

GROWTH, RESOURCES AND COMMUNITIES SCRUTINY COMMITTEE

TUESDAY 10 JANUARY 2023 AT 7PM

Bourges/Viersen Room - Town Hall

Contact: Ramin Shams, Senior Democratic Services Officer

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AGENDA

Page No

1. Apologies

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 Meetings

3.1 Minutes of Growth, Resources and Communities Scrutiny Committee held on 1 November 2022 **03 - 10**

3.2 Minutes of the Extraordinary Joint Meeting of the Scrutiny Committees held on 29 November 2022 **11 - 20**

4. Call in of any Cabinet, Cabinet Member or Key Officer Decision

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 a 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. Progress Report from Cabinet Member for Communication, Culture and Communities **21 - 36**

6. Community Asset Transfer Programme Update **37 - 44**

7. Homelessness and Rough Sleeping Annual Update **45 - 50**

8. Local Planning Compliance Plan August 2022 **51 - 66**

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12.	Date of Next Meeting	

Joint Meeting of the Scrutiny Committees - Monday 23 January 2023

Growth, Resources and Communities Scrutiny Committee Meeting –

Tuesday 7 March 2023

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Committee Members:

Councillors: I Yasin (Chair), M Jamil (Vice Chairman), G Casey, C Fenner, J R Fox, M Haseeb, K Knight, M Rangzeb, R Ray, and N Sandford

Substitutes: Councillors: I Ali, S Bond and M Perkins

Non-Statutory Co-opted Members:

Parish Councillor Neil Boyce, Independent Co-opted Member (non-voting)
Parish Councillor Michael Samways, Independent Co-opted Member – Substitute for Parish Councillor Neil Boyce (Non-voting)

Further information about this meeting can be obtained from Ramin Shams on telephone 01733 452509 or by email – Ramin.Shams@peterborough.gov.uk

**MINUTES OF THE GROWTH, RESOURCES AND COMMUNITIES SCRUTINY
COMMITTEE MEETING
HELD AT 7.00 PM, ON
TUESDAY 1 NOVEMBER 2022
BOURGES/VIERSEN ROOMS, TOWN HALL, PETERBOROUGH**

Committee Members Present: Councillors I Yasin (Chair), M Jamil (Vice-Chair), G Casey, C Fenner, J Fox, M Rangzeb, K Knight, R Ray, C Hogg and Co-opted Member Parish Councillor Neil Boyce

Officers Present:

- Rob Hill, Acting Service Director, Communities
- Charlotte Palmer, Head of Service - Environment, Highways and Transport
- Pat Carrington – Principal Peterborough City College and Assistant Director Skills and Employment
- Sarah Hebblethwaite Deputy Housing Needs Manager
- Ian Philips Head of Communities and Partnership Integration
- Clair George PES Manager
- Ramin Shams, Senior Democratic Services Officer

Also in attendance:

- Cllr M Cereste the Cabinet Member for Climate Change, Planning, Housing and Transport
- Cllr J Stevenson
- Cllr N Day

20. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Nick Sandford.

Councillor Christian Hogg was in attendance as substitute for Councillor Nick Sandford.

21. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS

No declarations of interest or whipping declarations were received.

22. MINUTES OF MEETINGS

The minutes of the Growth, Environment and Resources Scrutiny held on Tuesday 20 September 2022 were agreed as a true and accurate record.

23. CALL IN OF ANY CABINET, CABINET MEMBER OR KEY OFFICER DECISION

No call ins were received.

24. CAR CRUISING – TASK AND FINISH GROUP REPORT

Councillor Stevenson, Chair of the Task and Finish group, accompanied by Councillors

Hogg and Day, introduced the report, which provided the Committee with the final report and recommendations of the Task and Finish group. The former Communities Scrutiny Committee considered an interim report from the Task and Finish group in March 2022 and endorsed a number of recommendations, which the Cabinet subsequently approved in June 2022. Since then, the Task and Finish group had continued exploring car cruising issues and completed its investigation. Councillor Stevenson advised Members that the Task and Finish group had worked with the officers and the police and heard evidence from residents and business owners who had been negatively impacted by the anti-social use of cars following events of the car cruising in the city. The Committee sat as the Crime and Disorder for this item.

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

- Members asked if the Task and Finish group had explored options around 'Noise Cameras' that the Government offered funding for, which could eliminate the drifting. The PES Manager advised Members that she was currently exploring it and had been in contact with a local authority that had gone live with the 'Noise Cameras'.
- Members raised concerns over the likelihood of option one success and if the police could provide the commitment and resources to enforce the injunction. Cllr Stevenson advised Members that the police presence was crucial. When the police attended hotspots and noted the car registration numbers, this had a massive impact, and it went quiet for a few weeks. Councillor Hogg explained that the injunction would give the police the tools to deal with the issue.
- Members asked if the police provided assurances to tackle the issue. Councillor Stevenson advised that this would be a joint action from the police and the Council officers. It would be funded, and the next step for the Council would be to apply for funding and get a successful bid which would be essential to tackle car cruising.
- PES Manager informed Members regarding sources of funding; she explained that the report for the Task and Finish group had now concluded, and it was the right time to seek funding from OPCC (Office of the Police and Crime Commissioner) and would also try to explore as many external funding options as possible including the Road Safety grants, if available.
- Members asked to clarify the wording of the city-wide injunction and whether the injunction covers the whole authority. Councillor Stevenson explained that the injunction was authority wide.
- Members questioned whether imposing Public Space Protection Orders (PSPOs) restrictions in Fair Meadow would help tackle the issue and if a city-wide injunction could be more helpful than putting efforts in small measures. Councillor Hogg advised that the Council would extend the existing PSPO for the Fair Meadow, as it already had a CCTV in the car park and would not cost a considerable amount to the Council. It would prove that the action was suitable, and the city-wide injunction would still be needed.
- Members raised concern over placing PSPO restrictions on Fair Meadow and discussed that the Council was not in a position to spend money on small measures. Putting PSPO order would also disperse the event elsewhere in the city. Councillor Hogg explained that the PSPO order would help in the interim as the city-wide injunction would take longer to be implemented, and this would also help with proving the measures to be successful in securing funding for the city-wide injunction.
- Members asked if the Council had all the necessary information for an injunction and why it would take 12-18 months to obtain it. The Acting Service Director for Communities advised Members that the Council would need to apply for the court to obtain a city-wide injunction and had all the evidence available; however, the court process would likely take about a minimum of 12 months.

The following recommendation was made by Councillor Knight and seconded by Councillor Ray; Peterborough City Council focuses its efforts on establishing an authority-wide injunction for car cruising, which had been proven successful in other cities.

The Committee unanimously **AGREED** to the recommendation.

AGREED ACTIONS

The Growth, Resources and Communities Scrutiny Committee considered the report and **RESOLVED:**

1. That the Council would work over the next 12 –18 months to obtain a city-wide injunction for car cruising and explores all opportunities for external funding to support this.
2. In the interim period, the Council extends the Woodston Public Space Protection (PSPO) and include Pleasure Fair Meadow car park and extends to other hot spot areas should they be required, and the evidence supports it.
3. That the council would work with Cambridgeshire Constabulary to develop a Community Protection Notice (CPN) scheme, issued to any driver/owner committing anti-social behaviour.
4. That Council officers explore funding for additional appropriate infrastructure measures such as ANPR cameras, physical barriers and working with private landowners to deter car cruise or anti-social driving as necessary.
5. That the Council made a proactive effort to use existing CCTV resources as evidence gathering for reporting issues to the police and for enforcement.
6. That the Task and Finish group's work was now concluded, and the group was formally closed. However, it should be noted that the Task and Finish group's work had concentrated on the impact from anti-social car driving and had not specifically looked at other vehicles such as motorbikes and e-scooters.

25. PORTFOLIO HOLDER PROGRESS REPORT – CABINET MEMBER FOR CLIMATE CHANGE, PLANNING, HOUSING AND TRANSPORT

The Cabinet Member for Climate Change, Planning, Housing, Transport introduced the report, which provided the Committee with an update on the progress of the Cabinet Member portfolio.

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

- Members raised concerns over the lack of cooperation between Anglian Water and the PCC over drainage and asked what the Council had done to ensure having closer ties with Anglian Water. The Head of Service for Environment, Highways and Transport advised Members that the PCC as the highway authority was responsible for the cleansing of the highway drainage gullies, and had a programme of work which the PCC undertook on annual basis to priorities the drains that needed cleansing, and some areas where particularly susceptible to flooding received more frequent cleansing. She explained that the PCC worked closely with Anglian Water to resolve issues.
- Members questioned the impact of recent flooding on Bourges Boulevard drainage and if this would likely happen again. The Head of Service for Environment, Highways and Transport explained that the extreme level of rainfall within a very condensed period that happened back in July 2021, with 92mm of

rainfall in three hours in that area of the city, which was rare to the city, and the drainage across the city were not designed to cope with that level of rain, and to bear in mind that the changing climate was going to have challenges. She advised that the PCC was working closely with Anglian Water to ensure where the issues were occurring and how they could be dealt with and minimise the disruption for the public. On another occasion, when 35mm of rainfall happened only in 6 hours cleared much more quickly, which showed the drainage system was efficient. The PCC and Anglian Water continued to work to develop the city's plan to adapt to a changing climate.

- Members were advised that the Highway Network inspects highways and looks for any defects that were likely to cause a hazard to the motorists, and would immediately intervene to do patching repair to keep the network safe, or sometimes it meant that the network was deteriorating and required a more comprehensive service treatment programme, however, unfortunately, the budget did not stretch to ensure pavements were treated on wholesale, as it was designed and focused on keeping the highway network safe.
- Members queried that on some occasions, the contractors did not inform residents in advance of the work taking place on their pavements and streets, which had caused issues for the residents. The Head of Service for Environment, Highways and Transport advised Members that residents would be informed well in advance of any work taking place on the streets and pavements. There had been an occasion in Hampton where contractors did not inform residents of the work on their street; the PCC had discussed the matter with the contractor and made them aware of the issues that had been caused and were currently being dealt with as a priority.
- Members were advised that a reminder note would be sent out to PCC contractors regarding fly-tipping, as Members reported that some contractors left their kits on site after they finished their work.
- Members raised concerns over the time taken by the Highways when they reported faulty street lighting. Members were advised that the Highways responded to all reported issues, and sometimes it could take longer because of the supply chain issues. The Highways did prioritise issues when reported to them.
- Members raised concerns over communication with the Highways and discussed that when they reported issues to Highways, they had not received any response from them. Members were advised to use the Fix My Street app to report any issues related to faulty street lights or potholes. If it's an emergency, use the emergency telephone lines to report them for an immediate response.
- Members raised concerns over the length of time taking for a decision on a planning application and asked if the PCC's service agreement with the Fenland District Council (FDC) was causing delays for the applications in Peterborough. The Cabinet Member for Climate Change, Planning, Housing and Transport informed Members that the Council was in negotiations with the FDC, as they were currently reviewing to adapt their local plan similar to the PCC's. He explained that he would ensure any joint work currently taking place on this would not affect the planning application process in Peterborough. He advised that the system was improving and was in the right direction.
- The Deputy Housing Needs Manager advised Members about homelessness and the city's cost of living crisis. She explained that assessing the national situation and the cost of living crisis, there would probably be about a 25% increase in the number of homelessness, and that would depend on the future implication of the cost of living and the household funds that would be received from the Government. The Council was also working closely with CIPFA and was in negotiation with CIPFA over improvements that could be made.
- The Cabinet Member for Climate Change, Planning, Housing and Transport advised Members regarding the hike in the interest rate for the mortgages. He explained that he had regular meetings with the Housing. The Council was well

aware of the implication the increase in the mortgage interest rate would have on residents, as the PCC was evolving and moving on from the shared services, which would likely to create the opportunity to use resources more efficiently and focus on the issues.

- Members were advised that when St. Michael's Gate situation arose, the Housing Team had to find 102 units for the residents of St. Michael's Gate. Officers worked hard over the summer to find accommodation for these residents. The Council did a social media campaign to attract private-sector landlords.

The following recommendation was made by Councillor Hogg and seconded by Councillor Fox that the Highways review their communications with Councillors and Parish Councillors and assess if the Peterborough Limited model could be replicated and used by Highways.

The Committee unanimously **AGREED** to the recommendation.

AGREED ACTIONS

The Growth, Resources and Communities Scrutiny Committee considered the report and **RESOLVED** to endorse the approach being taken under the portfolio of the Cabinet Member for Climate Change, Planning, Housing and Transport.

26. CITY COLLEGE PETERBOROUGH ANNUAL REPORT

The Executive Principal of Peterborough City College, accompanied by the Cabinet Member for Children's Services, Education, Skills and the University, introduced the report, which outlined the progress to date of City College Peterborough and its priorities for the forthcoming academic year.

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

- Members questioned the letting out spaces in the City College Peterborough and asked about the amount of income the College received from it. The Executive Principal for City College Peterborough advised Members that the College was getting less revenue than it used to pre-Covid. However, it has started to build up again. The College has undertaken work to identify the capacity and resources to ensure the College could save on the cost of the energy crisis going forward.
- Regarding school uniforms, the Executive Principal for City College Peterborough advised that the College has recently launched the school uniform programme and had contacted the relevant departments in the Council to externally promote the programme.
- Members queried whether the City College provided cooking classes because of the cost of living crisis. Members were advised that City College had started to deliver cooking classes, which included cooking through different measures to save the cost of energy, and had been in discussion with the voluntary sector to fund them to provide classes to community groups.
- Members asked about the financial stability of the City College, as the Chair of the Governance had previously indicated concerns over the reserves for the City College and whether those concerns still remained. The Executive Principal advised that post-covid-19, the City College had reshaped and received its funding from different sources but predominantly from the Combined Authority and the Department for Education and the funding for the City College was secured.
- Members queried regarding the equality and diversity of the City College

Governance Board. Members were advised that the Governance Board was young and heading in the right direction. The City College was working closely with the Further Education Office. It had scheduled training with the National Leaders of Governance to oversee and challenge the City College over its Governance Board.

AGREED ACTIONS

The Growth, Resources and Communities Scrutiny Committee considered the report and **RESOLVED** to note the content of report and the history and progress to date of City College Peterborough and its priorities for the forthcoming academic year.

27. FORWARD PLAN OF EXECUTIVE DECISIONS

The Senior Democratic Officer introduced the report, which included the latest version of the Council's Forward Plan of Executive Decisions containing decisions that the Leader of the Council, the Cabinet or individual Cabinet Members would make during the forthcoming month. Members were invited to comment on the plan and, where appropriate, identify any relevant areas for inclusion in the Committee's Work Programme.

Members asked for further information regarding the Debt Write-offs in excess of £10,000. The Senior Democratic Services Officer confirmed that a request for a briefing note would be put forward to the Finance Manager – Business Operations.

AGREED ACTIONS

The Growth, Resources and Communities Scrutiny Committee considered the current Forward Plan of Executive Decisions and **RESOLVED** to note the report.

28. WORK PROGRAMME 2022/2023

The Senior Democratic Services introduced the item which gave Members the opportunity to consider the Committee's Work Programme for 2022/23 and discuss possible items for inclusion.

- Members asked if an update on the issues related to dentistry could be provided to the Committee. Members agreed to add it to the Work Programme for the current municipal year.

ACTIONS AGREED

The Growth, Resources and Communities Scrutiny Committee **RESOLVED** to note the work programme for 2022/23

29. DATE OF NEXT MEETING

- The next meeting of the Joint Scrutiny Committee was noted as being on 29 November 2022.

- The next meeting of the Committee was noted as being the 10 January 2023.

CHAIR

Meeting began at 7:00 pm and ended at 8:50 pm

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**EXTRAORDINARY JOINT MEETING OF THE SCRUTINY COMMITTEES
HELD AT 6.00PM ON
TUESDAY 29 NOVEMBER 2022
COUNCIL CHAMBER, TOWN HALL**

Committee Members Present: Councillors L Robinson (Chair), A Ali, J Allen, S Barkham, N Bi, S Bond, C Burbage, G Casey, S Farooq, JA Fox, JR Fox, C Harper, M Haseeb, S Hemraj, M Jamil, A Jones, D Jones, S Lane, D Over, M Perkins, S Qayyum, R Ray, B Rush, M Sabir, N Sandford, H Skibsted, B Tyler, C Wiggins and I Yasin

Non-Statutory Co-opted Members Present: Parish Councillor Neil Boyce, Sameena Aziz, Matthew Barber, Stuart Dawks and Dr Esther Norton

Also present: Councillor Hogg as Group Leader for the Liberal Democrats and Youth MP Eva Woods.

Officers Present: Matthew Gladstone, Chief Executive
Rochelle Tapping, Director of Law and Governance
Rachel Edwards, Head of Constitutional Services
Ramins Shams, Senior Democratic Services Officer
Charlotte Cameron, Democratic Services Officer

Also Present: Councillor S Allen, Deputy Leader and Cabinet Member for Communication, Culture and Communities
Councillor Ayres, Cabinet Member for Children's Services and Education, Skills, and University
Councillor Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport
Councillor Simons, Cabinet Member for Waste, Street Scene, and the Environment

Councillor Bisby, Cabinet Advisor to the Cabinet Member for Children's Services, Education, Skills, and the University
Councillor Gul Nawaz, Cabinet Advisor for Community Cohesion
Councillor Oliver Sainsbury, Cabinet Advisor to the Leader
Councillor Nicolle Moyo, Cabinet Advisor for Law, and Governance

The Senior Democratic Services Officer opened the meeting by welcoming everyone present and those members of the public and press who were watching the livestream of the meeting through the Council's YouTube page.

1. NOMINATION OF CHAIR

The Senior Democratic Services Officer advised the Committee that in accordance with *Part 4, Section 8 – Scrutiny Committee Procedure Rules, section 13, Joint Meetings of Scrutiny Committees* a Chair would be required to be appointed from among the Chairs of the Committees who were holding the meeting. Nominations were sought from those present who were Councillor Barkham Chair of the Adults and Health Scrutiny Committee, Councillor Robinson Chair of the Children and Education Scrutiny Committee and

Councillor Yasin Chair of the Growth, Resources and Communities Scrutiny Committee. Councillor Robinson was nominated by Councillor D Jones and seconded by Councillor Barkham. There being no further nominations, Councillor Robinson was appointed Chair of this committee.

The Chair welcomed everyone present and explained that the purpose of the meeting was to provide an opportunity for all members of each Scrutiny Committee to scrutinise the Sustainable Future City Council Strategy & Priorities 2022-25.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Day, Elsey, M Farooq, Fenner, Knight, Rangzeb, Shaheed and Sharp.

Councillor S Bond was in attendance as substitute for Councillor Shaheed.

Apologies for absence were also received from Parish Councillors June Bull and Michael Samways, statutory education co-opted member Peter Cantley and co-opted member Sandie Burns.

3. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS

No declarations of interest or whipping declarations were received.

4. SUSTAINABLE FUTURE CITY COUNCIL STRATEGY & PRIORITIES 2022-25.

The Chief Executive Matt Gladstone introduced the report and highlighted the following:

The Corporate Strategy had been approved at Full Council and this introduction provided some context for the development of the strategy. The process had started 12 months ago where some initial thoughts for a sustainable council were drawn up alongside the work of the Independent Improvement and Assurance Panel (IIAP). The Corporate Strategy and City Priorities were developed from various data sets, work with the Corporate Leadership Team (CLT), the IIAP delivery unit and Members.

The strategy focused on 4 key priorities around the economy, prevention and sustainability, and would set the context for the Budget. This was a document to aid decision making and best practice throughout the organisation. There were plans for a quarterly performance review to be brought back to Cabinet and Scrutiny to assess the Council's performance targets and priorities as there had not been a sufficient level of performance review in the past.

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

Section Of SUSTAINABLE FUTURE CITY COUNCIL STRATEGY & PRIORITIES 2022-25.	Questions / Comment from Members	Response from Relevant Cabinet Member / Executive Director

<p>Cover Report - Introduction to the Sustainable Future City Council Strategy and Priorities 2022-25</p> <p>Cover report pages 3 - 7</p>	<p>Members expressed concerns about the way the document had been developed and queried why the Sustainable Future City Council Director was not present.</p>	<p>The Chief Executive advised that the Sustainable Future City Council Director's had given their apologies for personal reasons.</p>
	<p>Members questioned why the strategy had come to scrutiny after it had been approved at Full Council.</p>	<p>Members were advised that there had been extensive discussions with Group Leaders, the Financial Sustainability Working Group (FSWG) and Members. It had been important to get a strategy in place quickly and had been done on the advice of the Department for Levelling Up, Housing and Communities. (DLUHC).</p> <p>There would be a DLUHC report presented at the next Full Council which would be a huge positive and the Chief Executive gave thanks to all those involved.</p>
	<p>Members sought clarification on why the strategy had not gone out for public consultation.</p>	<p>Members were advised that the public had been and would continue to be consulted with. The document had been approved quickly to set out some clear priorities but would be developed overtime.</p>
	<p>Members referred to page 5 and sought clarification on who the external organisations the Council had planned to work with were.</p>	<p>The Chief Executive advised that these were partners from the voluntary sector, public sector and businesses.</p>
	<p>Members congratulated the report author and were encouraged by the inclusion of a quarterly review.</p> <p>Members noted that for the reviews to work, there would need to be a clear set of benchmarks to highlight where the Council was and where it should be.</p>	<p>The Chief Executive referred to the Corporate Parenting Committee who had set clear accountability targets which had been used to influence the document.</p> <p>The proposed quarterly report would demonstrate performance across the Council and identify key markers for improvement.</p>
	<p>Members asked if Officers could highlight three things in the report that</p>	<p>Members were advised that the support around the cost of living would be an ongoing</p>

	would excite residents about the future.	<p>challenge, but residents would welcome the work that supported the city's most vulnerable.</p> <p>The Chief Executive referred to the improvements in the city centre, applauded the work on Bridge Street and advised that the Council had performed and survived well through Covid.</p> <p>Members were also advised that there would be a continued focus on revamping the local plan to support more young people and provide a balanced approach to growth.</p>
	Members queried if the public's views on the city centre had been considered.	<p>Members were advised that there were daily operational challenges but the footfall analysis of the city centre showed it at its highest level in recent years.</p> <p>The Chief Executive acknowledged that certain aspects of safety had not been good enough and there was a tolerance issue that needed to be addressed.</p>
	Members referred to their disappointment with the new market and sought clarification on what the long-term plans were.	Members were advised that there were plans to increase the number of traders and pop-up stalls.
	Members referred to the Westgate redevelopment and asked why its progress had fallen behind.	The Chief Executive advised that the station quarter would remain a priority site, however the Council did not own all the land, so improvements would be difficult. Members noted that there had been discussions with national government about how to move forward.

	Members queried how the strategy documents would be used to evaluate performance when no quantitative data had been included.	Members were advised that they would have a collective role in the performance and accountability of the Council. There would be indicative outcomes with key performance indicators (KPIs) in place to track progress which would include service delivery plans across directorates and accountability appraisals for staff.
	Members followed up and asked if there would be a subsequent document that included the performance measures.	The Chief Executive advised that every quarter there would be a performance review brought back to full council, cabinet and scrutiny.
	Members queried if there had been any benchmarking of performance against comparative authorities.	The Chief Executive stated that this was a very good question and that some national context had been built into the report. Members were also advised that Peterborough had been in the top 3 for City Fibre's pilots and was a good example of a benchmark against other authorities.
	Members asked if performance indicators could be shared with Councillors.	Members were advised that the KPIS were in development and once targets were drawn up, they would be presented to Councillors.
The Joint Scrutiny Committee RESOLVED to note this section of the Corporate Strategy and requested that the Chief Executive include quantitative data analysis of key performance targets in the planned quarterly performance reports.		
Appendix A Pages 9- 19 Sections 1. What the future holds for our city and what our response will need to look like 2. The Economy and Inclusive Growth	Members sought clarification on what the plans were for affordable housing.	The Cabinet Member for Climate Change, Planning, Housing and Transport advised that the Council would be strict on the social housing policy requirement of 30%. The Council had brought in experts who would check the viability documents from developers to ensure that 30% of their development was affordable housing.
	Members queried what plans were in place to ensure that service level agreements were kept up to date and remained at their best value.	Members were advised that there had been a procurement activity to bring Serco back in house and work would continue to step up the capability and calibre of the contracts.

	Members referred to the workforce turnover for carers and queried what plans were in place to deal with it.	Members were advised that in broad terms the employment rate for the Council had been the strongest for a while. However, there were gaps in Childrens Social Care of 20%, Clare Lodge 40% and the Human resources team would conduct a review on the recruitment and retention practices of the Council.
	Members noted the decrease in the number of cyclists and asked what the plans were for improving the existing cycle network in the city.	The Chief Executive praised the active travel network in the city and advised that through the Combined Authority, work had continued to increase funding for active travel.
	Members asked why the documents did not refer to the climate and ecological emergencies.	The Chief Executive acknowledged that these were important issues and highlighted that the themes were intrinsically included in the documents.
	Members referred to unemployment rates among young people 18-24 and questioned what was in place to support this group.	The Chief Executive advised that this reflected some of the illustrative challenges the Council would be facing. It had been recognised that the skill level of the city was low and the new University would help improve this.
The Joint Scrutiny Committee RESOLVED to note this section of the Corporate Strategy and requested that the Chief Executive refer specifically to the climate and ecological emergencies within the Corporate Strategy documents.		
Appendix A Pages 19 – 21 Section 3. Prevention, Independence, and Resilience 4. Our Strategic Corporate Core	Members referred to the rise in childhood obesity to a record 10 year high and asked if the Council could commit to a reduction of 5%. Members noted that the Council cannot control Parents but can influence schools.	Members were advised that this was a challenge, and the Council would look at improvements in areas where they had influence. The role of the Health and Wellbeing Board, Healthy Scrutiny and ICB would be key forums to tackle this issue.
The Joint Scrutiny Committee RESOLVED to note this section of the Corporate Strategy.		
Appendix A Pages 21 - 24 Sections 5. Our Strategic Framework 6. Our Priorities	There were no questions.	
The Joint Scrutiny Committee RESOLVED to note this section of the Corporate Strategy.		

<p>Appendix B Pages 25 - 31</p> <p>Section 7. The Economy and Inclusive Growth</p>	<p>Members referred to residents in temporary accommodation and queried when they would be housed in suitable accommodation.</p>	<p>The Chief Executive advised that there would be a review of the temporary accommodation provision.</p>
	<p>Members referred to adult social care jobs and asked how the Council would promote those jobs as high-skilled.</p>	<p>Members were advised that this was part of the adult social care reform agenda that had been pushed back by Government, however, work within the Council would continue based on the transformation agenda in this sector.</p>
	<p>Members referred to the increased demand in cycle use and queried what plans were in place to improve and maintain the current cycle paths.</p>	<p>The Chief Executive advised that better quality measures had been factored in and there were bids to the Combined Authority for funding to invest in improvements in places like the Green Wheel.</p>
	<p>The Youth MP referred to well-paid jobs on page 30 and highlighted that most options presented to young people did not offer a living wage. Members asked if there would be a commitment to offer living wage jobs and affordable housing for young people.</p>	<p>The Chief Executive acknowledged that this was a key issue but that the Council did not control all employers. There would be a stronger commitment to improve work experience, apprenticeships and paid placements for young people.</p>
	<p>Members sought clarification on what the Net Zero target for the Council was.</p>	<p>The Cabinet Member for Climate Change, Planning, Housing and Transport advised that the Council had been working hard to achieve their targets but that it had determined that the city would be unable to reach net zero by 2030 and the target had been moved to 2040.</p> <p>The Council would continue to work to meet the 2030 target and work had been ongoing to determine the likelihood of this.</p>
	<p>Members noted that the Corporate Strategy did not refer to the Embankment and sought clarification on whether the Embankment</p>	<p>The Deputy Leader and Cabinet Member for Communication, Culture and Communities advised that the Embankment Master Plan</p>

	plans would be included in the strategy.	remained a work in progress and that the consultation feedback had been reviewed.
	Members asked what neighbouring and comparator authorities had done in terms of growth.	Members were advised that Officers would present performance data from across the Council to assist in the analysis of growth but comparative data had not been collected.
	Members questioned what plans were in place to tackle fly-tipping and catch persistent offenders.	The Cabinet Member for Waste, Street Scene and Environment advised that the Council had received funding for six education officers who would be focused on recycling and reducing fly-tipping rates.
	Members noted that the fourth industrial revolution had been mentioned in the report and queried how that applied to the Council's vision for the future.	The Chief Executive used the example that the city had some of the best Fibre capability in country which highlighted the opportunities offered.
The Joint Scrutiny Committee RESOLVED to note this section of the Corporate Strategy.		
Appendix B Pages 32 – 36 Section 8. Our Places and Communities	Members referred to the percentage of adults living independently for longer on page 36 and queried how this would be measured considering factors like long waiting lists.	Members were advised that this reflected the key role of the social care reablement teams. There would be continued discussions on what could be done to improve services in this area.
	Members sought clarification on where the Cultural Strategy would be relevant given the new Corporate Strategy.	The Deputy Leader and Cabinet Member for Communication, Culture and Communities advised that the Cultural Strategy was still in development.
The Joint Scrutiny Committee RESOLVED to note this section of the Corporate Strategy.		
Appendix B Pages 37 – 41 Section 9. Prevention, Independence, and Resilience	Members asked how many students were enrolled in the university and how the Council would support the growth of the university.	The Chief Executive advised that there had been two intakes of students enrolled and research plans were in place that would support the universities growth. The Cabinet Member for Children's Services and Education, Skills, and University advised that the university was an opportunity to push Peterborough forward.

		There would be a workshop to deal with directors across departments to discuss the universities growth.
	Members queried how flexible the university would be in recruiting teachers and if there were plans to recruit from in Peterborough.	The Cabinet Member for Children's Services, Education, Skills and the University advised that the curriculum was on the radar and would be a focus for improvement. Members noted that the most important thing was that the children come out of university with the qualifications that Peterborough's businesses need.
	Members asked how the Council could deliver on programmes for young people outside of the classroom.	The Cabinet Member for Children's Services, Education, Skills and the University advised that there was an adult education budget run by the city college. Members noted that lifelong learning was important, and programmes were in place across the city which were delivered through the skills agenda.
The Joint Scrutiny Committee RESOLVED to note this section of the Corporate Strategy.		
Appendix B Pages 42 - 48 Section 10. Sustainable Future City Council	There were no questions.	
The Joint Scrutiny Committee RESOLVED to note this section of the Corporate Strategy.		
General Comments, any overall recommendations and Conclusion	Members queried what had been done to address funding gaps.	The Chief Executive advised that the funding gaps had narrowed and referred to priority 4 where the council would continue to look to a sustainable future city council.

CHAIR

The meeting began at 6.00pm and ended at 7:45pm.

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Growth, Resources and Communities Scrutiny Committee	AGENDA ITEM No. 5
10 January 2023	PUBLIC REPORT

Report of:	Cllr Steve Allen, Cabinet Member for Communication, Culture & Communities	
Cabinet Member(s) responsible:	Cllr Steve Allen, Deputy Leader and Cabinet Member for Communication, Culture and Communities	
Contact Officer(s):	Adrian Chapman, Executive Director – Place and Economy	Tel. 07920 160441

PORTFOLIO HOLDER PROGRESS REPORT

RECOMMENDATIONS	
FROM: Cllr Steve Allen	Deadline date: N/A
<p>It is recommended that the Growth, Resources and Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Considers and scrutinises this report, and endorses the approach being taken under the portfolio of the Deputy Leader and Cabinet Member for Communication, 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 Deputy Leader and Cabinet Member for Communication, Culture and Communities, Councillor Steve Allen, that falls within the remit of this Committee.

2.2 This report is for Growth, Resources and Communities Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4 – Overview & Scrutiny functions, paragraph No 2 Functions determined by the Council. These functions are as follows:

1. Housing need (including homelessness, housing options and selective licensing);
2. Neighbourhood and Community Support (including cohesion and community safety);
3. Equalities;
4. Libraries, Arts and Museums;
5. Tourism, Culture & Recreation;
6. Adult Learning and Skills;
7. City Centre Management;
8. Economic Development and Regeneration including Strategic Housing and Strategic Planning;
9. Transport, Highways and Road Traffic;
10. Strategic Financial Planning;
11. Partnerships and Shared Services;
12. Digital Services and Information Management

Of those, functions 2, 3, 4, 5, and 7 fall within the responsibility of the Cabinet Member and are therefore included in this report.

3. **TIMESCALES**

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

4.1 **Neighbourhood Engagement**

The first part of this report provides an overview of the work overseen by the Cabinet Member in relation to our work with communities and relates to functions 2 and 3 as set out in section 2.2.

In February 2022, Peterborough City Council agreed a memorandum of understanding with Good Neighbours Rural Peterborough (GNRP) to improve parish council liaison and joint working. Through re-energised engagement, we have redefined how local issues are raised and responded to.

Good examples of where communication and our joint working relationship with parish councils has been improved include:

- Clear communication regarding protocol and activities relating to the death of Her Majesty Queen Elizabeth
- Budget briefing and Introduction with Matt Gladstone
- Information about the response to the war in Ukraine and how parish councils can help
- Developed key links with our information technology service to support parishes to host their own email servers
- Development and trial of the parish bulky waste collection scheme to support the reduction of fly-tipping.
- Trialling the use of glyphosate alternatives in Orton Longueville and Peakirk Parish Councils
- Funding of GNRP to support the development of Warm Hubs in parish areas and to ensure information on key schemes reaches vulnerable households
- Connection with the Local Energy Advice Partnership to support low-income households living in energy inefficient houses to get support

GNRP also organised this year's parish conference with the key theme being the environment, which was attended by the PCC Executive Director and where Peterborough City Council were able to set out our climate change ambitions and take questions on future policy.

4.2 Our small communities team continues to champion and support the fantastic work of our voluntary and community sector partners in helping the city to face some of its most difficult challenges. Examples include:

- The Safer Peterborough Partnership Delivery Group, which has continued as the key governance point through this period adapting its response from Covid 19 and vaccine hesitancy work through to Ukraine Response and now the cost-of-living focus. Attendance at this multi-agency group has remained high, highlighting the value that members place on our information sharing, networking, and joint problem-solving and prevention approach.

- Community Vaccine Support, where, through external funding, the council commissioned Peterborough Council for Voluntary Service to work with 10 local community groups in key areas across the city where vaccine uptake was low and where health inequalities remain high, using trusted community voices and community events to proactively promote health protection messages and provide up to date information and access to childhood immunisations, covid and flu vaccine, breast, cervical and bowel screening as well as well-being checks. While it has been a challenge to break down entrenched views around vaccine hesitancy this work contributed to 548 Covid vaccinations between March – November 2022 of people who may not have otherwise taken up the offer.
- The cost-of-living focus has led to the support from Citizens Advice Peterborough and Age UK Cambridgeshire and Peterborough, who have supported the council to reach out to thousands of vulnerable households to disseminate our food, energy and essentials voucher support scheme coordinated through the communities team. This partnership has delivered the following:

Voucher Scheme Delivery Between April – September 2022

Household Type	Volume
With Children	50,223
Pensioner	3,366
Other Vulnerable Households	2,494
Support Type	Volume
Energy and Water	3,483
Food	52,368
Essentials	232

Additionally, in November 2022 we commissioned 20 community groups to act as winter support centres using Government-provided Household Support Funding in an innovative way to connect with residents through existing community provision offering food, fuel and essential supplies alongside a warm space. Community officers delivered training to community groups to help them access wider support and worked with other services such as the Local Energy Advice Partnership, social prescribers, and health services to ensure access to services.

A Cost-of-Living Co-ordination group has been set up with internal partners from housing services, adults and children's early help services, and the council's contact centre to connect residents who contact the council to community support alongside our other services.

- A Community Training Offer. To build community capacity and help other services to work in a more community-oriented way we have introduced 'Asset Based Community Development' (ABCD) training. This supports residents to take their positive ideas and look to develop them as well as helping officers to support community development. This year the team have delivered to 20 groups and more than 30 Social Prescribers, as well as 15 council staff. 10 groups provided seed funding via an existing Charity who identified small groups in the Millfield and Paston area. 20 community builders have been identified to work at ground level.
- Support at Events. Community officers have supported over 30 local community events in key parts of the city to promote cohesion, the profile of the council and identify new opportunities for community support. The team have also helped forge deeper links with community and residents and local health partners through representation at Central Thistle Moor and Thorpe Integrated Neighbourhood Board.
- Support for Ukraine Welfare Response. In February we led on the initial response to the Ukraine crisis linking with our local Ukraine community to add capacity to their efforts to send aid to their country. Over the period of months council officers supported with

coordination in the areas of storage, volunteers, donations as well as showing our civic support for the people in Ukraine. As well as this, we supported the Homes for Ukraine scheme by helping to undertake welcome visits to support integration into our city offering support and advice around key issues such as gaining employment.

