

GROWTH, RESOURCES AND COMMUNITIES SCRUTINY COMMITTEE

TUESDAY 19 MARCH 2024

6.45 PM

Contact: Charlotte Cameron, 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 Growth, Resources and Communities Scrutiny Committee held on**
 - 3a. **22 January 2024 - Joint Meeting of the Scrutiny Committees - Budget** 3 - 10
 - 3b. **30 January 2024 - Growth, Resources and Communities Scrutiny Committee** 11 - 18
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. **Forward Plan of Executive Decisions** 19 - 40
6. **Domestic Abuse Guidance for Peterborough City Council Members** 41 - 48
7. **Cabinet Portfolio Update for the Deputy Leader and Cabinet Member for Corporate Governance and Finance** 49 - 60

- | | | |
|------------|---------------------------------------------------------------------------------------------------|------------------|
| 8. | Portfolio update for the Cabinet Member for Infrastructure, Environment and Climate Change | 61 - 102 |
| 9. | Portfolio Update for the Cabinet Member for Housing, Growth and Regeneration | 103 - 118 |
| 10. | Monitoring Scrutiny Recommendations Report | 119 - 122 |

Emergency Evacuation Procedure – Outside Normal Office Hours

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

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Committee Members:

Councillors: Wiggin (Chair), M Jamil (Vice Chair), S Allen, Ayres, Casey, JA Fox, Knight, Iqbal, Rush, Thulbourn, and Warren

Substitutes: Councillors: Qayyum, Sabir, N Sandford, Sharp and Lane

Non-Statutory Co-opted Members:

Parish Councillor Mark Ormston, Independent Co-opted Member (non-voting)

Parish Councillor Terrance Young, Independent Co-opted Member (non-voting)

Further information about this meeting can be obtained from Charlotte Cameron on telephone: 01733 384628 or by email – charlotte.cameron@peterborough.gov.uk

**MINUTES OF THE JOINT MEETING OF THE SCRUTINY COMMITTEES
HELD AT 6.00PM, ON
MONDAY 22 JANUARY 2024
COUNCIL CHAMBER, TOWN HALL, PETERBOROUGH**

Committee Members Present: Councillors: Wiggin (Chair), Ahmed, Asif, J. Allen, S. Allen, Ayres, Bi, Casey, Cereste, Cole, Day, J. Fox, Hemraj, Hussain, Iqbal, Jamil, A. Jones, Knight, Mahmood, Over, Perkins, Qayyum, Rush, Sandford, Shaheed, Sharp, Simons, Skibsted, Strangward, Thulbourn and Warren.

Officers Present: Cecilie Booth, Executive Director for Corporate Services and Section 151 Officer, Adrian Chapman, Executive Director for Place and Economy, Rachel Edwards, Head of Constitutional Services, Matt Gladstone, Chief Executive, John Gregg, Executive Director Children and Young People's Service, Adesuwa Omoregie, Interim Director for Legal and Governance (Monitoring Officer), Emma Riding, Service Director - Financial Management & Deputy s151 Officer, Stephen Taylor, Executive Director Adults Services, Madia Afzal, Democratic Services Officer and Charlotte Cameron, Senior Democratic Services Officer.

Co-opted Members: Neil Boyce and Mark Ormston.

Also Present: Councillor Bisby, Cabinet Member for Children's Services, Councillor Elsey, Cabinet Member for Infrastructure, Environment and Climate Change, Councillor M. Farooq, Leader of the Council, Councillor S. Farooq, Cabinet Member for Adults and Health, Councillor Hiller, Cabinet Member for Housing, Growth and Regeneration, Councillor Howard, Deputy Leader and Cabinet Member for Corporate Governance and Finance.

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 Cereste, Chair of the Adults and Health Scrutiny Committee, Councillor Day, Chair of the Climate Change and Environment Scrutiny Committee, Councillor Shaheed, Chair of the Children and Education Scrutiny Committee and Councillor Wiggin, Chair of the Growth, Resources and Communities Scrutiny Committee.

