
- Grant funding from the DLUHC, Home Office and Ministry of Justice has also enabled us to increase specialist IDVA support with Health, Housing, Male Victims and increased Young People's posts. A specialist safe accommodation scheme is also being developed. It has also allowed us to continue support for children affected by domestic abuse.

- The Domestic Abuse Act received royal ascent in April 2021, instigating a statutory duty on Tier 1 local authorities to provide safe accommodation to victims of domestic abuse. This included the requirement to undertake a needs assessment and develop a safe accommodation strategy, which has now been approved by cabinet.
- In November, Peterborough City Council fully endorsed 'White Ribbon Day'. This international event highlights the plight of victims of Domestic and our support for this was widely publicised. Actions included a flag raising outside the Town Hall.
- Libraries across Peterborough have now been set up as Safe Spaces for victims of domestic abuse to seek support, with staff trained to respond and signpost to specialist support services.
- Peterborough Housing Team and Cross Keys are both working towards Domestic Abuse Housing Alliance (DAHA) accreditation to improve their responses and policies around domestic abuse.

4.5 **CCTV Service**

From 1st April to 31st October 2021, the CCTV service has been able to respond to 2,050 incidents across our City including incidents relating to anti-social behaviour, criminal damage, violent crime, illegal drug use, possession of weapons and theft.

As a result of CCTV intervention since April 2021 has led to 393 arrests being made by Cambridgeshire Police. This highlights the work CCTV services do to support the council and partners in responding to crime and disorder and helping to make our communities safer and reduce the fear of crime.

The CCTV service also provides the councils 'out of hours' telephone contact services in which from 1st April to 31st October 2021, the CCTV service has responded to over 1,000 service requests from our out of hours telephone contact service.

The new shared CCTV has allowed both councils, Peterborough and Fenland, to realise significant cost savings for the delivery of CCTV services. This is especially worth noting when comparing our own resourcing levels against our other shared service neighbours in Huntingdonshire, where they operate a similar service with twice the number of staff. This highlights that our own CCTV service is very much providing value for money.

Going forward the CCTV service will look for opportunities to provide cost effective services to our internal teams which includes the potential to support libraries in adopting a more agile delivery of services whilst maintaining security and staff protection.

4.6 **Counting Every Adult Service**

The Counting Every Adult (CEA) operational partnership supporting individuals who face multiple disadvantages has been at full capacity all year and the Peterborough coordinator is currently supporting interventions with 17 people. CEA have been working in partnership with the Service User Network (SUN) to bring the principle of Coproduction to this often-marginalised group. An initial meeting was held to scope how we might promote Coproduction, professionals and service users working together to design and run services, which was attended by several local services who work with people who face multiple disadvantages as well as two experts by experience. Our next step is to hold an open event on Coproduction for services and experts to begin to collate subject areas which experts feel need to be addressed.

CEA have been working with partners to create our vision for the programme following our application to the central government 'Changing Futures' programme this year. Although reaching the final stage, Cambridgeshire and Peterborough were not allocated funding. However, the process galvanised a strong cross-sector partnership and energy, which a tactical group is building on, and which links with the national Changing Futures programme via learning and evaluation. The principles the proposed programme are that improving the outcomes for people with multiple disadvantages will improve outcomes for services and the wider system - by delivering four visions, to:

- Embed a Trusted Person model which supports people with multiple disadvantages to develop and maintain relationships with people they trust
- Embed a trauma informed approach to support – not just at the front line but for whole organisations to operate in a trauma-informed way
- Establish mechanics across the system to support shared learning and address barriers
- Embed co-production and co-design across the system

The Housing First programme has taken longer to see outcomes for individuals than would have been desirable for a number of reasons including the small scale of the pilot and the immediate priority of the Covid-19 response this year. However, these issues have been overcome. A referral pathway has been put into place and training on the Housing First principles to all relevant teams with Peterborough City Council and our partners will be rolled out within the next 2-3 months. Service Level Agreements to deliver housing and support in partnership have been agreed with the three main Registered Providers in Peterborough and the Housing First team. Most encouragingly the first individual to access permanent accommodation through Housing First has moved in.

See appendix 1: Case Study – Becky

4.7 Culture and Leisure

4.7.1 Separate annual reports on the work of City Culture Peterborough and Vivacity (Peterborough Ltd) form part of the agenda for this meeting. In addition:

4.7.2 5 outdoor Table Tennis tables were installed in rural locations in 2021 following the urban and parks locations installed in 2019/20, Newborough, Eye, Thorney, Glinton and Barnack. Funding was provided through Table Tennis England, Viridor and Living Sport. Funding is also in place to support activation for the tables across the city in 2022.

4.7.3 Funding through the Parks Accelerator of £1m fund contributed towards the County Parks website, Cambs and Peterborough Parks. This will highlight the main points of interest at the main parks working with partners/stakeholders. Further funding from Future Parks has now been agreed to move this forward and will be live for spring 2022 working with Nene Park Trust, Vivacity, Living Sport and East Region Parks Forum. From 2022 Living Sport will take on the management and maintenance of the website for a further 2 years.

4.7.4 Football Foundation Local Football Facility Plans – in September 2019 plans for Peterborough were approved. Work had just started in January/February 2020 but has been slow since due to furloughed resource and delivery through FA and FF. This project is an opportunity for grant funding being available to be used for grass roots football and increased participation locally based on work carried out in the summer to identify improvements needed across the city. A formal development plan has now been signed off by PCC, FA and the Football Foundation, some projects could attract up to 50% funding. Work on this has just been restarted for Peterborough but match funding must be allocated for any to be delivered and must meet the FF criteria.

4.7.5 Working with the Lawn Tennis Association we are looking to install gated access controls at Central Park and Ifter Park tennis courts. Improvements will be made to the courts' condition, repainted and lined, new posts and nets. This will also see a new partnership with a coaching organisation to deliver formal and recreational sessions but will still offer tennis for free and affordable options. Other courts will still be available for pay and play tennis as they are now. Total investment between LTA and S106 funds would value over £100k to improve the facilities and offer.

4.7.6 Animation programme – Unlocking Peterborough has been delivering city centre culture and arts performances and activities for residents since September 2021. Funding from Welcome

Back Fund has been used to project manage and deliver local and national artists from street art to street performers and acrobatics to lighting and music activities. Finale in the 18th December, the steering group working with the Culture Strategy group and Alliance will explore further opportunities and funding to support this activity moving into 2022.

4.8 Adult Learning and Skills

4.8.1 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.

4.8.2 Full and further details were provided in the annual report to Scrutiny Committee in November, which can be found at this link:

<https://democracy.peterborough.gov.uk/documents/s45312/7.%20City%20College%20Peterborough%20Performance%20and%20Annual%20Report.pdf>

5. CONSULTATION

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

6. ANTICIPATED OUTCOMES OR IMPACT

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

7. REASON FOR THE RECOMMENDATION

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

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 Not applicable.

9. IMPLICATIONS

Financial Implications

9.1 None

Legal Implications

9.2 None

Equalities Implications

9.3 None

Rural Implications

9.4 None

Carbon Impact Assessment

9.5 There are no direct carbon impacts relevant to this report as it sets out progress against the portfolio of the cabinet Member. As and when projects or policy changes emerge relevant to the portfolio, individual carbon impact assessments will be developed.

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 – Case Study - Becky

APPENDIX 1 – CASE STUDY – BECKY

Becky's Story

Becky had been rough sleeping for 2 years in Peterborough before she was picked up by the Housing First team. She had a background of abusive relationships and experienced domestic violence. She led a street-based lifestyle that included challenges with substance misuse and sex working associated with funding her addiction.

Numerous attempts to house Becky in shared accommodation failed, often with evictions as a result of anti-social and aggressive behaviour towards support staff, housing officers and police; and an incident of arson.

At the time Housing First started working with Becky, she was considered to have no housing options open to her and described as too high risk to place in to housing due to past behaviours

Once aware of Becky's situation the Housing First Navigator, Nick, worked closely with the Police to ensure a comprehensive and detailed referral was made by Becky's Probation Officer. Nick began joint working with Probation, the Police, Becky's drug recovery worker at Aspire to better understand what she wanted and aspired to so that tailored support could be available to her when she was ready.

A bespoke multi-agency team formed around Becky, modelled after the Team Around Me approach, and moved forward to support her by listening to what she was saying, gathering evidence of risk, and placed Becky at the centre with choice and control over her support and how that would look for her. This quickly developed to include Fiona from CPFT.

Because of past experiences with being in care and challenges with the existing housing pathways, Becky remained suspicious and cautious of support services so taking time to develop a trusting relationship with her has been crucial. Demonstrating our advocacy on her behalf and listening to what she feels would work and what wouldn't work for her informed our approach.

The multi-agency partnership worked with Becky to look at the reasons she had been unable to manage at all in shared accommodation and soon identified that she would benefit most from having her own tenancy, which she was keen to gain and maintain. Becky described an awareness of her issues and a strong willingness to engage with drug recovery services as well as the right mental health services but felt entirely unable to prioritise this support whilst rough sleeping or in shared accommodation that often has strict conditions that she was not in a space to comply with for any significant length of time.

During the early period working with Nick, Becky started living with a member of the public who intervened when they saw her contemplating self-harm, sitting on the edge of a bridge. After about 5 weeks this relationship broke down and, with the support of partners, Nick enabled Becky to access self-contained temporary accommodation which gave a base and foundation for the support that was primed to work with her.

Fiona arranged for a mental health assessment that concluded that the incident or arson did not present a danger to anyone else but herself and should not be a barrier to her accessing housing. Together the team and Becky established that she was ready to engage with support and take the positive risk of moving forward with her own tenancy.

Working with smaller caseloads in the Housing First model, Nick was able to place greater focus on coordinating and linking with support that was available previously beforehand, but Becky was not in a position to access whilst on the street.

Having her own space, along with intensive support from a range of agencies that place her choice and control as a priority has given Becky greater stability and the opportunity to contemplate tackling her challenges and drive her own change.

Her temporary accommodation neighbourhood had significant environmental triggers for her, but despite this she made significant progress with all support. Support agencies around the city have noticed that Becky appears to be in the best space she has been in in years.

The positive steps that Becky has taken whilst in temporary accommodation demonstrated to a local housing association landlord that, if the continued ongoing intensive support was in place, Becky was in a good position to take the positive risk of accessing her own tenancy.

Her tenancy is just the beginning of discovering what she is capable of and Becky is now in a position to attempt to challenge herself and try to make changes that she has wanted to. Ambitions of meaningful education and work, and of establishing a closer relationship with her daughter are more tangible than ever.

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| COMMUNITIES SCRUTINY COMMITTEE | AGENDA ITEM No. 6 |
| 4 JANUARY 2022 | PUBLIC REPORT |

| | | |
|--------------------------------|--|----------------------------|
| Report of: | Adrian Chapman – Service Director, Communities and Partnerships | |
| Cabinet Member(s) responsible: | Cllr Steve Allen, Cabinet Member for Housing, Culture & Communities | |
| Contact Officer(s): | Kitran Eastman - Managing Director, Peterborough Limited Pat Carrington – Assistant Director, City Culture Peterborough Jamie Fenton - Partnership Manager, Culture, Sport and Leisure | Tel. Insert contact number |

CITY CULTURE AND PETERBOROUGH LIMITED ANNUAL REPORT

| | |
|--|--------------------------|
| RECOMMENDATIONS | |
| FROM: Cllr Steve Allen, Cabinet Member for Housing, Culture and Communities | Deadline date: NA |
| <p>It is recommended that Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Scrutinises, notes and comments on the annual reports from City Culture Peterborough and Peterborough Limited regarding Culture and Leisure services. | |

1. ORIGIN OF REPORT

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

2. PURPOSE AND REASON FOR REPORT

2.1 It was agreed that the Committee would receive annual reports from City Culture Peterborough and Peterborough Limited. The reports are highlights from the past 12 months for the services operated. Along with these reports are updates on other Culture and Leisure activity, points 4.2 covers this work that PCC officers are working through outside of the two organisations.

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

- 4. Libraries, Arts and Museums
- 5. Tourism, Culture and Recreation

2.3 Culture and Leisure Services directly contribute to relevant corporate priorities and priority outcomes

3. TIMESCALES

| | | | |
|---|-----------|----------------------------------|----|
| Is this a Major Policy Item/Statutory Plan? | NO | If yes, date for Cabinet meeting | NA |
|---|-----------|----------------------------------|----|

4. BACKGROUND AND KEY ISSUES

4.1 Context

This report contains an overview of culture and leisure services as requested by the committee and 12 months key activity and developments around Culture, Leisure and Sport.

4.2 Culture and Recreation

4.2.1 Football Foundation Local Football Facility Plans

The Football Foundation Local Football Facility project provides an opportunity for grant funding to be used for grass roots football and increased participation locally based on work carried out in the summer to identify improvements needed across the city. A formal development plan has now been signed off by PCC, FA and the Football Foundation, some projects could attract up to 50% funding.

4.2.2 Unlocking Peterborough has been delivering city centre culture and arts performances and activities for residents since September 2021. Funding from Welcome Back Fund has been used to project manage and deliver local and national artists from street art to street performers and acrobatics to lighting and music activities. Finale in the 18th December, the steering group working with the Culture Strategy group and Alliance will explore further opportunities and funding to support this activity moving into 2022.

4.2.3 Working with the Lawn Tennis Association we are looking to install gated access controls at Central Park and Litter Parks tennis courts. Improvements will be made to the courts condition, repainted and lined, new posts and nets. This will also see a new partnership with a coaching organisation to deliver formal and recreational sessions but will still offer tennis for free and affordable options. Other courts will still be available for pay and play tennis as they are now. Total investment between LTA and S106 funds would value over £100k to improve the facilities and offer.

4.2.4 Funding through the Parks Accelerator £1m fund contributed towards the County Parks website, Cambs and Peterborough Parks. This will highlight the main points of interest at the main parks working with partners/stakeholders. Further funding from Future Parks funding has now been agreed to move this forward and will be live for spring 2022 working with Nene Park Trust, Vivacity, Living Sport and East Region Parks Forum. From 2022 Living Sport will take on the management and maintenance of the website for a further 2 years.

4.2.5 5 outdoor Table Tennis tables were installed in rural locations in 2021 following the urban and parks locations installed in 2019/20, Newborough, Eye, Thorney, Glinton and Barnack. Funding through Table Tennis England, Viridor and Living Sport. Funding also in place to support activation for the tables across the city in 2022.

4.2.6 Peterborough Active Lifestyles and Sports Strategy has been on hold due to many partners having resource furloughed and a change to their normal operational delivery. This is still a live strategy and actions are outlined for partners to deliver against. Working with Living Sport we will refresh the strategy to align with covid impacts, changes to culture and leisure within Peterborough and the importance of health and wellbeing across the city

4.3 Peterborough Limited Update - Vivacity

4.3.1 Peterborough Limited is wholly owned by Peterborough City Council and was formed as a Teckal compliant Local Authority Trading Company (LATCo). This means that the company is autonomous from the Council but does require a council appointed board and relies on the Council for guidance and input on strategic matters or important issues of policy.

In February 2019 Peterborough Limited, operating as Aragon Direct Services, commenced delivery of some services for the Council.

On 1st October 2020 the business expanded by 350 staff, when it took over the Council's leisure provision when its incumbent provider handed back the service. There were significant synergies between the Aragon operation and Vivacity leisure services. Key areas of sports and leisure overlap with parks, open spaces and grounds and sports pitch maintenance. Both Aragon and Vivacity Leisure had a large workforce providing local services for Peterborough residents. Property repair and maintenance was contracted to Aragon, and many of the back-office functions such as HR, IT, Legal, were run by the same providers.

On transfer the Leisure service formed a separate operating arm of the company. This enabled clear open and transparent finances. The service will continue to operate under the name "Vivacity" or "Vivacity Leisure". We have, however, worked to ensure that two areas are not siloed

4.3.2 **Run, Review and then Reshape**

Peterborough Limited committed to "Run, Review and then Reshape" the services, taking into account the Council's strategic and service provision views, commercial opportunities, and the challenges of COVID-19.

The initial plan was that the Run and Review phase would take place from October 2020 to April 2021. Due to the second wave of COVID and the subsequent lock downs, however, this timescale was altered.

- From 29th March 2021 – Outdoor Facilities Open – Lido and Athletics Track.
- From 12th April 2021 – Indoor Facilities Open – no classes or group actives and with COVID restrictions.
- From 17th May 2021 – All Indoor Facilities Open – with COVID restrictions.
- From 21st July 2021 – all Indoor Facilities Open – no restrictions.

From the staggered reopening we assessed the services and combined with feedback from the PDR process, which concluded in August, we came up with a progression plan. A new structure for the Vivacity Operations was consulted on in September and October.

The restructure involved all staff in the Vivacity operational area including leisure centres, sports development, health and wellbeing, Club Viva, and Swim School. The new structure introduced new and changed roles, and multi skilling staff. Teams will work closely to ensure smooth service delivery, customer growth, and improve health outcomes as well as work to ensure all company standards are maintained to reduce risk and ensure service viability.

Roles were developed to enable cross working and more efficient teams to be built which ensure resilience and give staff opportunities to gain new skills and progress within the business.

The key benefits of the new structure are:

- To establish roles which drive specific focus and responsibilities in defined areas.
- New job descriptions/roles that enable staff to utilise and develop further specific skills, knowledge and experience across the business.
- To make it easier to develop performance measures which would support staff development, aiding career progression and so improve performance.
- Enable the forging of good working relationships across sites and work area.
- Using people skills and resources more efficiently.
- To provide a new purpose built structure which fits in with the Peterborough Limited Structures

We are now in the process of a phased implementation of these changes, which will take place over a number of months.

Following the retirement of the former Leisure Operations Director in October, the post was reviewed and combined with the vacant Aragon Operations Director role. A new Operations Director has now been appointed to cover Vivacity and Aragon, who will start in the New Year.

4.3.3 Key successes in 2021

Although 2021 has been a challenging year for Vivacity and the leisure industry as a whole, we have had a number of great achievements. A selection of these include:

- Online Classes during lockdown – a large number of both health and wellbeing classes were recorded and made free to access on our website and advertised via social media. Live stream classes were also available.
- Leisure staff support – a number of Vivacity staff were trained and worked with Aragon to deliver the recycling and waste collection service in January and February 2021. Leisure staff also supported the inhouse lateral flow testing site, which was put in place to support Aragon staff at the depot – and what an amazing job they are did too!
- £500K sports England grant obtained to support the reopening of leisure centres
- Easter Lido Opening – On Monday 29th March outdoor leisure facilities were able to open. This saw the Lido open 8 weeks earlier than normal to maximise the Easter Holiday period while all other pools are closed across the city. Interest in the Lido was very positive with over 4,000 bookings in the first month. City of Peterborough Swimming Club have took advantage of the Lido opening, using the facility for 10 sessions a week. PACTRAC Triathlon club have also enjoyed the early opening and booked 3 private sessions. The marketing and media coverage has was very good including national coverage on BBC radio 4
- Over the summer and Easter holiday we support the government scheme to ensure children who normally have free school means could access food and child care. Sessions running from Hampton Leisure Centre as part of our extended kids clubs provided the activities for these sessions and the Aragon Catering team provided the hot healthy lunches. We received lots of positive feedback from the families who attended.
- Lido Dog Swim - The final of the season was dog swim where dogs and their owners were welcomed to the pool! This event was a first for Peterborough and sold out within 15 hours of it appearing on our website. Places were all been pre-booked and with some 75 dogs, accompanied their owners visiting us. This event was on both local new channels and the front page of the The Times.

The Company will continue to:

- Run its leisure services as efficiently as possible.
- Work to keep staff safe and the public safe during COVID
- Support the Council's strategic aims and ambitions

4.4 City Culture Peterborough Update

4.4.1 City Culture Peterborough (CCP) manages on behalf of Peterborough City Council:

- The Museum and Art Gallery
- Flag Fen
- The Library and Archive Service
- The Key Theatre

This arrangement has been in place since October 2020 and was as a result of Vivacity giving notice and handing back the contract for these services to Peterborough City Council at the start of the Pandemic in 2020.

When CCP took over the management of these services, the majority of staff were on furlough and all the services were closed to the public.

Over the past 14 months there has been significant progress in the recovery, growth and transformation of the services and these form part of a trajectory that is designed to support the revival of our city post covid both in terms of social wellbeing and economic growth but there are still financial challenges in the delivery of these services.

However, that said CCP have also been successful in attracting new money into the services, identifying efficiencies, attracting new visitors and audiences and reforming old partnerships and

stakeholders whilst developing new partnerships and bringing together non-traditional partners.

CCP have developed a vision, with each service having an identified blueprint of what is required for the next four years.

To date PCC, along with CCP, have been successful in securing funding through two rounds of the Culture Recovery Fund. There is currently a bid into central government for the Community Renewal Fund, a joint project between City College Peterborough and City Culture Peterborough, for circa £0.5m and there are also plans to apply for National Portfolio Organisation (NPO) status in 2022. If successful, this would see additional funding from the Arts Council to assist in delivering arts and culture across the City.

Even though we are still in the first year of transition, some efficiencies have already been realised with an initial review of the structure and the most senior posts within CCP being shared with City College Peterborough.

The below takes each service area and gives an overview of the progress to date.

4.4.2 **The Museum and Art Gallery**

After a very short opening in November 2020, the museum fully reopened to the public in May 2021 with a newly styled Café – the Edwardian Kitchen. Return visits from the public were initially very slow but following the development of a Summer Activity schedule with new targeted marketing, the visitor figure for July 2021 have exceed those of July 2018 and 2019. Events that have taken place include – Rotten Romans, Dinosaurs Tuesdays, Natural History and a Colour Carnival.

Schools also returned to the museum and Mondays became full with school visits (until the end of term) and we also have bookings in place for the new term.

Although the museum was mainly closed between October 2020 and May 2021, and some staff remained on furlough, work was undertaken in applying for bids, developing the vision and blueprint and in undertaking outreach /widening participation work.

In addition to the above CCP:

- are also working on the development of the plan for the museum bronze age extension. An expression of interest was submitted to the Heritage Lottery Fund for £5m, which was approved, and a full application has now been submitted. If successful, this will be matched with £2m from the Town Fund.
- held our first ever, international street and contemporary art exhibition ‘Urban’, which features artists such as Banksy, Damen Hurst and Blek Le Rat and will turn our “Edwardian Kitchen” into an Urban Kitchen!”. This exhibition is expected to attract visitors to the City from across the country, thus supporting the economic recovery of our City Centre.
- worked on long term sustainability plans to reduce the reliance of the council’s grant and will be submitting an application for NPO status.

4.4.3 **Flag Fen**

In October, when CCP picked up the responsibility for Flag Fen, it very quickly became apparent that there needed to be some very focused work to ensure the site and artifacts were to be preserved. This work was of significant importance as much of what we have at Flag Fen are the only examples in the world (the boats and the causeway) or the earliest known examples i.e. the wheel.

Working with Heritage England, CCP secured funding from them and PCC to undertake some

urgent preservation work on the Must Farm Boats. CCP are now working with York Archaeological Trust to have the boats preserved and conserved. This is a significant piece of work that involves tanking and, in some cases, having the boats transported to York for the work. Once complete the boats will be housed in the new Museum extension.

As the boats were discovered at Must Farm in Whittlesey, CCP and PPC have also been working with Whittlesey Town Council in linking up with them and their new heritage centre to ensure a complete tourist trail for the bronze age experience.

CCP have also set up a Flag Fen and Must Farm Advisory Board, that consists of specialist archaeologists and stakeholders to help advise and support this internationally significant site.