4.3 Additionally, although technically within the remit of the Cabinet Member for Children's Services, Education, Skills and the University, the following work will be of interest to this committee as it has been directly supported by the Deputy Leader and Cabinet Member for Communication, Culture and Communities:

- Building Youth Citizenship and Supporting Life Skills. The National Citizenship Team have delivered 161 places to young people in Peterborough including focused delivery for 13 SEND students from Marshfields helping young people to develop life skills, learn about the local community and deliver a community action projects in the city. Alongside this, 140 places of our Skills Booster scheme will have been delivered this year aimed at those who may be at risk of not being in education, employment or training (NEET) but also to develop life skills, similar to the NCS (National Citizen Service) programme but without staying away from home.
- Youth MP Elections. In February, the UK Youth Parliament vote took place in Peterborough with a total of 5634 votes cast from 10 schools. Eva Woods (16) was elected to serve a two-year term, alongside Tomiwa Alabi (17) as deputy. Eva has since been progressing on each of her campaign priorities including:
 - Increasing public engagement by building a presence via social media, the press and radio, building relationships with youth groups across the city and holding monthly Youth MP drop-ins at the Town Hall.
 - Producing an inclusive curriculum for use in all Peterborough schools to help students understand what eating disorders are, how they can impact people, who they can impact (everyone), and the landscape of support available.
 - Conducting focus groups within Nene Park Academy to better understand how sexual harassment and bullying affect students in Years 9 and 10. A similar peer research project will soon be launched across Peterborough secondary schools, with £8000 funding from the Cambridgeshire and Peterborough Domestic Abuse and Sexual Violence Partnership. Findings will be compiled into a report and recommendations submitted to Peterborough City Council and senior leads in all secondary schools.
 - Maintaining contact with ARU (Anglia Ruskin University) to ensure youth voice is present in the development of the university.

4.4 **Engagement Review**

We have reviewed engagement links with all communities and developed a new model for working with partners. This has included:

- Reviewing and identifying minority group community contacts to ensure all ethnicities are represented
- Enhancing our understanding of community group needs and expectations. We completed a targeted survey and ran a focus group to find out which ways of engagement were preferred and how they wanted to work with us going forward
- Identifying key forums for partner engagement. This included an independent advisory group, the Black Leaders Forum, Community Champions Network, Joint Mosque Group, the City of Sanctuary steering group, Inter-faith Support Group, Inter-faith Council, Multi-Agency Forum, Peterborough Christians for Social Action, and Churches Together in Central Peterborough
- Our cohesion service working alongside the police to enable a dialogue between community stakeholders and leaders and the local police force and to link constabulary

colleagues to community events in aid of promoting greater mutual trust. This has assisted tension monitoring and dialogue.

A paper has been previously presented to this Committee regarding this approach and it's been agreed that ongoing focus will be given to involving seldom heard voices, the voice of students, representation geographically across communities, and engagement with new voices where possible to mitigate against an 'echo-chamber' effect.

4.5 **Commissioning**

One of the primary ways that we work with communities is through community commissioning, and we have delivered three major projects to support community resilience and foster awareness raising activity within communities:

4.5.1 **The DLUHC (Department for Levelling Up, Housing and Communities) Community Champions Fund** : was used to engage community organisations and individuals involved in the community and voluntary sector with notable influence within key demographics and delivered six awareness raising events focussed on Covid-19 vaccine promotion and broader health and wellbeing themes. Twenty champion projects were engaged and a total of 90 events have been carried out between June and December within the Ukrainian community, Black community, Roman Catholic community, Lithuanian community, South Asian community, Hindu Community, and in the Millfield, Bretton, and Hampton areas. Awareness raising topics have ranged from domestic abuse awareness to cost of living advice, with HealthyYou health MOTs offered at many events and Covid-19 vaccine awareness has been weaved throughout these events to build vaccine confidence within these communities.

4.5.2 **The ICS (Integrated Care System) Tackling Prevention fund** : focussed on health and wellbeing promotion, and we have partnered with PCVS (Peterborough Council for Voluntary Service) to deliver this funding with a view to standardise practice around community health projects in terms of the framework for tracking impact and evaluation. Within this work we intend to map activity across the Local Authority, Health and voluntary sector partners in terms of key roles for community engagement and develop an overview and approach for how these roles work together to maximise impact and avoid duplication.

4.5.3 **Household Support Fund / Winter support** (as described in paragraph 4.2).

4.5 **City of Sanctuary membership**

Following the successful City of Sanctuary motion at full council in July, we have finalised the City of Sanctuary Action plan with the steering group and formally attained City of Sanctuary status in September. The focus now is on developing the signposting approach with partners so that the offer across voluntary sector organisations in the city is clearly captured and available for sanctuary seekers.

4.6 **Civic Engagement**

Throughout the year, the council has facilitated and supported civic events that promote community cohesion by bringing different communities together and/or which develop greater understanding of minority cultures. The support provided ranges from obtaining external funding for events and planning and hosting the events to speaking at events. Key events have included:

- Holocaust Memorial (January)
- International Women's Day at the Museum (March)
- Peterborough Celebrates Festival (May) - supporting Nene Park Trust with community engagement to engage 40 community organisations in the food and interactive stalls at the event and create the thank you film
- Peterborough Pride Festival (August)
- Community Cricket Cup (September)
- Hindu community events, including Diwali (September – October)

- Marking the 50th year anniversary of the Ugandan Asian Arrival - one commissioned exhibition, one community event (with one more event to follow) and recognition of key players (September to October)
- Black History Month (October)
- Inter-Faith walk (October)
-

Moreover, we have agreed a civic calendar with Members' services which captures annual cohesion-focussed events that we plan to mark going forward.

4.7 **Hate crime**

We are committed to promoting the importance of reporting hate crime and have supported the development of an innovative policing hate crime intervention tool which focusses on rehabilitation of low-level offenders. In addition:

- The new joint council and police Independent Advisory group is attended by representatives of diverse communities and has provided a valuable space for dialogue regarding low confidence in reporting within key communities and data sharing on hate crime rates by the police.
- At the Black History Month celebration, we invited the Constabulary Hate Crime Lead to ensure that hate crime awareness was featured at the event.
- We have promoted the resources about anti-Islamophobia month on the council's website and via the council's social media.
- The council is taking the lead nationally on developing and piloting a new hate crime intervention which provides the constabulary with a targeted option for offender rehabilitation for the first time. The pilot concludes in January and is planned to be made available to local authorities across the country. Alongside the work on the intervention, we are working with the neighbourhood police team to understand the barriers that officers experience when referring hate crimes for rehabilitation interventions to increase rehabilitative outcomes for offenders.

4.8 **Community Safety**

This part of the report provides an overview of the work overseen by the Cabinet Member in relation to our work on community safety and relates to functions 2 and 7 as set out in section 2.2.

4.8.1 **Problem Solving Group (PSG)**

The Safer Peterborough Partnership Problem Solving Group continues to meet on a monthly basis, to discuss cases in relation to victims/vulnerable persons, perpetrators, locations and youth-related anti-social behaviour. The Peterborough Problem Solving Group was recognised for the work it had undertaken on a complex case and the positive outcomes at the Cambridgeshire Problem Solving Awards.

Key PSG activity includes:

- A total of 91 case discussions having taken place this year, centred around protecting the vulnerable, supporting victims and identifying appropriate interventions against perpetrators that are proportionate to the extent of their anti-social behaviour and crimes. This has included closure orders, managed transfers and referrals to support services, Public Space Protection Orders for gating, landlord enforcement of tenancy breaches associated with ASB as well as patrols/enforcement at hot spot locations.
- In May of this year the development and launch of a cuckooing pathway. Information was made available for professionals, public as well potential victims to help prevent and identify cases of cuckooing and provide multi-agency support to victims of exploitation. Cuckooing is where people take over a person's home by exploiting them and using the property for several possible reasons. These can include dealing or storing drugs, sex working, using it as a place for a group to live, or to financially exploit the tenant - or a combination of these. Since the launch there has been an increase in public reporting and professional referrals which has resulted in several vulnerable victims being

supported through safeguarding, referrals and enforcement action against their exploiters.

- Submission of bids to the Police and Crime Commissioner's Community Fund which have been successful; these include funding for trial fly-tipping enforcement cameras to use in urban areas, and funding for the taxi marshal scheme which is run over the festive period.

Up and coming PSG workstreams include pursuing a car cruise injunction, and the introduction and renewal of public space protection orders.

4.8.2 **Safer Streets 4**

As part of a multi-agency bid, the council received £282,000 Safer Street 4 Home Office funding in July 2022. Funding was awarded for a variety of projects which aim to increase community safety in the city centre and nearby area. Projects include the purchase of 6 mobile CCTV cameras which will be used in hot spot locations, enhanced CCTV monitoring capacity, a dedicated city centre anti-social behaviour officer for 18 months, and a mixture of physical environmental improvements in the Burghley Road area. These projects will be delivered over the next 18 months.

4.8.3 **City Centre**

Following on from complaints and calls for service around anti-social behaviour in the city centre, the council contracted the services of CSS Ltd to provide four enforcement officers in a city centre pilot to provide a reassuring visible presence and enforce the PSPO (Public Space Protection Order), with a focus on the impact of street drinking, cycling on Bridge Street and aggressive begging.

Officers engage daily and move on individuals found drinking in areas of the city centre where their behaviour is causing or is likely to cause anti-social behaviour and conduct weekly joint patrols with the city centre Neighbourhood Policing Team. Positive feedback has been received since the introduction of these officers who work closely with our city centre anti-social behaviour officer. The city centre remains a standing item on the agenda of the PSG and is a priority for all agencies.

The city centre PSPO is due to expire in May 2023 and work will commence in the new year for its renewal.

Since the introduction of the Business Improvement District earlier in the year, an operational working group has been established. The group works in partnership to address the day-to-day issues impacting on businesses and visitors to the city centre to make it a safe, clean and vibrant place to visit. The group is currently working together on anti-social behaviour and will look at events and other activities in the coming months.

4.9 **Parking and Environmental Enforcement**

Since the start of April 2022 officers have attended, investigated and issued enforcement notices for the following:

- 123 fixed penalty notices for fly tipping or householder duty of care breaches, with 24 cases being sent to legal officers for prosecution
- 51 fixed penalty notices for abandoned vehicles
- 363 rubbish accumulations and 81 fly posting incidents.
- 14,586 penalty charge notices for vehicle offences, (13,178 relating to on-street and 1,408 car park offences)
- 756 individual calls for service into the parking team relating to reports of parking restrictions being breached across the city
- 288 school patrols, tackling dangerous and illegal parking outside schools for the safety of pupils and parents on the school run
- Over 3,000 blue badge applications which includes renewals and fresh applications, to support residents with mobility issues and those with hidden disabilities

- 7,000 parking permits issued to residents, businesses, workers, commuters and visitors generating £268k gross income

In addition, the team manage 10 off-street carparks which have dealt with nearly half a million parking events/transactions and generated £1.4m gross income across 3 channels including cash, card and phone/app. As well as our car parks we are managing on-street parking provisions which have also generated £200k gross income.

Going forward officers are seeking to utilise new legislative powers and technology to solve traffic issues such as enforcement of moving traffic offences - a public consultation is currently open on applying for new powers from the Secretary of State. They will also implement new technology to manage our car parks in the future including pay on foot / barrier solutions and ticketless parking.

4.10 **CCTV**

From 1 January to 31 October 2022, the CCTV service has maintained 100% service delivery across the 24/7/365 period. As a result, we have been able to respond to 2,666 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 between January to October 2022, 700 arrests have been made and fines issued 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. From 1 January to 31 October 2022, the CCTV service has responded to 1,294 service requests out of hours.

Going forward the CCTV service will look for opportunities to provide cost efficiencies to our internal teams which includes ways we deliver services during the out of hours periods with the use of the CCTV control room.

4.11 **Regulatory services, including Trading Standards, Food Safety and Licensing, and the functions of the Weights and Measure Authority**

This part of the report provides an overview of the work overseen by the Cabinet Member in relation to our work across regulatory services and relates to function 2 as set out in section 2.2.

4.11.1 **Protecting the public**

During the last 12 months teams across Regulatory Services continued to protect the public through programmed inspections, reactive and preventative interventions, and enforcement. Engagement with businesses has both helped secure regulatory compliance as well as support the local economy. Working closely with partner agencies has been a key theme throughout the year. Examples include the following:

4.11.2 **Food Standards and Safety**

In response to the pandemic, the Food Standards Agency (FSA) implemented a national recovery plan which sets out targets for local authorities in relation to food hygiene and food standards. Both Environmental Health and Trading Standards have achieved all milestones set out by the FSA, completing 638 food interventions since January 2022.

The implementation of 'Natasha's Law' in October 2021 has brought in more stringent legislation for pre-packed items for direct sale products, requiring a full list of ingredients to be shown in addition to information about allergens. The service has contacted local businesses involved in the manufacture, importation and packing of food to advise them of these changes, as well as carrying out local sampling of products, and monitoring any issues identified during routine food hygiene inspections.

4.11.3 **Statutory Nuisances**

A record high number of statutory nuisance cases have been seen this year, with figures reaching 133 by the end of October 2022. In one instance, this has seen officers successfully bring a case to Magistrates Court for breach of a Community Protection Notice served against an individual causing substantial disturbance to their neighbour by playing loud music. The resident was issued the maximum fine, as well as costs and a victim surcharge. Officers have also obtained warrants to seize equipment.

As well as disturbance from neighbours, there has been an increase in cases relating to noise from pubs, especially during the summer months. A high volume of complaints was received regarding one pub who were holding several music events outside, causing disturbance to residents. Following investigation, the premise was served with an Abatement Notice, requiring them to cease the disturbance. The Notice was breached on several occasions, resulting in prosecution. At court, the License Holder pleaded guilty, receiving a fine, costs and victim surcharge. Following prosecution officers worked with the License Holder to help minimise the chances of further breaches

4.11.4 **Events**

The last 12 months has seen events such as Truckfest, Burghley Horse Trials and concerts on the embankment returning to the city and surrounding area. Officers have worked closely with event organisers and partners to ensure such events can operate safely, comply with the appropriate licensing conditions, and do not cause a disturbance to nearby residents

4.11.5 **Taxi Renewals**

As part of the three-year taxi renewal cycle the Licensing Team have seen a 400% increase in applications and have processed 868 up to the end of November 2022. To assist those in the trade who have applications outstanding, weekly drop-in sessions have been set up

4.11.6 **Safety at Sports Grounds**

The service was audited by the Safety at Sports Grounds Authority and received positive feedback from the auditors. They commented that “the benefit to the local authority of Trading Standards being the lead department is exemplified by the attention to detail by the lead officer.” A recommendation was made in relation to building greater resilience through developing additional resource with this specific expertise, which has been acted upon.

4.11.7 **Supporting Businesses**

In response to situations of reduced compliance and lapsed good practices in food businesses, the food safety team have reinstated their food hygiene and safety training offer to businesses. Officers highlight good practices whilst addressing non-compliance by supporting the business through education and practical suggestions to promote compliance, training can be tailored to specific business needs. The training has been well received by those that have taken up the offer.

There has been an increase in the number of new food businesses, officers have engaged with these businesses to provide them with advice on how to comply with legislation, ascertain their understanding of food compliance and assess their risk. Any gaps in knowledge and higher risk businesses were visited and provided with additional guidance and support.

The service has a nationally recognised Primary Authority advice team, providing chargeable advice to businesses ranging from major national household names to small start-up businesses, with over 100 partnerships in place. The team were asked to present at national events, both alongside the Government body that regulate Primary authority, the Office of Product Safety and Standards (OPSS), and at trade conferences. This year the team has also liaised with Government departments on market barriers to cutting edge technologies in the food retail sector, and legislative inconsistencies in certain markets – an important role in helping to ensure regulation is not a barrier to growth.

4.11.8 **Animal Welfare and Disease Control**

Officers from across the service worked together in a combined effort to inspect and issue animal welfare licenses, ensuring the appropriate conditions are in place at animal boarding establishments, pet shops, breeding and riding establishments. Inspections include site visits to witness the welfare of the animals and review all the necessary paperwork with the owner, followed by writing a detailed inspection report.

Trading Standards is a primary on-the-ground responder in the case of notifiable animal diseases supporting the Department for Environment, Food and Rural Affairs (DEFRA) and the Animal and Plant Health Agency (APHA) with the tracing, containment, and eradication of disease. High cases of Avian Influenza (bird flu) continue to increase, with record high case numbers in the UK. A nationwide Avian Influenza Prevention Zone was introduced in recent months, meaning there is a legal requirement for all bird keepers to follow strict biosecurity measures to help protect their flocks from the threat of bird flu. The Communications team has supported with a social media campaign informing the public, as well as encouraging bird keepers to provide details of their flocks.

4.11.9 **Partnership Working**

The Service continue to work with partner agencies such as the Police, HMRC and DVSA among others to tackle non-compliance. During the summer Trading Standards worked with Police and local licensing teams to test purchase alcohol, tobacco and e-cigarettes. Operations investigating reports of illicit tobacco have also been carried out. In instances where premises are found to sell illicit tobacco or make an underage sale, the premise licence can be reviewed and revoked.

Licensing, HMRC, DVSA and the Police undertook a multi-agency day of action to monitor taxi vehicle compliance. The agencies were looking for red diesel, roadworthiness and compliance with vehicle and driver licenses in which vehicles were identified as unroadworthy, and therefore should not be operating as a taxi vehicle.

4.11.10 **Future of the City**

Following an 8-week public consultation the revised taxi policy was adopted and implemented in the summer. Changes in vehicle restrictions require the local trade to move towards ultra-low and zero emission vehicles in order for the council to achieve its 2030 carbon neutral target.

There has been a huge amount of residential and commercial development seen across the city, for which Environmental Health are a key consultee at the planning stage. Environmental Health have received 388 planning applications to date for comment, this is compared to 318 in 2021, the highest number in 5 years. Applications indicate there is more demand for housing in the city as many applications are to convert the space above shops into flats, as well as wider housing developments such as the Great Haddon developments, for which officers have provided comments on how to mitigate noise from traffic, as well as other environmental matters relating to the development.

The service is now offering pre-planning advice to developers, by doing so at the planning stage developers will be fully informed of the work required to ensure they comply with legislation from an environmental health perspective. This advice is charged for, offsetting core budget pressures.

Officers have also been working on complex planning reports for consideration of environmental effects from proposed developments including noise from the night-time economy affecting residential development at Northminster, pre-application advice on the North Westgate Development in relation to assessing the impact of residential amenity associated with a nearby premises music events and proposed landfill operations at Eyebury Road / Willow Hall Drive following quarrying operations

4.11.11 **Coroner Service**

The Cambridgeshire and Peterborough Coronial Jurisdiction was formed in 2015, with a joint Senior Coroner judicially appointed. The jurisdiction is one of the more complex nationally in terms of its cases, with four main hospitals and three prisons. Many of the cases are complex and time consuming due to the nature of the jurisdiction.

In the past year the service has focused on recruitment of both coronial officers and additional Coroners, in order to reach full establishment, and increase the availability of Coroners to hear Inquests. This has bought in a high level of knowledge and expertise. Staff training and development has also been a key focus in order to maximise service performance and job satisfaction.