Councillor Wiggin was nominated by Councillor Day and seconded by Councillor Shaheed. There being no further nominations, Councillor Wiggin 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 Draft Budget 2024/25 and Medium-Term Financial Strategy 2024/27.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Lane, Parish Councillor Katie Howard, and Terry Young, Co-opted Members: Peter French, Chris De-Wilde, Andy Stone, Matthew Barber, Sameena Aziz, Sandie Burns and Caroline Tyrrell-Jones.

3. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS

No declarations of interest or whipping declarations were received.

4. DRAFT BUDGET 2024/2025 AND MEDIUM-TERM FINANCIAL STRATEGY 2024/2027

The Deputy Leader and Cabinet Member for Corporate Governance and Finance - Councillor John Howard was invited to introduce the Draft Budget 2024/25 and Medium-Term Financial Strategy 2024/27 and key points raised included:

- The Corporate Leadership Team and Officers across the Council were commended for their work in respect to the Draft Budget and Medium-term Financial Strategy.
- Members of the Financial Sustainability Working Group were also thanked for their key role within the process.
- Reference was made to the continued financial challenges which councils across the country were facing.
- Members were advised of the pressures Peterborough City Council's Housing and Children's Services were experiencing.
- Managing inflationary pressures and cutbacks on spending were highlighted as key areas of focus.
- The key aspects of the report and prospective plans for the city were outlined.
- It was noted that the authority sought to maximise the return on their assets.
- Reference was made to the proposed, 4.99% increase to Council Tax.
- The Committee were advised that the increase was in line with the expectation set out in the Local Government Finance Settlement and essential to deliver a balanced budget.
- Attention was drawn to the moderate level of risk within the budget and the Committee were referred to Appendix B for further details.
- The consultation with residents, businesses and community groups was detailed.
- Members were advised that the consultation had received a positive 132 responses and participants were thanked for their involvement.
- The Committee were further advised that the responses had been attached to Appendix C of the report and a review of the answers was ongoing.
- Members were reminded that the budget and Medium-term Financial Strategy before them was yet to be finalised and that minor amendments were to be made prior to the Full Council meeting on 21 February 2024.
- The Executive Director for Corporate Services and Section 151 Officer was invited to present her opening statement and Members were reminded of the significant consultation process the draft budget had been subject to.
- Furthermore, the risks within the budget were stressed and the new opportunities were outlined.

The Joint Scrutiny Committee debated Appendix A of the report (pages 11 - 24) and in summary, key points raised and responses to questions included:

- Clarification on the risk pertaining to the pay award of 3% in 2024-2025 under key assumptions on page 12 of the report was sought.
- It was advised that the proposed 3% was consistent with other local authorities, and the element of risk was acknowledged.

- Furthermore, the Committee were advised that the negotiations were ongoing and due to conclude next year.
- On the proposal to build 1,300 new homes in Peterborough in the next financial year and the evidence in respect to this, Members were informed that the assumption was based on the estimated growth of 1,000 homes in 2023-2025, increasing to 1,100 in the following year and 1,200 homes thereafter.
- The Committee were further advised that proposals were based on a new, ambitious Local Plan and a transformed planning service.
- Moreover, it was confirmed that housing growth was set to increase in the coming years, and it was hoped that 1,300 houses would be constructed by 2027.
- Members further queried the pay award and whether pensions had been included within the proposed 3%.
- It was confirmed that the 3% had taken the total pay bill/pensions into account.

AGREED ACTIONS:

The Joint meeting of Scrutiny Committees reviewed and considered the report and RESOLVED to

- Review and consider the draft Medium Term Financial Strategy 2024/27 outlined in Appendix A - MTFS 2024-27 which includes the key financial assumptions, strategic direction, and estimated budget gaps in future years.