In addition to the above CCP have also:

- a. Re-engaged with Prof Francis Pryor, the archaeologist who discovered Flag Fen and he has now joined the board of directors of City Culture Peterborough.
- b. Opened the site all year round (used to be March-Sep only).
- c. Had an archaeological dig, funded by Heritage England and being undertaken by Cambridge Archaeological Unit.
- d. Is creating a Heritage Farm on the site
- e. Started to develop Flag Fen's produce range (for example Flag Fen Honey)
- f. Engaged with the National Trust for guidance and support and they are now acting as a critical friend for us.
- g. Planned to build the first of two new additional round houses on the site
- h. Ran some successful events on site, including a Summer Solstice family event, a free Key Worker week, Fledging Fridays, Sticks and Stories and an Evening with Francis Pryor and Ancient lights.
- i. Offered work experience to City College 16-19 students in which they have learnt heritage and environmental skills
- j. In conjunction with City College there are also plans to run some adult course there, for example astronomy.

Again, although initial numbers were low when Flag Fen first reopened, July and August, has seen a significant increase in visitor numbers to the site.

What is apparent from the first 12 months is that Flag Fen is a very exciting proposition and has the potential to become a self-sustaining visitor attraction that will have a significant impact on the visitor economy, alongside supporting the wellbeing of local residents. The plan to sustainability includes a new pricing strategy (recently introduced), calendar of events to generate income, a new secondary spend offer and forming part of the application for NPO status.

4.4.4 **Library and Archive Service**

From the start of the pandemic until CCP undertook the management of culture services, all city Libraries and the Archives were closed to the public and the staff were on furlough. During that period funding was secured to facilitate a Reading Friends programme aimed to support reading groups through video conferencing and over the phone. Alongside this an application to be one of five selected local authority libraries was won with an aim to increase engagement of specific audience groups e.g. teenagers, carers and jobseekers. Work will start on this early 2022.

Once guidelines allowed, CCP started to reopen the libraries and archives in order to support the local residents of Peterborough. In May all libraries across the City reopened their doors and the mobile library was back on the road. PC suites were also re-opened enabling people to access public access computers. Libraries have seen a steady increase in visitor numbers and new memberships. In more recent months they have engaged in new activities to promote literacy and reading across the City, along with partners, for example The National Literacy Trust. This has involved three main initiatives:

1. The High Street Safari -

2. The Summer Reading Challenge -
3. The Mini Vine -

Archives re-opened in line with libraries and has seen its highest monthly user numbers since July 2014 and its highest enquiry numbers since July 2017. Despite reduced opening hours visitor numbers are now on par with pre-Covid visitors.

The Business and Intellectual Property Centre has been relocated and refurbished. This British Library funded provision aims to support new business sign up, and therefore will be a useful provision for city residents looking at starting their own business post-Covid.

In addition to the above, CCP have also been working with PCC on the development and forward plans for the Vine, which is planned to be the new home for the Central Library. Work and research is currently being undertaken to look at the requirements for the Library of the future to ensure that what we offer in the new space meets the local need of now and the future, this becoming a more efficient and attractive service.

4.4.5 **Key Theatre**

The Key Theatre, as with the other services, had to close to the public during the pandemic. Once able to reopen, many shows were still unavailable, and the safety requirements meant that audience numbers had to be kept very low. This had, and still has, a significant impact on ticket sales and income.

Although the Key Theatre could not fully reopen, with the assistance of the Arts Council recovery fund, the Key Theatre has been able to undertake outreach work, digital workshops and planning activities that has widened the participation within local communities. Lost in Translation workshops are an example of this in which the first weekend saw over 450 engage in the workshops that ran in Ifter Park.

However, although the Key Theatre saw numbers creep up and shows returning, ticket sales (including Panto) are still down and not sufficient to fully cover the costs of running the Key. This means it is still reliant of Arts Council funding (which ceases in January) and a PCC grant.

7. **REASON FOR THE RECOMMENDATION**

- 7.1 To ensure good scrutiny of the delivery of Culture and Leisure services.

8. **ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 N/A

9. **IMPLICATIONS**

Financial Implications

- 9.1 Along with all council services, culture and leisure services will be subject to intensive review as part of the council's financial sustainability work.

Legal Implications

- 9.2 N/A

Equalities Implications

- 9.3 N/A

Rural Implications

9.4 NA

Carbon Impact Assessment

9.5 Overall, this update report has no impact at this time but as the workstreams and outcomes of delivery are delivered the CIA will be reviewed and updated as these may have carbon impacts.

Through the governance processes the CIA will be reviewed and updated to reflect delivery and the outcomes moving forward.

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

| | |
|---------------------------------------|--------------------------|
| COMMUNITIES SCRUTINY COMMITTEE | AGENDA ITEM No. 8 |
| 4 JANUARY 2022 | PUBLIC REPORT |

| | | |
|--------------------------------|--|------------------------------|
| Report of: | Michael Kelleher, Assistant Director - Housing | |
| Cabinet Member(s) responsible: | Cllr Steve Allen, Cabinet Member for Housing, Culture & Communities | |
| Contact Officer(s): | Sarah Scase, Operations Manager – Housing Needs Sean Evans, Head of Service – Housing Needs | 07920 160502 07920 160007 |

| |
|---------------------------|
| ALLOCATIONS POLICY |
|---------------------------|

| | |
|---|---|
| RECOMMENDATIONS | |
| FROM: Michael Kelleher – Assistant Director Housing | Deadline date: 31 st Jan 2022 (Cabinet Meeting) |
| <p>It is recommended that Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> The committee is asked to review and endorse the final draft of the policy along with the summary of responses to the consultation, which concluded on the 22nd November 2021 prior to presentation to Cabinet for onward presentation to Full Council for approval prior to adoption. | |

1. ORIGIN OF REPORT

1.1 It was agreed following the end of the consultation period that we would come back to committee to update on progress.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to present to the committee the updated Common Housing Allocations Policy following a period of public consultation which was undertaken between 31st August 2021 to 22nd November 2021.

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

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

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

Keep all our communities safe, cohesive and healthy:

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

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

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

The Housing Allocation policy provides a useful tool in ensuring that children looked after by the Council

3. TIMESCALES

| | | | |
|---|-----------------------|--|---------|
| Is this a Major Policy Item/Statutory Plan? | YES | If yes, date for Cabinet meeting | 31/1/22 |
| Date for relevant Council meeting if applicable | 2/3/22 - Full Council | Date for submission to Government Dept. (<i>Please specify which Government Dept.</i>) | N/A |

4. BACKGROUND AND KEY ISSUES

4.1 The Peterborough Homes Allocations Policy was last updated in 2012 with subsequent minor amendments being made since. Although there have not been any major statutory changes, the current policy does not now reflect some significant local developments which have happened since its creation. It is therefore imperative that a new policy is created which is accepted by Registered Providers (RPs) and which reflects Housing as a wholistic preventative service.

A report was brought to committee in November 2020 providing details of proposed changes to this policy and to set out the changes which we intended to consult on. Scrutiny was content for consultation to commence.

Changes in senior leadership and developments in service delivery during the Covid-19 pandemic have slowed progress and changed some direction, but we commenced public consultation on proposed changes to the allocations policy in August 2021 and following its conclusion on the 22 November we are reporting back to committee the views of those who responded and subsequent final proposed changes to the policy for review and scrutiny.

The attached summary of changes document (Appendix 1) details all the proposed changes and a summary of the responses received along with explanations where required. This has informed the final draft of the proposed policy (Appendix 2) which will be presented to Cabinet and Full Council for approval prior to adoption.

5. CONSULTATION

5.1 We commenced a 12-week public consultation, which ran from the 31 August 2021 until the 22 November 2021.

An online consultation questionnaire was made available and details of how to access were published on the council's website, social media channels and directly with our partner organisations.

We also held three virtual consultation events for members of the public and our partners.

The consultation period has just concluded, and as well as the feedback received at the virtual events, we received 154 completed questionnaires and some additional comments, which have been captured in the summary of responses document.

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 It is anticipated that Members will scrutinise the summary of responses and further proposed amendments to the proposed allocations policy following the period of public consultation and

provide appropriate challenge where required.

7. REASON FOR THE RECOMMENDATION

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

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

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

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

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 Alternative options at this stage are to leave the current policy in place. This is not a viable option as the current policy is not only outdated but it also does not fit with our visions of a Prevention service.

As we are going through both a service re-design and the creation of a new Homeless strategy, it is vital that the allocations policy reflects the direction of the service and the current needs of Peterborough residents. Other alternative options would be to make amendments to the current policy but not the changes that are proposed in this document. We are confident that the proposals suggested meet our aims to –

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

9. IMPLICATIONS

Financial Implications

9.1 *None*

Legal Implications

9.2 *It is not envisaged that there will be any legal implications.*

Equalities Implications

9.3 *It is not anticipated that there will be any groups who are disproportionately affected by the changes in policy.*

Rural Implications

9.4 *None*

Carbon Impact Assessment

9.5 It is not envisaged that there are likely to be any impact on the Councils carbon emissions as a result of the changes in policy.

10. BACKGROUND DOCUMENTS

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

- 10.1
- Communities and Local Government Allocation of Accommodation: guidance for local authorities in England June 2012
 - Part VI of the Housing Act 1996, as amended by the Homelessness Reduction Act 2017
 - The Localism Act 2011

11. APPENDICES

- 11.1
- Appendix 1 – 2021 Allocations policy consultation summary of responses
 - Appendix 2 – 2021 Allocations Policy Draft v.2
 - Appendix 3 – Current & Proposed Bands

The Common Housing
Register Allocations Policy Consultation

Summary of Responses

1. Introduction

- 1.1. Peterborough City Council is required by law to have a housing allocations scheme which shows how the council prioritises applications for housing and the procedures they follow in allocating those homes.
- 1.2. Although the council no longer owns or manages any social housing in the city it has existing agreements in place with 10 registered providers of social housing (RP), which allows us to allocate their available properties.
- 1.3. The Localism Act 2011 made an amendment to the Housing Act 1996, which gave local authorities the power to set their own qualifying criteria for people who are allowed to join the housing register. This allows councils to restrict their housing register to allow entry to only those who are in the most urgent housing need as well as allowing exclusions for other reasons based on other locally set criteria.
- 1.4. Additionally, councils have the power to frame their allocations policies to give additional preference to particular groups of people. The guidance recommends councils consider how they can use their allocation policies to support those households who want to work, as well as those who, while unable to engage in paid employment, are contributing to their community in other ways, for example, through voluntary work.
- 1.5. The Homeless Reduction Act (2017) also requires Local Authorities to shift their focus to preventing and relieving homelessness. Allocating social housing is one of the tools used to prevent and relief homelessness and so it is essential that the Allocations Policy supports this.
- 1.6. On 31st August 2021 we launched the public consultation. A consultation questionnaire was published on the council website and promoted through various internal and external communication channels. Additionally, three consultation events were held; two specifically for Registered Provider partners and internal and external colleagues. We also held an evening consultation event for the public. Except for one document which was received from a Registered provider, all feedback was submitted via the consultation questionnaire.
- 1.7. The consultation process ended on 22nd November 2021.
- 1.8. We have now considered all the responses received. Chapters 2 & 3 of this document summarise the responses to the consultation. Chapter 4 highlights any changes or additions to the proposed policy considering the consultation responses.

2. Summary of Responses

- 2.1. In total we received 154 responses to the consultation. These were from representatives from our partner housing associations; other departments in the council; professionals working in a housing field and members of the public.

3. Responses to questions

Question 1:

Are you responding to the questionnaire as:

| | | | |
|---|----|--------------------------|----|
| Private Rented Sector Tenant | 31 | Resident of Peterborough | 69 |
| Representative of a Registered Provider | 2 | Social Housing Tenant | 35 |
| Professional Capacity | 12 | Other | 4 |

Those responding as other stated that they were:

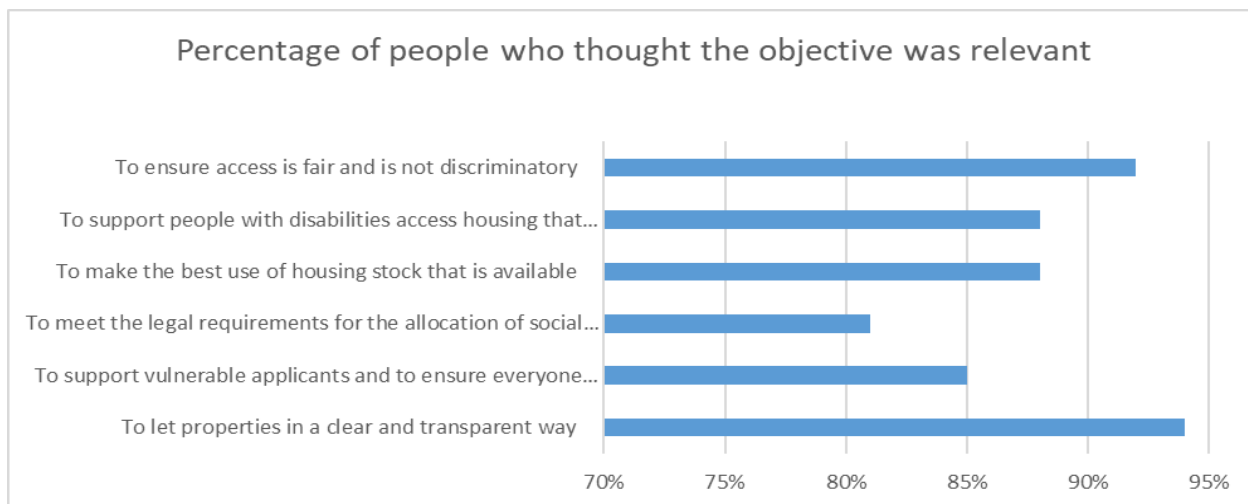
- Homeless in the next few months
- In temporary housing
- Out of area but a domestic violence housing register applicant
- Privately renting but on the housing register

OBJECTIVES

Question 2:

To ensure the policy remains relevant for residents and our partners, please indicate your opinion on the relevance of our proposed objectives:

- To let properties in a clear and transparent way
- To support vulnerable applicants and to ensure everyone in need has a pathway to access social housing
- To meet the legal requirements for the allocation of social housing as set out in the Housing Act 1996 (as amended) and statutory guidance
- To make the best use of housing stock that is available
- To support people with disabilities access housing that can reasonably be adapted for their needs
- To ensure access is fair and is not discriminatory



Respondent Comments

“There should also be an opportunity to review the house allocated to a family if circumstances change - while this may be upsetting and difficult and would need to be approached sensitively, it is important that those most in need are catered for” - Resident of Peterborough

“Social housing should only be for those who could otherwise struggle to secure privately rented accommodation for various reasons such as disability needs, affordability etc. I disagree that it should be accessible to everyone” - Resident of Peterborough

LOCAL CONNECTION

Question 3:

Do you believe that someone should have to reside in Peterborough for longer than 6 months to acquire a local connection regardless of a family connection?

Currently a local connection is established if -

- the applicant or a member of their household has resided in the council’s district for 6 months out of the last 12 months, or 3 out of the last 5 years and that residence is or was of their own choice, unless the reason that they came to the district was to attend an educational establishment; or
- the applicant or a member of their household works in the council’s district full- or part-time; or
- the applicant or a member of their household has immediate family (parents, children, brothers, sisters, and other family members if there is a particularly close relationship) who have lived in the district for at least the previous 5 years; or
- there is a need for the applicant or a member of their household to be housed in the district because of special circumstances (special circumstances might include the need to be near special medical or support services which are available only in the council’s district).

What we are proposing

We propose to remove the category which provides those who have resided in Peterborough for over 5 years additional preference. This would mean that they would be considered for accommodation before someone whose application was not awarded additional preference.

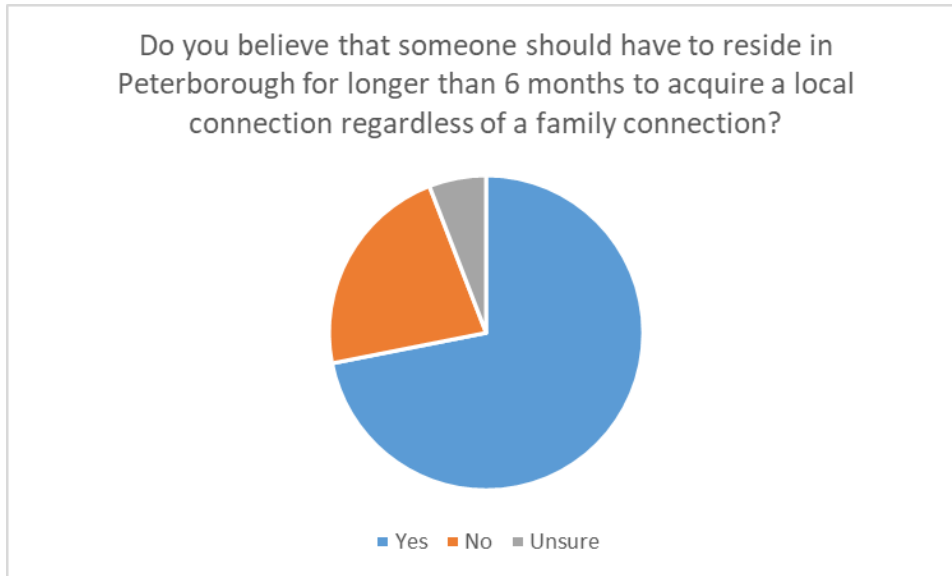
Additional preference categories we included in the draft policy are households who can demonstrate:

- i. they have a commitment to and contribute towards the economic growth of the council's district as working households.
- ii. they make a significant impact by their contribution to their local community, or
- iii. they are a former member of the regular forces (where the application is made within 5 years of discharge).
- iv. They are owed a homelessness duty (prevention, relief, or main duty under Part VII of the Housing Act 1996 (as amended by Homelessness Reduction Act 2017) and have a local connection to Peterborough.
- v. they are entitled to a reasonable preference and have urgent housing needs and:
 - a) they are serving in the regular forces and suffering from a severe injury, illness or disability which is attributable (wholly or partly) to their service;
 - b) they formerly served in the regular forces;
 - c) they have recently ceased, or will cease to be entitled to reside in accommodation provided by the Ministry of Defence following the death of their spouse or civil partner who has served in the regular forces and whose death was attributable (wholly or partly) to that service; or
 - d) are serving or have served in the reserve forces and are suffering from a severe injury, illness or disability which is attributable (wholly or partly) to their service.

Why are we making this proposal?

Local connection criteria would remain in the policy which reflects the criteria in Homeless legislation. This would mean that applicants would still need to have a connection to Peterborough to be considered a qualifying person.

The other categories relating to additional preference meant that often the 5 years continuous residence criteria was not relevant as the household would qualify as they were working and contributing to the local economy.



- 81% of respondents agreed that someone should have to reside in Peterborough for longer than 6 months to acquire a local connection regardless of family connection.

Although those responding to the consultation strongly believed that local connection criteria should be tightened, we do not believe that we should adopt the change in the local connection criteria. This is because the council could find itself in a position where we have a housing duty to a homeless household, but we are unable to discharge that duty as the household do not meet the eligibility criteria to join the housing register. This would leave the council open to increased costs relating to that households stay in emergency accommodation and possible judicial review or county court appeal.

Respondent Comments

“I think it is a bit outdated. Living and working is more transient these days so I do not really know why someone would need to have a local connection. Perhaps it could be used to prioritise but not a pass/fail type thing” - Private rented sector tenant.

“Only in exceptional circumstances should 6 months be enough otherwise they are jumping up the list and depriving those with stronger connections” - Private rented sector tenant.

“Would like to see priority given to people who have family in Peterborough and or have lived here for a long time (eg born here and grew up here) so that family relationships can stay strong” - Resident of Peterborough.

While the overriding response from the public was that we should be giving additional preference to local people, our experiences since the previous change in the policy has meant that there are few households who qualify for additional preference, would not qualify for one of the other additional preference categories.

In addition, we want to promote additional preference for those who are making a positive contribution to the city through work, volunteering or serving our country this priority is somewhat

watered down if a household who is not contributing to the city are awarded the same priority simply because they have lived here for over 5 years.

We have also had situations where households in the most need have waited too long for properties as they have been homeless or had significant health needs but were being considered behind those who are not in as much need, but have lived in Peterborough for longer, which is unreasonable.

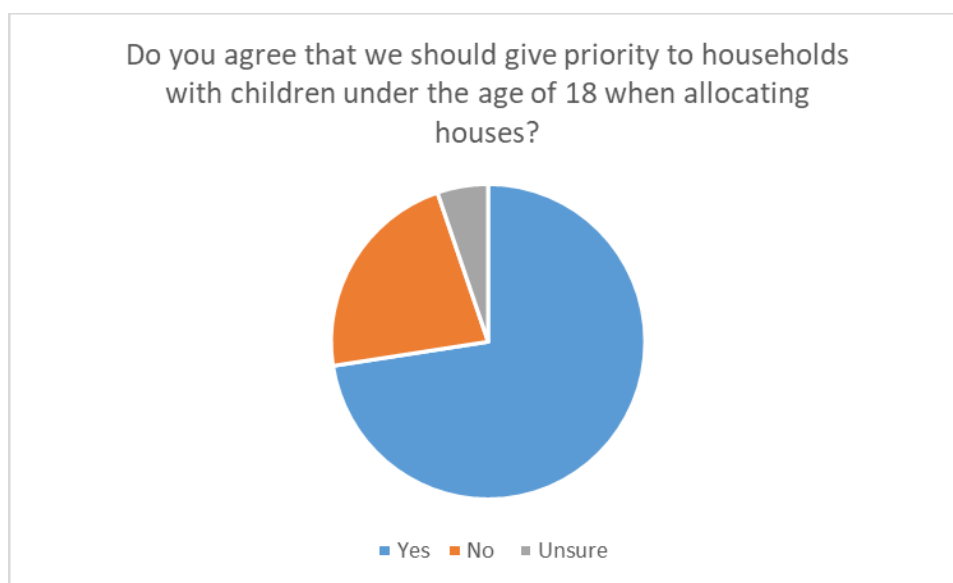
BANDING AND PRIORITY

Question 4:

2-bedroom houses are in high demand and in short supply. Do you agree that we should give priority to households with children under the age of 18 when allocating houses?

What we are proposing

One of the proposed objectives is to make the best use of housing stock. We believe that we can help to achieve this by ensuring families with young children are prioritised over those with adult children for houses. Those families with adult children will be able to bid for flats and maisonettes and have the same priority for houses.



- 73% of those responding to the survey agreed with this proposal.

Question 5:

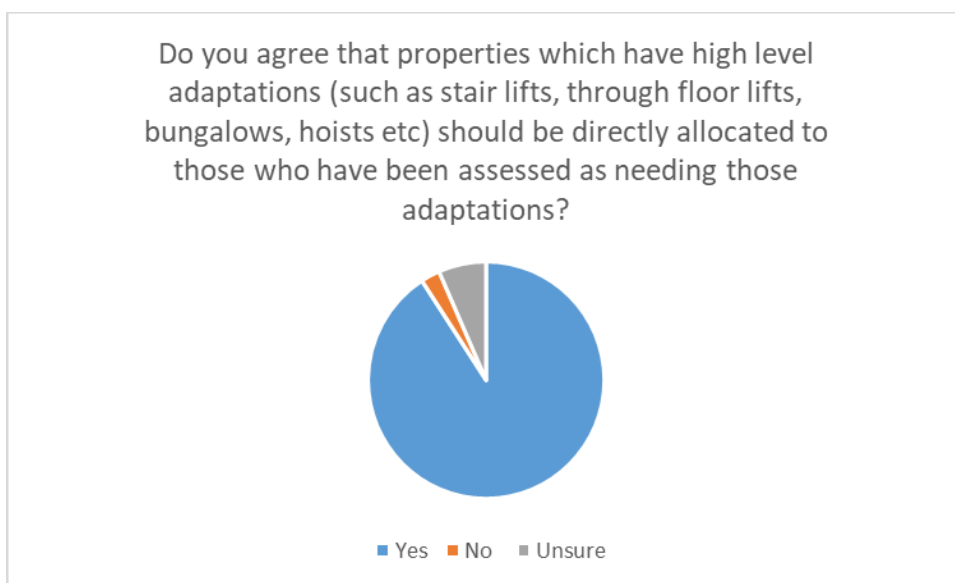
To ensure that adapted properties go to those who most need them, do you agree that properties which have high level adaptations (such as stair lifts, through floor lifts, bungalows, hoists etc) should be directly allocated to those who have been assessed as needing those adaptations?