Following the pandemic, the service now offers those attending an Inquest the option to attend in person or remotely. Most professional attendees, such as legal representatives and medical experts continue to attend remotely in order to save time in traveling and waiting in court. Most families still attend in person, but the option is available should they prefer to attend remotely. The service has worked hard to reduce expenditure on external venue hire and now maximises use of council owned venues across the county, including Peterborough Town Hall.

4.12 **Culture and Recreation**

This part of the report provides an overview of the work overseen by the Cabinet Member in relation to our work on culture and recreation and relates to functions 4 and 5 as set out in section 2.2.

4.12.1 **Peterborough Museum and Flag Fen**

The Museum continues to deliver exhibitions working in consultation with the BID, Cathedral and council. Examples this year include:

- Exhibition to recognise the Windrush Community
- Exhibition to celebrate Ugandan Arrivals
- Exhibition of Peterborough United Football Club
- Christmas Fete / Festival
- Arts Focused events (E.g., Banksy Exhibition)

Arts Council England (ACE) and Historic England funding has continued to support the Must Farm Boat conservation work. The conservation is due to conclude in 18 months after which time the boats will go on display. Proposals for this are still to be defined but further information will be shared with this committee when this is known.

Arts Council emergency funding has been secured to replace bridges and secure out-buildings at Flag Fen. This includes improvements to the walkways and children's play areas to make the facility much more inviting for young families.

At the Museum, works on the flooring and on the roof have taken place to upgrade and future-proof the facility.

It has been agreed that the Museum team will take a co-ordination role in citywide events management. The team are developing a rolling calendar of activities designed to promote the city as a whole and link up with the activities of our partners to really promote and maximise Peterborough's attractions over the coming years.

4.12.2 **Libraries & Archives**

Our libraries have an important role to play in the support they can provide to the city, however despite the significant growth within the city in recent years visitor numbers are declining (when taken as a percentage of the number of residents living here). We have not seen a return to pre-pandemic footfall.

Our vision is to maintain an effective library offer that serves not just as a bookstore, but as a community hub that helps support people and provide prevention against crisis. Libraries are considered a safe space; a place where people can turn to trusted staff for help or advice and sanctuary. As the cost-of-living impacts deepen, our libraries will have an important role to play in protecting the most vulnerable, offering preventative advice and signposting to services before crisis hits.

For this reason, a transformation programme has begun which is seeking to review the library offer and ensure it evolves to meet the needs of the city. A project team is developing proposals for this and will update this committee in the new year with more detail.

In the interim, we have carried out a review of the current Library offer and have sought ways in which to expand community reach. This includes:

- Introduction of 'open plus' software to maximise accessibility. This allows residents to use the library outside of normal hours
- Improved use of the Mobile Library bus to reach remote areas
- Drop-in sessions for families to improve literacy, in conjunction with the Literacy trust
- Operating a 'Business and Intellectual Property Centre' to give advice to start-up businesses and entrepreneurs.

4.12.3 **The Arts**

The Cultural Alliance is now fully established to bring together city organisations to deliver a long-term strategy for Peterborough. To help develop this further, we have applied for £265k funding from the 'Shared Prosperity Fund' and are awaiting confirmation of the award. We have also successfully received a £30k grant from the Arts Council to support the development of the Cultural Alliance. Combined, this will lead to a much improved cultural and arts oversight for our city and help drive future activities to enrich the Peterborough offering.

4.12.4 **Sports Strategy**

Gym membership is back to pre-covid numbers at Premier Fitness and the Regional Pool, but our community facilities have yet to fully recover. Local competition from the budget gym providers has caused an impact that the community sites are struggling to react to.

Swimming lessons have recovered well and currently there is a waiting list for sessions across the 3 sites. To mitigate this, Peterborough Ltd are exploring ways to support Stanground Academy and Jack Hunt School with regards to managing their booking services.

The Peterborough Active Lifestyles and Sports Strategy will be updated in Spring 2023 to reflect the change in the leisure sector post covid and considering the ongoing challenges around cost of living, energy crisis along with a focus on health and wellbeing not just physical activity.

Living Sport is working with the partners to align our strategy with Sport England's 10-year strategy, Moving Communities. This will be a shared strategy and help build and strengthen relationships and partnerships.

4.13 **City Centre Management**

This part of the report provides an overview of the work overseen by the Cabinet Member in relation to our work on city centre management and relates to function 7 as set out in section 2.2.

4.13.1 **City Market**

The new market and food hall has opened in its new location in Bridge Street. This central location offers a great vibrant offering to Bridge Street and we are seeing good footfall to the new stalls.

We are providing additionality through pop-up stalls which are being used to great success with small independent retailers. We have also expanded this through the addition of travelling vegan and continental markets to help enhance the offering.

Our vision for the future is to build upon this further to enhance the offer. This will include extending the temporary / pop-up stalls as well as building on the fixed structures as and when there is sufficient demand for this (subject to planning approval).

4.13.2 **Events**

A number of city centre events have been held this year, including:

- a successful Diwali festival in Cathedral Square
- The Kings 'Proclamation', which was a significant civic event and was well supported by residents and key community leaders. We received praise from the Lord Lieutenant at the success of this and the work of the council to mark this occasion
- The Christmas Light switch on which was a great success and attended by a high number of Peterborough residents
- The real ice rink, in partnership with a local business, which we introduced to Cathedral Square for the Christmas period at zero cost to the council. It has been well received and combined with many other festive attractions.

We are now actively working with the Peterborough BID to look at both more events in the City Centre, improved facilities and working on next year's Christmas offering.

4.13. **Café culture and the Business Improvement District (BID)**

We continue to promote cafe culture in the city and encourage businesses to utilise outside space for seating. This year 21 businesses have been granted a licence under the government scheme to help establish a welcoming 'continental' vibe to our streets.

Free public access to CambWifi is now live in Peterborough city centre streets to support businesses, keep residents connected and allow shoppers and visitors to make the most of cafe culture. This is available in:

- Bridge Street
- Broadway
- Cathedral Square
- Cowgate
- Long Causeway
- Westgate

Street stickers to promote this are due to be installed early in the new year, alongside targeted press communications.

The 'Business Improvement District' (BID) is now well established, having secured the support of local stakeholders to push ahead with the 5-year scheme to improve our commercial centre. The council is responsible for collection of the levy. The Cabinet Member is a board member and he and lead officers continue to help shape this development in partnership with other city leaders.

Under the 'Peterborough Positive' branding the BID has committed to the following city centre vision:

- **Creating Events** – Developing a city-wide collaborative approach to entertainment and events, creating a number of high-quality flagship events for all age groups – celebrating the city, its heritage, arts, culture and youth. Driving footfall and adding value to events already scheduled across the city, creating momentum to promote Peterborough as a destination city.
- **Welcoming, safe and secure** – Introducing city brand ambassadors to welcome and support tourists, assist visitors and report on refuse and breakage issues, collaborating with the Council and Police to monitor incidences of crime and anti-social behaviour ensuring greater

effectiveness in identifying, deterring, reporting and taking enforcement action on issues that give rise to public concern about safety, crime and security.

- **Attracting investment to the city** – Creating a robust marketing campaign that promotes the Peterborough Positive Brand across the city and beyond, attracting shoppers, tourist and business investment opportunities.
- **Signposting and interpretation** – Signposting and navigation to help those new to the city to find their way and highlight key attractions and areas. Both digital and static, signing with the opportunity to create ‘city quarters’ to build the city’s credentials for heritage, culture, retail and hospitality.
- **Consulting on public transport services** – A communication piece to build better relationships with providers to understand demand across the city, taking into account seasonal adjustments and events.

Successes this year include:

- Introduction of 2 x City Ambassadors. These officers are a visible resource in the city centre to engage with shoppers and business to promote the city and offer help / advice
Employed by ‘Peterborough Positive’ they will work closely with our council city centre enforcement team to share information and ensure timely intervention where needed to maintain a safe environment
- Promotion of the Café Culture – supporting business applications for libraries
- Sponsorship of the Christmas light switch on
- Promoted council initiatives to gain support for new activities (e.g., Moving traffic Offences / Public Space Protection Area renewal)
- Supporting the development of an events calendar
- Introduced ‘DISC’ - a localised intelligence sharing system to help link up traders and share crime concerns / issues with partners.

4.9 Tourism

This part of the report provides an overview of the work overseen by the Cabinet Member in relation to our work on tourism and relates to function 5 as set out in section 2.2.

A new Tourist Information offer will be launched in December, operating from the Museum. New signage to promote this is being installed and a face-to-face offer will be made available during normal opening times, delivered by the front of house team.

Additionally, the Town Hall is offering light touch Tourist Information support as it is recognised that this location will always generate enquiries. Signage will also be displayed to highlight the full service at the museum.

The BID, Opportunity Peterborough and key stakeholders have been consulted and fully support this approach, and we will work closely with them to ensure the new facility promotes a wide variety of attractions for Peterborough.

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 The report contains no proposals for changes to service delivery and therefore there is no decision to take which may impact carbon emissions for the council or the city.

10. BACKGROUND DOCUMENTS

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

10.1 None

11. APPENDICES

11.1 None

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GROWTH, RESOURCES AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No.6
10th January 2023	PUBLIC REPORT

Report of:	Rob Hill, Service Director - Communities	
Cabinet Member(s) responsible:	Cllr Steve Allen, Cabinet Member for Culture, Communities and Communications.	
Contact Officer(s):	Matt Oliver (Head of Think Communities) Felicity Paddick (Estates Manager)	07919213962

Community Asset Transfer Programme Update

RECOMMENDATIONS	
FROM: Rob Hill	Deadline date:
<p>It is recommended that Growth, Resources and Communities Scrutiny Committee</p> <ol style="list-style-type: none"> 1. Note the current position of the Community Asset Transfer programme 2. Note the progress made toward the completion of the review 3. Note and comment on the approach and early findings of the review 4. Note the timescales set out in respect review of community assets and the community asset transfer programme. 	

1. ORIGIN OF REPORT

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

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to update members on the status of the Community Asset Transfer Programme, the activity being undertaken to support our community assets and to seek recommendations from members for next steps.

3. TIMESCALES

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

4.1 The Council agreed a 5-year programme of Community Asset Transfer (CAT) in 2013 focused on building community capacity and empowerment, driving community development and focus on local provision. The approach was to achieve value for money and create financial sustainability for our community centres and other assets, having an effect of reducing council costs, liabilities and increasing the effectiveness and efficiency of Council owned community assets through local management.

4.2 The approach of the programme was to offer long leases to local groups in order to transfer risk and responsibility of assets through offering full running, repair and maintenance leases at peppercorn rates. The programme was designed to fit with the council's asset management plan and assessed applications from groups for suitability, capability and for best fit with local

communities. To support groups in the initial phase of the programme, early works were undertaken by the council and grants offered to support transfers to be feasible.

4.3 Criteria for assessment of applications by groups are set out below:

- Community service is to be provided
- Demonstration of equality of access
- Good track record of governance, finance and performance management
- Should be not for profit only, with no commercial or individual interest
- Should be a clear operational plan

The programme was limited to Council owned assets and excluded schools or social care buildings and those with significant capital receipt potential and those where Council lose revenue as a result.

4.4 **Current Position**

The programme was placed on hold in June 2021 while the council reviewed its financial position in relation to the capital programme.

4.5 The current status of the programme is set out below and remains paused while work is undertaken to review the next steps for the CAT programme.

- Total community centres considered for CAT = 36
- Total transferred to date = 9
- Total held pending review = 10
- Historical lease in place and rejected for CAT = 2
- Centres with no proposal for CAT = 15

4.6 So far the team are around a third of the way through the work to review the 36 CAT centres, and are prioritising activity by the following criteria:

- Those with known health and safety compliance issues
- Those with known structural maintenance issues
- Those who have reached out for support

4.7 A picture is building of the complexity of lease arrangements, compliance issues, costs of ongoing maintenance, differing levels of management quality and capability, and alongside a paper based back office review the community team are offering practical support and when needed enforcement activity where centres are not complying with lease conditions as we progress through the process.

4.8 The impact of Covid 19 and the Cost-of-Living crisis upon our community centres cannot be understated and in undertaking our review we have found that even the most robust management organisations are struggling to maintain viability. The community team are aware of at least 4 community centres where there is the potential for a centre needing to be handed back to the authority and we must consider this additional pressure within our findings.

4.9 In conjunction with the ongoing review of assets in the scope of the CAT programme work is planned to audit all assets of community value in order to take a holistic approach to activity in any given community. This work is a significant undertaking and in recognition of the length of time that the CAT programme has been paused, additional resources have been made available from January 2023 to progress the work.

4.10 Both the CAT review and wider review of assets of community value (AOCV) understandably need to be undertaken in unison to consider the learning of the implementation and

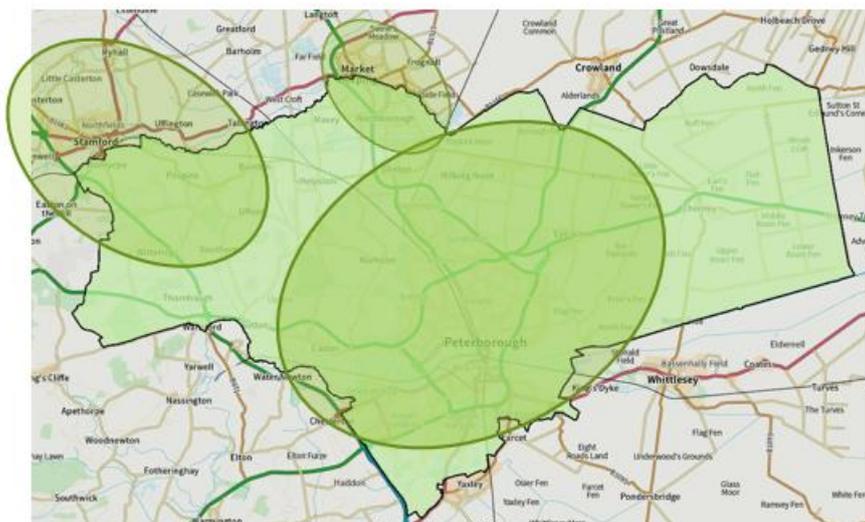
management of the programme over the last 9 years, the financial challenge for communities and the council, as well as Peterborough City Councils strategic priorities.

4.11 Therefore the approach of the review takes the opportunity to consider assets at a macro and micro community level with officers capturing information in respect of:

- Value for Money
- Accessibility
- Duplication of activity
- Sustainability
- Governance
- Activity against PCC priorities

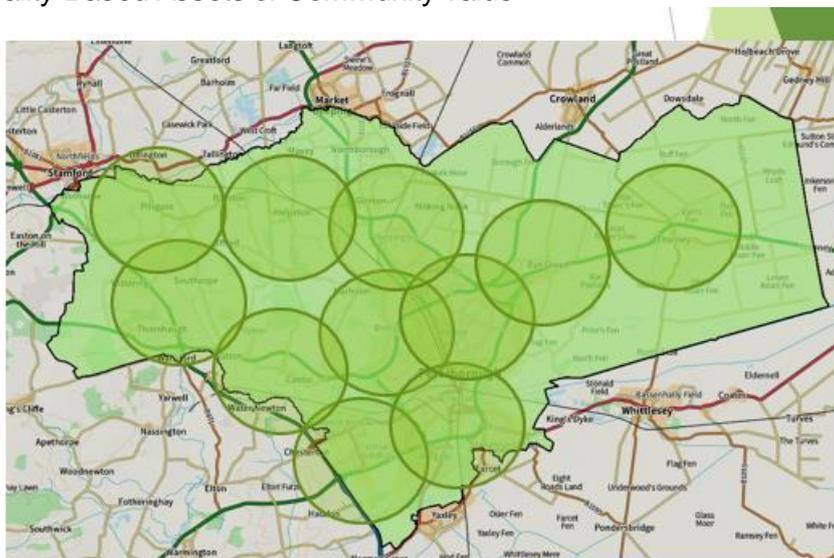
An illustration of how we are geographically approaching this work is set out in 4.12 and 4.13 below.

4.12 City Wide Assets of Community Value



Swimming Pools
Theatres
Museums
Central Library
Larger Parks

4.13 Locality Based Assets of Community Value



Local Libraries
Community Centres
Schools
Faith Venues
Smaller green spaces

4.14 Although the council has not fully completed the review of the CAT programme and wider assets of community value, some early findings are emerging which will help to shape recommendations for future policy and these can be broadly captured in the following areas:

- Need for a framework for local community assets to work together.
- Need for a regular programme of compliance oversight.
- The development of a consistent and standardised process and policy for asset transfer

4.15 **Framework for local community assets to work together**

In recent months community centres, amongst other local venues have been at the heart of the response to the Cost-of-Living Crisis, opening their doors as warm spaces, offering access to food, fuel and essential supplies support. Community officers have been working closely with those centres through this period and in undertaking the review our tenants have told us of the importance of being able to work together in a connected way, to be able to support residents in their communities at the earliest point and that the role of the council in this is important to them.

4.16 **Increased programme of compliance oversight**

Through the work that has been completed to date there have been a number of incidents where it has become apparent that our timescales for contact with community centres have been too infrequent, the financial impact of Covid 19 and now the cost of living crisis has exacerbated the effect of tenants struggling to comply with health and safety or maintenance requirements of lease conditions. Officers have already increased their visits to our CAT transferred centres to offer support to address immediate issues pending the completion of full review findings.

4.17 **The development of a consistent and standardised process and policy for asset transfer**

The unintended consequences of taking an individualised approach to each asset transfer, working on the strengths and unique position of each group as well as identifying certain assets for transfer has meant that there are some inconsistencies in historical terms and conditions across our estate, although this is not uncommon in most local authorities the development of a standardised offer to local groups based on short term rental, medium term occupancy arrangements and long term asset transfer should be considered alongside an open and transparent criteria for application.

4.18 As mentioned in 4.9 of the report it is the intention to complete the review of the CAT programme in before March 2023 alongside the audit of wider assets of community value which will be a longer piece of work. The result of this being the production of a single overview of local assets based on the criteria set out in this report which will support officers to set out recommendations to the council.

5. **CONSULTATION**

5.1 No consultation has been undertaken at this point due to being part way through the review, consultation will be undertaken with members and local stakeholders upon completion of the review as well as communication with tenants who may be affected by any recommendations from the review.

6. **ANTICIPATED OUTCOMES OR IMPACT**

6.1 As set out in the report a review of CAT is underway and the anticipated outcome is the production of a single overview of asset transferred centres in line with the criteria set out in this report. The ultimate impact of the review is yet to be determined.

7. REASON FOR THE RECOMMENDATION

- 7.1 To update members on the progress of the CAT programme and review of assets of community value and to gain the views of members in respect of early findings and approach to the review.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 Option 1 – cease the review of CAT and AOCV with the result of no further progression of the programme or set policy to provide clarity on the councils approach to unlocking the potential of community assets or rationalising the councils capital assets.