The Joint Scrutiny Committee debated Appendix B of the report (pages 25 - 68) and in summary, key points raised and responses to questions included:

- A query was raised on the implications of the proposed £900,000 reduction to housing related support services on homelessness prevention and the timelines for the review.
- The Committee were advised that although savings had been proposed, £400,000-£500,000 of the housing related funds were set to be recommissioned and the plans for the new model were outlined.
- In terms of the timelines for the review, it was noted that conversations were still ongoing.
- With respect to the grants for Peterborough's Citizen Advice Bureau, the significance of the service was acknowledged, and Members were assured that funding was to remain the same.
- On the proposed housing related savings and homelessness, it was confirmed that the risk around these savings were to be monitored rigorously and where necessary the service area would adapt and adjust accordingly.
- Clarification on indexed links under page 27 of the report was sought, with one Member requesting examples.
- It was confirmed that the Peterborough Limited Contract was indexed linked as well as the Milestone Contract.
- On page 28 of the report, under enabling economic growth and regeneration, the Committee queried how the development plans for sites across the city were being accelerated, and clarification on the plans to attract new employers into Peterborough was sought.
- In response, reference was made to the various strategic plans including the Visitor Economy Strategy, the Development Strategy and the Skills Employment Strategy as well as the various investments.
- Furthermore, the plans for the former TK Maxx building were outlined and Members were advised of the developments with respect to Middle Homes, including the advanced, ongoing discussions with the landowner.
- Members were further advised that detailed and advanced meetings had also taken place with respect to Northwest Gate.
- On trees, the importance of investing in trees and the Directorate's continued commitment to this investment was noted.

- The proposal to transform the tree budget whilst protecting high risk works was also noted.
- Clarification on the transformation work around Children's Services was sought, with one Member querying the ambitious cost saving of £1.6 million which had been proposed for 2024 and whether the proposed savings were achievable.
- The challenges with respect to this cost saving were acknowledged. However, it was hoped that the savings would result in improved outcomes for the service area.
- Reference was made to the savings with respect to the new social care academy which sought to recruit additional social workers and thereby reduce reliance on agency staff.
- A question was raised on the proposal to set out a new Quality and Outcomes Panel for reassessment, with the Committee requesting clarification on the current process, the need for investment and the improvements that were being sought.
- In response, it was confirmed that the panel was established in November 2023 and the need derived from the preparations for the Care Quality Commission (CQC).
- The Committee were further advised that the panel sought to review care packages, and the quality of assessments to gain an understanding of quality, thereby ensuring that needs were being met.
- In terms of the increasing demand for statutory assessments on page 64 of the report, and whether arrangements had been made for those requiring Education Health and Care Plan (EHCP) assessments, the challenges were acknowledged, and Members were advised of the authority's investments within the service provision.
- With respect to the cap on the number of assessments, it was noted that demand would be closely monitored.
- A query was raised on the Adults Skills Service and whether any cuts had been proposed. In response, it was confirmed that savings hadn't been suggested.
- The Committee were updated on the authority's collaborative work with the Combined Authority, including the ongoing work with its new Director in relation to the skills review.
- Concerns were raised around the restricted access to the Household Recycling Centre and its impact on fly-tipping.
- The Committee were referred to the evidence which did not demonstrate an increase in fly-tipping.
- Furthermore, it was noted that the Recycling Centre remained open to residents and those outside of Greater Peterborough were encouraged to access centres within their locality.
- A query on the rate of inflation was raised. It was confirmed that the rate was variable and dependant on the specifics of the contract.
- Concerns were raised around the cleaning of the National Highways, especially with respect to the role of volunteers.
- The Committee's concerns especially around the safety of volunteers were acknowledged, the Peterborough Wombles were commended for their efforts and Members were updated on the ongoing work with National Highways and Milestone.
- Further clarification was sought, with one Member requesting details of the investments.
- The authority's investments such as the £68,000 investment in year one was detailed.
- On the proposal to allocate £5,000 to city centre enforcement despite the many issues with the city centre and the need to attract visitors, Members were advised that the figure in question was the net figure and that £400,000 had been proposed for Peterborough's City Centre.
- Furthermore, the significance of this investment and the Committee's concerns were recognised.
- Members were further assured that work was underway and in the coming months the plans for the city centre, buildings and cathedral would be brought to light.