What we are proposing

Currently all properties are advertised through the Choice Based Lettings system. This allows anyone who meets the criteria for the property to be able to express their interest through a bid. Although this

is the most transparent way of allocating properties, it does mean that for those very few highly adapted properties which become available, may not be allocated to those households who we know have the most need for that type of property.

We propose to change this so that we run a shortlist on the system of applicants who have had their medical needs assessed and put applicants forward who have the most need for that type of accommodation. Applicants will be put forward in band, band date and additional preference order, exactly like how normal shortlisting work. By working this way, we will ensure that we make best use of housing stock and support people with disabilities access housing that can be adapted for their needs.



- 91% of those responding agreed that properties with high level adaptations should be directly allocated to those who have been assessed as needing those adaptations.

Question 6:

Do you think that it would be beneficial to reduce the number of bands to make the system easier to understand?

Why are we making this proposal?

There are currently 5 bands and applicants who are qualifying to be on the housing register will be placed in one of the categories within one of the 5 bands according to their housing circumstance. To make things simpler, we propose to reduce the number of bands from 5 to 3.

54% of respondents believed that we should reduce the number of bands to make the system simpler.

Question 7:

How far do you agree with these statements:

- Those who are under occupying and moving to sheltered accommodation should be given band 1 priority.
- A multi-agency panel should agree who is ready to move on from supported accommodation settings.
- Band 1 should be kept small to ensure those in this band are re-housed very quickly.
- Those who have the most urgent need of re-housing should be entitled to one suitable offer of accommodation.

What we are proposing

Those who are under occupying and moving to sheltered accommodation should be given band 1 priority.

As part of our objective to make best use of housing stock, we need to ensure that we encourage those people who are under occupying social housing to move to accommodation which meets their needs. Sheltered or retirement housing is less desirable in the city and often goes to clients in a lower band. We propose to support those who are under occupying accommodation and who could move to sheltered accommodation by awarding their application band 1. This would free up a property for someone who is living in overcrowded accommodation.

- 68% of respondents either agreed or strongly agreed with this proposal.

A multi-agency panel should agree who is ready to move on from supported accommodation settings.

In the past 6 months we have developed and implemented a successful Supported Housing move on panel. This panel comprises representatives from all the supported accommodation settings as well as Registered Provider partners. Anyone who resides in Supported Accommodation who is ready to move on is brought to the panel so that agreement can be made to award band 1 and whether any floating support is needed for them to live independently. We propose to change the Allocations Policy to reflect this way of working and ensure that only those who have been through the panel are able to apply on the housing register. This will prevent people from being housed in independent accommodation when they are not ready and then potentially failing because they still require a level of support. The aim is to reduce the revolving door of homelessness and ensure that when people move into independent accommodation, they are doing so because they are ready for it.

- 83% of respondents either agreed or strongly agreed with this proposal.

Band 1 should be kept small to ensure those in this band are re-housed very quickly.

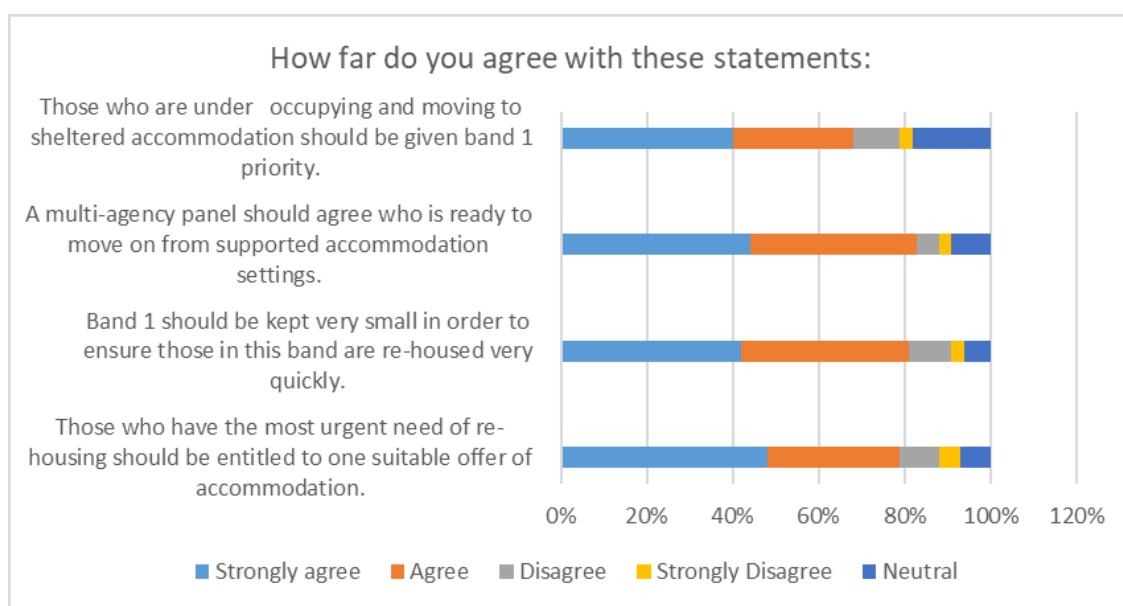
As explained earlier, demand undoubtedly outweighs supply and for general needs accommodation, only those in the highest need will be made an offer of social housing. We propose that Band 1 should be kept for those in the highest need to be re-housed. This will mean that those in band 1 should be made an offer of accommodation in a shorter period if a property which meets their needs becomes available.

- 81% of respondents either agreed or strongly agreed with this proposal.

Those who have the most urgent need of re-housing should be entitled to one suitable offer of accommodation.

We are proposing that applicants in the most urgent housing need including both, applicants in band 1 and those who are Accepted as Homeless (Band 3) will only be made 1 offer of suitable accommodation. If this offer is refused then their application will be suspended for a period of 12 months and their homelessness priority may be ended. After 12 months, assuming they still have a housing need, they can re-apply on the Housing Register. We have recognised that those in band 1 are in the most housing need and so we need to ensure that they are provided with a suitable offer as soon as possible.

- 79% of respondents either agreed or strongly agreed with this proposal.



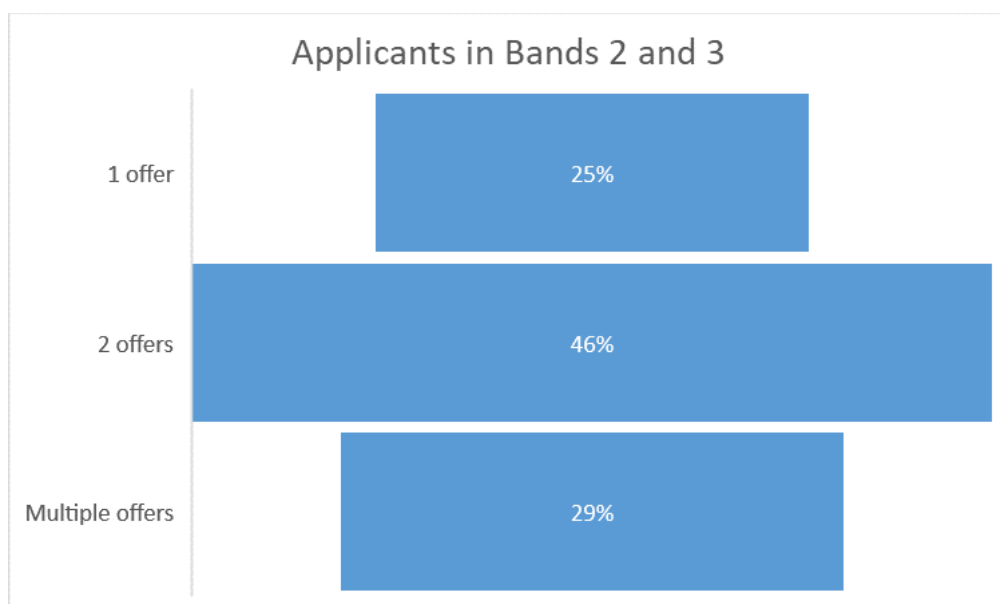
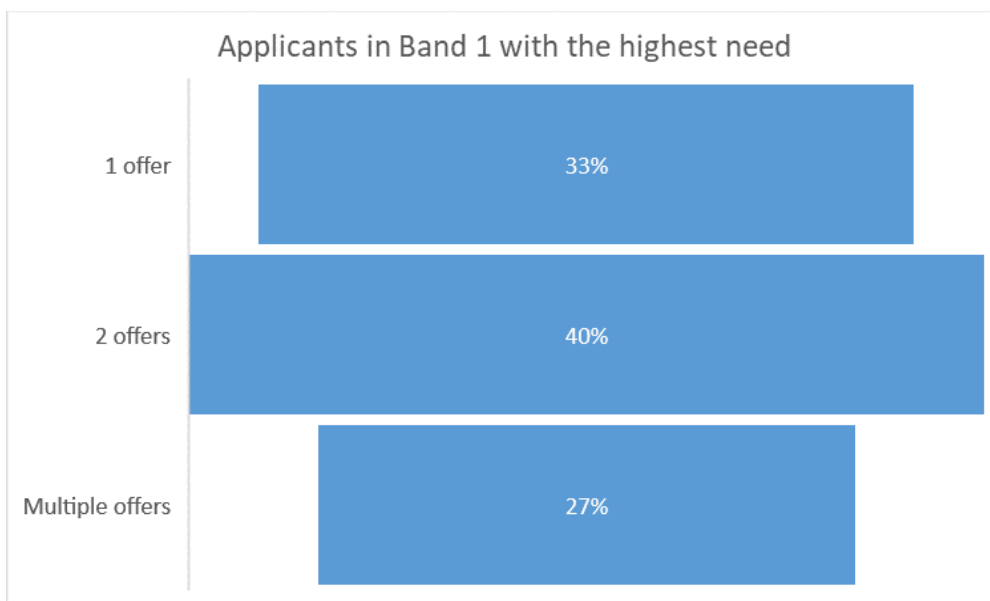
Question 8:

How many reasonable offers of social housing should an applicant be entitled to?

What we are proposing:

Applicants in the most urgent housing need including both, applicants in band 1 and those who are Accepted as Homeless (Band 3) will only be made 1 offer of suitable accommodation. If this offer is refused then their application will be suspended for a period of 12 months and their homelessness priority may be ended. After 12 months, assuming they still have a housing need, they can re-apply on the Housing Register.

Applicants in bands 2 and 3 will be considered for a maximum of 2 offers of suitable accommodation. If an applicant refuses 2 suitable offers of accommodation their application will be suspended for a period of 12 months. After 12 months, assuming they still have a housing need, they can re-apply on the Housing Register.



Although the majority of those consulted agreed that applicants should be given 2 or more offers, Homeless legislation sets out what constitutes an offer and at what point we can end our duty should an offer be ended. With social housing being such a scarce resource, we do not have the ability to make more offers than what our statutory obligations require. Additionally, we need to be encouraging those who we have recognised as having the highest housing need to accept an offer of suitable accommodation to enable them to resolve their housing situation.

Question 9:

We propose to award higher priority to those who are current Peterborough Homes tenants and are under occupying properties in the highest demand as follows:

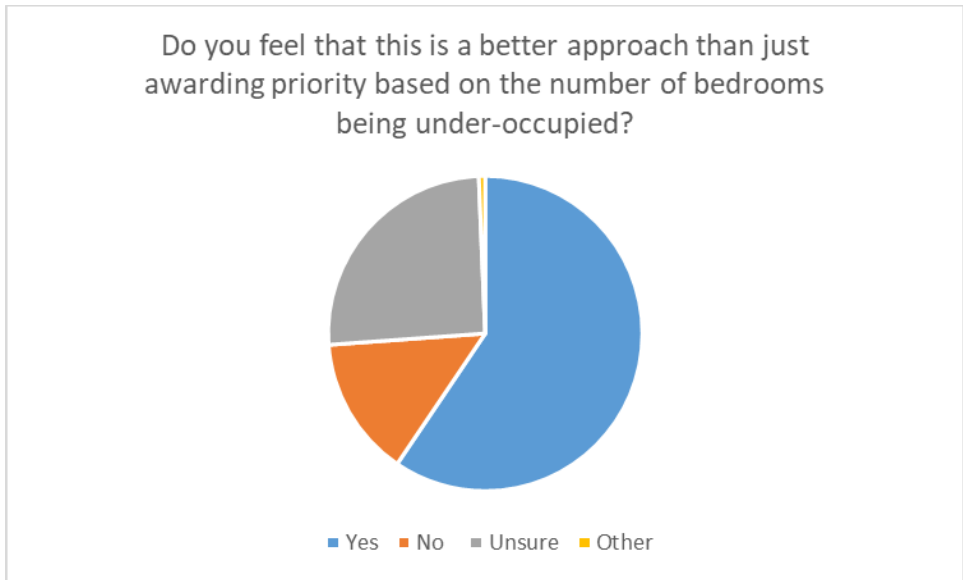
| High Demand – Band 1 | Low Demand – Band 2 | No Demand – Band 3 |
|----------------------|---------------------|--------------------|
|----------------------|---------------------|--------------------|

| | | |
|----------------------|-----------------------|---------------------------|
| 2-bedroom houses | 2-bedroom flat | 2 bedroom sheltered flats |
| 2-bedroom bungalows | 2-bedroom maisonettes | |
| 4-bedroom houses | 3-bedroom maisonettes | |
| 5-bedroom properties | 3-bedroom houses | |
| 6-bedroom properties | | |

Do you feel that this is a better approach than just awarding priority based on the number of bedrooms being under-occupied?

What we are proposing

Currently, everyone who is under occupying a RegisterProvider property is awarded band 1. To try and keep band 1 for those who are in the most urgent housing need whilst balancing the need to encourage those who are under occupying properties to move; we propose that we award priority dependant on how much demand is for the property that they are residing in.



Respondent Comments

“Banding should be straightforward” - Private rented sector tenant

“When allocating adapted housing ensure it goes to families/individuals that need it and not just on the number of bedrooms” - Social Housing Tenant

HOMELESSNESS

Question 10:

Should the council prioritise those on the Housing Register who agree to work with us to prevent their homelessness?

What we are proposing

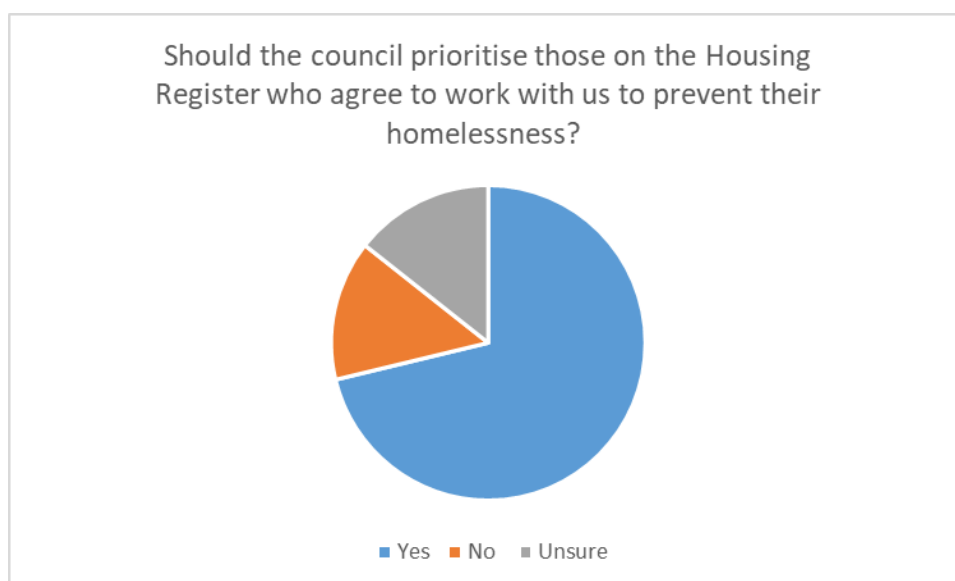
There are 3 different pathways for those who become homeless:

1. Those who are threatened with homelessness, known as the **prevention stage**. Clients can be in this prevention stage for up to 56 days or for their entire notice period if they are renting. During this time, we will support them by advocating for them to remain in their current accommodation or finding alternative accommodation before they become homeless.
2. Those who are homeless and do not have any other accommodation for their occupation, known as the **relief stage**. Clients can be in this relief stage for 56 days where we support them in finding alternative accommodation.
3. Those who are homeless and the 56 days in the relief stage has ended, known as the **main duty decision stage**. This decision considers whether the client is eligible, homeless, priority need, intentionally homeless and has a local connection, as per the Homeless Legislation.

Homelessness has harmful effects on households and where possible the council wants to prevent it from happening in the first place. The homelessness legislation is there to provide a safety net for households who are left with no alternative. It should not be considered as a housing option. Homelessness is not a route into social housing, and we will primarily be exploring options in the Private Rented Sector.

The Councils primary focus is on keeping people in their homes for as long as possible or by moving households to alternative accommodation before homelessness arises. We propose to give higher priority to those households who come to us early and work with us to prevent their homelessness. This will reduce the number of households entering temporary accommodation and encourage households to explore other options such as mediation, to enable them to remain in their current accommodation.

Applicants who present to the council as homeless or threatened with homelessness within the next 56 days, will be assessed to determine whether they are owed a homelessness duty under the Housing Act 1996 Part VII (as amended by Homelessness Reduction Act 2017).



- 71% of respondents agreed that we should prioritise those on the Housing Register who agree to work with us to prevent their homelessness.

Question 11:

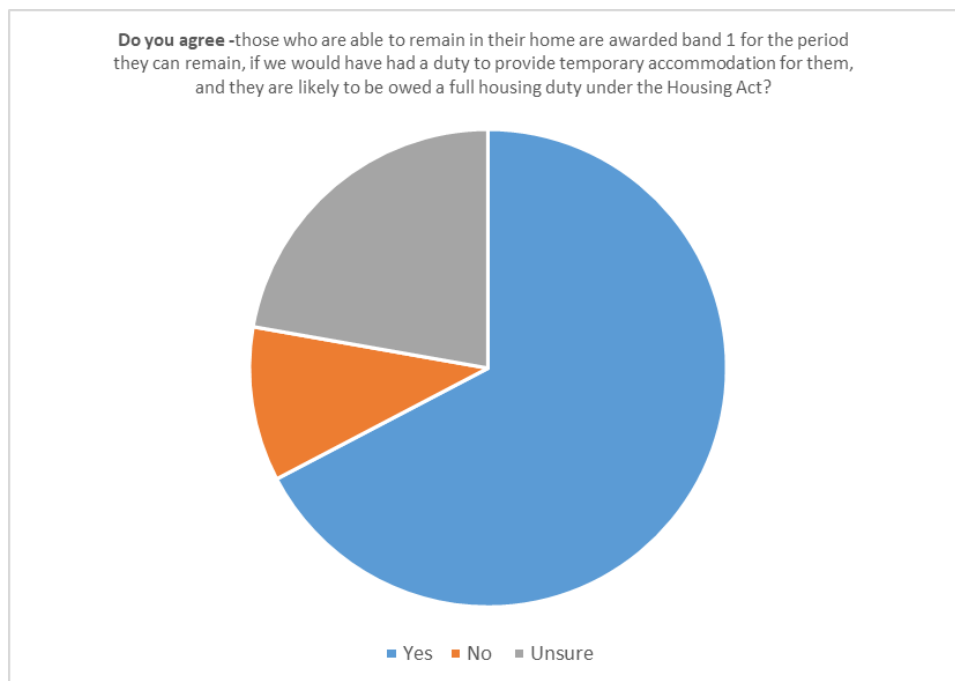
We propose that those who can remain in their home are awarded band 1 for the period they can remain, if -

- we would have had a duty to provide temporary accommodation for them, and
- they are likely to be owed a full housing duty under the Housing Act.

Do you agree with this?

What we are proposing

As discussed above in question 10, supporting households to remain in their current accommodation where it is safe to do so, helps prevent the harmful effects of homelessness on households. Additionally, we envisage that the number of households going into temporary accommodation will reduce as households will be more encouraged to take up alternative forms of support such as mediation to enable them to remain in their current accommodation.



- 67% of respondents agreed that those who can remain in their home are awarded band 1 for the period they can remain if we would have had a duty to provide temporary accommodation for them, and they are likely to be owed a full housing duty under the Housing Act.

Question 12:

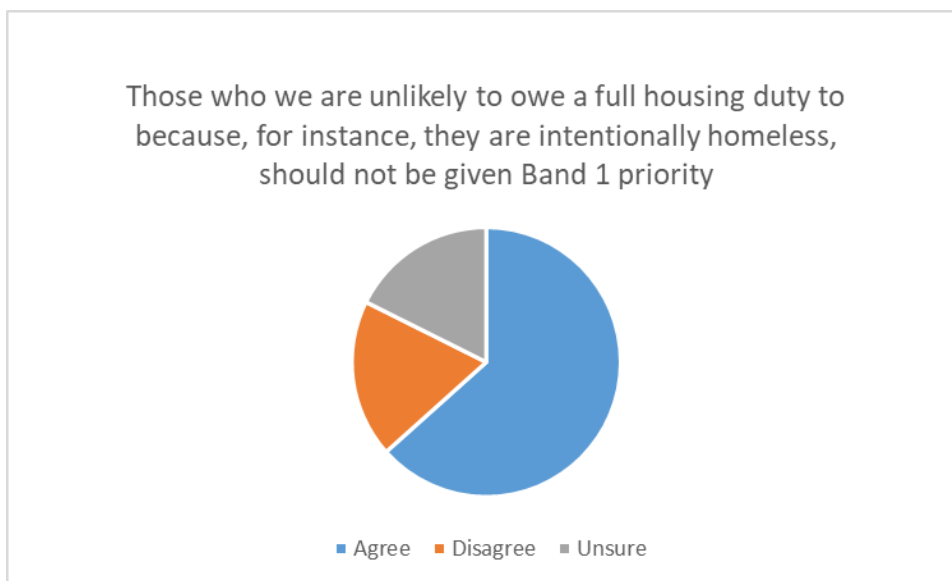
Those who we are unlikely to owe a full housing duty to because, for instance, they are intentionally homeless, should not be given band 1 priority

What we are proposing

We propose that where it has been established that a Homeless Prevention Duty s.195 is owed **but** are **not** likely to be owed the s.193(2) Homeless Main Duty when the s.189b Relief Duty ends because they are not believed to be in priority need or deemed to have worsened their housing circumstances the applicant will be awarded **band 2** priority. In all cases, we will work with households to relieve their homelessness. This requires the household to actively participate in resolving their situation during the 56-day relief period.

We want to try and keep band 1 as small as possible. For those who are unlikely to be priority need, we do not propose to award band 1 as they would not be offered temporary accommodation. As our aim for these proposals is to reduce temporary accommodation usage to prevent the harmful effects of homelessness on households; we do not feel that we need to award the same priority to these households.

Additionally, for those who are likely to be intentionally homeless, we do not want to award band 1 where they have caused a deliberate act or omission which has led to the loss of their last settled address.