9. IMPLICATIONS

Financial Implications

- 9.1 There are no financial implications at this point – these will be set out in future reports as a result of the review and subsequent recommendations.

Legal Implications

- 9.2 There are no legal implications at this point – these will be set out in future reports as a result of the review and subsequent recommendations.

Equalities Implications

- 9.3 An equality impact assessment will be undertaken alongside further recommendations associated with the review.

Rural Implications

- 9.4 As in 9.3

Carbon Impact Assessment

- 9.5 The report contains no proposals for changes to service delivery and therefore there is no decision to take which may impact carbon emissions of the council or the city.

10. BACKGROUND DOCUMENTS

- 10.1 None

11. APPENDICES

- 11.1 None

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GROWTH, RESOURCES AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 7
10th January 2022	PUBLIC REPORT

Report of:	Adrian Chapman – Executive Director: Place & Economy	
Cabinet Member(s) responsible:	Cllr Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport	
Contact Officer(s):	Sean Evans – Assistant Director Housing (Acting)	Tel. 07920 160007

HOMELESSNESS AND ROUGH SLEEPING ANNUAL UPDATE

RECOMMENDATIONS	
FROM: Cllr Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport	Deadline date: N/A
<p>It is recommended that Growth, Resources And Communities Scrutiny Committee:</p> <p>1. Consider the contents of the report and scrutinise the work ongoing by Housing.</p>	

1. ORIGIN OF REPORT

1.1 This report is submitted to Growth, Resources And Communities Scrutiny Committee to provide an annual update on activity, progress, challenges and plans for housing services.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to provide an update on activity, progress, challenges and plans for housing services.

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

The Economy & Inclusive Growth & Our Places & Communities

3. TIMESCALES

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

4.1 The Housing Needs Service has continued to see high levels of demand. As Covid restrictions were lifted and we returned to business as usual we have adapted to ensure that we are able to meet the needs of our customers, while ensuring that clients and staff safety remained a key focus.

Staff in the team have returned to the office where required and support for clients is offered via a hybrid model that ensures clients who need to be seen face to face can be, at Sand Martin House, while those who are able and comfortable are able to meet and liaise with officers via the phone and MS Teams. The team maintains close working with partner agencies with staff from the outreach team are being adaptable to clients' needs and working with them in key partner buildings, ensuring connectivity with other support services such as The Garden House, Outside Links and community associations.

4.2

The Housing Register and Allocations

In May 2022, we launched our new Allocations Policy which had been approved at Full Council. The policy realigns the allocation of social housing with our very strong preventative agenda, this means that those who work with us to prevent their homelessness are awarded greater priority on the Housing Register. The team worked to re-assess the applications of all those who wished to remain on the housing register. The number of those live on the Housing Register was reduced due to people not responding to confirm that they wished to remain on the housing register and the categories of those who had a qualifying right to stay on the register changing.

Demand for social housing remains high, with approximately 100 new people applying each week. However, supply remains extremely low with on average 10 properties being advertised each week.

4.3

Homelessness

The Housing Needs service returned to Sand Martin House on 16 May 2022 to facilitate the delivery of a front line service to customers who do not have access to a telephone or are unable to access via the online portal. This enabled these customers to be seen in person and ensure that those requiring face to face interviews could be seen in person.

The number of households contacting us for homelessness assistance from 1 April 2022 to date has remained high with 2544 households seeking help in comparison with 3298 households in 2021/22 and 1988 in 2020/21. All officers within the service have worked hard to maximise opportunities to both prevent and relieve homelessness and reduce the pressures on providing temporary accommodation to these households. From April 2022 officers have succeeded in preventing homelessness from 15% of households who have become homeless or who are threatened with homelessness.

The introduction and partnership approach through the Supported Accommodation Pathway has delivered increased access to supported accommodation settings for those in unable to thrive within independent accommodation coupled with a defined approach to supporting those who are ready to move on and into independent accommodation.

The service continues to face challenges with securing permanent accommodation for those who we are unable to prevent becoming homeless and the team continue to work with Registered Social Landlords and Private Sector Landlords to secure accommodation for homeless households.

From April 2021 to date, we have had 429 properties that have become available from our Registered Social Landlord partners and in 2021/22 we had 818 properties made available for letting

In August 2022 we launched a social media campaign to attract private sector landlords and hopefully in turn increase access to permanent accommodation. We are pleased to advise that we have had 15 new landlords contact us and have been able to secure accommodation with several of them. We continue to offer incentives to encourage landlords to offer permanent accommodation to homeless households.

4.4

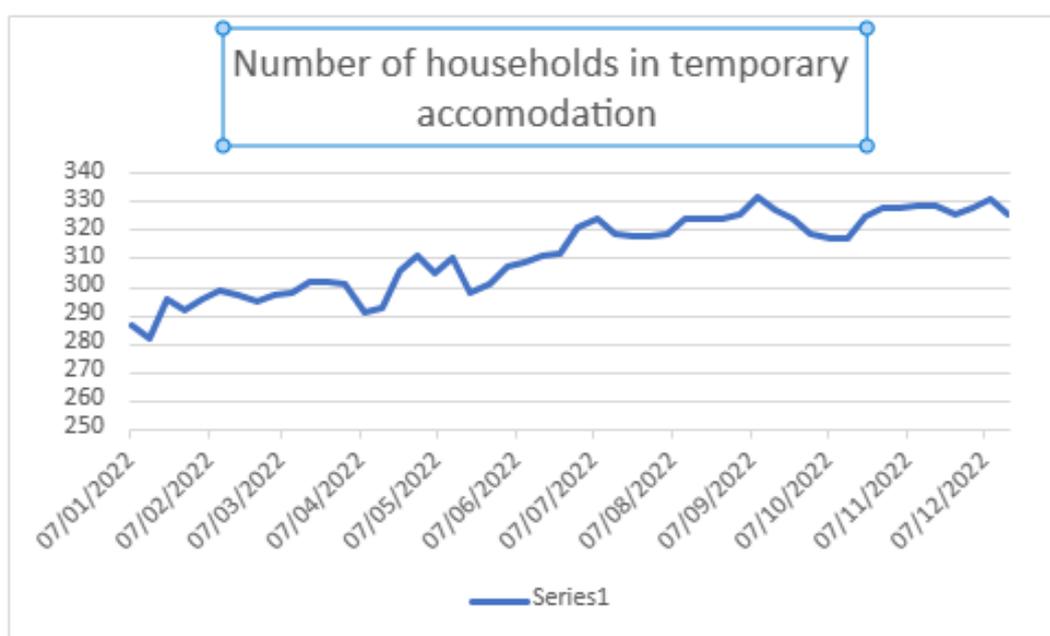
Temporary Accommodation

As demand for services continues at a high level and the number of properties that are affordable continues to be hard to come by the demand for temporary accommodation remains high. During

the year some key lease agreements have come to an end. We have been successful in retaining use of Elizabeth Court for temporary accommodation and Cross Keys Homes have been very supportive in ensuring that the scheme provides the best value to the Council while services remain unaffected. The lease at St Michaels Gate ended meaning that we have had to make use of alternative accommodation options to meet demand, but overall numbers accommodated in temporary accommodation throughout the year have increased against the backdrop of increasing demand.

Over the next year the focus of the team will be shifting further to early help provision, which will support the progress of keeping households in their home or finding alternative accommodation before homelessness occurs. This is essential as we start to see the real impacts of the cost-of-living crisis impacting on crisis services. We will continue procuring suitable accommodation for use as temporary accommodation as well as increasing move on options that will support our preventative work.

The graph below shows the number of households accommodated in temporary accommodation over the last year:



4.5

Rough Sleeping

4.5.1

Rough Sleeper Initiative

In February 2022, we were invited to submit a bid for Rough Sleeper Initiative (RSI) funding from Department of Levelling Up, Homes and Communities (DLUHC). As part of the bid, we had to complete a self-evaluation to help consider what was missing from our rough sleeper provision. Unlike previous years RSI funding which had only been for a 12-month period, we were able to bid for funding for 3 years, up until March 2025. This really enabled us to consider our medium- and long-term plans in this area which has allowed us to look at more preventative approaches to rough sleeping.

Later in the year, we were informed that we had been successful for all initiatives that we had requested, totalling just under £3m in funding until March 2025. This includes:

- 6 x Safe Sleeping Spaces
- GP & Nurse Outreach
- Peer Support
- Tenancy Sustainment and Employment Support
- Immigration Advice
- Resettlement Officers

Rough Sleeper Outreach and Housing, Health and Welfare Officers,
Prevention officers – prison, hospital and supported accommodation,
Supported accommodation pathway officer

We have been working with our colleagues in legal and procurement to ensure all the correct legislation to start implementing the initiatives. The funding has enabled us to also increase the rough sleeper outreach team so that we can ensure that we are far more reactive to rough sleeper reports. The team are now going out at least 5 times either very early in the morning or late at night to all reported locations as well as known hot spots to engage with those sleeping rough. We have a core group of rough sleepers who are not engaging with services, so its vital the rough sleeper team persistently try and engage with these clients at different times of the day and night.

As well as this, we have recruited rough sleeper prevention posts. These posts will be based in the hospital, prison and across our supported accommodation settings, with the aim of ensuring that any rough sleeper who goes into one of these institutions, does not come back out on the streets.

4.5.2 ***Housing First***

In September 2022, discussions were had to change the funding for Housing First. This was delivered by Cambridge City Council as part of a wider Housing First programme across the county. However, it was decided that it would sit better within Peterborough. Cambridge had been successful for an additional Housing First post and hadn't recruited to this. We have therefore just finished recruitment for two posts who will be able to support up to 10 clients through a Housing First model. We will be working closely with our Registered Provider partners to source suitable accommodation so that we can really strive to implement this model successfully in Peterborough.

4.5.3 ***Demographic***

The team have worked tremendously hard to reduce rough sleeper numbers over the past 12 months. We continue to accommodate all verified and eligible rough sleepers, even those who we do not have a duty to provide temporary accommodation to. We have successfully reduced the number of people sleeping rough during this period to approximately 24. Nearly two thirds of those sleeping out have restricted eligibility. This means that their primary offer will be a reconnection package or an ability to work with the team to help them become eligible through applications to the EU Settlement Scheme and support in finding employment.

For all those sleeping rough, we work alongside our partners delivering outreach services to rough sleepers including Aspire and Dual Diagnosis Team. This enables us to ensure that we are addressing rough sleepers needs holistically, giving them the best chance to accept and sustain accommodation.

4.5.4 ***Work with partners***

Changes in senior leadership in the Housing Service over the last few years has meant that some of the relationships with our key partners have not been maintained. This year we have taken important steps to reestablish these relationships and build on them. We have worked closely with our Statutory Housing Provider and voluntary sector partners to re-establish a coherent governance structure for housing and homelessness across the city.

We are already seeing the benefits of this work with positive work being undertaken against the homelessness strategy, the development of the supported accommodation pathway and single homelessness task and targeting groups.

This work will continue to grow in the next year with the relaunch of the developer forums and affordable housing providers management groups. We continue to work with partners as a key member of Safer off the Streets Peterborough and through commissioning of services through

the Rough Sleeping Initiative (RSI) and the Housing Related Support programme for supported accommodation providers.

5. CONSULTATION

5.1 *N/A report for information*

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 *N/A report for information*

7. REASON FOR THE RECOMMENDATION

7.1 *N/A report for information*

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 *N/A report for information*

9. IMPLICATIONS

Financial Implications

9.1 *There are no financial implications.*

Legal Implications

9.2 *There are no legal implications.*

Equalities Implications

9.3 *There are no equalities implications.*

Rural Implications

9.4 *There are no rural implications.*

Carbon Impact Assessment

9.5 *There are no Carbon Impact implications.*

10. BACKGROUND DOCUMENTS

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

10.1 *N/A*

11. APPENDICES

11.1 *N/A*

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GROWTH, RESOURCES AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 8
10 January 2023	PUBLIC REPORT

Report of:	Adrian Chapman – Executive Director: Place & Economy	
Cabinet Member(s) responsible:	Cllr Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport	
Contact Officer(s):	Lee Walsh – Acting Development Management Team Leader.	Tel. 07825 867209

Local Planning Compliance Plan August 2022

RECOMMENDATIONS	
FROM: Cllr Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport	Deadline date: <i>n/a</i>
It is recommended that Growth, Resources and Communities Scrutiny Committee considers and scrutinises the draft Local Planning Compliance Plan (2022) and endorses its adoption by the Council.	

1. ORIGIN OF REPORT

1.1 This report is submitted to Growth, Resources and Communities Scrutiny Committee following a review of the Planning Service.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to advise members of the preparation of a draft Planning Compliance Plan (2022) and endorse its adoption. The revision is as a result of the Planning Service review which found that the current Planning Compliance Plan (adopted 2013) is not sufficiently up to date.

2.2 The Planning Compliance Plan (2022) underpins the policies of the Peterborough Local Plan by ensuring compliance with planning legislation and regulations. It sets out the procedures and tools available to the Council for enforcement action as well as setting out customer service standards.

3. TIMESCALES

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

4.1 Planning Compliance is not a statutory function as formal action is discretionary. However, the planning enforcement function underpins the planning function, as without it, there would be no incentive to follow adopted planning policy within the Peterborough Local Plan, thereby undermining Peterborough City Council's objectives for growth and sustainability.

- 4.2 The Planning Compliance Plan sets out the processes of the Council when dealing with breaches of the Town & Country Planning Act 1990 and subordinate legislation. The document also details the performance standards that the residents of Peterborough City Council should expect.
- 4.3 The emerging Plan is more concise at 11 pages long, with Council's performance indicators set out clearly in paragraph 4.4. This is considered an improvement on the current policy, which runs to 37 pages, much of which provides details about planning legislation that are unnecessary and where the key indicators within the text are unclear.
- 4.4 The Plan removes the requirement to update informants at every stage of the investigation. As the Council investigates more than 350 cases each year, within reduced staff numbers, this has not proved possible to meet. The name and contact details of the investigating officer, however, will be provided to the informant allowing them to contact the officer directly on progress. We will continue to advise informant of key milestones such as the service of a formal Notice.
- 4.5 The revised Plan places more onus on those reporting issues to supply sufficient information upfront with their enquiry to allow the alleged breach to be initially assessed through a triage process and desk-top analysis. The reason is two-fold:
- a) concerns can be dealt with quickly where there is no planning breach e.g. re-direction to other Council departments, external organisations or signposting to other legislation; and
 - b) compliance resources can be focused on actual breaches of planning control that cause the most harm or have irreversible consequences.
- 4.6 For actual breaches of planning control, the Plan identifies three levels of priority, with each attracting a difference level of customer service:
- Priority 1 cases will be visited within two working days and a decision on the likely cause for action made in five working days.
 - Priority 2 cases will be visited in 10 working days, with a decision on the likely course of action made in a month.
 - Priority 3 cases will be visited in 10 working days, with a decision on the likely course of action made within three months.
- 4.7 Whilst the low priority cases have deadlines of three months for a likely decision, these will tend to be minor breaches of planning control where a planning permission will be invited to regularise the development as the breach is likely to relate to development that would be acceptable with few, if any, conditions.

5. CONSULTATION

- 5.1 Consultation is not required as part of the review of the current Planning Compliance Plan.

6. ANTICIPATED OUTCOMES OR IMPACT

- 6.1 Quicker response times to local residents for minor matters that are either not breaches of planning control or benefit from permitted development rights.
- 6.2 Less time spent by Technical Support staff making-up enforcement case files unnecessarily, given them time to focus on other areas, such as validating planning applications and supporting the Building Control function.
- 6.3 Compliance Officers will have more time to spend on cases that are more serious and achieve better outcomes in a more expedient way.

7. REASON FOR THE RECOMMENDATION

7.1 The current Compliance Policy was adopted in 2013 and, whilst the planning legislation is still relevant, it has been made more concise. It requires updating to reflect more effective working practices and new service timescales according to the priority of the case.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 The alternative would be to retain the existing Planning Compliance Plan. However, this has led to time being wasted on the investigation of alleged breaches of planning control that could have been dealt with more quickly had the informant provided additional information at the start of the process. This has resulted in additional staff costs and in less time being focused on breaches of planning control that are more harmful or irreversible.

9. IMPLICATIONS

Financial Implications

9.1 There are no financial implications as a result of adopting the Local Planning Compliance Plan (2022).

Legal Implications

9.2 There are no legal implications as a result of adopting the Local Planning Compliance Plan (2022).

Equalities Implications

9.3 There are no equalities implication as a result of adopting the Local Planning Compliance Plan (2022).

Rural Implications

9.4 There are no rural implications as a result of adopting the Local Planning Compliance Plan (2022).

Carbon Impact Assessment

9.5 The Council's Local Plan is underpinned by the need for sustainable development. The enforcement plan will support the Local Plan by ensuring compliance with the Local Plan. The changes to this policy are broadly in line with existing practice but it is anticipated that there will be a slight reduction in overall emissions due to the decision to prioritise sites visited therefore decreasing staff mileage.

10. BACKGROUND DOCUMENTS

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

10.1 Planning Compliance Local Plan Revised 2013

11. APPENDICES

11.1 Planning Compliance Plan (2022).

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PETERBOROUGH



**Peterborough City Council
Planning Compliance Plan -
August 2022**

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1 Introduction

1.1 The Peterborough City Council Planning Compliance Plan provides an outline of the planning enforcement process and the service that you can expect to receive.

1.2 This plan has been written in accordance with the Government guidance contained in the National Planning Policy Framework (NPPF), which states

"Effective enforcement is important to maintain public confidence in the planning system. Enforcement action is discretionary, and local planning authorities should act proportionately in responding to suspected breaches of planning control. They should consider publishing a local enforcement plan to manage enforcement proactively, in a way that is appropriate to their area. This should set out how they will monitor the implementation of planning permissions, investigate alleged cases of unauthorised development and take action where

1.3 The Plan will provide information on the following:

- Enforcement priorities
- Defining a breach of planning control
- Investigating an alleged breach
- Determining appropriate action
- Discretionary enforcement powers
- Monitoring our own performance
- Reporting a suspected breach
- Customer complaints procedure

1.4 We aim to provide timely and effective procedures for investigating suspected breaches of planning control, as we believe this is essential in maintaining public confidence in the town and country planning system.

2 Enforcement Priorities

2.1 The aim of our Planning Compliance Plan is to **deal with suspected breaches of planning control in an effective, proportionate, consistent and helpful manner.**

2.2 Our key objectives are to:

- provide an accessible service that maintains public confidence in the planning system
- provide a response that is prioritised according to the harm (or potential harm) caused by the breach
- achieve a balance between protecting amenity and other interests and allowing acceptable development to remain (or continue) in the absence of permission
- monitor performance in delivering the service

3 Defining a breach of planning control

What do we mean by a breach of planning control?