AGREED ACTIONS:

The Joint meeting of Scrutiny Committees reviewed and considered the report and RESOLVED to

- Review and consider the proposed draft Budget for 2024/25, outlined in Appendix

B - Budget Report 2024-25 which includes:

- Funding and Council Tax Summary, which includes a proposed Council Tax increase of 4.1% for 2024/25, 2025/26 and 2026/27.
- Detailed Revenue budgets and proposal detail
- The Draft Capital Budget (Programme)
- Section 25 robustness statement

The Joint Scrutiny Committee debated Appendix C of the report (pages 69 - 82) and in summary, key points raised and responses to questions included:

- Given the number of comments pertaining to the Hilton Hotel under budget consultation feedback, question 6, assurances were sought on the council's finances.
- Members were assured that the authority was working closely with Hilton Hotel to progress the proposals in a swift manner.
- In terms of the valuation quoted in the press, it was noted that this had been placed by the previous developers.
- Furthermore, it was reiterated that the council sought to protect and progress the existing investment.
- Concerns were raised around the poor condition of the Town Hall and Members queried whether a review of its finances had been proposed as part of the Localities Assets Review.
- Furthermore, the Committee were referred to comment 33 on page 81 of the agenda pack.
- Members were advised that the Assets Review sought to get the best out of every building and that positive outcomes from the review were to follow.
- In terms of the update on phase 2 of the Assets Review, the Committee were advised that work was underway, and Members were to be briefed on the developments.
- Moreover, the Committee were assured that their feedback in respect of the Town Hall and phase two of the Assets Review would be considered in further detail at the Growth, Resources and Communities Scrutiny Committee.
- Concerns were raised around vacant rooms in schools which were not being put to use, and it was suggested that education institutions make full use of any vacant rooms prior to the next Assets Review.
- The Committee's concerns were acknowledged, and it was confirmed that the authority sought to make full use of any excess space to increase accessibility.
- However, it was noted that schools would have to bring the excess space to light and that academies were governed by separate rules and regulations.

AGREED ACTIONS:

The Joint meeting of Scrutiny Committees reviewed and considered the report and RESOLVED to

- Review and consider the feedback from the budget consultation summarised in section 4 of this report and outlined in Appendix C Budget Consultation Feedback.

The Joint Scrutiny Committee debated Appendix D of the report (pages 93 - 102) and in summary, key points raised and responses to questions included:

- With the national government advising local authorities to balance their budgets through reserves, clarification on the national guidance was sought.
- It was confirmed that local authorities across the country had been advised to use their reserves before seeking assistance.

AGREED ACTIONS:

The Joint meeting of Scrutiny Committees reviewed and considered the report and RESOLVED to

- Review and consider the Reserves commitments outlined in section 2 of the draft budget and the draft Reserves Strategy and Policy outlined in Appendix D – Reserves Strategy & Policy which sets the future direction of travel and planned use of reserves.

Appendix E (pages 103 – 130) – no questions were asked.

AGREED ACTIONS:

The Joint meeting of Scrutiny Committees reviewed and considered the report and RESOLVED to

- Review and consider the draft Treasury Management Strategy outlined in Appendix E - Treasury Management Strategy, which has the fundamental roles of managing external investments, ensure debt is prudent and economic, outlining the Prudential Indicators and ensuring that decisions comply with regulation.