- 63% of respondents agreed that those who we are unlikely to owe a full housing duty to because, for instance, they are intentionally homeless, should not be given band 1 priority

Question 13

For clients who are still homeless, after we have tried to prevent their homelessness and have worked with them to find alternative accommodation through:

- the entire prevention stage **AND**
- the 56-day relief period **BUT**
- we have a full housing duty towards them

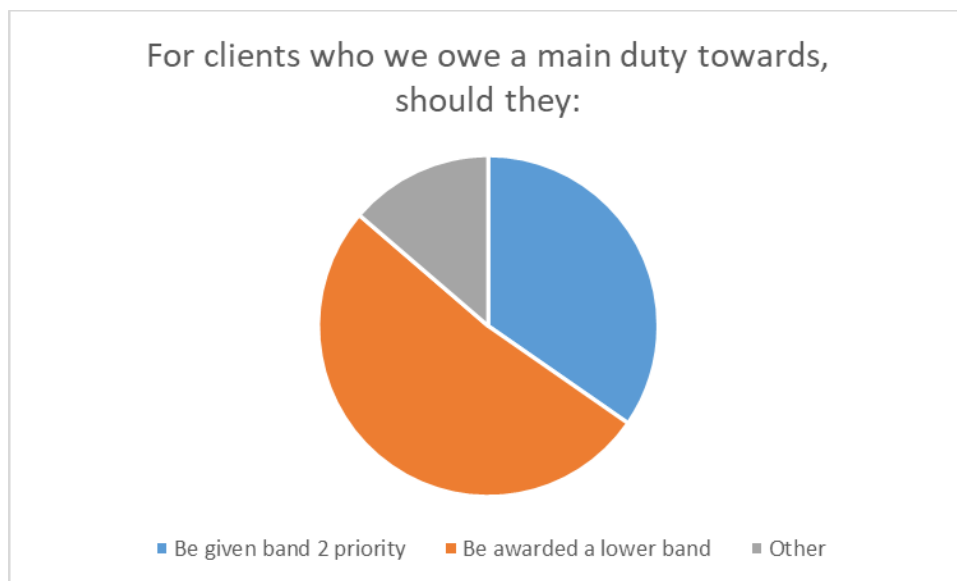
Should they:

1. Be given band 2 priority or

2. Be awarded a lower band or
3. Other

What we are proposing

Currently, households who are accepted as homeless and so we owe the main housing duty to are awarded band 1. We propose that those cases who are owed a full housing duty under s.193(2) Housing Act 1996 (as amended by Homelessness Reduction Act 2017) will also be placed into in **band 3** but their band effective date will be backdated to by 3 months. This is to really encourage people to work with us at the earliest opportunity to prevent their homelessness where it is safe to do so.



- 52% of respondents agreed with our proposal to award band 3 to those who we owe a main duty towards.

Question 14

For clients who are still homeless, after we have worked with them to find alternative accommodation through:

1. potentially a 56-day prevention stage **AND**
2. a 56-day relief period **AND**
3. we do not have a full duty towards them because for instance they are intentionally homeless

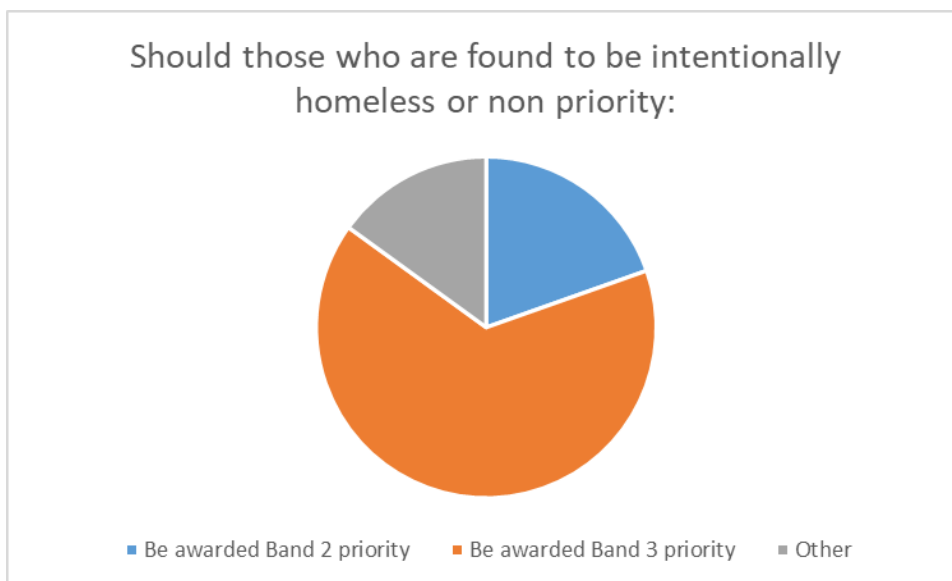
Should they:

- Be awarded band 2
- Be awarded band 3
- Other

What we are proposing

In all cases, where accommodation has not been found and the 56-day relief duty period has end, an assessment will be undertaken to determine whether the applicant is owed a full housing duty. Applicants who are not deemed to be in priority need as defined by s.189(1) of the act, are found to

intentionally homeless and owed a duty under 195(5) or refuse an offer of suitable accommodation while owed a prevention or relief duty will be placed into **band 3**. These cases are more likely to be offered accommodation in the Private Rented Sector.



- 65% of respondents agree that those who are found to be intentionally homeless or non-priority should be placed in Band 3.

Respondent Comments

“If people are not willing to work with the council to help themselves then they are removed from the register” No help given – Resident of Peterborough

“If they have made themselves homeless then no they shouldn't be made a priority” – Private rented sector tenant

“If people are intentionally homeless the council should not be obliged to assist them” - Professional Capacity

ARREARS

Question 15

How far do you agree with the below statements in relation to former and current rent arrears?

- If you have any current or former rent arrears you will not be considered for an offer
- If you have debt between £1 and £500 you should be allowed on the housing register if you have made 13 consecutive payments to clear the debt.
- If your rent arrears are above £500 then you should not be allowed on the housing register.

What we are proposing

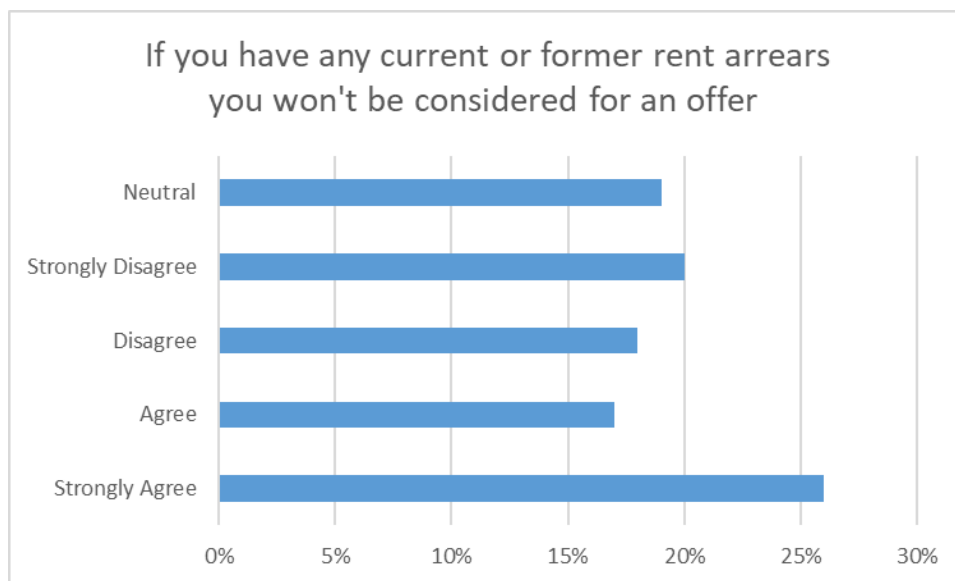
Currently anyone with any level of former rent arrears is not qualifying to be on the housing register. Households with current arrears of more than 8 weeks rent are also deemed non qualifying.

We propose to change this so that applicants with any current or former rent arrears who have not paid 13 weeks of consecutive payments will be deemed to be non-qualifying.

Applicants with any current or former rent arrears who have not paid 13 weeks of consecutive payments will be deemed to be non-qualifying.

Applicants who owe £500 or less and have paid 13 weeks of consecutive payments will be eligible to apply. Prior to shortlisting for a property, they must have continued to make regular payments. If their payments have stopped or their debt goes over £500 then they will be deemed to be non-qualifying. Once the debt is reduced to under £500 and 13 consecutive payments have been made towards the arrears then they will be able to re-apply.

| Amount owed | Eligible to join? | Conditions | Eligible to shortlist? |
|-------------|-------------------|--|----------------------------------|
| £1-500 | Yes | Must have made at least 13 consecutive re-payments | Must have maintained re-payments |
| £500 + | No | Not eligible until the debt is reduced to under £500 and 13 consecutive re-payments made | No |



- 43% of respondent's either agreed or strongly agreed that if you have any current or former rent arrears you should not be considered for an offer. 38% either disagreed or strongly disagreed with this.

Respondent Comments

“Those who are struggling with debt are likely those in high need of support with affordable housing”
 – Resident of Peterborough

“It’s about ability and effort to pay what is owed” - Professional Capacity

“If someone has payment plan then they should be allowed to be housed” – Private Rented Sector Tenant

“13 consecutive payments could be 13 x £1 and therefore any re-entry into the housing register should be subject to a RP panel review” - Representative of a Register Social Housing Provider

UNACCEPTABLE AND ANTISOCIAL BEHAVIOUR

Question 16

Which of these statements do you agree with?

If you have been evicted from any tenancy for Anti-Social Behaviour:

- You should not be able to join the housing register
- You should be able to join the housing register, but only once you have successfully held a tenancy or resided in supported or temporary accommodation for 6 months
- You should be able to join the housing register, but only once you have successfully held a tenancy or resided in supported or temporary accommodation for 12 months

What we are proposing

We propose that an applicant is not a qualifying person if they are guilty of unacceptable behaviour or if they are the subject of an anti-social behaviour injunction.

Local Authorities, housing trusts and other housing organisations or companies who are landlords can apply for an injunction against a person or a member of their household to stop them behaving in a way which causes nuisance or annoyance to other people living in, or visiting, the rented property or the area itself. These are known as "injunctions against anti-social behaviour".

Anti-social behaviour can include noise, harassment, drug dealing, racial threats, violence or using property for immoral or illegal purposes.

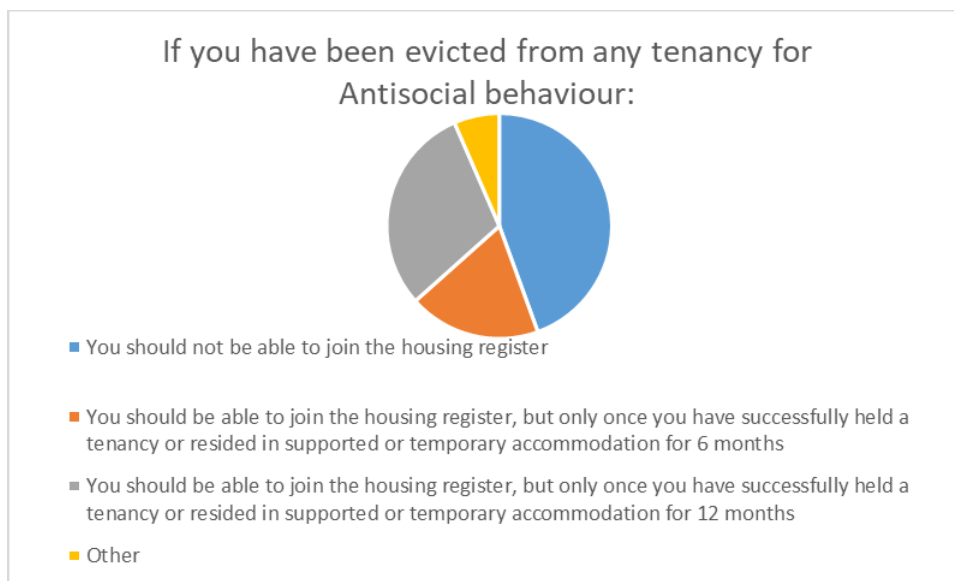
Unacceptable behaviour is behaviour of the applicant or a member of their household which would entitle the council to obtain at least a suspended possession order on any of grounds 1 – 7 of the Housing Act 1985 if the applicant were a secure tenant of the council. Such behaviour may include:

- i. failing to pay the rent.
- ii. breaking the terms of a tenancy agreement.
- iii. causing nuisance to neighbours or anti-social behaviour.
- iv. being convicted of using the home for immoral or illegal purposes.
- v. being convicted of an arrestable offence committed in, or in the vicinity of the home;
- vi. causing the condition of the property to deteriorate by a deliberate act, or by neglect; and
- vii. making a false statement to obtain a tenancy

If an applicant is not guilty of behaviour that would not reach the threshold of a suspended possession order, then their application would not be disqualified.

Currently, if an applicant is guilty of unacceptable behaviour, they are deemed to be non-qualifying on the housing register. Some clients spend a considerable period in temporary accommodation, sometimes which is self-contained and manage very successfully. Alternatively, some clients go into supported accommodation where they successfully reside for up to 2 years. We therefore propose to change the policy so that these periods of successful tenancy management can be considered.

Therefore, we are proposing that applicants who have previously been guilty of unacceptable behaviour but can now demonstrate an ability to successfully maintain a tenancy without issue for a period of at least 12 months will be able to re-apply on the register. This includes those who have successfully resided in temporary accommodation provided by Peterborough City Council or supported accommodation provided by one of the Councils partners who work with us as part of the Supported Accommodation Pathway.



- 44% of respondents do not believe that you should be able to join the housing register if you have been evicted from any tenancy for Antisocial Behaviour.
- 49% of respondents believe that you should be able to join the housing register after either 6 or 12 months of successfully holding a tenancy or residing in supported or temporary accommodation.

Respondent Comments

“There needs to be proof of reformation before subjecting other neighbours to that sort of behaviour”
 - Resident of Peterborough

Tenants who have been evicted for Anti-Social Behaviour are given numerous chances to change their behaviour and are only evicted as a last resort so allowing them to move elsewhere to another social housing property will only move the anti-social behaviour on to another area. This is a waste of money and resources” - Resident of Peterborough

“Six months gives them an opportunity to reflect on the past and change” – Professional capacity

Question 17

Do you have any other thoughts?

The below are a few of the comments from this question:

“Recognise mental health is as much disability when the housing situation is directly affecting the client's mental wellbeing and causing serious issues for the client. Priority should be given to people who have never had a council house or rent arrears and were born in the area” - Resident of Peterborough

“All too often the Allocations Policy is applied to the applicants without giving too much weight to their personal circumstances. Discretion should be applied where appropriate, particularly when the applicant has shown commitment to improving their situation” - Professional Capacity

“I would like to see more houses offered to key workers who cannot get a mortgage or to people on lower incomes that are working rather than people who are not willing to work. If you are giving people a house in a new area where other people already living there must pay a yearly management fee then this should also apply to those in social housing. I would also like to see more inspections of the property as they do in the private sector” - Resident of Peterborough

Respondent Comments

HOMEOWNERS AND THOSE WITH SUFFICIENT FINANCIAL RESOURCES

Currently, an applicant is not a qualifying person if they own a freehold or long leasehold interest in a residential property, which it would be reasonable for them to occupy or they have sufficient resources to secure their own accommodation by purchase or by renting privately.

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

We propose to change these limits to reflect more accurately the costs of either privately renting or having the resource to be able to obtain a mortgage.

Therefore, an applicant would not be a qualifying person if their household's gross annual income exceeds the following limits -

| Size of accommodation required | Minimum Gross Annual Income |
|--------------------------------|-----------------------------|
| 1 bedroom | £33,488 |
| 2 bedrooms | £43,108 |
| 3 bedrooms | £49,452 |
| 4 bedrooms | £62,400 |
| 5 bedrooms | £105,872 |

These figures have been calculated on the assumption that 30% of a household's net income should be used for housing costs. The formula used is detailed below

Average monthly rent by property size x 12 (months) ÷ 30% (minimum net income level) + 30% to include for deductions (Tax & NI) = Minimum Gross Annual Income

EXAMPLE: 1 bedroom need

Average monthly rent £644 x 12 months = Annual rent £7,728

Annual rent £7,728 ÷ 30% = Net Income level £25,760

Net Income Level £25,760 + 30% = Gross Annual Income £33,488

These figures will be reviewed annually in April to ensure that they reflect up to date average income and average rental rates in Peterborough.

Feedback received

Many of those who attended the consultation events agreed that the size of accommodation required should be considered when looking at whether an applicant has sufficient resources. Some felt that the minimum gross annual income figures were too high and needed to be reduced.

Additionally, there was some feedback via the consultation questionnaire:

My thought is that when applying for Universal Credit applicants are not able to claim it if they have over £16,000 in savings as they are deemed to have enough to live on. So, I was thinking that this should also still apply to joining the Housing Register as Applicants would have enough to rent privately with, as is in the current guidance – Professional Capacity

4. Next steps

In the light of consultation, we have decided to recommend the following additional changes to the proposed policy.

Rent arrears

Feedback from the consultation events was that there is such disparity in rent per month between a 1 bedroom and a 4-bedroom property and so instead of the limits being by amount of rent arrears, it would be fairer to be how many weeks rent were owed.

We therefore propose to change the policy as follows:

Applicants who owe 4 weeks rent arrears or less and have paid 13 weeks of consecutive payments will be eligible to apply. Prior to shortlisting for a property, they must have continued to make regular payments. If their payments have stopped or their debt goes over 4 weeks rent arrears, then they will be deemed to be non-qualifying. Once the debt is reduced to 4 weeks rent arrears or less and 13 consecutive payments have been made towards the arrears then they will be able to re-apply.

Additionally, there was feedback from Registered Partners that panels work effectively to discuss households who are in arrears who wish to re-join the housing register. The benefits of this are that those cases where there are exceptional circumstances or a composite housing need, can be considered. To balance this alongside ensuring effective use of officer and Registered Provider time, we propose that applicants who owe over 4 weeks rent arrears must make 13 weeks consecutive repayments. After this time, the proof of these repayments must be uploaded to the applicants account alongside a request to go to Registered Provider Panel (RPP). At the RPP the client's circumstances will be taken into consideration and a decision made whether the client is able to join the housing register.

Registered Provider Panel will be held monthly and there must be at least 3 Registered Providers in attendance for a decision to be made.

To summarise:

| Amount owed | Eligible to join? | Conditions | Eligible to shortlist? |
|-------------------------------|---|---|----------------------------------|
| 4 weeks rent arrears or less. | Yes | Must have made at least 13 consecutive re-payments | Must have maintained re-payments |
| Over 4 weeks rent arrears | Not until approved at Registered Provider panel | Not eligible until 13 consecutive re-payments have been made. After this point a Registered Provider panel referral will be made. | No |

Registered Provider Lettings Policies

Feedback from the consultation events was that providers wished to make it clear in the Allocations Policy that they also have their own Lettings Policy which applicants must qualify so they can be considered for an offer. This criterion is individual to each Registered Provider and may differ from the criteria in the allocations policy.

Therefore, there are examples of clients who are a qualifying person in accordance with the Peterborough Homes Allocations Policy but when they are shortlisted for a property, the Registered Provider refuse them as they do not meet their own Lettings Policy criteria.

We have therefore added the following into the draft policy:

Peterborough Homes Landlord may have their own lettings policies which are separate to this policy. Applicants who are deemed a “qualifying person” in accordance with the Peterborough Homes Allocations Policy can be shortlisted for any Peterborough Homes Landlord property that meets their need. If a Peterborough Homes Landlord assesses that they do not meet the criteria of their own individual Lettings Policy, they will contact the applicant directly to explain the reasons why and the appeal process.

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The Peterborough Housing
Allocations Policy

DRAFT

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1. Introduction

This policy is the council's scheme for determining priorities, and the procedure to be followed, in allocating housing accommodation pursuant to its functions under Part VI of the Housing Act 1996 (as amended by the Homelessness Reduction Act 2017). It explains how Peterborough City Council ("the council"), working in partnership with a number of registered social landlords (housing associations), allocate social housing through Peterborough Homes, a jointly operated Choice Based Lettings scheme ("CBL"). CBL aims to provide applicants with as much choice as possible by openly advertising vacancies and inviting applicants to express their interest in available properties. This system further aims to simplify allocation procedures and provide an open and transparent service to applicants. The following registered social landlords ("the Peterborough Homes Landlords") and the council form the Peterborough Homes Partnership:

| Registered Provider | Contact Number | Website Address |
|---------------------|----------------|--|
| Accent | 0345 678 0555 | www.accentgroup.org/ |
| Longhurst Group | 0300 1231745 | www.longhurst-group.org.uk/ |
| Cross Keys Homes | 01733 385000 | www.crosskeyshomes.co.uk/ |
| BPHA | 0330 1000272 | www.bpha.org.uk/ |
| Hyde | 0800 3282282 | www.hyde-housing.co.uk/ |
| Home Group | 0345 1414663 | www.homegroup.org.uk/ |
| Clarion | 0300 5008000 | www.clarionhg.com/ |
| Riverside ECHG | 0345 1110000 | www.riverside.org.uk/ |
| Muir | 0300 1231222 | www.muir.org.uk/ |
| Sage | 020 81680500 | www.sagehousing.co.uk |

The Peterborough Homes Register ("the Housing Register") is the single register for access to most rented social housing in Peterborough.

With the level of demand for social housing exceeding supply, the Housing Register exists to enable all households who are in need of re-housing to be included on one register. The scheme seeks to offer choice, while giving reasonable preference to those in the greatest housing need.

By joining the Housing Register, those in housing need can be considered for vacancies, which become available in properties owned and managed by any of the Peterborough Homes Landlords and other providers who are not part of the partnership. The aim is to make the task of applying for social housing as simple as possible, requiring only one form to be completed for all social housing opportunities.

Housing is in short supply in Peterborough and waiting times are very long.

2. Aims & Objectives

The objectives of this policy include:

- i. allocating social housing fairly and transparently, according to the applicant's assessed priority,
- ii. meeting the council's statutory duties with regards to homeless households,
- iii. maximising choice for applicants as far as possible, whilst acknowledging that housing is in short supply,
- iv. making effective use of the social housing stock in Peterborough,
- v. helping build and sustain cohesive and sustainable communities,
- vi. recognising and supporting individual needs where appropriate,
- vii. ensuring that applicants are treated fairly, individually and in accordance with the commitment of the Peterborough Homes Partnership to equality and diversity.

3. Scope

3.1 Operation of the Housing Register

The Housing Register is operated and maintained by the council on behalf of the Peterborough Homes Partnership.

3.2 Nomination's agreements

The council has nominations agreements with the Peterborough Homes Landlords that govern the nominations to its housing stock in the city. Nominations agreements for new housing developments have their own individual agreements which are not affected or changed by this policy.

3.3 Lettings covered by this policy

This policy sets out the arrangements for allocating social housing in Peterborough by the council and applies to:

- i. new applicants,
- ii. existing tenants of a Peterborough Homes Landlord who want to transfer to accommodation let by their current landlord
- iii. existing tenants of a Peterborough Homes Landlord who want to transfer to accommodation let by a different Peterborough Homes Landlord
- iv. lettings to registered housing providers properties that the Council has nomination rights to.

Peterborough Homes Landlords may offer to transfer its own tenants within its own stock as set out in the Nominations Agreements with the Council.

Many of the Peterborough Homes Landlords have their own lettings policies which are separate to this policy. Applicants who are deemed a "qualifying person" in accordance

with the Peterborough Homes Allocations Policy can be shortlisted for any Peterborough Homes Landlord property that meets their needs. If a Peterborough Homes Landlord assesses that they do not meet the criteria of their own individual Lettings Policy, they will contact the applicant directly to explain the reasons why and the appeal process.