3.1 Section 171A of Part VII of the Town and Country Planning Act 1990 defines a breach of planning control as:

"the carrying out of development without the required planning permission, or failing to comply with any condition or limitation subject to which planning permission has been granted"

What do we mean by 'development'?

3.2 Development is defined by section 55 of the Act as:

"the carrying out of building, engineering, mining or other operations in, on, over, or under land, or the making of any material change to the use of any buildings or other land"

Planning Enforcement in Peterborough

- 3.3 The most common breaches of planning control in Peterborough are:
- development without (or not in compliance with) planning permission
 - failure to comply with a condition attached to planning permission
 - unauthorised change of use of family homes to Houses in Multiple Occupation
 - unauthorised change of use of land and buildings
- 3.4 The Planning Compliance Team in Peterborough is also responsible for control of the following matters, which also fall within the term "planning control":
- works carried out to listed buildings
 - the demolition of buildings in conservation areas
 - works to protected trees (the subject of Tree Preservation Orders) and trees in conservation areas
 - display of outdoor advertisements which require consent under the Town and Country Planning (Control of Advertisements) Regulations 2007
 - the removal of hedges in the open countryside
- 3.5 There are time limits within which we can take planning enforcement action against breaches of planning control:
- For building, engineering, mining or other operations in/on/over/under land without planning permission, the development becomes immune from enforcement action **four years** after the works are substantially completed.
 - For the change of use of a building (or part of a building) to use as a single dwelling house, the development becomes immune from enforcement action **four years** after the date the change of use first occurred.
 - For all other changes of use and breaches of conditions, the development becomes immune from enforcement **10 years** after the date the breach of planning control first commenced.

- 3.6 Planning compliance cannot control all aspects of the building process and there are several common issues we are unable to deal with. These include:
- boundary/ownership disputes
 - Party Wall Act issues
 - covenant issues
- 3.7 These are private issues which a solicitor or the Citizens Advice Bureau may be able to help you with.

4 Investigating an alleged breach

- 4.1 The Council has an Online report form (see link below) for reporting alleged breaches of planning control which helps us capture the information that helps us decide on the most appropriate response and this should be used in the majority of cases.
- <https://www.peterborough.gov.uk/council/planning-and-development/planning-and-building/report-a-planning-or-building-regulations-issue>
- 4.2 Typically, we will require photographs of the alleged built development taking place, and/or completed logs sheets, with time, dates and the duration of what is witnessed, where the allegation relates to a material change of use before we will create an enforcement case.
- 4.3 When a suspected breach of planning control comes to our attention, each case is assigned a priority level according to its potential to cause harm. The priority level dictates the timeframe for:
- a site visit/initial investigation to be carried out
 - investigating the case to the extent that we can make a decision on the likely course of action moving forwards
- 4.4 When a person provides information to us relating to a breach of planning control, they will receive an acknowledgement within three working days.

Priority Level	Alleged Breach	Site visit	Investigating the Case
1	<p>Breaches that cause harm over a wide area, impact on a number of people, or cause irreversible harm to historic buildings, areas or trees.</p> <p>For example:</p> <ul style="list-style-type: none"> • a breach that causes (or has the potential to cause) an immediate danger to public health and/or public safety • a breach that causes immediate, serious and potentially irreversible harm to the environment • unauthorised alteration or demolition to a listed building or a building in a conservation area • unauthorised works to protected trees or trees in a conservation area, or removal of a rural hedgerow 	2 working days	10 working days
2	<p>Breaches that have a wide impact on the surrounding area and residents but do not require immediate action.</p> <p>For example:</p> <ul style="list-style-type: none"> • a breach that causes harm through loss of amenity to residents within the locality of the breach • unauthorised work which has already been completed to a listed building or a building in a conservation area • a building that is erected either a) without planning permission or b) that fails to comply with the terms of a planning permission • unauthorised advertisements displayed in a conservation area or in the open countryside • a development in breach of an Article 4 direction (<i>see paragraph 6.18</i>) 	5 working days	1 month
3	<p>All other breaches.</p> <p>For example:</p> <ul style="list-style-type: none"> • extensions, outbuildings, fences, etc. erected without planning permission • unauthorised advertisements displayed with limited adverse visual impact • any other breach not falling within priority levels 1 and 2 (e.g. untidy land, change of use on a small scale) 	10 working days	3 months

4.5 The acknowledgement will include a short description of the suspected breach based on the information provided. We will advise the enquirer of the officers' name and contact details, who will carry out the investigation and the priority level that it has been assigned.

4.6 We will be unable to keep you informed of every single step in the process and would ask you to contact the case officer for an up-date on the progress of any investigation.

4.7 Our first step in an investigation is to research the planning history (if any) relating to the land or building.

4.8 A Compliance Officer will then visit the site, normally unannounced, to establish the facts and to decide whether there has been a breach of planning control. This usually includes a discussion with the person(s) involved in the suspected breach and may also include a discussion with the enquirer.

- 4.9 The Compliance Officer may serve a Planning Contravention Notice (*see paragraph 6.3*) on the owner, occupier or anyone else with an interest in the land if accurate information is required about the breach that they have been unable to obtain by other means. They may also decide to consult others (including legal, environmental health and housing staff) before decisions are made about the breach and the remedial action(s) that may be appropriate.
- 4.10 The Compliance Officer may sometimes require the enquirer to provide additional information to assist with their investigation. Should this be the case, they will contact them outlining what information would be of use. A timeframe (usually a period of 28 days) will be given for your response.
- 4.11 The matter under investigation might involve the enforcement responsibilities of more than one function of the Council, in which case every effort will be made to ensure that joint visits are made. Our commitment is to work with others to identify the most appropriate and effective statutory power or powers.
- 4.12 We aim to resolve breaches as quickly as the law will allow and, when appropriate, we notify enquirers of the progress with our investigations.

5 Determining appropriate action

- 5.1 Once it has been established that a breach has taken place and harm is being caused, action may then be taken.
- 5.2 Government guidance states that local councils must act 'proportionately' in responding to suspected breaches of planning control. Our response will always reflect:
- the seriousness of the breach
 - the risks involved
 - the costs involved
 - the benefits involved

- 5.3 We will consider the provisions of the development plan, policy and guidance issued by central government and any other material considerations.
- 5.4 We will also consider the implications of the Human Rights Act 1998, specifically the impact of the proposed action (or inaction) on the human rights of all relevant parties. We will act in a way that is proportionate to the seriousness of the alleged breach and its impact on the person(s) affected.
- 5.5 In deciding the most appropriate course of action, we must consider the effects of the breach and what harm is caused to the amenity of the area. This includes forming a view as to whether planning permission would be granted (if applied for) and considering the evidence and any claims of immunity.

Assessing Harm

- 5.6 In assessing the effects of a breach and the harm caused, Enforcement Officers will first consider what harm is being caused, which may include whether the breach is causing harm by way of adverse impact on:
- the character and appearance of a conservation area or listed building
 - the character of the area or existing property
 - the residential amenity of neighbouring properties
 - potential impact on protected species or habitat
 - trees in a conservation area or protected by a Tree Preservation Order
- 5.7 Also, whether the breach is:
- contrary to local planning policies
 - causing a statutory nuisance or a safety issue
- 5.8 Officers would then look at the scale and impact of that harm, which may include:
- whether the harm caused by the breach is widespread or local

- whether the harm by the breach is irreversible
- the significance and scale of the harm
- the urgency to address the breach (i.e. whether the breach is within 6 months of statutory immunity)
- whether the breach is stable or worsening
- whether a planning application for the development would be viewed favourably

5.9 The main issue should be whether, if left unaddressed, the breach of planning control would unacceptably affect amenity or the existing use of land and buildings to the extent that it merits protection in the public interest.

5.10 It is important to note that not all breaches of planning control will result in formal action. We will only take formal action when we can demonstrate that the breach causes serious harm to amenity and it is expedient to do so.

5.11 Because our enforcement powers are discretionary, the emphasis will be on attempting to negotiate a resolution in the first instance.

No further action

5.12 Following our initial investigation, we may decide that there has been no breach of planning control. In such cases we cannot take any further action.

5.13 Even if there is a breach of planning control, we may decide not to pursue an enforcement investigation if it is not expedient to take action. This might be because the harm it causes is not significant, and in our opinion formal action would not be in the public interest.

5.14 In reaching a decision we must always balance the harm being caused against the likely success of any formal action and the availability of resources.

Retrospective applications

5.15 Rather than immediately resorting to formal powers, we will try to negotiate wherever possible. A retrospective planning application is often the most appropriate solution, as it allows us to consider the merits a development and its impact on interested parties. If the development can be made acceptable by imposing conditions, we will do that rather than refuse permission.

5.16 The time taken to submit a retrospective application will depend on the complexity of the issues that need to be addressed through professional reports and plans. We will agree deadlines for submission of retrospective applications with the person responsible for the breach and if these are missed without good reason, we will consider whether formal enforcement action would be expedient. We aim to deal with retrospective applications within 8 weeks of receiving them.

Formal action

5.17 If we refuse a retrospective application, we will usually attempt to remedy the breach through negotiation. However, where negotiations have been tried and failed or negotiation is not an option, formal action will be the most likely outcome.

5.18 We will only proceed to formal action when there is clear evidence of harm and serious conflict with planning policy or other controls which cannot be overcome by the imposition of conditions.

The right of appeal

5.19 An appeal can be made to the Secretary of State against the serving of an enforcement notice and a listed building enforcement notice. An appeal must be lodged before the date on which the notice is to take effect. The appeal has the effect of suspending the notice until the appeal is determined.

5.20 An appeal against a Section 215 notice can be made to the Magistrates Court but must be done before the notice takes effect.

5.21 There is no right to appeal a decision (by us) to take no further action.

6 Discretionary Powers

6.1 Planning legislation provides a number of discretionary powers for enforcing compliance with planning controls. Although we will almost always try to negotiate or invite a planning application in the first instance, if a solution cannot be reached action may be taken.

The power to gather information

6.2 Our Enforcement Officers have the **power to access land** to obtain information they need (they must give at least 24 hours' notice to enter a house). If a resident refuses to let an Enforcement Officer in, a warrant of entry can be obtained.

6.3 A **Planning Contravention Notice** (PCN) can be issued if there is a suspected breach of planning control. It describes the breach and requires information about it to be provided, including the person(s) involved and their interest in the land. It will set out a time for compliance with the notice.

6.4 A **Section 330 Notice** (under section 330 of the Town and Country Planning Act 1990) can be served if Reporting a suspected breach but do not know who owns the land.

The power to enforce

6.5 A **Temporary Stop Notice** can be issued where we consider that a breach of planning control has occurred and deem it necessary to stop the breach immediately. This notice expires 28 days (or any shorter period set out) after it has been displayed on the land. During this period, we must decide whether to take enforcement action. There are some restrictions on a Temporary Stop Notice, such as that it cannot prohibit the use of a building as a dwelling house.

6.6 A **Breach of Condition Notice** can be issued to ensure full compliance with a condition imposed on a planning permission. The notice sets out the steps to be taken and provides a timeframe (of at least 28 days) for compliance.

6.7 A **Planning Enforcement Notice** can be served to remedy an actual (but not an anticipated) breach of planning control. It can require an unauthorised use of land to stop, or for unauthorised building or engineering works to be removed. It will set out the reasons for issue and will state a compliance period. The compliance period starts on the day that the notice takes effect and must be a period of at least 28 days.

6.8 A **Listed Building Enforcement Notice** may be issued where works affecting the character of a listed building are carried out in the absence of listed building consent. The notice can specify steps to be taken to restore the building to its former state, to alleviate the effect of the unauthorised work, or to bring the building to the state that it would have been in had any listed building consent been fully complied with.

6.9 A **Conservation Area Enforcement Notice** may be issued where unauthorised work or demolition to a building has taken place in a conservation area in the absence of appropriate consent. The notice can specify steps to be taken to restore the building to its former state, to alleviate the effect of the unauthorised work, or to bring the building to the state that it would have been in had any conservation area consent been fully complied with.

6.10 A **Stop Notice** requires any activity within the scope of a breach alleged in an Enforcement Notice to be immediately minimised, reduced or ceased. The notice must be served in conjunction with a full Enforcement Notice, but can be served before an Enforcement Notice has taken effect and regardless of whether an appeal has been lodged.

- 6.11 A **Section 215 Notice (Amenity Notice/Untidy Land)** can be served if we consider that the condition of land or buildings is causing harm to the amenity of an area. The notice will specify steps that must be taken to remedy the condition of the land. The notice will state a compliance period but cannot take effect until 28 days after its issue.
- 6.12 A **Community Protection Notice** (under anti-social behaviour legislation) allows us to take action against behaviour which has the potential to cause distress. This notice can prohibit people from undertaking certain operations or force land to remain in a certain condition.
- 6.13 **Prosecution** can be brought in cases where any of the following offences have been committed:
- the conditions of a formal notice have not been complied with to our satisfaction or within the specified timescales
 - works are carried out to a listed building in the absence of necessary listed building consent
 - demolition of a building in a conservation area takes place in the absence of conservation area consent
 - works are carried out to a tree which is the subject of a tree preservation order without the necessary consent
 - an advertisement is displayed in the absence of the express consent required
 - the removal of a countryside hedgerow without consent
- 6.14 We will only instigate proceedings if there is a realistic prospect of conviction and it is in the public interest to do so.
- 6.15 A person convicted could be subject to a fine and may receive a criminal record. If the breach is not remedied following conviction, we have recourse to further prosecutions which could result in more substantial fines and/or imprisonment.
- 6.16 Where prosecution does not remedy a breach or the harm caused by it, we have the power to take **Direct Action (Default Powers)**. This enable us to enter land and carry out works contained within a formal notice. We will then charge the offender for these works.
- 6.17 An **Enforcement Injunction** can be sought where we consider it necessary or expedient for any actual or anticipated breach of planning control to be restrained. If the terms of an injunction are breached the relevant party or parties are in contempt of court and an application can be made by the Council for their committal to prison.
- 6.18 Where it appears that the offender has benefited from their criminal conduct, we will consider issuing proceedings for confiscation under the **Proceeds of Crime Act 2002**.
- Other powers**
- 6.19 An **Article 4 Direction** (under the Town and Country Planning Act (General Permitted Development) Order 2015) may be used to remove 'permitted development' rights, including:
- the right to erect fences and other means of enclosure
 - temporary uses of land (e.g. temporary buildings, moveable structures, plant or machinery required in connection with operations being carried out on the land)

7 Monitoring our own performance

- 7.1 To enable the performance of the enforcement team to be monitored (and to provide some consideration of the likely timescales for dealing with enquiries) we strive to achieve the standards in the table below.

Task	Target
Formally acknowledge all enquiries.	3 working days
Visit a Priority Level 1 Case.	2 working days
Action* a Priority Level 1 Case.	10 working days
Visit a Priority Level 2 Case.	5 working days
Action* a Priority Level 2 Case.	1 month
Visit a Priority Level 3 Case.	10 working days
Action* a Priority Level 3 Case.	3 months
Respond to communications that are received from interested parties.	10 working days
Advise the enquirer of the outcome either in writing, email or via telephone at the conclusion of the investigation.	3 working days

**Action is defined as the officer having investigated the case to the extent that we can make a decision on the likely course of action going forwards.*

- 7.2 We are committed to acting in a fair and reasonable manner and these standards, taken in conjunction with the priorities listed previously in this document, are intended to ensure that we have an open and consistent approach to enforcement action.

8 Reporting a suspected breach

- 8.1 We rely greatly on the town and parish councils and the public to report suspected breaches of planning control.
- 8.2 If you think that a breach of planning control has taken place, you can inform us at:

<https://forms.office.com/r/stuadbt62x>

- 8.3 **Please note we do not accept anonymous enquiries**, but all reports will be dealt with in accordance with the Peterborough City Council Planning Privacy Notice:

<https://www.peterborough.gov.uk/council/council-data/corporate-privacy-notice>

9 Customer complaints procedure

- 9.1 If you feel that we have not dealt with your enquiry in a manner consistent with the standards contained within this plan, then you are able to make a formal complaint.
- 9.2 In order to register a formal complaint, please visit:

[Make a complaint - Peterborough City Council](#)

10 Further information and guidance

- 10.1 Further information and guidance on the planning enforcement process is available online, at:

<https://www.gov.uk/guidance/ensuring-effective-enforcement>

Appendix 1: Minerals and Waste Monitoring

Section 19 of The Waste (England and Wales) Regulations 2011 makes it a duty that where a planning authority has planning functions in relation to establishments or undertakings carrying out disposal or recovery of waste, the planning authority must ensure that appropriate periodic inspections of those establishments or undertakings are made. Provision is also made in legislation to allow the Council as a Minerals & Waste Planning Authority to charge for monitoring visits to mining sites and landfill sites under The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012.

Therefore, the Council will seek to prioritise the monitoring and enforcement of sites that are monitored under The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012 and under The Waste (England and Wales) Regulations 2011. Before each monitoring year the Council will assess the frequency that sites should be monitored, based upon the following criteria:

- i. the size of the site
- ii. the number and the complexity of conditions
- iii. the number of issues requiring monitoring
- iv. the stage of development at the site
- v. whether the operator has ISO 14001 or EMAS accreditation
- vi. the progressive nature of working/restoration
- vii. the number of breaches of planning control observed
- viii. the number of complaints received for a site, which have proven to be justified

In practice using these criteria active minerals and landfill sites would be likely to be subject of between 2 to 4 visits per year, and sites for the recovery, transfer and recycling of waste are likely to be the subject of 1 to 2 visits per year.

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GROWTH, RESOURCES AND COMMUNITIES SCRUTINY COMMITTEE MEETINGS START TIME 2023-2024	AGENDA ITEM No. 9
10 JANUARY 2023	PUBLIC REPORT

Report of:	Rochelle Tapping, Director of Law and Governance and Monitoring Officer	
Cabinet Member(s) responsible:	Councillor Coles, Cabinet Member for Finance and Corporate Governance	
Contact Officer(s):	Ramin Shams, Senior Democratic Services Officer	Tel. 01733 452509

GROWTH, RESOURCES AND COMMUNITIES SCRUTINY COMMITTEE MEETING START TIME 2023-2024

RECOMMENDATIONS	
FROM: Rochelle Tapping, Director of Law and Governance and Monitoring Officer	Deadline date: N/A
It is recommended that the Growth, Resources and Communities Scrutiny Committee agree the start time for all Growth, Resources, and Communities Scrutiny Committee meetings for the Municipal Year 2023-24.	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to the Growth, Resources and Communities Scrutiny Committee meeting following the Full Council decision on 24 July 2019 to allow Committees to decide their own start times for each new Municipal Year.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to allow the Growth, Resources and Communities Scrutiny Committee to discuss and agree the start times for meetings from the beginning of the Municipal Year 2023-24. The draft schedule of meetings will be agreed at the next Full Council meeting.
- 2.2 This report is for the Growth, Resources and 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	N/A
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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 for the Municipal Year 2020-21. 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 February 2023 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 in July 2019.