The Joint Scrutiny Committee debated Appendix F of the report (pages 131 – 142) and in summary, key points raised and responses to questions included:

- A query on the funding criteria on page 132 of the report was raised and it was suggested that the government be listed as a source of funding.
- In response, it was confirmed that the document/criteria would be amended to include funding from the Combined Authority.
- The Committee queried why Peterborough College, or the new university had not been listed on page 139 of the report given the role both institutions had played in the development of the Green Technology Centre.
- The work of the institutions was acknowledged, and it was confirmed that the document would be amended to incorporate the institutions.
- Members were updated on the culture and leisure review. The Committee were advised that the review was in its initial stage, and it was hoped that a decision on arts and culture would be made in the coming months.

AGREED ACTIONS:

The Joint meeting of Scrutiny Committees reviewed and considered the report and RESOLVED to

- Review and consider the draft Capital and Investment Strategy outlined in Appendix F – Capital and Investment Strategy 2024-27 which manages its assets and investment resources to help achieve the strategic priorities of the Council.

The Joint Scrutiny Committee debated Appendix G of the report (pages 143 –164) and in summary, key points raised and responses to questions included:

- Clarification on the bus depot was sought, with the Committee querying why it had not been considered as part of the Asset Management Plan.
- The Committee were advised that the depot did not fall under the authority's assets as it was owned by StageCoach East. However, it was acknowledged that regeneration was required.
- With respect to ownership, it was noted that the authority sought to work with bus operators and the Combined Authority to deliver a new base.
- Furthermore, Members were updated on the funding that had been secured from the Combined Authority to help facilitate the developments.
- The Committee were also referred to page 141 of the agenda pack for further information.
- Clarification on the proposed expansion of the university was sought.
- It was confirmed that phase 4 discussions were underway.

- Members were further advised that work on the outline planning application for the remainder of the campus was due to commence in the coming weeks.
- In terms of Flag Fen, it was noted that its operation sat within the Place and Economy directorate. Furthermore, it was acknowledged that improvements were required.
- With respect to the Town Hall, it was noted that investment was required to deliver improved outcomes.
- On the Regional Pool, it was noted that the needs of athletes, swimmers, and young people ought to be considered. However, it was advised that a decision was yet to be made.
- Members were further advised that Councillor Howard had met with living support today and that the administration was keen to deliver a centralised pool within the city.
- On page 146 of the agenda pack, under context and vision, data inaccuracies were noted. The Officer agreed to rectify the errors and review the number of spoken languages within Peterborough.

AGREED ACTIONS:

The Joint meeting of Scrutiny Committees reviewed and considered the report and RESOLVED to

- Review and consider the outline Asset Management Plan (AMP) as set out in Appendix G - Asset Management Plan, which sets out principles for managing the Council's assets in the most efficient and effective manner and the direction of travel for future years while a more detailed and refreshed AMP is developed.

Appendix H (pages 165 – 172) – no questions were asked.

AGREED ACTIONS:

The Joint meeting of Scrutiny Committees reviewed and considered the report and RESOLVED to

- Review and consider Appendix H - the Sales, Fees and Charges Policy.

The Joint Scrutiny Committee debated Appendix I of the report (pages 173 - 206) and in summary, key points raised and responses to questions included:

- Concerns were raised around the increases to fees and charges and its impact on fly tipping.
- In response, it was advised that the changes had already been approved at Full Council and that in comparison to other authorities, the charges were relatively low.
- It was further advised that there was no evidence to suggest that such increases resulted in increased fly tipping.
- The Committee queried why business regulations charges had increased by 10%.
- In response, it was stated that fees and charges were set statutorily so the authority had no option but to charge at that rate.

AGREED ACTIONS:

The Joint meeting of Scrutiny Committees reviewed and considered the report and RESOLVED to and consider Appendix I - the Sales, Fees and Charges Schedule.

CHAIR

Meeting began at 6.00pm and ended at 8.03pm

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**MINUTES OF THE GROWTH, RESOURCES AND COMMUNITIES SCRUTINY
COMMITTEE MEETING
HELD AT 7.00PM, ON
TUESDAY 30 JANUARY 2024
BOURGES/VIERSEN ROOMS, TOWN HALL, PETERBOROUGH**

Committee Members Present: Councillors Wiggin (Chair), S Allen, Ayres, Casey, JA Fox, Iqbal, Knight, Rush, Thulbourn, Warren and Independent Co-opted Members Parish Councillors Ormston and Young.