3.4 Lettings not covered by this policy

The following are examples of lettings not covered by this policy:

- i. assured and secure tenancies of their current homes granted to starter tenants
- ii. transfers of assured tenancies made by court orders
- iii. assignment of and succession to assured and secure tenancies
- iv. mutual exchange of assured and secure tenancies
- v. temporary accommodation offered to homeless families whilst applications under the homeless legislation are investigated
- vi. temporary accommodation to enable the landlord to carry out repairs and improvements to the tenant's existing home
- vii. succession rights.

3.5 Annual Lettings Plan

An Annual Lettings Plan will be produced in consultation with the members of the Peterborough Homes Partnership, covering:

- i. A review of the previous year's lettings
- ii. The anticipated percentage of void properties for the following year
- iii. The predicted lettings to each band,

The Annual Lettings Plan is bound by the contents of any nomination's agreement. It cannot change the provisions in that agreement. Any amendments that amount to a change in policy will be subject to negotiation and ratification by the Peterborough Homes Partnership.

4. Statement of choice

The Peterborough Homes Partnership is committed to offering the greatest choice possible in the allocation of social housing within the city. However, the ability to offer applicants choice must be balanced against a legal requirement for an allocation scheme to ensure that certain applicants in housing need are given priority.

This is achieved by advertising all social and affordable rented housing vacancies, other than direct offers, across the City and inviting applicants to state which property they would prefer to live in, by registering a 'bid' for the property.

Housing will only be allocated to applicants who bid for a specific property. Therefore, if an applicant does not bid for a property, they will not be considered for its allocation. The successful applicant will normally be the applicant with the greatest housing need that has been on the Housing Register the longest. There is very high demand for affordable housing in Peterborough, and this demand cannot be fully met from the current social/affordable housing stock. Consequently, it is usually the case that only those applicants in greatest housing need, will be successful in securing accommodation.

In some scenarios, we will directly allocate properties to ensure that we make best use of housing stock and meet our statutory duty for homeless households.

5. Joining the Housing Register

5.1 Who can apply to join the Housing Register?

Anyone who is aged 16 or over can apply to join the Housing Register as long as they and the members of their household are:

- i. eligible for an allocation of accommodation; (as defined by section 6)
- ii. a qualifying person (as defined by section 7).

5.2 Young people aged 16 or 17

By law, a landlord cannot grant a tenancy to a person under the age of 18.

An allocation of social housing to a person aged 16 or 17 will only be made if they nominate an adult who can hold a tenancy as their trustee until they are 18.

5.3 Applications from councillors, board members, employees and their close relatives

If a member (i.e., a councillor), an employee of the council, , an employee or board member of a Peterborough Homes Landlord or a close relative of such a person applies to join the Housing Register, they must disclose their position and/or relationship to the council.

For these purposes, a person is a “close relative” of another person if they are a member of the other person's family as defined by s.113 of the Housing Act 1985.

Prior to an offer of accommodation, these applications will need approval from the Assistant Director.

6. Eligibility

An applicant is not eligible for an allocation of accommodation if they are a person from abroad who is ineligible for an allocation under s.160ZA of the Housing Act 1996. There are two categories for the purposes of s.160ZA:

- i. *A person subject to immigration control* - such a person is not eligible for an allocation of accommodation unless he or she comes within a class prescribed in regulations made by the Secretary of State; and
- ii. *A person from abroad other than a person subject to immigration control* - the Secretary of State may make regulations to provide for other descriptions of persons from abroad who, although they are not subject to immigration control, are to be treated as ineligible for an allocation of accommodation.

7. Qualifying persons

Accommodation may only be allocated to qualifying persons. Subject to the exceptions set out below (see section 7.6), an applicant is a qualifying person in any of the following circumstances:

- i. they are entitled to a reasonable preference as detailed in section 10.1 below;
- ii. the application is made pursuant to the National Witness Mobility Scheme as detailed in section 7.1 below;
- iii. the application is made pursuant to Multi-Agency Public Protection Arrangements as detailed in section 7.2 below;
- iv. they are a child leaving care as detailed in section 7.3 below;
- v. they are an assured tenant of a Peterborough Homes Landlord in defined circumstances as detailed in section 7.4 below; or
- vi. they occupy recognised supported accommodation as detailed in section 7.5 below.

7.1 National Witness Mobility Scheme

The Peterborough Homes Partnership support the National Witness Mobility Scheme and may consider at its discretion referrals made to house witnesses. In deciding whether to make an allocation, the council will take into account the level of risk the applicant is facing and the demand and supply issues at the time in its district.

The council will seek to identify a suitable property and an offer of accommodation will be made directly outside the CBL scheme.

7.2 Multi Agency Public Protection Arrangements (MAPPA)

All local authorities and register housing providers have a duty to cooperate with Multi Agency Public Protection Arrangements (MAPPA). The council appreciates the importance of accommodation in the resettlement of offenders and hence in the assessment and management of risk.

The Council has an agreed protocol with the National Probation service, which details how it will support the managed resettlement of MAPPA nominals. Where an applicant

is subject to MAPPA levels 2 or 3, the council will liaise with the MAPPA panel to ensure an appropriate housing solution is sought to meet the needs of the applicant and the community as a whole.

On acceptance of the referral of a MAPPA level 2 or 3 client, the council will identify a prospective landlord to support the resettlement and they will be invited to the relevant MAPPP meeting to then assist by seeking to identify a suitable property in liaison with the public protection team. Offers of accommodation for MAPPA clients will be made directly and outside the CBL scheme.

7.3 Children leaving care

A child leaving care is a person:

- i. who has been looked after by Peterborough City Council for the purposes of s.22 of the Children Act 1989;
- ii. is between the ages of 16-25;
- iii. has left care or is likely to leave care within the next 6 months; and
- iv. has had no settled accommodation since leaving care or has applied for an allocation within 6 months of leaving care.

Housing Needs will work with Children's Social Services to prevent homelessness for children leaving care.

Children leaving care will be assessed by their Personal Advisor to determine whether they have the skills to live independently. Those who are assessed as being ready for independent living will be awarded Band 1 priority and will be eligible for additional preference if they qualify. Appropriate care packages must be in place prior to an offer being taken up.

Childrens Social Care will need to provide a letter to detailing how they believe that the child is ready for independent living and any future support that will be available to them. This letter will be required before an offer of accommodation can be made.

If the applicant is successful for an allocation prior to their 18th birthday, an adult nominated by the council's Leaving Care Team will hold the tenancy as their trustee until they are 18.

7.4 Assured & secure tenants of a Peterborough Homes Landlord in defined circumstances

Applicants who are assured & secure tenants of a Peterborough Homes Landlord are qualifying persons if:

- i. They are under-occupying their current accommodation.
- ii. They are considered to be overcrowded as detailed in section 18.

- iii. They need to move due on medical grounds which has been assessed through the medical process (see section 10.4)

Tenants must obtain their landlord's permission to transfer in writing.

7.5 Occupants of supported accommodation

Applicants in supported accommodation and are signed up to the Peterborough Supported Accommodation Pathway will be eligible to apply and will be made an offer of accommodation once they have been approved by partners at the Supported Accommodation Move on Panel.

Once approved at panel, the applicant will be able to apply to join the Housing Register and will be placed in band 1. Only one offer of accommodation will be made.

Applicants who reside in Supported Accommodation whose case has not been heard, or been refused at panel, will be deemed to be non-Qualifying.

7.6 Exceptions

An applicant is not a qualifying person in any of the following circumstances:

- i. the applicant or a member of their household has, in the last 12 months, been guilty of unacceptable behaviour, which would make them unsuitable to be a tenant as detailed in section 7.7;
- ii. the applicant or a member of their household is the subject of an anti-social behaviour injunction as detailed in section 7.8;
- iii. the applicant or a member of their household has unmanaged outstanding rent or service charge arrears as detailed in section 7.9;
- iv. the applicant or a member of their household has unmanaged rent or service charges from a former tenancy as detailed in section 7.9;
- v. the applicant or a member of their household owns a freehold or long leasehold interest in a property or has sufficient financial resources to secure a suitable property by way of purchase or rental in the private sector as detailed in section 7.10 or
- vi. the applicant does not have a local connection with the council's district as detailed in section 7.11.

7.7 Unacceptable behaviour

An applicant is not a qualifying person if they are guilty of unacceptable behaviour.

Unacceptable behaviour is behaviour of the applicant or a member of their household which would entitle the council to obtain at least a suspended possession order on any of grounds 1 – 7 of the Housing Act 1985 if the applicant were a secure tenant of the council. Such behaviour may include:

- i. failing to pay the rent.
- ii. breaking the terms of a tenancy agreement.
- iii. causing nuisance to neighbours or anti-social behaviour.
- iv. being convicted of using the home for immoral or illegal purposes.
- v. being convicted of an arrestable offence committed in, or in the vicinity of the home;
- vi. causing the condition of the property to deteriorate by a deliberate act, or by neglect; and
- vii. making a false statement to obtain a tenancy

If an applicant is not guilty of behaviour that would not reach the threshold of a suspended possession order, then their application would not be disqualified.

Applicants who have previously been guilty of unacceptable behaviour but can now demonstrate an ability to successfully maintain a tenancy without issue for a period of at least 12 months will be able to re-apply on the register. This includes those who have successfully resided in temporary accommodation provided by Peterborough City Council or supported accommodation provided by one of the Councils partners who work with us as part of the Supported Accommodation Pathway.

7.8 Anti-social behaviour injunctions

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

Local Authorities, housing trusts and other housing organisations or companies who are landlords can apply for an injunction against a person or a member of their household to stop them behaving in a way which causes nuisance or annoyance to other people living in, or visiting, the rented property or the area itself. These are known as "injunctions against anti-social behaviour".

Anti-social behaviour can include noise, harassment, drug dealing, racial threats, violence or using property for immoral or illegal purposes.

7.9 Rent arrears

For the purposes of this policy, when carrying out an assessment, the Council will take into consideration all housing related debts.

Only debts that are both recoverable, documented and not statute barred will be taken into consideration.

For the purposes of this policy housing related debt includes:

- a) Current or former tenancy rent arrears (a) social, or b) private rented tenancy where the Council has been able to obtain information and after documentation reviewed that show that on the balance of probabilities the debt is owed
- b) Outstanding re-chargeable repairs
- c) Current and former housing related service charge arrears
- d) Bed and breakfast or other temporary accommodation charge arrears
- e) Housing benefit overpayments
- f) Associated court costs

Recoverable housing related debts apply to both the applicant and any members of their household included within their application for housing.

The following procedure will apply:

- The Council will consider whether the applicant still owes arrears/debt, and if they do, the extent of the arrears/debt and whether any housing related debt is recoverable.
- The Council will consider whether an arrangement has been made, the amount of arrears paid off, any debt outstanding, and the regularity of any payments made.

After applying the above procedure concerning rent arrears or housing related debt, the Council may decide that a person does not qualify for the housing register until the qualification criteria has been met.

The Council will consider any new application and if the Council is satisfied that appropriate action has been taken by the applicant to address the arrears, the Council will decide if the qualification criteria have been met.

Applicants with any current or former rent arrears who have not paid 13 weeks of consecutive payments will be deemed to be non-qualifying.

Applicants who owe 4 weeks rent arrears or less and have paid 13 weeks of consecutive payments will be eligible to apply. Prior to shortlisting for a property, they must have continued to make regular payments. If their payments have stopped or their debt goes over 4 weeks rent arrears, then they will be deemed to be non-qualifying. Once the debt is reduced to 4 weeks rent arrears or less and 13 consecutive payments have been made towards the arrears then they will be able to re-apply.

Applicants who owe over 4 weeks rent arrears must make 13 weeks consecutive repayments. After this time, the proof of these repayments must be uploaded to the applicants account alongside a request to go to Registered Provider Panel (RPP). At the RPP the client's circumstances will be taken into consideration and a decision made whether the client is able to join the housing register.

| Amount owed | Eligible to join? | Conditions | Eligible to shortlist? |
|-------------------------------|---|---|----------------------------------|
| 4 weeks rent arrears or less. | Yes | Must have made at least 13 consecutive re-payments | Must have maintained re-payments |
| Over 4 weeks rent arrears | Not until approved at Registered Provider panel | Not eligible until 13 consecutive re-payments have been made. After this point a Registered Provider panel referral will be made. | No |

An applicant whom Peterborough City Council has decided does not qualify to join the register may request a review.

7.10 Homeowners and those with sufficient financial resources

Subject to the exception set out below, an application is not a qualifying person if they own a freehold or long leasehold interest in a residential property, which it would be reasonable for them to occupy, or they have sufficient resources to secure their own accommodation by purchasing or by renting privately.

An applicant is not a qualifying person if their household's gross annual income exceeds the following limits -

| Size of accommodation required | Minimum Gross Annual Income |
|--------------------------------|-----------------------------|
| 1 bedroom | £33,488 |
| 2 bedrooms | £43,108 |
| 3 bedrooms | £49,452 |
| 4 bedrooms | £62,400 |
| 5 bedrooms | £105,872 |

These figures have been calculated on the assumption that 30% of a household's net income should be used for housing costs. The formula used is detailed below

Average monthly rent by property size x 12 (months) ÷ 30% (minimum net income level) + 30% to include for deductions (Tax & NI) = Minimum Gross Annual Income

EXAMPLE: 1 bedroom need

Average monthly rent £644 x 12 months = Annual rent £7,728

Annual rent £7,728 ÷ 30% = Net Income level £25,760

Net Income Level £25,760 + 30% = Gross Annual Income £33,488

These figures will be reviewed annually in April to ensure that they reflect up to date average income and average rental rates in Peterborough.

7.11 Local Connection

Subject to the exceptions set out below, an applicant is not a qualifying person if they do not have a local connection with the council's district. For these purposes, a person has a local connection with the council's district if:

- i. the applicant or a member of their household has resided in the council's district for 6 months out of the last 12 months, or 3 out of the last 5 years and that residence is or was of their own choice, unless the reason that they came to the district was to attend an educational establishment;
- ii. the applicant or a member of their household works in the council's district full- or part-time of 16 hours or more;
- iii. the applicant or a member of their household has immediate family (parents, children, brothers, sisters and other family members if there is a particularly close relationship) who have lived in the district for at least the previous 5 years; or
- iv. there is a need for the applicant or a member of their household to be housed in the district because of special circumstances (special circumstances might include the need to be near special medical or support services which are available only in the council's district).

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

- i. They are aged 55 or over and satisfy the criteria for sheltered accommodation as detailed in section 16 below. This only applies for offers of sheltered accommodation.
- ii. They are members of the British regular forces working in the council's district.
- iii. They are former members of the British regular forces working in the council's district or are due to leave the forces within the next 12 months whose principal home prior to them joining the forces was in the council's district.
- iv. Looked after children for whom Peterborough City Council is responsible who are placed outside the council's district.
- v. Former asylum-seekers who are leaving asylum support accommodation if their last placement was in the council's district.

8. Information required to register

Applicants wishing to join the Housing Register will need to complete an online application form:

www.peterborough.gov.uk/residents/housing/social-housing/apply-for-housing

In all circumstances, the council will require the main and joint applicant to upload proof of their:

- identity,
- current circumstances,
- children's details such as identity and child benefit entitlement,
- National insurance number,
- current address,
- eligibility,
- social landlords' acceptance to allow them onto the register.

There may also be other documents which are requested which must be provided prior to any offer of social housing.

8.1 Applicant's consent and declaration

Applicants will be required to sign a declaration that:

The information they have provided is true and accurate and that they will notify the council of any change in circumstances immediately it occurs.

They will be asked to declare any incidents of anti-social behaviour that they (or people living with or visiting them) have been involved in either as a victim or perpetrator they consent to the council verifying the information that they have provided.

This may include checking with:

- a credit reference agency to verify address, household and income details
- their previous and/or current landlords to establish whether tenancy conditions have been adhered to
- the Council's Prevention and Enforcement to verify any incidents of anti-social behaviour.

Applications will not qualify for an offer if this information has not been provided. Delay in providing this information will lead to any bid submitted being over-looked.

9 How applications are processed

Once a housing register application form has been submitted and all of the required proofs have been uploaded, Housing Needs will process the application in accordance with this Allocations Policy.

Housing Needs will not start assessing an application until all the required documentation has been submitted. Incomplete applications or those missing some of the required ID will be automatically deleted after 28 days.

Any award given will be subject to change once an application is reviewed prior to an allocation of accommodation.

It is the applicant's responsibility to provide information required in a timely manner. If information needed to verify circumstances is not uploaded onto their application, they may be bypassed for an offer of accommodation.

9.1 Confirming application details

Peterborough City Council will contact current and former landlords to confirm the applicants conduct in their tenancy. Any delays in providing this information will result in delays in the reviewing of an application. We may also check applicant's details with a credit-referencing agency.

An applicant will not be made live until all the information is provided and the review has been completed.

In cases where we have requested further information from an applicant, if after a 10-day period, they have not provided the information required, their housing application will be cancelled, and any new approach will be dealt with as a new application.

Any applicant who gives false and/or misleading information on their application form and during its processing may have their application cancelled, as defined in section 9.4, or have their application deferred for a period of 12 months, as defined in section 12. The council may also take legal action against the applicant.

Applicants are required to state on the application form whether they or a member of their household has any current and/or former arrears of accommodation charges in respect of any accommodation they are occupying or have occupied in the past. Failure to notify us of this information may result in their application being cancelled and legal action being taken.

Applicants will be required, where possible, to provide evidence of why they have rent arrears or rechargeable repairs. Applicants will need to provide evidence of payments made or arranged payment plans to reduce any arrears.

Representatives of the council or the Peterborough Homes Landlords may visit applicants in order to verify medical or other information. Visits may take place at any stage whilst an applicant is on the Housing Register.

Prior to an applicant being successful for an allocation of accommodation we will seek to verify that their circumstances are still the same as those described on the application form. If it is found that the applicant's circumstances have changed to the extent that they are now incorrectly banded in a higher band than their circumstances dictate and the council have not been informed of the change, an offer of accommodation will not be made. The application will be re-banded, and we may take action under section 9.4 False statements and withholding information.

9.2 Joint tenancies

If at the date of allocation, the applicant is married, living in a civil partnership, is cohabiting with another person as if they were married or living in a civil partnership, the relevant Peterborough Homes Landlord will grant the applicant and that other person a joint tenancy of the accommodation that is allocated provided that other person is eligible for an allocation. Joint tenancies will not normally be granted to other persons.

9.3 Changes of Circumstances

Once placed in a priority band, applicants must update their online application and upload any required proofs of their change of circumstances. Changes may include:

- a change of address, for themselves or any other person on the application,
- any additions to the family or any other person joining the application,
- any member of the family or any other person on the application who has left the accommodation,
- any change in income and/or savings,
- any medical or mobility needs which will affect the type of accommodation being offered deemed suitable.

Applications may be temporarily suspended while the council assesses the information provided by the applicant and further enquiries that may be necessary are completed. The council will carry out an assessment of each applicant's entitlement to and priority for rehousing on the basis of information which has been provided by the applicant or otherwise received in connection with the applicant.

Where the council believes that information about the applicant's personal circumstances have been withheld or misleadingly presented, then the council will reserve the right to withdraw any offer of accommodation made and may take action as described in section 9.4.

9.4 False statements and withholding information

Section 171 of the Housing Act 1996 states:

A person commits an offence if, in connection with the exercise by a local housing authority of their functions under this Part,

- i. he/she knowingly or recklessly makes a statement which is false in material particular, or
- ii. he/she knowingly withholds information which the authority has reasonably required him/her to give in connection with the exercise of those functions.

Where an applicant is found guilty of giving false information, they will be excluded from the Housing Register for a period of 12 months, and where false information has resulted in the applicant being allocated accommodation, The council or the relevant Peterborough Homes Landlord may bring possession proceedings for recovery of the property that was allocated to them.

10. How applications are assessed and prioritised

Applicants on the Housing Register will have their individual housing needs assessed and will be placed into the most appropriate application category as defined in Appendix 1. The application category will determine which of the 3 priority bands they will be placed into. In order to correctly assess applications a home visit may be carried out. Home visits will be carried out ad hoc and applicants may not receive notification of this in advance.

Tenants of Peterborough Homes Landlords wishing to transfer to alternative accommodation will be assessed in the same way.

10.1 Reasonable Preference

An applicant has a reasonable preference if they:

- i. are homeless (within the meaning of Part VII of the Housing Act 1996, as amended by the Homelessness reduction Act 2017) (see section 10.2).
- ii. are owed a duty by any housing authority under section 190(2), 193(2) or 195(2) of the 1996 Act as amended by the Homelessness reduction Act 2017 (or under section 65(2) or 68(2) of the Housing Act 1985) or who are occupying accommodation secured by any housing authority under section 192(3) (see section 10.3).
- iii. are overcrowded housing (see section 10.4).
- iv. need to move on medical or welfare grounds, including grounds relating to a disability (see sections 10.5); and
- v. need to move to a particular locality in the district of the housing authority, where failure to meet that need would cause hardship to themselves or to others.

10.2 Homeless applicants

There are 3 different pathways for those who become homeless:

1. Those who are threatened with homelessness, known as the **prevention stage**. Clients can be in this prevention stage for up to 56 days or for their entire notice period if they are renting. During this time, we will support them by advocating for them to remain in their current accommodation or finding alternative accommodation before they become homeless.

2. Those who are homeless and do not have any other accommodation for their occupation, known as the **relief stage**. Clients can be in this relief stage for 56 days where we support them in finding alternative accommodation.
3. Those who are homeless and the 56 days in the relief stage has come to an end, known as the **main duty decision stage**. This decision considers whether the client is eligible, homeless, priority need, intentionally homeless and has a local connection, as per the Homeless Legislation.

Homelessness has harmful effects on households and where possible the council wants to prevent it from happening in the first place. The homelessness legislation is there to provide a safety net for households who are left with no alternative. It should not be considered as a housing option. Homelessness is not a route into social housing, and we will primarily be exploring options in the Private Rented Sector.

The Councils primary focus is on keeping people in their homes for as long as possible or by moving households to alternative accommodation before homelessness arises. We will give higher priority to those households who come to us early and work with us to prevent their homelessness.

Applicants who present to the council as homeless or threatened with homelessness within the next 56 days, will be assessed to determine whether they are owed a homelessness duty under the Housing Act 1996 Part VII (as amended by Homelessness Reduction Act 2017).

Cases where the applicant can stay in their accommodation temporarily

Where it has been established that a Homeless Prevention Duty s.195 is owed **and** the applicant is likely to be owed the s.193(2) Homeless Main Duty because they are believed to be in priority need and deemed not to have worsened their housing circumstances **and** they have a local connection to Peterborough the applicant will be awarded **band 1** priority. This band will be effective from the date the Prevention duty begins, which can only be on or after the application registration date.

These applicants will only be in band 1 whilst they are owed the Homeless Prevention Duty. This is for those applicants who, although may be threatened with homelessness, are able to remain in their current accommodation for a period of time. At the point where they become homeless and are unable to remain in their accommodation, they will be awarded band **2**.

Where it has been established that a Homeless Prevention Duty s.195 is owed **but** are **not** likely to be owed the s.193(2) Homeless Main Duty when the s.189b Relief Duty comes to an end because they are not believed to be in priority need or deemed to have worsened their housing circumstances the applicant will be awarded **band 2** priority.

Cases where the applicant cannot remain in their accommodation even temporarily

Where all prevention opportunities have been exhausted and the household is no longer able to stay in their accommodation, eligible applicants will be owed the Homeless Relief Duty s.189b. Where the applicant has a local connection to Peterborough, they will be awarded **band 2** priority. This band will be effective from the date the relief duty begins.