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 Growth, Resources and 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

GROWTH, RESOURCES AND COMMUNITITES SCRUTINY COMMITTEE	AGENDA ITEM No. 10
10 January 2023	PUBLIC REPORT

Report of:	Rochelle Tapping, Director of Law and Governance and Monitoring Officer	
Cabinet Member(s) responsible:	Councillor Coles, Cabinet Member for Finance and Corporate Governance	
Contact Officer(s):	Ramin Shams, Senior Democratic Services Officer	Tel. 01733 452509

FORWARD PLAN OF EXECUTIVE DECISIONS

RECOMMENDATIONS	
FROM: Democratic Services Officer	Deadline date: N/A
<p>It is recommended that the Growth Resources and Communities Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Considers the current Forward Plan of Executive Decisions and identifies any relevant items for inclusion within their work programme or request further information. 	

1. ORIGIN OF REPORT

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

2. PURPOSE AND REASON FOR REPORT

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

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

The Scrutiny Committees will:

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

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

3. TIMESCALES

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

- 4.1 The latest version of the Forward Plan of Executive Decisions is attached at Appendix 1. The Forward Plan contains those Executive Decisions which the Leader of the Council believes that the Cabinet or individual Cabinet Member(s) can take and any new key decisions to be taken after 16 December 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

9.1 Financial Implications

N/A

9.2 Legal Implications

N/A

10. BACKGROUND DOCUMENTS

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

None

11. APPENDICES

- 11.1 Appendix 1 – Forward Plan of Executive Decisions

PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS

PUBLISHED: 16 DECEMBER 2022

PART 1 – FORWARD PLAN OF KEY DECISIONS

KEY DECISIONS FROM 16 JANUARY 2023

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<p>Phase 3 business case for the ARU Peterborough University – KEY/16JAN23/01 To consider and approve the full business case for phase 3 of the ARU Peterborough University development, as shareholder of the Peterborough HE Property Company Ltd.</p>	Cabinet	16 January 2023	Children and Education Scrutiny Committee	All Wards	Public consultation has taken place. A further consultation for Additional Licensing Scheme will take place following approval.	Adrian Chapman	Place and Economy	Full Business Case document
<p>Child Weight Management Procurement – KEY/16JAN23/03 To support the competitive procurement, through an Invitation to Tender (ITT) process, of a Child Weight Management service across Cambridgeshire and Peterborough. This includes delegating authority to Cambridgeshire County Council to act as the lead commissioner.</p>	Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health	January 2023	Adults and Health Scrutiny Committee	All Wards	Co-production work ongoing, in collaboration with the Cambridgeshire and Peterborough Adopting Innovation Hub. Consultation work already undertaken with Pinpoint, a voluntary organisation supporting children with SEND. Pinpoint will continue to input in to the specification and will help to evaluate specific questions within the tender relating to complex needs.	Imogen Gray. Senior Public Health Manager. imogen.gray@cambridgeshire.gov.uk	Public Health	CMDN

PREVIOUSLY ADVERTISED KEY DECISIONS

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<p>1. 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.</p>	Cabinet	13 March 2023	Growth, Resources and 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	Sean Evans, Head of Service Housing Needs, Email: sean.evans@peterborough.gov.uk	People Services	To be submitted, Housing Related Support Commissioning Strategy for Cambridgeshire & Peterborough 2020 - 2022. Procurement / Commissioning information.
<p>2. Article 4 Direction - KEY/28MAR2022/01 – To agree to formulate an Article 4 Direction for public consultation that requires property owners in Bretton, Fletton & Woodston, Hargate & Hempstead, Hampton Vale, Park and Central wards, to obtain planning permission when converting single homes or residential properties into HMOs, alongside relevant planning policies to support this.</p>	Cabinet	13 February 2023	Growth, Resources, And Communities Scrutiny Committee	Bretton, Fletton & Woodston, Hargate & Hempstead, Hampton Vale, Park, North and Central.	Formal public consultation within relevant wards	Jim Newton, Assistant Director Planning & Building Control (Interim) Email: jim.newton@peterborough.gov.uk	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>3. Clare Lodge and agency resource - KEY/28MAR2022/02 - Relating to the supply of temporary agency requirements at Clare Lodge</p>	Cabinet	December 2022	Children and Education Scrutiny Committee	All Wards	Legal, Procurement, Service area, Clare Lodge, agency providers	Steve McFaden, Business, Strategy & Infrastructure Manager Clare Lodge, 01733 253246	People Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>4. Award of Insurance Contract - KEY/1AUG22/02 - The existing contract for the Councils insurance arrangements runs from 1 April 2018 - 31 March 2023. (MAR18/CMDN/113). Discussions are now being held with insurance specialists and the Procurement Team to set out the specification requirements so that this contract can go out to tender with award expected in late January 2023 / early February 2023.</p>	Councillor Andy Coles, Cabinet Member for Finance and Corporate Governance	1 April 2023	Growth, Resources, And Communities Scrutiny Committee	All Wards	Consultation internal (Procurement), external (insurance broker advisors).	Steve Crabtree. Chief Internal Auditor. Tel: 01733 384557. Email: steve.crabtree@peterborough.gov.uk	Corporate Services	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>5. Towns Fund Business Case for The Vine Project – KEY/29AUG22/01 Assurance for Towns Fund Business Case Summaries for submission to DLUHC to apply for government funding for the Vine project. The total grant application for the project is over £12m from government.</p>	Cabinet	16 January 2023	Growth, Resources and Communities Scrutiny Committee	Central	Towns fund board consulted and approved the programme of submissions.	Karen Lockwood, programme manager, 07825 902794. Karen.Lockwood@peterborough.Gov.Uk	Place and Economy	Cabinet report to be submitted for consideration September 2022

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<p>6. Cambridgeshire County Council's Pseudo Dynamic Purchasing System (Dps) For Individual Service Fund (Isf) Services - KEY/12SEP22/03 Authorise Peterborough City Council to utilise Cambridgeshire County Council's Pseudo Dynamic Purchasing Services (DPS) Agreement for the Provision of Individual Service Funds (ISF) Services to purchase ISF Services up to the value of £6,000,000 (six million pounds). Authorise the Executive Director, People & Communities to enter into the required call off contracts following the competitive process, as required under the DPS, with the successful provider who has been selected to deliver the Services.</p>	<p>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</p>	<p>December 2022</p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>N/A</p>	<p>Shairbano Shaukat, Commissioning Officer, TEL 07739 320000, shairbano.shaukat@peterborough.gov.uk</p>	<p>Public Health</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>7. Approval of the award of contract for Milestone Infrastructure for the Detailed Design of the River Nene Pedestrian Bridge – KEY/24OCT22/01 - Approval of the award of contract for Milestone Infrastructure for the Detailed Design of the River Nene Pedestrian Bridge. This is a Towns Fund project and the Bridge will provide a walking and cycling route between the Embankment and Fletton Quays and also support the ambition of opening up the waterfront for regeneration.</p>	<p>Cabinet</p>	<p>19 December 2022</p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>Central, Fletton & Standground</p>	<p>Engagement with ward councillors and a public consultation will take place</p>	<p>Karen Lockwood, Tel: 07825 902794, Email: karen.lockwood@peterborough.gov.uk</p>	<p>Place & Economy</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>8. Extension of contract for care and support services in Extra Care schemes – KEY/7NOV22/01 To authorize an extension for one year 10 months to the existing contract at a total cost of £3,480,253</p>	<p>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</p>	<p>December 2022</p>	<p>Adults and Health Scrutiny Committee</p>	<p>Eye, Thorney & Newborough, Paston and Walton and East</p>	<p>Preparations to tender the services had commenced and consultation questions had been completed by people living in the schemes and family members.</p>	<p>Lynne O'Brien Commissioning Manager 0777 667 9591 lynne.o'brien@cambridgeshire.gov.uk</p>	<p>People Services</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>9. Approval for contract to be awarded to Milestone to deliver full business case and detailed design for A16 Norwood improvement scheme. - KEY/7NOV22/04 The Council has previously received funding of £630k from the Cambridgeshire and Peterborough Combined Authority (CPCA) to deliver the outline business case and preliminary design for A16 Norwood improvement scheme. As that stage is now complete, a request is to be made to the CPCA to fund a further £1,567,190 so that the next stage (full business case and detailed design) can be undertaken. Approval is required for the contract to be awarded to Milestone to undertake the next phase of the scheme business case and design. The decision will only be progressed once funding is granted from the CPCA.</p>	<p>Cabinet</p>	<p>19 December 2022</p>	<p>Climate Change and Environment Scrutiny Committee</p>	<p>Gunthorpe and Eye, Thorney & Newborough</p>	<p>Consultation was undertaken with members of the public and relevant stakeholders to inform the detailed design and business case.</p>	<p>Lewis Banks, Transport & Environment Manager, Tel: 01733 317465, Email: lewis.banks@peterborough.gov.uk</p>	<p>Place and Economy</p>	<p>Currently the relevant documents for this decision are not available. The minutes of the CPCA Board meeting scheduled for 19 October 2022 will serve as confirmation of the additional grant funding award. The minutes and any supporting documents will be provided once they are made available</p>

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<p>10. Direct Payment Support Services – KEY/7NOV22/06 - This 5-year contract is due to end in February 2023. Approval is sought to extend this contract for an additional two 12-month periods (1+1) at a total value of £250,984. This will increase the aggregated contract to £878,444. It is further requested that delegated authority to award be granted to the Executive Director, People & Communities, Cambridgeshire and Peterborough.</p>	<p>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</p>	<p>December 2022</p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Direct payment service users engaged through satisfaction survey, soft market test to evaluation interest in the provider market, market engagement event to inform service providers about the service and Council's vision, operational head of service, Direct Payment Monitoring Officers, Finance Managers, adult and childrens' commissioners reviewed service specification and social care practitioners shared their views on the professional support from the service.</p>	<p>Leneva Nwachukwu, Commissioner, 01954 286002, leneva.nwachukwu@cambridgeshire.gov.uk</p>	<p>Public Health</p>	<p>Cabinet Member's Decision Notice, Joint Commissioning Board report v7 dated 26th July 2022 (meeting held 27th July). Appendix 4 should be exempt from public circulation as it includes specific characteristics of real-life service users which may make them identifiable to members of the public, if known, this may cause these individuals embarrassment and cause people in need of the support service to be reluctant to seek help, if they believe data about their circumstances are being publicised.</p>
<p>11. Charging residents and developers for replacement bins – KEY/21NOV22/01 Currently all replacement household bins are replaced for free, if implemented, if you lose your bin or damage it you will be required to pay for a replacement.</p>	<p>Councillor Nigel Simons, Cabinet Member For Waste Street Scene And The Environment</p>	<p>December 2022</p>	<p>Climate Change and Environment Scrutiny Committee</p>	<p>All Wards</p>	<p>Via the budget setting last financial year and FSWG</p>	<p>James Collingridge, Assistant Director of Operations, 01733 864736, james.collingridge@peterborough.gov.uk</p>	<p>Place and Economy</p>	<p>A CMDN.</p>
<p>12. Refugee Resettlement Befriender Contract Award – KEY/21NOV22/02 To award a contract to provide services and support to resettled refugee families under the United Kingdom Resettlement Scheme and the Afghan Relocation and Assistance Programme.</p>	<p>Councillor Steve Allen, Deputy Leader and Cabinet Member for Communication, Culture and Communities</p>	<p>31 January 2023</p>	<p>Growth, Resources and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Soft market testing with potential suppliers has taken place</p>	<p>Ian Phillips Head of Communities and Partnerships Integration Email: ian.phillips@peterborough.gov.uk</p>	<p>People Services</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	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
13. Disposal of Ground Rent at Hereward Cross – KEY/05DEC22/01 - Disposal of ground rent at Hereward Cross	Councillor Andy Coles, Cabinet Member for Finance and Corporate Governance	December 2022	Growth, Resources, And Communities Scrutiny Committee	Central Ward	Part of the approved disposal programme	Felicity Paddick, Manager - Estates and Valuation Email: felicity.paddick@nps.co.uk Tel: 07801 910971	Corporate Services	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).
14. Allocation of Funding for PIRI – KEY/05DEC22/02 - To confirm the allocation of funding for the PIRI project	Councillor Marco Cereste, Climate Change, Planning, Housing and Transport	February 2023	Climate Change and Environment Scrutiny Committee	East & Central Wards	Relevant internal and external stakeholders	Elliot Smith, Commercial Manager - Email: elliot.smith@peterborough.gov.uk	Place & Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
15. Procurement of a DPS for The Construction of Large-scale Adaptations to Domestic Properties to Provide Disabled Living Facilities and The Provision of Repairs Assistance to Low Income and Vulnerable, Owner Occupiers of Domestic Properties from 1 Jan 2023 to 31 Dec 2027 with optional 4 yearly extensions to 31 Dec 2031 - KEY/05DEC22/03 - Procurement of a Dynamic Purchasing System for the Construction of Large-scale Adaptations to Domestic Properties to Provide Disabled Living Facilities and The Provision of Repairs Assistance to Low Income and Vulnerable, Owner Occupiers of Domestic Properties.	Councillor Marco Cereste, Climate Change, Planning, Housing and Transport	January 2023	Adults and Health Scrutiny Committee	All Wards	Soft Market Testing and Contractor Engagement Event	Sharon Malia - Housing Programmes Manager – Email: sharon.malia@peterborough.gov.uk Tel: 07920 160632	People Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
16. Re-tendering of the Care & Repair Framework Agreement (4 LOTS) 1 Jan 2023 to 31 Dec 2025 with optional 2 yearly extensions to 31 Dec 2027 - KEY/05DEC22/04 - A re-tender of the existing Care & Repair Framework Agreement currently in Year 4 of a 3 year plus 1 plus 1 Agreement. The framework of Contractors deliver mandatory Disabled Facility Grants, Minor Aids & Adaptations and discretionary grants.	Councillor Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport	1 January 2023	Adults and Health Scrutiny Committee	All Wards	Soft Market Testing, Engagement Events and contract published via Pro Contract	Sharon Malia - Housing Programmes Manager Email: sharon.malia@peterborough.gov.uk Tel: 07920 160632	People Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<p>17. Adult Social Care IT system procurement 2023 KEY/05DEC22/05 - The description you have provided is too long to fit onto are document, so would the following amendment be ok instead:</p> <p>The contract for the current Adult Social Care system, Mosaic, ends in July 2023.</p> <p>Continuing with the incumbent will avoid disproportionate technical difficulties, diseconomies, and significant disruption to the delivery of service.</p> <p>In addition, there has also been over 2 years investment in developing the required processes and digital engagement within the solution to ensure the product meets the needs of the service and the service users.</p> <p>With the new contract, and in line with our IT Strategy, we are also proposing to move Mosaic out of our data centre to hosted by the supplier – i.e. run in the cloud.</p>	Cabinet	16 January 2022	Adults and Health Scrutiny Committee	N/A	N/A	Kirstin Clarke, Assistant Director P&C Email: kirstin.clarke@cambridgeshire.gov.uk & Chris Stromberg, Head of Business & Digital Systems Email: chris.stromberg@cambridgeshire.gov.uk	Corporate Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>18. Extension of the current Section 75 agreements for the Healthy Child Programme (HCP) in Peterborough (Health Visiting, Family Nurse Partnership and School Nursing) - KEY/05DEC22/06 - The Cabinet Members are recommended to authorise the extension of current Delegation and Partnering Agreement with Cambridgeshire County Council in order to extend the Section 75 agreements with Cambridgeshire Community Services (CCS) and Cambridgeshire and Peterborough (CPFT) Foundation Trust relating to:</p> <p>(i)The provision of Health Visiting and Family Nurse Partnership Services, whereby CCS and CPFT will exercise the health-related function to the Local Authorities for the duration of 12 months between 1 April 2024 and 31 March 2025; and</p> <p>(ii) The provision of School Nursing Services, whereby CCS and CPFT will exercise the health-related function to the Local Authorities for the duration of 12 months between 1 April 2024 and 31 March 2025.</p>	Cabinet	13 March 2023	Children and Education Scrutiny Committee	All Wards	Will be undertaken as part of the work on Family hubs and developing the new service specification	Jyoti Atri, Director of Public Health, Email Jyoti.Atri@cambridgeshire.gov.uk	Public Health	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
19. Education Systems Contract Award – KEY/19DEC22/01 Procuring a cloud-based system for Education which will provide a single view of service user details to improve service delivery.	Councillor Lynne Ayres, Cabinet Member for Children’s Services and Education, Skills and the University	March 2023	Children and Education Scrutiny Committee	All Wards	Procurement, Finance, Legal, Service area	Lucy Sweatman, Education Programme Manager, 07548342557	People Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
20. Active Travel Funding Award for Thorpe Wood Cycleway and School Streets – KEY/19DEC22/02 The Council has received funding from the Cambridgeshire and Peterborough Combined Authority (CPCA) via the Department for Transport for projects it had submitted under its Tranche 3 submission. The Council was successful in obtaining further grant funding for two projects; Thorpe Wood cycleway and School Streets. This grant award consists of £625k for Thorpe Wood cycleway (detailed design and construction) and £10k for School Streets projects. Approval is required for contract to be awarded to Milestone to undertake delivery of Thorpe Wood cycleway project and to expand the School Streets project to additional schools that have shown an interest in the initiative.	Cabinet	19 December 2022	Climate Change and Environment Scrutiny Committee	West	Consultation will be undertaken with relevant stakeholders (councillors, residents, cycle forum, etc.) when design is ready or when schools have been selected.	Lewis Banks, Transport & Environment Manager, Tel: 01733 317465, Email: lewis.banks@peterborough.gov.uk	Place and Economy	Meeting minutes confirming award. https://cambridgeshirepeterborough.gov.uk/MeetingPublic/mid/397/Meeting/2117/Committee/63/SelectedTab/Documents/Default.aspx
21. Apply to the Secretary of State for Moving Traffic Enforcement Powers under Section 6 of the Traffic Management Act – KEY/19DEC22/03 - To approve the council application to the Secretary State for Moving Traffic Enforcement Powers under Section 6 of the Traffic Management Act and the enforcement via ANPR cameras.	Cabinet	19 December 2022	Growth, Resources and Communities Scrutiny Committee	Stanground South, Park and Central, for initial sites, however, will impact city wide.	Public Consultation	Clair George 07920 160 733 or Adam Payton 07983 467 368	Place and Economy	Summary of consultation, and details of sites
22. Review of the Local Plan – KEY/19DEC22/04 1. To authorise officers to commence a review of the Local Plan; and 2. To approve the Local Development Scheme (LDS), which set out a timetable for the production of a new Local Plan, and bring it into effect from 16 January 2023"	Cabinet	16 January 2023	Climate Change and Environment Scrutiny Committee	All Wards	Relevant internal and external stakeholders	Gemma Wildman, Principal Planner, 01733 863824 gemma.wildman@peterborough.gov.uk	Place and Economy	Local Development Scheme (LDS)