In cases where there is not an opportunity to prevent homelessness as the applicant is fleeing domestic abuse, eligible applicants will not be disadvantaged. Households who are owed the Homeless Relief Duty s.189b who are fleeing domestic abuse will be awarded **band 1** priority for the 56-day relief period.

In all cases, where accommodation has not been found and the 56-day relief duty period has come to an end, an assessment will be undertaken to determine whether the applicant is owed a full housing duty. Applicants who are not deemed to be in priority need as defined by s.189(1) of the act, are found to intentionally homeless and owed a duty under 195(5) or refuse an offer of suitable accommodation while owed a prevention or relief duty will be placed into **band 3**. These cases are more likely to be offered accommodation in the Private Rented Sector.

Those cases who are owed a full housing duty under s.193(2) Housing Act 1996 (as amended by Homelessness Reduction Act 2017) will also be placed into **band 3** but their band effective date will be backdated to by 3 months.

Summary of banding for Homeless applicants:

| Band 1 | Band 2 | Band 3 |
|---|---|---|
| Applicant is eligible, threatened with homelessness, likely priority need, not intentionally homeless <u>and</u> can remain in their current accommodation – band 1 only for the period they can remain in their accommodation | Applicant is eligible, threatened with homelessness, <u>unlikely</u> to be either priority need <u>or</u> may be intentionally homeless - band 2 for prevention and relief period. | 56-day relief period has ended, and applicants found to be intentionally homeless |
| Eligible and confirmed as homeless as fleeing Domestic Abuse – Band 1 for the 56-relief period. | Applicant is eligible and homeless and unable to remain in their accommodation – band 2 for 56-day relief period | 56-day relief period has ended, and applicants found Non-Priority |
| | | Full housing duty owed – band effective date backdated for 3 months. |

The council may allocate accommodation to homeless applicants by:

- i. the applicant bidding under the CBL Scheme;

- ii. the council bidding on behalf of the applicant: or
- iii. the council making a direct offer to the applicant - this may be either in the Private Rented Sector or through an offer of Social Housing.

10.3 Overcrowding

Accommodation is overcrowded if it is not of sufficient size to ensure that the bedroom requirements in section 16 are met.

Those who are overcrowded by 2 or more bedrooms will be awarded band 2.
Those who are overcrowded by 1 bedroom will be awarded band 3.

Where overcrowding occurs as a result of new people who would not normally be part of the persons household coming to live with them, priority will not be awarded as this would be considered as deliberately worsening housing circumstances.

Where an applicant is pregnant and will be entitled to a larger property, priority may only be given for overcrowding when that baby is born.

Where the applicant is not the main person who cares for the children named in their housing application, the children may not be considered in the assessment of overcrowding.

A second reception room will be counted as a bedroom in the assessment of overcrowding where it could reasonably be used as such.

Statutory Overcrowding

Cases where the Private Sector Housing team confirm that a household is statutory overcrowded, will be awarded Band 1.

Statutory overcrowding is defined by Part X of the Housing Act 1985.

10.4 Disability, mobility and medical needs

In the case of applicants with access needs, which are not met by their existing accommodation, we will consider, together with the applicant, whether their needs would be better served by remaining in their current accommodation, if appropriate aids and adaptations were put in place. This may not be possible in cases where there is over or under occupation.

Applicants who feel they need to be rehoused on medical grounds will be required to complete a separate medical assessment form giving details of their health problems, how their current accommodation affects their condition and how re-housing will help.

The council will consider advice before determining the level of priority that will be given. The advice will be sought either from the council's medical advisor who is an internal suitably qualified or experienced officer such as an occupational therapist or from an external advisor where necessary.

The priority awarded will be categorised as -

'Overriding' medical Band 1 - Those applicants who have the most urgent need as their housing is inaccessible due medical needs and is having a severe impact on their health

'High' medical Band 2 -Those applicants who have a recognised need to move as their housing has a significant impact on their health.

'Medical' Band 3 - Those applicants who have a need to move as their housing has a mild to moderate impact on their health.

Applicants should note that whilst advice will be sought, the council will make the final decision. In some cases, the council may feel that in the circumstances it is not appropriate or reasonable to accept the advice.

In all cases the applicant will be notified in writing of the outcome of the medical assessment form.

10.5 Unsatisfactory Housing conditions

The following are examples of insanitary housing and unsatisfactory housing conditions:

- Accommodation lacking a bathroom, kitchen or inside toilet
- Accommodation lacking hot or cold-water supplies, electricity, gas, or adequate heating
- Accommodation which is subject to a statutory nuisance

Priority will be awarded where it is identified there are category 1 hazards however the council will seek to remedy the hazards by way of enforcement notices and where necessary by carrying out 'works in default'. Where the hazards are remedied, priority will be withdrawn. This could result in the applicant being removed from the Housing Register if they are no longer considered to be a qualifying person.

11 Additional Preference

Applicants will be awarded additional preference where:

- i. they have a commitment to and contribute towards the economic growth of the council's district as working households.
- ii. they make a significant impact by their contribution to their local community, or
- iii. they are a former member of the regular forces (where the application is made within 5 years of discharge).

- iv. they are homeless or threatened with homelessness and are owed a prevention or relief duty and have a local connection with Peterborough.
- v. they are entitled to a reasonable preference and have urgent housing needs and:
 - a) they are serving in the regular forces and suffering from a severe injury, illness or disability which is attributable (wholly or partly) to their service;
 - b) they formerly served in the regular forces;
 - c) they have recently ceased, or will cease to be entitled to reside in accommodation provided by the Ministry of Defence following the death of their spouse or civil partner who has served in the regular forces and whose death was attributable (wholly or partly) to that service; or
 - d) are serving or have served in the reserve forces and are suffering from a severe injury, illness or disability which is attributable (wholly or partly) to their service.

Applicants who are awarded additional preference are given priority over an applicant in the same priority band, who does not have additional preference, irrespective of the length of time they have been in the band.

11.1 Working Households

Peterborough's economic growth is a key priority for the authority.

We want to encourage people to work and seek to raise levels of aspiration and ambition. We will give additional preference to applicants who are working and who are therefore contributing to Peterborough's economy.

Working households are defined as households where at least one adult member is in employment within the council's district. For this purpose, employment means having a permanent contract, working as a temporary member of staff or being self-employed.

Applicants would normally only qualify for the additional preference if the worker has been employed for 9 out of the last 12 months and has been working for a minimum of 16 hours per week.

11.2 Community contribution

People who play a part in making their neighbourhood strong, stable, and healthy, those who help make it a good place to live, work and play are valuable people. They are the backbone of their community, and they need to be recognised for those efforts.

Applicants will receive additional preference if they are able to demonstrate that they, or anyone moving with them undertakes voluntary work for at least ten hours per month and has done so for at least six months continuously, or they are registered with Peterborough City Council as an approved foster carer.

11.3 Serving and former member of the forces

Additional priority will be awarded to the following classes of armed forces personnel:

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

No additional preference or backdated priority will be awarded to a person who has been dishonourably discharged from the British regular or reserve forces.

12 Deliberately worsening circumstances

Applicants who are assessed as having deliberately worsened their own housing circumstances to receive higher priority, will have their applications cancelled for 12 months. After this time, they will be able to re-apply on the housing register.

Examples of deliberately worsening housing circumstances are:

- Abandoning a previous tenancy,
- Moving without good reason to accommodation, which is more overcrowded, or is considered more unsatisfactory or insanitary than their previous accommodation,
- Selling their home or otherwise terminating their right to occupy their home, such as terminating a tenancy without having alternative accommodation available to them.

13 Other housing needs

13.1 Under-occupation

Accommodation is under-occupied if there are more bedrooms than required when applying the criteria set out in section 16. Tenants of Peterborough Homes Landlords who are applying to move as they are under-occupying their current home will be given priority to move.

There are some property types that are in higher demand than others. Those applicants who are willing to downsize from one of the higher demand properties will receive greater priority than those who would be willing to move from lower demand properties.

Those property types are detailed below:

| High Demand | Low Demand | No Demand |
|----------------------|-----------------------|---------------------------|
| Band 1 priority | Band 2 priority | Band 3 Priority |
| 2 bedroom houses | 2 bedroom flats | 2 bedroom sheltered flats |
| 2 bedroom bungalows | 2 bedroom Maisonettes | |
| 4 bedroom houses | 3 bedroom Maisonettes | |
| 5 bedroom properties | 3 bedroom Houses | |
| 6 bedroom properties | | |

If an applicant who is under-occupying is made an offer of accommodation and refuses that offer their priority will be reassessed. Their application will remain in same band; however, the date of banding will be reset to the date we are notified of the refusal.

Applicants who are under occupying a property and are looking to move from general needs accommodation to sheltered accommodation will be awarded Band 1 priority irrespective of the type of property they will be vacating. This priority will only apply when shortlisting for sheltered properties.

13.2 Local Lettings Policies

Section 166A(6)(b) of the 1996 Act enables housing authorities to allocate accommodation to people of a particular description, regardless whether they fall within the reasonable preference categories, provided that overall, the authority can demonstrate compliance with the requirements of s.166A(3). This is the statutory basis for so-called 'local lettings policies'. Local lettings policies may be used to achieve a wide variety of housing management and policy objectives.

Before adopting a local lettings policy, the council and the relevant Peterborough Homes Landlord will consult those who are likely to be affected by the implementation of the policy e.g., tenants and residents. Local lettings policies will be published once implemented and will be reviewed annually. Policies will be revised or revoked where they are no longer appropriate or necessary.

13.3 Adapted Properties

In cases where a property has been fitted with adaptations, the council will seek to match a suitable applicant to the property. This may mean that higher priority applicants will be bypassed to make best use of the adaptations; for instance, where a property has been fitted with a stairlift, priority will be given to applicants who need this facility. These properties may be allocated via a direct allocation.

If an applicant is shortlisted and accepts a property with adaptations that they later decide they do not need, they will not be able to request that these are removed.

Applicants who apply to join the Housing Register and are currently residing in a property which has been adapted to meet the needs of a disabled member of the household who no longer resides with them, will be given priority to move. Applicants

will be placed into Band 1 and will be eligible for additional preference if they qualify. Applicants will be able to bid for properties in the normal way.

13.4 Composite Housing Need

Where an applicant presents with multiple high-level needs and an urgent need to be re-housed, Housing Needs will consider whether urgent priority must be awarded to an application. Housing Needs may, at their discretion award band 1 priority to these cases.

These cases will be considered by the head of service. All cases will be considered on a case-by-case basis.

Allocations may be either by direct allocation or through Choice Based Lettings.

13.5 Management Transfer

Where an applicant has been awarded a Management transfer from their Peterborough Homes Landlord, they will be awarded band 1 priority. It is only the landlord that can provide a tenant with a Management Transfer status.

13.6 Harassment

An applicant will be placed in band 2 due to harassment where there is evidence that the applicant (or a member of their household) is:

- a victim of harassment, violence, or abuse or
- is at significant risk of harm

The applicant will need to provide evidence for this to be considered.

14 Sheltered accommodation

14.1 Standard sheltered accommodation

Applicants will need to be eligible to register on the Housing Register (see sections 6 and 7).

Applications for sheltered accommodation will be considered where the main applicant is at least 55 years of age and:

- i. has an assessed need for housing related support;
- ii. would benefit from the social activities available in the sheltered accommodation;
or
- iii. would benefit from a different level of support need e.g., life skills support for people with mild learning disabilities.

Applications for sheltered accommodation from persons aged at least 50 may be considered where individual need is demonstrated.

Those who do not have a local connection to Peterborough or who are adequately housed but are over the age of 55 will qualify for an allocation of sheltered housing only.

Applicants aged at least 50 may apply for sheltered accommodation where:

- i. There are two joint applicants and one of them is aged at least 55, or
- ii. there is assessed risk, vulnerability or disability and living in sheltered accommodation would improve the applicant's quality of life.

Each Registered Provider may have their own criteria in relation to sheltered accommodation and there may be different age restrictions imposed. Adverts for individual properties will clearly state whether there are any restrictions and what they are.

14.2 Extra care accommodation

Applications for extra care accommodation should be made directly to Adult Social Care.

15. How the banding system works

15.1 Prioritisation of applications

Applications are prioritised for allocation in the following way.

Applications who are assessed in Band 1 with additional preference will be considered first. Where there are 2 applicants in the same band priority will be given to the applicant who has been in the band the longest. If there are not 3 successful applicants in band 1 applicants will be considered from band 2.

For example, the table below shows a dummy shortlist of applicants who have bid for a 2-bedroom house.

| Name | Band | Additional Preference | Banding Date |
|-------------|--------|-----------------------|--------------|
| Applicant 1 | Band 2 | Yes | 13/05/2009 |
| Applicant 2 | Band 1 | Yes | 12/03/2012 |
| Applicant 3 | Band 3 | Yes | 04/01/2012 |
| Applicant 4 | Band 1 | No | 15/01/2011 |
| Applicant 5 | Band 2 | No | 12/09/2011 |
| Applicant 6 | Band 1 | Yes | 12/01/2012 |

Assuming all applicants were eligible to bid for a 2-bedroom house the applicants would be prioritised as below.

| Name | Band | Additional Preference | Banding Date | Position for shortlist purposes |
|-------------|--------|-----------------------|--------------|---------------------------------|
| Applicant 6 | Band 1 | Yes | 12/01/2012 | 1 |
| Applicant 2 | Band 1 | Yes | 12/03/2012 | 2 |
| Applicant 4 | Band 1 | No | 15/01/2011 | 3 |
| Applicant 1 | Band 2 | Yes | 13/05/2009 | 4 |
| Applicant 5 | Band 2 | No | 12/09/2011 | 5 |
| Applicant 3 | Band 3 | Yes | 04/01/2012 | 6 |

15.2 Number of bids

As some property adverts run concurrently, live applicants are able to bid on multiple properties per week, however they will only be considered for properties which meet their needs and once an applicant shortlists as position number 1 for a property, they will not be placed on any further shortlists.

15.3 Offers

Applicants in the most urgent housing need including both, applicants in band 1 and those who are Accepted as Homeless (Band 3) will only be made 1 offer of suitable accommodation. If this offer is refused then their application will be suspended for a period of 12 months and their homelessness priority may be ended. After 12 months, assuming they still have a housing need, they can re-apply on the Housing Register.

Applicants in bands 2 and 3 will be considered for a maximum of 2 offers of suitable accommodation. If an applicant refuses 2 suitable offers of accommodation their application will be suspended for a period of 12 months. After 12 months, assuming they still have a housing need, they can re-apply on the Housing Register.

16 Property size and type

The number of bedrooms needed is based on the number, age and sex of the people who form their household. The bedroom requirement is calculated as follows:

- one bedroom for a couple who are married, in a civil partnership or cohabiting as if they were married or in a civil partnership
- one bedroom for any other person aged 16 or over
- one bedroom for any two children of the same sex aged at least 10 and under 16
- one bedroom for any two children regardless of sex aged less than 10
- one bedroom for any other child
- one additional bedroom for each carer of a member of the household who is disabled or has a long-term health condition, provided that it is essential that overnight care of that member of the household is provided by a non-resident carer.

The council has discretion to allow under-occupation by a maximum of one bedroom where:

- it is assessed that an extra bedroom is required as a member of the household is disabled and requires space for specialist equipment, storage or to accommodation adaptations, or
- the household includes a disabled child who requires attention throughout the night, which would cause unreasonable disruption to a sibling if they were forced to share a bedroom.
- the household have been accepted by the council to be foster carers.

Any offer would be subject to an affordability assessment by the Registered Provider.

Certain properties may be designated for occupation by particular groups, or designated as not appropriate for certain applicants, either temporarily or on a longer-term basis, including flats designated for occupation by elderly or disabled persons; temporary accommodation for homeless families; to address the particular management needs of an area; or to ensure that the council facilitates the development of diverse and sustainable communities.

Bungalows are in short supply. Preference will be given to applicants with mobility, disability, or other special support needs.

Households which contain children under the age of 18 years old whom permanently reside in the household will be given preference for houses.

17. Notifications of refusing entry to the Housing Register and requests for reviews

Any person who is refused admission to or are removed from the Housing Register will be notified in writing. The letter will confirm the grounds for the decision. The letter will be uploaded to their online account.

An applicant has the right to ask the council to review:

- i. any decision about the facts of their case which is likely to be, or has been, taken into account in considering whether to allocate housing accommodation to them; and
- ii. any decision that they are ineligible for an allocation or are not a qualifying person,
- iii. any decision taken to suspend an application

Any request for a review must be made in writing and submitted to: housing.needs@peterborough.gov.uk . The correspondence must state the reasons why they are requesting the review.

Requests for review of decisions relating to priority awarded and suspensions will be carried out by an officer who was not involved in the original decision, and who is senior to the officer who took the decision.

Requests for review of applications which have previously been not eligible because of rent arrears or Anti-Social Behaviour will be considered by representatives from Peterborough City Council and the Peterborough Homes Landlord at the Peterborough Homes Partnership Panel.

18. Equality and diversity

The Peterborough Homes Partnership is committed to promoting equal opportunities for those requesting or receiving housing services. We aim to deliver quality services without prejudice and discrimination to meet the needs of all the community, regardless of age, cultural or ethnic background, disability, gender, marital status, religious or political persuasion or sexual orientation.

To view the council's [Equality and Diversity Policy](#) please visit the city council's website at www.peterborough.gov.uk.

19. GDPR and freedom of information

Any personal information that the council holds about applicants will be made available to applicants to view upon request. We will use the information provided by the applicant to enable us to assess applications. We may also use the information for issues of child protection, public protection and for preventing and detecting fraud and other criminal offences. This includes information we hold as paper and electronic records. If you would like to access your file, please contact the council.

Housing Needs has a privacy notice which can be found here:

<https://www.peterborough.gov.uk/asset-library/housing-needs-privacy-notice.pdf>

20. The Registered Provider Panel (RPP)

Any decisions relating to applicants being granted entry to the Housing Register where they have been excluded on the grounds of not qualifying due to unreasonable tenant like behaviour detailed in Sections 7.7 – 7.11 will be discussed at the Registered Providers Panel (RPP).

The panel will be made up of representatives from the Councils Housing Needs Service and the Registered providers.

Decisions of the panel will be taken in the best interests of the applicant, their household, the registered provider landlord and the communities they serve. Cases presented to the panel will be considered on a case by case basis and each member organisation of the panel will have a vote. In order for the panel meeting and voting to be quorate the panel must be made up of at least 1 senior officer of the Councils Housing Needs Service and a representative of at least 2 of the partner register providers.

In cases of equal voting the Council will hold the casting vote.

DRAFT

Appendix 1 – The banding scheme

| BAND 1 | | SECTION |
|-----------|---|---------|
| OVER | The applicant, or a member of their household, has an overriding medical priority | 10.4 |
| SPNP | The applicant has multiple housing needs requiring an urgent move as agreed by a Special Priority Needs Panel | 13.4 |
| MT5% | Management Transfer agreed by the Peterborough Homes landlord | 13.5 |
| SAP | Approved move on from the Supported Accommodation Panel | 7.5 |
| PREVPN | Owed Homeless Prevention Duty S.195 and <ul style="list-style-type: none"> • are likely to be owed the s.193(2) Homeless Main Duty when the s.189b Relief Duty comes to an end because they are believed to be in priority need and deemed not to have worsened their housing circumstances and • have a local connection | 10.2 |
| RELIEFDA | The applicant is owed a Relief Duty S.189b and they are homeless due to being a victim of Domestic Abuse. | 10.2 |
| CARE | Leaving Peterborough City Council care | 7.3 |
| UNDERSHEL | Under-occupying a property, which is let to them by one of the Peterborough Homes Landlords and <u>only</u> moving to sheltered. | 13.1 |
| UNDERHIGH | Under-occupying a high demand property, which is let to them by one of the Peterborough Homes Landlords | 13.1 |
| STATOVER | Statutory overcrowded as confirmed by the Private Sector Housing Team | 10.3 |
| DISR | The applicant's landlord has been served with an improvement notice because a category 1 hazard exists at their accommodation. (Priority may be withdrawn if the hazard ceases to exist.) | 10.5 |
| BAND 2 | | |
| OVEROCC2 | Overcrowded in current accommodation by 2 bedrooms or more | 10.3 |
| HIGH | High medical priority for a move | 10.4 |
| UNDERLOW | Under-occupying a low demand property, which is let to them by one of the Peterborough Homes Landlords | 13.1 |
| HARA | The applicant (or a member of their household) is: <ul style="list-style-type: none"> • a victim of harassment, violence or abuse or • is at significant risk of harm | 13.6 |

| | | |
|----------|--|------|
| PREV | Owed Homeless Prevention Duty S.195 but are not likely to be owed the s.193(2) Homeless Main Duty when the s.189b Relief Duty comes to an end because they are not believed to be in priority need or deemed to have worsened their housing circumstances | 10.2 |
| RELIEF | Owed Homeless Relief Duty s.189b and <ul style="list-style-type: none"> • have a local connection to Peterborough | 10.2 |
| BAND 3 | | |
| OVEROCC1 | Overcrowded in current accommodation by 1 bedroom | 10.3 |
| MEDICAL | Low medical need to move | 10.4 |
| ACAH | Accepted as homeless. The applicant is owed a duty under section 193 (2) or 195 (2) of the Housing Act 1996 (as amended by Homelessness Reduction Act 2017) | 10.2 |
| INTE | Intentionally Homeless under either s.193 (2) or s.190 of the Housing Act 1996 (as amended by Homelessness Reduction Act 2017) | 10.2 |
| NONP | Non-Priority under s.192 (2) Housing Act 1996 (as amended by Homeless Reduction Act 2017) | 10.2 |
| UNDERNO | Under-occupying a no demand property, which is let to them by one of the Peterborough Homes Landlords | 13.1 |
| ADEQ | Adequately housed – over 55 years old for sheltered accommodation or those who have had their homelessness relieved. | 14.1 |
| AWAY | No local connection to Peterborough – over 55 years old for sheltered accommodation only | 14.1 |

Appendix 2

Please note: This table shows examples of household compositions and the property types they will be considered for. Other household types that do not appear within this table will be advised what size and type of property they qualify to bid for.

- 'Household' includes single adult or couple.
- 'Couple' includes same sex couples.
- Houses will be allocated to families with children under the age of 18 years old.
- Preference for bungalows will be given to households where the council has assessed the applicant, or a member of their household requires accommodation of that type.
- Sheltered accommodation will be offered to households over 55 with a need for a level of support.

| | BS | Flat Bedrooms | | | Bungalow bedrooms | | | | House / Maisonette bedrooms | | | | | |
|--|----|---------------|---|---|-------------------|---|---|---|-----------------------------|---|---|---|---|---|
| | | 1 | 2 | 3 | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 | 5 | 6 |
| Single Applicant | X | X | | | X | | | | X | | | | | |
| Couple Without Children | | X | | | X | | | | X | | | | | |
| Household with 1 Child | | | X | | | X | | | | X | | | | |
| Household with 2 Children (2 Boys aged 15 & 8) | | | X | X | | X | X | | | X | X | | | |
| Household with 2 Children (1 Boy aged 8 & 1 Girl aged 4) | | | X | X | | X | X | | | X | X | | | |
| Household with 2 Children (2 Boys aged 17 & 6) | | | | X | | | X | | | | X | | | |
| Household with 2 Children (1 Boy aged 15 & 1 Girl aged 14) | | | | X | | | X | | | | X | | | |
| Household with 3 Children (2 Boys aged 15 & 8 and 1 Girl aged 6) | | | | | | | X | | | | X | | | |
| Household with 3 Children (2 Boys aged 17 & 6 and 1 Girl aged 6) | | | | | | | X | | | | X | | | |
| Household with 3 Children (2 Boys aged 17 & 12 and 1 Girl aged 6) | | | | | | | | X | | | | X | | |
| Household with 4 Children (2 Boys aged 15 & 12 and 2 Girls aged 6 & 4) | | | | | | | X | | | | X | | | |

| | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|---|--|--|--|---|---|---|
| Household with 4 Children (2 Boys aged 17 & 12 and 2 Girls aged 6 & 4) | | | | | | | | | X | | | | X | | |
| Household with 4 Children (3 Boys aged 17, 15 & 12 and 1 Girl aged 6) | | | | | | | | | X | | | | X | | |
| Household with 4 Children (2 Boys aged 17 & 12 and 2 Girls aged 16 & 6) | | | | | | | | | | | | | | X | |
| Household with 4 Children (3 Boys aged 17, 16 & 12 and 1 Girl aged 6) | | | | | | | | | | | | | | X | |
| Household with 5 Children (3 Boys aged 17, 13 & 12 and 2 Girls aged 14 & 6) | | | | | | | | | X | | | | X | | |
| Household with 5 Children (3 Boys aged 17, 13 & 12 and 2 Girls aged 16 & 6) | | | | | | | | | | | | | | X | |
| Household with 5 Children (3 Boys aged 17, 16 & 12 and 2 Girls aged 16 & 6) | | | | | | | | | | | | | | | X |
| Household with 6 Children (3 Boys aged 15, 13 & 8 and 3 Girls aged 14, 9 & 6) | | | | | | | | | X | | | | X | | |
| Household with 6 Children (3 Boys aged 17, 13 & 8 and 3 Girls aged 14, 9 & 6) | | | | | | | | | | | | | | X | |
| Household with 6 Children (3 Boys aged 17, 16 & 8 and 3 Girls aged 16, 9 & 6) | | | | | | | | | | | | | | | X |
| Household with 7 Children (4 Boys aged 17, 16, 9 & 8 and 3 Girls aged 16, 9 & 6) | | | | | | | | | | | | | | | X |
| Household with 7 Children (4 Boys aged 9, 7, 5 & 2 and 3 Girls aged 16, 9 & 6) | | | | | | | | | | | | | | X | |
| Household with 7 Children (4 Boys aged 17, 7, 5 & 2 and 3 Girls aged 16, 9 & 6) | | | | | | | | | | | | | | | X |
| Household with 8 Children (4 Boys aged 9, 7, 5 & 2 and 4 Girls aged 15, 12, 9 & 6) | | | | | | | | | | | | | | X | |
| Household with 8 Children (4 Boys aged 9, 7, 5 & 2 and 4 Girls aged 16, 12, 9 & 6) | | | | | | | | | | | | | | | X |
| Household with 9 or more children | | | | | | | | | | | | | | | X |

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Current Bands and Brief description of categories

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

| | | | | |
|--|---|--|--|--|
| HARAM – Medical priority and is victim of harassment/abuse or violence and is at significant risk of harm | DISR – Landlord been served with an improvement notice due to Category 1 hazard | | | |
| DISRM – Medical priority and served with improvement notice to due category 1 hazard | HARA – A victim of harassment, violence or abuse or is at significant risk of harm | | | |
| CARE – Leaving councils' care | ACTH – Accepted as threatened with homelessness | | | |
| MT5 – Those agreed urgent transfers from RPs | | | | |

Proposed Bands and Categories

| Band 1 | Band 2 | Band 3 |
|--|--|--|
| SPNP – Special Priority Needs Panel agreed urgent need to move | UNDERLOW - Under-occupying a low demand property, which is let to them by one of the Peterborough Homes Landlords | MEDICAL – Confirmed medical need to move but not assessed as high or urgent |
| OVER - Over riding medical priority | OVEROCC2 – Overcrowded in current accommodation 2 bedrooms or more | ACAH – Accepted as homeless |
| MT5% - Current RP tenants where the RP have advised an urgent need to move | HIGH - High Medical award | INTE – Intentionally Homeless under either s.193 (2) or s.190 of the Housing Act 1996 |
| SAP – Approved by the Supported Accommodation move on Panel | HARA – A victim of harassment, violence or abuse or is at significant risk of harm | NONP – Non-Priority under s.192 (2) Housing Act 1996 |
| PREVPN - Owed Homeless Prevention Duty S.195 and are likely to be owed the s.193(2) Homeless Main Duty when the s.189b Relief Duty comes to an end because they are believed to be in priority need and deemed not to have worsened their housing circumstances and have a local connection | PREV - Owed Homeless Prevention Duty S.195 but are not likely to be owed the s.193(2) Homeless Main Duty when the s.189b Relief Duty comes to an end because they are not believed to be in priority need or deemed to have worsened their housing circumstances | OVEROCC1 – Overcrowded by 1 bedroom |
| RELIEFDA - Owed a Relief Duty S.189b and they are homeless due to being a victim of Domestic Abuse. | RELIEF - Applicants who are owed the Homeless Relief Duty s.189b and have a local connection to Peterborough | UNDERNO - Under-occupying a no demand property, which is let to them by one of the Peterborough Homes Landlords |
| CARE – Leaving Peterborough City Council care. | | ADEQ – Adequately housed – over 55 over for sheltered only |
| UNDERSHEL – Current tenant of a Peterborough Homes landlord who is under occupying and will be only moving to sheltered | | AWAY – No local connection to Peterborough – over 55 for sheltered only |

| | | |
|--|--|--|
| STATOVER – Statutory overcrowded as confirmed by Housing Enforcement Team | | |
| DISR – Landlord been served with an improvement notice due to Category 1 hazard | | |
| UNDERHIGH - Under-occupying a high demand property, which is let to them by one of the Peterborough Homes Landlords | | |

| | |
|---------------------------------------|----------------------|
| COMMUNITIES SCRUTINY COMMITTEE | AGENDA ITEM No. 9. |
| 4 JANUARY 2022 | PUBLIC REPORT |

| | | |
|--------------------------------|--|-------------------|
| Report of: | Fiona McMillan, Director of Law and Governance and Monitoring Officer | |
| Cabinet Member(s) responsible: | Councillor Marco Cereste, Cabinet Member for Digital Services and Transformation | |
| Contact Officer(s): | David Beauchamp, Democratic Services Officer | Tel. 01733 384628 |

COMMUNITIES SCRUTINY COMMITTEE MEETING START TIME 2022-2023

| | |
|--|---------------------------|
| RECOMMENDATIONS | |
| FROM: Fiona McMillan, Director of Law and Governance and Monitoring Officer | Deadline date: N/A |
| It is recommended that the Communities Scrutiny Committee agree the start time for all Communities Scrutiny Committee meetings for the Municipal Year 2022-23. | |

1. ORIGIN OF REPORT

1.1 This report is submitted to the Communities Scrutiny Committee meeting following the Full Council decision on 24 July 2019 to allow Committees to decide their own start times.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to allow the Communities Scrutiny Committee to discuss and agree the start times for meetings from the beginning of the Municipal Year 2022-23. The draft schedule of meetings will be agreed at Full Council.

2.2 This report is for the Communities Scrutiny Committee to consider under Council Standing Order section 4.4.1

The timings of normal committee meetings will be agreed by the committee for the next municipal year in January of the preceding municipal year (or as near to this time as possible).

3. TIMESCALES

| | | | |
|---|-----------|----------------------------------|--|
| Is this a Major Policy Item/Statutory Plan? | NO | If yes, date for Cabinet meeting | |
|---|-----------|----------------------------------|--|

4. BACKGROUND AND KEY ISSUES

4.1 At the Constitution and Ethics Committee on 8 July 2019 the Committee agreed by majority to recommend to Council that all Committees can agree their start times. This was again agreed by majority at the Full Council meeting on 24 July 2019.

4.2 The Council standing orders have been updated to reflect this decision and gives Committees the opportunity to decide their own start time.

- 4.3 In order for the start times to be incorporated into the draft meeting schedule it is important for the Committee to make a decision on this before the January 2022 Full Council meeting.
- 4.4 Council standing orders allow the Committee to agree its start time every Municipal Year, thereby allowing the Committee to change the start times if it is felt that the start time was not suitable.
- 4.5 The Committee will need to decide the best start time and will need to weigh up attendance at meetings and the impact on the Council and members of the public.
- 4.6 The Committee start time in recent years has been 7pm.

5. CONSULTATION

- 5.1 Consultation has already taken place with the Constitution and Ethics Committee and all Councillors at Full Council.

6. ANTICIPATED OUTCOMES OR IMPACT

- 6.1 It is anticipated that the Committee will agree a start time for meetings for the Municipal Year 2022 -23 and this will be proposed as part of the draft meeting schedule.

7. REASON FOR THE RECOMMENDATION

- 7.1 The recommendation allows the Communities Scrutiny Committee to debate the start time of the meeting and make recommendations following debate.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 N/A

9. IMPLICATIONS

Financial Implications

- 9.1 There are no financial implications.

Legal Implications

- 9.2 There are no legal implications

Equalities Implications

- 9.3 There are no equalities implications

10. BACKGROUND DOCUMENTS

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

- 10.1 Minutes of the Constitution and Ethics Committee 8 July 2019
Report to Full Council 24 July 2019

11. APPENDICES

- 11.1 N/A

| | |
|---------------------------------------|----------------------|
| COMMUNITIES SCRUTINY COMMITTEE | AGENDA ITEM No. 10. |
| 4 JANUARY 2022 | PUBLIC REPORT |

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

MONITORING SCRUTINY RECOMMENDATIONS

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

1. ORIGIN OF REPORT

1.1 The Adults and Communities Scrutiny Committee agreed at a meeting held on 21 June 2017 that a report be provided at each meeting to note the outcome of any recommendations made at the previous meeting held thereby providing an opportunity for the Committee to request further monitoring of the recommendation should this be required.

2. PURPOSE AND REASON FOR REPORT

2.1 The report enables the Scrutiny Committee to monitor and track progress on recommendations made to the Executive or Officers at previous meetings.

2.2 This report is for the Communities Scrutiny Committee to consider under its Terms of Reference No. *Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 3.3:*

The Scrutiny Committees will:

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

3. **TIMESCALES**

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

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 meetings held on 28 September 2021 and 2 November 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 RESOLVED to recommend the Strategy, as described in this report, to Cabinet for endorsement and onward approval by Full Council | <p>Recommendation sent to Cabinet Member.</p> <p>Endorsed by Cabinet on 29 November 2021 as follows:</p> <p>Cabinet considered the report and RESOLVED to recommend the Culture Strategy to Full Council for approval.</p> <p>Approved by Full Council on 8 December 2021.</p> | Completed* |
| 28 SEPTEMBER 2021 | Cllr Allen, Cabinet Member for Housing, Culture and Communities | 6. Homelessness and Rough Sleeping Strategy 2021 to 2026 | <p>The Communities Scrutiny Committee RESOLVED to</p> <p>1. Endorse the Strategy and Action Plan to be taken forward to Cabinet for endorsement and onward approval by Full Council</p> | <p>Recommendation sent to Cabinet Member.</p> <p>Scheduled for Cabinet on 10 January 2022</p> | Ongoing |
| 28 SEPTEMBER 2021 | Cllr Allen, Cabinet Member for Housing, Culture and Communities | 6. Homelessness and Rough Sleeping Strategy 2021 to 2026 | <p>The Communities Scrutiny Committee RESOLVED to</p> <p>2. Recommend that the relevant Cabinet Member and Lead</p> | <p>Recommendation accepted by Sean Evans – Head of Service, Housing Needs at the meeting. To be actioned.</p> | Ongoing |

| | | | | | |
|--|--|--|---|---|--|
| | | | 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. | Response as follows: "I have met with Cllr Fox and Tommy Kelly, armed forces covenant officer and we have agreed to include an additional objective in the strategy action plan for presentation at cabinet in January. The objective is as follows: | |
|--|--|--|---|---|--|

Objective 2.6 - Improve information and services for armed forces personnel

| Action | Target and Date | Outcome | Lead officer/s | Partners |
|--|--|---|--|-----------------|
| 1. Improve information about housing and homelessness for armed forces personnel | <p>Website updated to include dedicated armed forces personnel section completed by 01/04/22.</p> <p>Use Housing Pages to highlight other support available by 01/04/22</p> <p>Housing Needs staff to receive Armed Forces Covenant training by 01/06/2022</p> <p>Housing/Homelessness update to be presented at Armed forces Covenant Board</p> | <p>Offering the best possible service for former armed forces personnel</p> <p>Established processes and procedures for dealing with victims and survivors of domestic abuse.</p> | Sean Evans – Housing Needs Head of Service | AFCO |

| | | | | | |
|-------------------|--|---|---|--|-------------------|
| 28 SEPTEMBER 2021 | Cllr Allen, Cabinet Member for Housing, Culture and Communities | 7. Domestic Abuse Safe Accommodation Strategy | The Communities Scrutiny Committee RESOLVED to scrutinise and endorse the Peterborough Safe Accommodation Strategy for approval by Cabinet | Recommendation sent to Cabinet Member. Approved by Cabinet on 15 November 2021 as follows: Cabinet considered the report and RESOLVED to approve the Peterborough Safe Accommodation Strategy | Completed* |
| 2 NOVEMBER 2021 | Cllr Allen, Cabinet Member for Housing, Culture and Communities | 6. City Market Relocation | The Communities Scrutiny Committee RESOLVED to endorse plans to reinvigorate a new market offer for the City. | Recommendation sent to Cabinet Member: Decision currently on Forward Plan - KEY/17JAN22/01 | Ongoing |
| 2 NOVEMBER 2021 | Cllr Marco Cereste, Cabinet Member for Digital Services and Transformation | 9. Report of the Task and Finish Group to Examine Barriers to Equality and Issues Experienced by BAME Communities in Accessing Council Services | The Communities Scrutiny Committee RESOLVED to recommend that the newly formed Cabinet Working Group adopt the LGA assessment and action plan as the basis of their work plan. | Recommendation sent to Cabinet Member: First meeting of the new Equality, Diversity, Disability and Inclusion Cabinet Working Group took place on 6 December 2021. | Ongoing |

*= Pending Committee's approval

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>RECOMMENDATION:</p> <p>The Adults and Communities Scrutiny Committee RESOLVED to recommend that Cabinet should consider extending Selective Licensing across the whole city after the current scheme expires in 2021.</p> | <p>Recommendation sent to Councillor Walsh, Cabinet Member for Communities and Jo Bezant, Manager, Housing Enforcement and Selective Licensing on 18/03/2019.</p> <p>Response received and sent to committee members on 03/04/2019. Please see below:</p> <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>Proposals for the new scheme considered by</p> | Ongoing. |

| Meeting date Recommendations Made | Portfolio Holder / Directorate Responsible | Agenda Item Title | Recommendation Made | Action Taken | Progress Status |
|--|--|-------------------|---------------------|---|-----------------|
| | | | | <p>the Committee on 2 November 2021.</p> <p>Final policy to return to Committee once the consultation period has concluded.</p> | |
| <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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| COMMUNITIES SCRUTINY COMMITTEE | AGENDA ITEM No. 11 |
| 4 JANUARY 2022 | PUBLIC REPORT |

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

FORWARD PLAN OF EXECUTIVE DECISIONS

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

1. ORIGIN OF REPORT

1.1 The report is presented to the Committee in accordance with the Terms of Reference as set out in section 2.2 of the report.

2. PURPOSE AND REASON FOR REPORT

2.1 This is a regular report to the Adults and Communities Scrutiny Committee outlining the content of the Forward Plan of Executive Decisions.

2.2 This report is for the Communities Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 3.3:

The Scrutiny Committees will:

(f) Hold the Executive to account for the discharge of functions in the following ways:

ii) By scrutinising Key Decisions which the Executive is planning to take, as set out in the Forward Plan of Executive Decisions;

3. TIMESCALES

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

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 17 January 2022.

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: 17 DECEMBER 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 or by telephone on 01733 452460.

All decisions will be posted on the Council's website: www.peterborough.gov.uk/executivedecisions. If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the Democratic and Constitutional Services Manager using the form attached. For your information, the contact details for the Council's various service departments are incorporated within this Plan.

PART 1 – FORWARD PLAN OF KEY DECISIONS

KEY DECISIONS FROM 17 JANUARY 2022

| KEY DECISION REQUIRED | DECISION MAKER | DATE DECISION EXPECTED | RELEVANT SCRUTINY COMMITTEE | WARD | CONSULTATION | CONTACT DETAILS REPORT AUTHORS | DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION |
|--|---|-------------------------------|--|----------------|--|---|---|
| <p>New Peterborough City Market – KEY/17JAN2022/01 - As part of the Northminster development, the city market will be relocated to Bridge Street. The Cabinet Member will be asked to formally approve:</p> <p>1) the closure of the existing city market 2) the establishment of a new city market 3) the award of contract to a supplier(s) to develop and install a food court and market stalls</p> | <p>Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities</p> | <p>January 2022</p> | <p>Communities Scrutiny Committee</p> | <p>Central</p> | <p>Consultation is taking place with existing city market traders. Notice of the market closure has also been published in the Peterborough Telegraph and the public invited to send representations to the council.</p> | <p>Ian Phillips - Head of Communities and Partnerships Integration Email: ian.phillips@peterborough.gov.uk</p> | <p>A Cabinet Member Decision Notice setting out the full details of the proposals.</p> |

| KEY DECISION REQUIRED | DECISION MAKER | DATE DECISION EXPECTED | RELEVANT SCRUTINY COMMITTEE | WARD | CONSULTATION | CONTACT DETAILS REPORT AUTHORS | DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION |
|---|---|-------------------------------|--|-------------------------------|---|---|---|
| <p>Amendment to Hotel Loan Facility - KEY/17JAN2022/02 - An amendment is required to the Hotel Loan Facility with Fletton Quays Hotel Ltd</p> <p>118</p> | <p>Councillor Andy Coles, Cabinet Member for Finance</p> | <p>May 2022</p> | <p>Growth, Environment and Resources Scrutiny Committee</p> | <p>Fletton and Stanground</p> | <p>Consultation has been undertaken with the Council's Quantity Surveyors working for the Council on this project</p> | <p>Carole Coe, Commercial Finance Manager, Tel:07966 570604, Email: carole.coe@pe-terborough.gov.uk</p> | <p>The decision will include an exempt annex containing a commercially confidential update from the Director of the Fletton Quays Hotel Ltd.</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> |

| KEY DECISION REQUIRED | DECISION MAKER | DATE DECISION EXPECTED | RELEVANT SCRUTINY COMMITTEE | WARD | CONSULTATION | CONTACT DETAILS REPORT AUTHORS | DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION |
|---|---|-------------------------------|--|-------------|---------------------|--|--|
| <p>Opt Into The National Scheme For Auditor Appointments From 2023 - KEY/17JAN2022/03 - Confirm to Public Sector Audit Appointments that it will opt into the national scheme for auditor</p> <p>119</p> | <p>Councillor Andy Coles, Cabinet Member for Finance</p> | <p>February 2022</p> | <p>Growth, Environment and Resources Scrutiny Committee</p> | <p>N/A</p> | <p>N/A</p> | <p>Kirsty Nutton, Head of Corporate Finance Tel: 01733 384590 Email: Kirsty.nutton@peterborough.gov.uk</p> | <p>Report and Invitation letter</p> <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> |

PREVIOUSLY ADVERTISED KEY DECISIONS

| KEY DECISION REQUIRED | DECISION MAKER | DATE DECISION EXPECTED | RELEVANT SCRUTINY COMMITTEE | WARD | CONSULTATION | CONTACT DETAILS REPORT AUTHORS | DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION |
|---|--|-------------------------------|---|----------------|--|---|---|
| <p>1. Disposal of freehold in Centre of the City - KEY/12JUN18/01 To delegate authority to the Corporate Director of Growth and Regeneration to sell the property</p> <p>120</p> | <p>Councillor Coles, Cabinet Member for Finance</p> | <p>December 2021</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>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> |

| KEY DECISION REQUIRED | DECISION MAKER | DATE DECISION EXPECTED | RELEVANT SCRUTINY COMMITTEE | WARD | CONSULTATION | CONTACT DETAILS / REPORT AUTHORS | DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER |
|---|--|-------------------------------|---|--|--|---|---|
| <p>2. Contract for remedial works by PCC to the Stanground Bypass – KEY/2SEP19/02 To approve works to the Stanground bypass and authorise the associated package of work to be issued to Skanska Construction UK Limited under the Council's existing agreement with SKANSKA dated 18th September 2013 (the Highways Services Agreement).</p> | <p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> | <p>December 2021</p> | <p>Growth, Environment and Resources Scrutiny Committee</p> | <p>Stanground South and Hargate and Hempsted</p> | <p>Relevant internal and external stakeholders</p> <p>Standard consultation for highway schemes.</p> | <p>Charlotte Palmer, Group Manager – Transport and Environment, charlotte.palmer@peterborough.gov.uk</p> | <p>To be determined.</p> |

| KEY DECISION REQUIRED | DECISION MAKER | DATE DECISION EXPECTED | RELEVANT SCRUTINY COMMITTEE | WARD | CONSULTATION | CONTACT DETAILS / REPORT AUTHORS | DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER |
|---|--|-------------------------------|---|----------------|---|---|---|
| <p>3. Approval of funding for the provision of accommodation to reduce homelessness KEY/14OCT19/01 – Following Cabinet Decision JAN18/CAB/18 this is a new project to increase the supply of housing and address the demand for accommodation resulting from the increase in homelessness.</p> | <p>Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities</p> | <p>December 2021</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>4. Disposal of land at 7-23 London Road, Peterborough - KEY/06JAN20/01 Approval to dispose of surplus land to a registered provider for redevelopment to social housing The disposal will be conditional on a successful planning consent; the application has yet to be made.</p> | <p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> | <p>December 2021</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> |

| KEY DECISION REQUIRED | | DECISION MAKER | DATE DECISION EXPECTED | RELEVANT SCRUTINY COMMITTEE | WARD | CONSULTATION | CONTACT DETAILS / REPORT AUTHORS | DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER |
|------------------------------|---|--|-------------------------------|---|-------------|---|--|--|
| 5. | <p>The disposal of former playing fields at Angus Court, Westtown, Peterborough - KEY/06JAN20/02</p> <p>Approval to dispose of former playing fields and Angus Court</p> | <p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> | <p>December 2021</p> | <p>Growth, Environment and Resources Scrutiny Committee</p> | <p>West</p> | <p>A number of consultation events for local residents have been held for both the proposed disposal of land at Angus Court and the creation of new facilities at Thorpe Lea Meadows. Planning approval was secured for the new facilities at Thorpe Lea Meadows. These works are now completed. Consultation and information events to discuss the Council's plans to dispose of land at Angus Court and the creation of a new public play area, were held at West Town Academy took place on 1 November 2018 and 7 March 2019</p> | <p>Tristram Hill, Strategic Asset Manager, Tel: 07849 079787 Email: tristram.hill@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> |

| KEY DECISION REQUIRED | | DECISION MAKER | DATE DECISION EXPECTED | RELEVANT SCRUTINY COMMITTEE | WARD | CONSULTATION | CONTACT DETAILS / REPORT AUTHORS | DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER |
|------------------------------|---|---|-------------------------------|--|-------------|---|---|--|
| 6. | Acquisition of a freehold commercial property in Peterborough City Centre – KEY/8JUN20/03 - Acquisition of a freehold property for a community hub. | Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments | December 2021 | 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). |
| 7. 124 | Joint Cambridgeshire County Council and Peterborough City Council Transport Services DPS - KEY/7DEC20/01 - Joint Cambridgeshire County Council and Peterborough City Council Transport Services DPS for all Education and social care transport procurement. | Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University | December 2021 | 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 |

| KEY DECISION REQUIRED | | DECISION MAKER | DATE DECISION EXPECTED | RELEVANT SCRUTINY COMMITTEE | WARD | CONSULTATION | CONTACT DETAILS / REPORT AUTHORS | DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER |
|------------------------------|---|--|-------------------------------|---|-------------|---|---|--|
| 8. | <p>Variation to the Council's Operational Services Agreement (Peterborough Serco Strategic Partnership Contract): Modification to scope of the PSSP Contract - KEY/7DEC20/02 - Variation to the Council's Operational Services Agreement (Peterborough Serco Strategic Partnership Contract): Modification to scope of the PSSP Contract - Business Transformation & Strategic Improvement Service Support element</p> | <p>Councillor Cereste, Cabinet Member for Digital Services and Transformation</p> | <p>December 2021</p> | <p>Growth, Environment and Resources Scrutiny Committee</p> | <p>N/A</p> | <p>Relevant internal and external stakeholders.</p> | <p>Christ Yates, Finance, 01733 452527, chris.yates@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> |
| 9. | <p>Mechanism selected for the supply of agency workers – KEY/21DEC20/02 – 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>Councillor Cereste, Cabinet Member for Digital Services and Transformation</p> | <p>December 2021</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: 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>10. Procurement of 22 one bedroom flats for the accommodation of people who have previously been rough-sleepers – KEY/04JAN21/01 - 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>Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities</p> | <p>December 2021</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>12. Bretton Court Redevelopment Scheme – KEY/15MAR21/04 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>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> | <p>December 2021</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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| 13. 129 | <p>Approval for application of Government funding for a heat network - KEY/29MAR21/02</p> <p>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>Councillor Simons, Cabinet Member for Waste, Street Scene and Environment</p> | <p>December 2021</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; elliot.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. The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p> |