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PART 2 – NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE

DECISIONS TO BE TAKEN IN PRIVATE

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<p>Licensing Schemes – Raising Housing Standards – KEY/16JAN23/02 Approval of submission of an application for a Selective Licensing Scheme to Government. Exploration of Additional Licensing Schemes for the city, and the undertaking of a public consultation where analysis identifies such schemes would be beneficial.</p>	Cabinet	16 January 2023	Growth, Resources and Communities	All Wards	Public consultation has taken place. A further consultation for Additional Licensing Scheme will take place following approval.	Peter Gell, Assistant Director Regulatory Services, 01733 453419, peter.gell@peterborough.gov.uk	Place and Economy	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>Debt write-offs in excess of £10,000 - KEY/1AUG22/03 - Approval of debt write-offs in excess of £10,000 if applicable for Non-Domestic Rates, Council Tax, Housing Benefit overpayments and Sundry Debtor accounts.</p>	Cabinet	16 January 2023	Growth, Resources, And Communities Scrutiny Committee	N/A	None	Chris Yates, Finance Manager - Business Operations, Tel:01733 384552, Email chris.yates@peterborough.gov.uk	Corporate Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

PREVIOUSLY ADVERTISED DECISIONS TO BE TAKEN IN PRIVATE

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
1. Disposal of Part of Peterborough Rural Estate – KEY/21NOV22/03 - Disposal of part of PCC rural estate in accordance with the disposal strategy approved in September Cabinet.	Cabinet	19 December 2022	Growth, Resources, And Communities Scrutiny Committee	Eye, Thorney & Newborough	Part of the disposal programme already approved at Cabinet	Felicity Paddick - felicity.paddick@nps.co.uk, 07801 910971	Corporate Services	Cabinet report & exempt annexes which include financial and personal details.
2. Peterborough Limited Subsidiary Structure - Approval is sort to create a subsidiary organisation to Peterborough Limited to aid the efficient and effective future delivery of services.	Cabinet	February 2023	Growth, Resources, And Communities Scrutiny Committee	N/A	N/A	Kitran Eastman Managing Director - Peterborough Ltd Email: Kitran.Eastman@peterboroughlimited.co.uk	Place and Economy	Commercial Sensitivity of Peterborough Limited 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).
3. Approval of transfer/sale of Regional Pool car park to facilitate phase 3 of the university project – KEY/2JAN2023/01 - Phase 3 of the university project is due to be constructed on the Regional Pool car park with the transfer to be completed by no later than 12th February 2023.	Cabinet	16 January 2023	Growth, Resources, and Communities Scrutiny Committee	Central	Relevant internal and external stakeholders	Felicity Paddick, Manager of Estates NPS. Tel: 07801 910971 Email: felicity.paddick@nps.co.uk	Place and Economy	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).
4. Confirmation of the arrangements to transfer the services provided by NPS Peterborough Ltd following termination of their agreement in relation to property and estates – KEY/2JAN2023/02 - Cabinet decision JUN22/CAB/07 approved the termination of the agreement with NPS Peterborough Ltd. This report sets out the proposed arrangements for the transfer of those services provided under that agreement.	Cabinet	16 January 2023	Growth, Resources, and Communities Scrutiny Committee	All Wards	Relevant internal and external stakeholders The staff of NPS Peterborough Ltd and the relevant trade unions	Cecilie Booth - Director Resources and S151 Officer Email: cecilie.booth@peterborough.gov.uk	Corporate Services	An exempt annex containing information in category 1, 2, 3,4 and 5 of paragraph 10.4 of the Constitution

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

DECISIONS FROM 19 DECEMBER 2022

<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>DIRECTORATE</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</i>
None.								

PREVIOUSLY ADVERTISED DECISIONS

DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<p>1. 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 Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport</p>	<p>December 2022</p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>Park</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>Felicity Paddick, Manager - Estates and Valuation, Tel: 07801 910971 Email: felicity.paddick@nps.co.uk</p>	<p>Corporate Services</p>	<p>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>
<p>2. Approval of the Peterborough Sufficiency Strategy 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 the University</p>	<p>December 2022</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>Nicola Curley: Director of Children's Service, Email: nicola.curley@peterborough.gov.uk</p>	<p>Peoples Services</p>	<p>Scrutiny Report</p>
<p>3. 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 the University</p>	<p>December 2022</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>Jonathan Lewis, Service Director, Education Email:jonathan.lewis@peterborough.gov.uk</p>	<p>Peoples Services</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>
<p>4. Approval to enter into a Section 75 Partnership Agreement with Cambridgeshire and Peterborough NHS Foundation Trust 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 the University</p>	<p>December 2022</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>People Services</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

5.	Approve the Joint Cambridgeshire and Peterborough Suicide Prevention Strategy 2022-2025 – to discuss and agree the Joint Cambridgeshire and Peterborough Suicide Prevention Strategy 2022-2025, for final approval by the Health and Wellbeing Board.	Cabinet	19 December 2022	Adults and Health Scrutiny Committee	Dogsthorpe	Chair and vice chair of adults and health committee, Director of Public Health, Mental health boards	Joe Davies Email:joseph.davies@cambridgeshire.gov.uk	Public Health	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
6.	PCC/CCC Delegation Agreement for jointly procured Floating Support service - Approval of Delegation Arrangements to allow CCC to implement and manage this contract on behalf of PCC	Councillor Howard, Cabinet Member for Adult Social Care, Health & Public Health	December 2022	Adults and Health Scrutiny Committee	All Wards	Feedback sought from existing customers, staff and external partners/stakeholders prior to commencing re-procurement	Lisa Sparks, Senior Commissioner (ASC Commissioning), 07900163590, lisa.sparks@cambridgeshire.gov.uk	Public Health	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
7.	Approval and Endorsement of a new countywide Infant Feeding Strategy - Decision sought to approve and endorse a countywide Infant Feeding Strategy developed collaboratively between Public Health and the Cambridgeshire & Peterborough Clinical Commissioning Group (CCG). This decision includes approval of overall strategy and underpinned action plans required to implement this.	Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University	December 2022	Children and Education Scrutiny Committee	All Wards	Maternity Voices Partnerships, who are made up of service user representatives and key stakeholders spanning maternity, health visiting and the third sector have coproduced the strategy alongside Local Authority and CCG colleagues.	Amy Hall, Children's Public Health Commissioning Manager, amy.hall@peterborough.gov.uk, 07583040529	Public Health	Paper and Strategy to be submitted closer to the Cabinet meeting
8.	Approval of Delegation Agreement for Floating Support Service - Requesting approval to delegate authority to CCC to enable them to deliver a new jointly commissioned Floating Support service on behalf of PCC.	Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health	December 2022	Adults and Health Scrutiny Committee	All Wards	Feedback gathered from existing customers, service staff and external stakeholders/partners.	Lisa Sparks - Senior Commissioner - lisa.sparks@cambridgeshire.gov.uk - 07900163590	Public Health	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
9.	Approval to award a grant for a Mental Health Supported Living service. - Approval to award a grant for revenue funding to Eastlands Mental Health Supported Living Services, for a period of 1 year period, from April 2023.	Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health	January 2023	Adults and Health Scrutiny Committee	All Wards	Consultation not required as seeking no change to existing service	Lisa Sparks - Senior Commissioner - lisa.sparks@cambridgeshire.gov.uk - 07900163590	Public Health	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

10.	Extend Grant funded lunch clubs and award grant for AgeUK Day Centre - To retrospectively approve the funding of various lunch clubs and an AgeUK Day Centre to include: Bharat Hindu Samaj Lunch Club Italian Community Centre Lunch Club South Grove Community Centre (formally known as FILEF Lunch Club) AgeUK Orton Day Service The provision commenced in April 2022 and will run until March 2024. The grant funding comes to a total of £73,508	Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health	December 2022	Adults and Health Scrutiny Committee	North, Fletton and Woodston		Claire Cluer - Commissioning Manager (Day Opportunities Review) 01480 372314, claire.cluer@cambridgeshire.gov.uk	People Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
11.	Investment to fund the NHS pay award for staff who work in NHS services commissioned by Public Health – Public Health commission services from NHS organisations. Their staff have had a 3% pay award. The Public Health Grant funding uplift for 2022/23 reflects this pay award. Local Authorities are expected to ensure that these NHS pay awards are fully met and included in any contractual arrangements or Section 75 agreements.	Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health	December 2022	Adults and Health Scrutiny Committee	All Wards	NHS commissioned providers.	Val Thomas Deputy Director of Public Health, Email: val.thomas@cambridgeshire.gov.uk	Public Health	Cover paper
12.	Uplift in payments for delivery of public health services in primary care – Stop smoking, NHS Health Checks and Long-Acting reversible contraception services are delivered in primary care. This CMDN seeks approval for an uplift in the price paid for each unit delivered.	Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health	December 2022	Adults and Health Scrutiny Committee	All Wards	Consultation has been undertaken with the local medical committee which represents gps.	Val Thomas Deputy Director of Public Health, 07884 183373 val.Thomas@cambridgeshire.gov.uk	Public Health	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
13.	Acquisition of 4 Royce Road, Peterborough - Acquisition of industrial premises at 4 Royce Road adjacent to PCC owned land	Councillor Andy Coles, Cabinet Member for Finance and Corporate Governance	December 2022	Growth, Resources, And Communities Scrutiny Committee	East Ward	N/A	Felicity Paddick, Manager - Estates and Valuation Email: felicity.paddick@nps.co.uk Tel: 07801 910971	Corporate Services	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).

PART 4 – NOTIFICATION OF KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES

<i>DECISION TAKEN</i>	<i>DECISION MAKER</i>	<i>DATE DECISION TAKEN</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>WARD</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DIRECTORATE</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</i>
<i>None.</i>								

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 Howard; 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.

DIRECTORATE RESPONSIBILITIES

Please note that all Directorates have been colour coded. Each decision will be colour coded in accordance with the below.

CORPORATE SERVICES DEPARTMENT Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Financial and Resources

Internal Audit, Insurance and Investigations

Peterborough Serco Strategic Partnership (Business Support, Corporate Procurement, Business Transformation and Strategic Improvement, Customer Services, Shared Transactional Services)

Communications

Commercial & Property

Registration and Bereavement Services

Commercial & Property

Delivery and Transformation

Health & Safety

Human Resources & Workforce Development - (Business Relations, HR Policy and Rewards, Training and Development, Occupational Health and Workforce Development)

Digital, Data Analytics, Risk & IT Services

Transformation and Programme Management Office, Business Intelligence, Commercial, Strategy and Policy, Shared Services

PEOPLE SERVICES DEPARTMENT Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Adult Services and Communities (Adult Social Care Operations, Adult Social Care and Quality Assurance, Adult Social Care Commissioning, Early Help – Adults, Children and Families, Housing and Health Improvement, Community and Safety Services, Offender Services)

Children's Services (Children's Social Care Operations, Children's Social Care Quality Assurance, Safeguarding Boards – Adults and Children's, Child Health, Clare Lodge (Operations), Access to Resources)

Education, (Special Educational Needs and Inclusion, School Improvement, City College Peterborough, Pupil Referral Units, Schools Infrastructure)

Commissioning

Business Management and Commercial Operations (Commissioning, Recruitment and Retention, Clare Lodge (Commercial), Early Years and Quality Improvement)

Performance and Information (Performance Management, Systems Support Team)

LEGAL AND GOVERNANCE DEPARTMENT Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Corporate Lawyers

Constitutional Services, (Democratic Services, Electoral Services, Executive and Members Services) - (Town Hall, Bridge Street, Peterborough, PE1 1HG)

Information Governance, (Freedom of Information and Data Protection)

PLACE AND ECONOMY DEPARTMENT Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Development and Construction (Development Management, Planning Compliance, Building Control)

Planning Growth and Environment (Strategic Planning, Housing Strategy and Affordable Housing, Climate Change and Environment Capital, Natural and Built Environment)

Housing and Homelessness

Highways and Transport (Network Management, Highways Maintenance, Street Naming and Numbering, Street Lighting, Design and Adoption of Roads, Drainage and Flood Risk Management, Transport Policy and Sustainable Transport, Public Transport)

Employment and Skills

Community Safety

Regulatory Services

Emergency Resilience & Planning

(Markets and Street Trading, City Centre Management including Events, Regulatory Services, Parking Services, Vivacity Contract, CCTV and Out of Hours Calls)

PUBLIC HEALTH DEPARTMENT Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Health Protection, Health Improvements, Healthcare Public Health.

PETERBOROUGH CITY COUNCIL'S CABINET MEMBERS WOULD LIKE TO HEAR FROM YOU

The Leader of Peterborough City Council is offering everyone a chance to comment, or raise queries on the decisions highlighted on the Council's Forward Plan.

Your comments and queries can be submitted to the Council's Governance Team using the form overleaf, or alternatively by telephone or email. The Governance team will then liaise with the appropriate Cabinet Member and ensure that you receive a response. Members of the Cabinet, together with their areas of responsibility, are listed below:

Councillor Fitzgerald	Leader of the Council
Councillor Steve Allen	Deputy Leader and Cabinet Member for Communication, Culture and Communities
Councillor Ayres	Cabinet Member for Children's Services and Education, Skills and the University
Councillor Simons	Cabinet Member for Waste, Street Scene and the Environment
Councillor Andy Coles	Cabinet Member for Finance and Corporate Governance
Councillor John Howard	Cabinet Member for Adult Social Care, Health and Public Health
Councillor Cereste	Cabinet Member for Climate Change, Planning, Housing and Transport

SUBMIT YOUR COMMENTS OR QUERIES TO PETERBOROUGH CITY COUNCIL'S CABINET

Your comment or query:

How can we contact you with a response?
(please include a telephone number, postal and/or e-mail address)

Name

Address

.....

Tel:

Email:

Who would you like to respond? (if left blank your comments will be referred to the relevant Cabinet Member)

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Growth, Resources and Communities Scrutiny Committee and Crime and Disorder Committee Work Programme 2022/23

Updated 21 December 2022

Meeting Date	Item	Indicative Timings	Comments
Meeting Date: 5 July 2022 Joint Scrutiny Meeting	Medium Term Financial Strategy Contact Officer: Cecile Booth		
Meeting Date: 12 July 2022 Joint Scrutiny Meeting of Climate Change Environment and Growth, Resources and Communities Scrutiny Committees	Local Transport Connectivity Plan – consultation response Contact Officer: Lewis Banks		
Meeting date: 12 July 2022 Draft report deadline: 23 June Final report deadline: 30 June	Co-Opted Members Report		
	Cohesion And Community Champions Engagement - Developing the Approach Contact Officer: Matt Oliver		
	Review of 2021/2022 and Draft Work Programme for 2022/23		
	Forward Plan of Executive Decisions		
Meeting date: 13 September 2022	Medium Term Financial Strategy		

<p>POSTPONED</p> <p>Joint Scrutiny Meeting</p>	<p>Contact Officer: Cecilie Booth</p>		
<p>Meeting date: 20 September 2022</p> <p>Draft report deadline: 1 September Final report deadline: 8 September</p>	<p>Independent Improvement and Assurance Panel Report</p> <p>Contact Officer: Cecilie Booth/Matt Gladstone</p>		
	<p>Portfolio Holder Progress Report – Leader of the Council</p> <p>Contact Officer: Adrian Chapman</p>		
	<p>Social Mobility and Anti-poverty Activity including Household Support Fund</p> <p>Contact Officer: Matt Oliver/Esther Baffa Isaacs</p>		
	<p>Monitoring Recommendation Report</p> <p>Contact Officer: Paulina Ford</p>		
	<p>Forward Plan of Executive Decisions</p> <p>Contact Officer: Paulina Ford</p>		
	<p>Work Programme 2022/2023</p> <p>Contact Officer: Paulina Ford</p>		
<p>Meeting date: 11 October 2022</p> <p>Joint Scrutiny Meeting - Cancelled</p>	<p>Medium Term Financial Strategy</p> <p>Contact Officer: Cecilie Booth</p>		

Meeting date: 1 November 2022 Draft report deadline: 13 October Final report deadline: 20 October	<u>The Committee will sit as the CRIME AND DISORDER COMMITTEE FOR THIS ITEM</u> Car Cruising – Task and Finish Group Final Report Contact Officer: Ian Phillips		
	Progress Report from Cabinet Member for Climate Change, Planning and Housing and Transport Contact Officer: Charlotte Palmer		
	City College Peterborough Annual Report Contact Officer: Pat Carrington		
	Forward Plan of Executive Decisions		
	Work Programme 2022/2023		
Meeting date: 29 November 2022 Joint Scrutiny Meeting	Sustainable Future City Council Strategy and Priorities 2022 – 2025 Contact Officer: Jens Gemmel von Döllinger, Sustainable Future City Council Director		

Meeting date: 10 January 2023 Draft report deadline: 14 December Final report deadline: 21 December	Homelessness and Rough Sleeping Annual Update Contact Officer: Sean Evans		
	Community Assessts Review Contact Officer: Matt Oliver		
	Progress Report from Cabinet Member for Communication, Culture and Communities Contact Officer: Adrian Chapman		
	Local Planning Enforcement Plan Contact Officer – Lee Walsh		
	Committee Meeting Start Time 2023-24 Contact Officer: Ramin Shams		
	Forward Plan of Executive Decisions		
	Work Programme 2022/2023		
Meeting date: 23 January 2023 Joint Scrutiny Meeting	Medium Term Financial Strategy Contact Officer: Cecilie Booth		

Meeting date: 7 March 2023 Draft report deadline: 16 February Final report deadline: 23 February	<u>The Committee will sit as the CRIME AND DISORDER COMMITTEE FOR THIS ITEM</u>		
	Safer Peterborough Partnership Annual Report Contact Officer: Rob Hill		
	Progress Report from Cabinet Member for Finance and Corporate Governance Contact Officer: Cecilie Booth		
	Independent Improvement and Assurance Panel Report Contact Officer: Cecilie Booth		
	Active Lifestyle Strategy Contact Officer: Jamie Fenton		
	Monitoring Recommendation Report		
	Forward Plan of Executive Decisions		

Pending Items:

1. Homelessness Temporary Accommodation Strategy - Contact Officer: Sean Evans
2. Selective Licensing Final Policy - Contact Officer: Jo Bezant
3. Report on Nick Carter's service directorate later in the year.
4. Policing priorities
5. LCTP – Final Plan and impact on Peterborough
6. Bus Working Group – review possibility of reinstating this group.
7. Culture and Leisure Review – first draft of proposals - Contact Officer: Rob Hill

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