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| 14. | <p>PCC Homecare Framework – KEY/12APR21/02</p> <p>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>Councillor Walsh, Cabinet Member for Adult Social Care, Health & Public Health</p> | <p>December 2021</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> |
| 15. | <p>64-68 Bridge Street, dilapidation works – KEY/26APR2021/02 –</p> <p>Approval to carry out dilapidations works at 64-68 Bridge Street, Peterborough.</p> | <p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> | <p>December 2021</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>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p> |

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| 16. | Fleet Procurement - KEY/26APR2021/08 - Formal tender for various Fleet vehicles for Aragon Direct Services including areas such as Street Cleansing and Property Maintenance | Councillor Simons, Cabinet Member for Waste, Street Scene and Environment | December 2021 | 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. |
| 17. 131 | Peterborough City Council Housing Related Support Procurement / Commissioning - KEY/24MAY21/02 – To Procure / Commission Peterborough City Council Housing Related Support Services. Service redesign and change form annual Grant Agreements to longer term contracts. | Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities | December 2021 | Communities Scrutiny Committee | All Wards | Soft market testing is underway. A Housing Related Support Commissioning Strategy has been agreed and has received all the relevant approvals. | Sharon Malia, Housing Programmes Manager Sharon Malia - Housing Programmes Manager, 01733 237771, Email: sharon.malia@peterborough.gov.uk | To be submitted, Housing Related Support Commissioning Strategy for Cambridgeshire & Peterborough 2020 - 2022. Procurement/ Commissioning information. |
| 18. | Approval to commit funding for a bespoke specialist placement for a four year period 2021-2025 – KEY/07JUN21/01 Approval to commit funding for a specialist regulated bespoke placement for a period of four years from 2021-2025. | Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University | December 2021 | Children and Education Scrutiny Committee | Not yet known as property has yet to be located /decided upon. | Extensive consultation has taken place and is on going amongst all system stakeholders and interested parties. | Helene Carr - Head of Service Children's Commissioning. . Contact: 07904909039: email - helene.carr@peterborough.gov.uk | The decision will include an exempt annexe. By virtue of paragraph 2, Information which is likely to reveal the identity of an individual. |

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| 132 | <p>19. Active Lifestyle and Sports Strategy – Refresh – KEY/2AUG21/02 - 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>Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities</p> | <p>April 2022</p> | <p>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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| 20. | <p>Capita Revenue & Benefits Academy system migration to cloud – KEY/30AUG21/01 -</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>Councillor Marco Cereste, Cabinet Member for Digital Services and Transformation</p> | <p>December 2021</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> |
| 21. | <p>Approval to enter into a Section 75 Partnership Agreement with Cambridgeshire and Peterborough NHS Foundation Trust – KEY/11OCT21/03</p> <p>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>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</p> | <p>December 2021</p> | <p>Children and Education Scrutiny Committee</p> | <p>All Wards</p> | <p>Relevant internal and external stakeholders</p> | <p>Helen Andrews, Children's 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> |

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| <p>22. Disband Peterborough City Market from Laxton Square and relocate to a new location – KEY/11OCT21/04 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>Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities</p> | <p>December 2021</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>23. Appointment of Multidisciplinary Design Team for the Peterborough Museum Extension Project – KEY/11OCT21/05 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>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> | <p>December 2021</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>24. Traffic Signals Maintenance Funding – KEY/25OCT21/01 - 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>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> | <p>December 2021</p> | <p>Growth, Environment and Resources Scrutiny Committee</p> | <p>Central, Park and North</p> | <p>Consultation will be undertaken as part of this project</p> | <p>Lewis Banks, Transport & 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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| <p>25.</p> <p>136</p> | <p>Approval for contract to be awarded to Milestone to deliver the new traffic signals maintenance fund – KEY/8NOV21/02 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.</p> | <p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> | <p>December 2021</p> | <p>Growth, Environment and Resources Scrutiny Committee</p> | <p>Central, Park and North Wards</p> | <p>Consultation will be undertaken during the design phase of the scheme</p> | <p>Lewis Banks, Transport & Environment Manager, 01733 317465, lewis.banks@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>26.</p> | <p>Laptop procurement - KEY/22NOV21/01 – Award of contract for laptop devices</p> | <p>Councillor Marco Cereste, Cabinet Member for Digital Services and Transformation</p> | <p>December 2021</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> |

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| <p>28. Community Alarm (Lifeline) Services: (i) delegation of function to Cambridgeshire County Council for new service users; (ii) direct award for legacy service users and (iii) delegation of function to Cambridgeshire County Council for delivery of Enhanced Response Service – KEY/20DEC21/01 Community Alarm (Lifeline) Services: (i) delegation of function to Cambridgeshire County Council for new service users; (ii) direct award for legacy service users and (iii) delegation of function to Cambridgeshire County Council for delivery of Enhanced Response Service</p> | <p>Councillor Walsh, Cabinet Member for Adult Social Care, Health & Public Health</p> | <p>December 2021</p> | <p>Adults and Health Scrutiny Committee</p> | <p>All Wards</p> | <p>Procurement, Finance, Legal, Cambridgeshire County Council</p> | <p>Diana Mackay, Commissioner (Early Intervention & Prevention) Adult Services, Tel: 01223 715966, Diana.Mackay@cambridgeshire.gov.uk</p> | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> |

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| <p>29. Development of the Integrated Care System – KEY/20DEC21/02 - Integrated care systems (ICSs) are geographically based partnerships that bring together providers and commissioners of NHS services with local authorities and other local partners to plan, co-ordinate and commission health and care services. They are part of a fundamental shift in the way the health and care system is organised – away from competition and organisational autonomy and towards collaboration, with health and care organisations working together to integrate services and improve population health. ICSs have been developing for several years – the Health and Care Bill will put them on a statutory footing from April 2022.</p> | <p>Cabinet</p> | <p>January 2022</p> | <p>Adults and Health Scrutiny Committee</p> | <p>All Wards</p> | <p>The NHS is leading a wide consultation with residents and other system partners</p> | <p>Wendi Ogle-Welbourn Executive Director: People and Communities for both Cambridgeshire & Peterborough Councils Email:wendi.ogle-welbourn@peterborough.gov.uk Tel: 01733 863749</p> | <p>Cabinet Report</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>30. Section 256 Agreement with Cambridgeshire and Peterborough Clinical Commissioning Group – KEY/03JAN22/01 Authorise the Council to enter into a Section 256 Agreement (pursuant to section 256 NHS Act 2006) with the Cambridgeshire and Peterborough Clinical Commissioning Group for receipt of funding relating to health funded support to children and young people and their families for the financial years 2022/2023 and 2023/2024.</p> | <p>Councillor Lynne Ayres, Cabinet Member for Children’s Services and Education, Skills and University</p> | <p>March 2022</p> | <p>Children and Education Scrutiny Committee</p> | <p>All Wards</p> | <p>All relevant internal and external stakeholders</p> | <p>Pam Setterfield, Commissioning Manager, Tel: 07920 160394, Email: pam.setterfield@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>31. Novation of Amey LG Materials Recycling Facility contract – KEY/03JAN22/02 Agreement by the relevant cabinet member to permit a novation of Amey MRF contract and associated legal agreements necessary to complete this process.</p> <p>141</p> | <p>Councillor Nigel Simons, Cabinet Member for Waste, Street Scene and the Environment</p> | <p>January 2021</p> | <p>Growth, Environment and Resources Scrutiny Committee</p> | <p>All Wards</p> | <p>Relevant internal and external stakeholders</p> | <p>Richard Pearn, Head of Waste, Resources and Energy, richard.pear@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p> |

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> |
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| None. | | | | | | | |

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

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

PREVIOUSLY ADVERTISED DECISIONS

| <i>DECISION REQUIRED</i> | | <i>DECISION MAKER</i> | <i>DATE DECISION EXPECTED</i> | <i>RELEVANT SCRUTINY COMMITTEE</i> | <i>WARD</i> | <i>CONSULTATION</i> | <i>CONTACT DETAILS / REPORT AUTHORS</i> | <i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i> |
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| 1. | <p>Disposal of former Barnack Primary School caretaker house - Delegate authority to the Corporate Director of Growth and Regeneration to dispose of the property.</p> | <p>Councillor Coles, Cabinet Member for Finance</p> | <p>December 2021</p> | <p>Growth, Environment & Resources Scrutiny Committee</p> | <p>NA</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>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p> |

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| 2. | <p>Approval of the leasehold disposal of a brownfield site to a care provider – A site has been found for a care home and the Council are currently looking into a leasehold disposal to a care provider who will build a care facility and then contract to provide services to the Council.</p> | <p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> | <p>December 2021</p> | <p>Growth, Environment and Resources Scrutiny Committee</p> | <p>Park Ward</p> | <p>Relevant internal and external stakeholders.</p> <p>A forum has been set up by the Combined Authority involving representatives from finance, legal, property and social care.</p> | <p>Tristram Hill - Strategic Asset Manager, 07849 079787, tristram.hill@nps.co.uk</p> | <p>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p> |
| 3. | <p>Modern Slavery Statement To review and agree for publication an updated Statement in compliance with the Modern Slavery Act 2015.</p> | <p>Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities</p> | <p>December 2021</p> | <p>Communities Scrutiny Committee</p> | <p>All wards</p> | <p>Relevant internal and external stakeholders.</p> | <p>Rob Hill, Assistant Director: Public Protection, rob.hill@peterborough.gov.uk</p> <p>Amy Brown, Senior Lawyer and Deputy Monitoring Officer, Amy.brown@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> |

| DECISION REQUIRED | | DECISION MAKER | DATE DECISION EXPECTED | RELEVANT SCRUTINY COMMITTEE | WARD | CONSULTATION | CONTACT DETAILS / REPORT AUTHORS | DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION |
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| 4. | Leisure Facility Options Appraisal - Cabinet Member approval to proceed with the development of a business case to test the viability of a new leisure facility in the city | Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities | December 2021 | 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. |

| DECISION REQUIRED | DECISION MAKER | DATE DECISION EXPECTED | RELEVANT SCRUTINY COMMITTEE | WARD | CONSULTATION | CONTACT DETAILS / REPORT AUTHORS | DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION |
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| <p>5. 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</p> <p>This decision seeks authorisation to vary the Delegation and Partnering agreement to account for the increase in the value of PCC financial contributions to CCC in respect of the Agenda for Change pay increase. Agenda for Change is a nationally agreed UK-wide package of pay, terms and conditions for NHS staff. Under this deal, which came into effect in 2018, was the agreement for all NHS staff employed at the top pay points at bands 2-8c were to receive a 6.5% cumulative pay increase over a 3 year period.</p> | <p>Councillor Walsh, Cabinet Member for Adult Social Care, Health & Public Health</p> | <p>December 2021</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 - https://democracy.peterborough.gov.uk/mglssueHistoryHome.aspx?Id=22331&PlanId=395&RPID=0</p> |

| DECISION REQUIRED | | DECISION MAKER | DATE DECISION EXPECTED | RELEVANT SCRUTINY COMMITTEE | WARD | CONSULTATION | CONTACT DETAILS / REPORT AUTHORS | DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION |
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| 6. | <p>Joint PCC and CCC IT Service Management System</p> <p>To approve the procurement of a new joint Peterborough City Council [PCC] and Cambridgeshire County Council [CCC] IT Service Management [ITSM] system.</p> | <p>Councillor Cereste, Cabinet Member for Digital Services and Transformation</p> | <p>December 2021</p> | <p>Growth, Environment and Resources Scrutiny Committee</p> | <p>N/A</p> | <p>Relevant internal and external stakeholders.</p> <p>G-Cloud Procurement Process</p> | <p>Damian Roberts, Project Manager. T: 07485 594522 E: damian.roberts@peterborough.gov.uk</p> | <p>CMDN and PID</p> |
| 148 | <p>Approval of the Peterborough Sufficiency Strategy</p> <p>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>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</p> | <p>December 2021</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, lou.williams@peterborough.gov.uk</p> | <p>Scrutiny Report</p> |

| DECISION REQUIRED | | DECISION MAKER | DATE DECISION EXPECTED | RELEVANT SCRUTINY COMMITTEE | WARD | CONSULTATION | CONTACT DETAILS / REPORT AUTHORS | DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION |
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| 149 | <p>8. Werrington Fields and Ken Stimpson Secondary School - 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>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</p> | <p>December 2021</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 & 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> |

| DECISION REQUIRED | | DECISION MAKER | DATE DECISION EXPECTED | RELEVANT SCRUTINY COMMITTEE | WARD | CONSULTATION | CONTACT DETAILS / REPORT AUTHORS | DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION |
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| 9. | Novation of Dementia Resource Centre contract - Approval to novate the contract for the Dementia Resource Centre from Alzheimer's Society to Alzheimer's Trading Limited (ATL). | Councillor Irene Walsh, Cabinet Member for Integrated Adult Social Care, Health and Public Health | December 2021 | Adults and Health Scrutiny Committee | All Wards | Relevant internal and external stakeholders | Sarah Bye, Senior Commissioner, sarah.bye@cambri dgeshire.gov.uk, 07468 718793 | 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

| DECISION TAKEN | DECISION MAKER | DATE DECISION TAKEN | RELEVANT SCRUTINY COMMITTEE | WARD | CONSULTATION | CONTACT DETAILS / REPORT AUTHORS | DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION |
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| <p>Allocation of Workforce Recruitment and Retention Funding in response to the COVID-19 Pandemic - DEC21/CMDN/56</p> <p>The Cabinet Member allocated the Workforce Recruitment and Retention Grant issued by central Government, totalling £537,375, to CQC Registered Care Home and Community Providers in contract with Peterborough City Council</p> | <p>Cabinet Member for Adult Social Care, Health and Public Health</p> | <p>8 December 2021</p> | <p>Adults and Health Scrutiny Committee</p> | <p>All Wards</p> | <p>None.</p> | <p>Shauna Torrance, Tel: 07887631808; Email: shauna.torrance@cambridge-shire.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>Proposed Closure of Key Theatre & Temporary closure of Werrington Leisure Centre to the public –</p> <p>The Cabinet Member approved:</p> <ol style="list-style-type: none"> 1. The proposed closure of The Key Theatre from 17th January 2022. 2. The temporary closure of Werrington Leisure Centre to public use from 1st January 2022 until September 2022. | <p>Deputy Leader and Cabinet Member for Housing, Culture and Communities</p> | <p>16 December 2021</p> | <p>Communities Scrutiny Committee</p> | <p>All Wards</p> | <p>None.</p> | <p>Adrian Chapman, Service Director Community & Safety Cambridgeshire County Council & Peterborough City Council Tel: 07920 160441; Email: adrian.chapman@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> |

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Draft Communities Scrutiny Committee and Crime and Disorder Committee Work Programme 2021/2022

Updated: 17 December 2021

| Meeting Date | Item | Indicative Timings | Comments |
|---|---|--------------------|----------|
| <p>5 JULY 2021 <i>Draft Report 16 June</i> <i>Final Report 23 June</i></p> | <p>Co-opted Member Report To agree to the appointment of co-opted members to the committee for the municipal year 2021/2022</p> <p>Contact Officer: David Beauchamp, Democratic Services Officer</p> | | |
| | <p>Selective Licensing To scrutinise the progress made in addressing poor quality housing and associated conditions as a result of the Selective Licensing scheme.</p> <p>Contact Officer: Ian Phillips: Head of Communities and Partnerships Integration and Jo Bezant, Prevention and Enforcement Service Manager, Housing</p> | | |
| | <p>Peterborough Cultural Strategy 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>Contact Officer: Jamie Fenton, Partnership Manager</p> | | |
| | <p>Taking a Think Communities Approach to mitigate the impact of COVID-19, including on economic, health and wellbeing factors and to reduce inequality To brief Members on the approach to addressing the impacts of the pandemic on our communities, by adopting a</p> | | |

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| | <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>Contact Officer: Matt Oliver, Head of Think Communities</p> | | |
| | <p>Review Of 2020/2021 And Work Programme For 2021/2022</p> <p>To review the work undertaken during 2020/21 and to consider the work programme of the Committee for 2021/2022</p> <p>Contact Officer: David Beauchamp, Democratic Services Officer</p> | | |
| | <p>Forward Plan of Executive Decisions</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>Contact Officer: David Beauchamp, Democratic Services Officer</p> | | |
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| <p>28 SEPTEMBER 2021 <i>Draft Report 9 August</i> <i>Final Report 16 September</i></p> | <p>Peterborough Cultural Strategy 2021 to 2030</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>Contact Officer: Jamie Fenton</p> | | |
| | <p>Homelessness and Rough Sleeping Strategy</p> <p>The Homelessness strategy is a key document the Council has a statutory duty to produce every five years, which lays</p> | | |

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| | <p>out how it will tackle homelessness and rough sleeping over the period.</p> <p>Contact Officer: Sarah Hebblethwaite and Sean Evans</p> | | |
| | <p>Domestic Abuse Safe Accommodation Strategy 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>Contact Officer: Rob Hill</p> | | |
| | <p>Monitoring Scrutiny Recommendations To monitor progress made on recommendations made at the previous meeting.</p> <p>Contact Officer: David Beauchamp, Democratic Services Officer</p> | | |
| | <p>Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p>Contact Officer: David Beauchamp, Democratic Services Officer</p> | | |
| | <p>Work Programme 2021/2022 To consider the Work Programme for 2021/2022</p> <p>Contact Officer: David Beauchamp, Democratic Services Officer</p> | | |
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| 2 NOVEMBER 2021 <i>Draft Report 14 October</i> <i>Final Report 21 October</i> | Selective Licensing Consultation 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. Contact Officer: Ian Phillips / Jo Bezant | | |
| | City Market Relocation This report is submitted at the request of a request from the Committee to provide an update on the plans for the city market. Contact Officer: Rob Hill | | |
| | City College Performance and Annual Report 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 Contact Officer: Pat Carrington | | |
| | Safer Peterborough Partnership Board Report This report is presented to the Communities Scrutiny Committee at the request of the committee members to provide an update on mid-year progress. Contact Officer: Rob Hill / Kate Anderson | | |
| | Report of the Task and Finish Group to Examine Barriers to Equality and Issues Experienced by BAME Communities in Accessing Council Services | | |

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| | <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>Contact Officer: David Beauchamp / Paulina Ford / Ian Phillips</p> | | |
| | <p>Monitoring Scrutiny Recommendations</p> <p>To monitor progress made on recommendations made at the previous meeting.</p> <p>Contact Officer: David Beauchamp, Democratic Services Officer</p> | | |
| | <p>Forward Plan of Executive Decisions</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>Contact Officer: David Beauchamp, Democratic Services Officer</p> | | |
| | <p>Work Programme 2021/2022</p> <p>To consider the Work Programme for 2021/2022</p> <p>Contact Officer: David Beauchamp, Democratic Services Officer</p> | | |
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| <p>17 NOVEMBER 2021 Joint Scrutiny of the Budget Meeting</p> | <p>Medium Term Financial Strategy 2022/23 to 2023/24</p> <p>Contact Officer: Peter Carpenter</p> | | |

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| <p>4 JANUARY 2022 <i>Draft Report 8 December</i> <i>Final Report 15 December</i></p> | <p>Portfolio Progress Report – Housing, Culture and Communities This report is being presented to the Committee to allow them to scrutinise the work being undertaken under the portfolio of the Cabinet Member for Housing, Culture & Communities, Councillor Steve Allen that falls within the remit of this Committee.</p> <p>Contact Officer: Adrian Chapman</p> | | |
| | <p>City Culture and Peterborough Limited Annual Report The reports are highlights from the past 12 months for the services operated. Along with these reports are updates on other Culture and Leisure activity, points 4.2 covers this work that PCC officers are working through outside of the two organisations.</p> <p>Contact Officer: Pat Carrington / Kitran Eastman</p> | | |
| | <p>Allocations Policy The purpose of this report is to present to the committee the updated Common Housing Allocations Policy following a period of public consultation which was undertaken between 31st August 2021 to 22nd November 2021.</p> <p>Contact Officer: Sarah Scase</p> | | |
| | <p>Communities Scrutiny Committee Meeting Start Time 2022-2023 This report is submitted to the Communities Scrutiny Committee meeting following the Full Council decision on 24 July 2019 to allow Committees to decide their own start times.</p> | | |

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| | Contact Officer: David Beauchamp | | |
| | Monitoring Scrutiny Recommendations To monitor progress made on recommendations made at the previous meeting. Contact Officer: David Beauchamp, Democratic Services Officer | | |
| | Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee. Contact Officer: David Beauchamp, Democratic Services Officer | | |
| | Work Programme 2021/2022 To consider the Work Programme for 2021/2022 Contact Officer: David Beauchamp, Democratic Services Officer | | |
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| 9 FEBRUARY 2022 Joint Scrutiny of the Budget Meeting | Medium Term Financial Strategy 2022/23 to 2023/24 Contact Officer: Peter Carpenter | | |
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| 8 MARCH 2022 <i>Draft Report 10 February</i> <i>Final Report 17 February</i> | Safer Peterborough Partnership (SPP) Annual Report Contact Officer: Rob Hill | | |

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| | <p>Housing and Homelessness: End of year update on the impact of COVID-19</p> <p>Contact Officer: Sean Evans</p> | | |
| | <p>PENDING - Active Lifestyles Strategy (moved from January meeting)</p> <p>Contact Officer: Jamie Fenton</p> | | |
| | <p>Temporary Accommodation Strategy (deferred from January)</p> <p>Contact Officer: Sean Evans</p> | | |
| | <p>Monitoring Scrutiny Recommendations To monitor progress made on recommendations made at the previous meeting.</p> <p>Contact Officer: David Beauchamp, Democratic Services Officer</p> | | |
| | <p>Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p>Contact Officer: David Beauchamp, Democratic Services Officer</p> | | |
| PENDING FOR 2021/22 | PENDING – Task and Finish Group Reports | | |

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| | Contact Officer: David Beauchamp / Paulina Ford / Ian Phillips | | |
| | PENDING – Knife Crime Action Plan | | |
| | PENDING – Social Mobility (Delivery) | | |
| | PENDING – Alternative to Changing Futures Programme | | |
| | PENDING – Selective Licensing Final Policy (following end of consultation) | | |
| PENDING FOR 2022/23 | PENDING - City College Peterborough Annual Report | | |

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