Officers Present: Rob Hill, Service Director: Housing and Communities
Charlotte Cameron, Senior Democratic Services Officer
Matt Gladstone, Chief Executive
Cecilie Booth, Executive Director of Corporate Services and S151 Officer
Simon Lewis, Service Director Commercial, Property & Asset Management
Terri Martin, Strategic Regulatory Officer - Licensing
Felicity Paddick, Head of Estates
Rob Atkins, Interim Head of Performance and Intelligence

Other Present Councillor Sandford, Mayor of Peterborough
Councillor Hogg, Leader of the Liberal Democrats

37. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Jamil.

Councillor Sandford was in attendance as Mayor and Councillor Hogg was in attendance as Leader of the Liberal Democrats.

38. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS

Parish Councillor Ormston declared that he would be candidate for Eye, Thorney and Newborough in the May election.

39. MINUTES OF GROWTH, RESOURCES AND COMMUNITIES SCRUTINY COMMITTEE HELD ON

The minutes of the meetings held on 14 September 2023, 23 October 2023 and 14 November 2023 were agreed as a true and accurate record.

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

No call ins were received.

41. FORWARD PLAN OF EXECUTIVE DECISIONS

The Chair 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.

There were no questions.

AGREED ACTIONS

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

42. PCC RESPONSE TO THE FOURTH INDEPENDENT IMPROVEMENT AND ASSURANCE PANEL REPORT

The Growth, Resources and Communities Scrutiny Committee received a report in relation to the fourth Independent Improvement and Assurance Panel report.

The Chief Executive introduced the report and key points raised included:

This had been reported to Full Council in December and provided a response to key issues.

Officers were pleased with the progress being made and there had been cross part support. There was real momentum and the Council had been working hard to tackle issues. The financial resilience of the Council was much stronger, but this would continue to be monitored.

There was a need to pay off more debt and review the assets, which had started. The next phase would be transformation and the role of the council was changing significantly.

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

- The panel had met since the production of the report and the key headlines were that the overspend had been reduced from 7 million to 2 million.
- There was a national issue around the delivery of children's services.
- The new administration had handled the situation well and were making it work through good collaboration.
- Members were advised that the Council would need to rethink service delivery and focus on transformation.
- Members queried the cost of the extension of the panel and were advised that this had been minimal.
- Members were assured that the permanent post for the Service Director Education would be filled shortly.
- Since the November 1 Council meeting the council had progressed and there was continued collaboration.
- Members queried the evidence of how all out elections could alleviate financial problems and were advised that a change to the election systems would only be only part of the problem.
- Members noted that the focus needed to be on strategic events and moving away from personal politics. This had improved and the Chief Executive praised cross party collaboration.
- The administration had changed the culture and there had been some good collaboration. There continued to be support for the new administration.
- Economic growth was key to relieving pressures across the system, particularly around Adults and Children social care.

- Members were advised that there had been an increase in the complexity of children's cases post covid.
- Members raised concerns about children who were placed outside of the city and the lack of sport and leisure support provided.
- Members queried the stability of the Council and were advised that there had been receptive cross-party collaboration. Everyone would have a role to play to serve the Council.

AGREED ACTIONS

It is recommended that the Committee:

1. Considers the fourth report of the Independent Improvement and Assurance Panel and agrees with the action to be taken as a result.
2. Reviews the report, PCC's response to it and the progress being made with the delivery of the Improvement Plan.
3. Endorses the report and the response PCC is taking to Cabinet.

43. QUARTERLY PERFORMANCE REPORT - QUARTER TWO (2023/24)

The Growth, Resources and Communities Scrutiny Committee received a report in relation to update to the Growth, Resources and Communities Committee and to provide the direction of travel on the council's corporate performance in line with our priority outcomes as set out in the Sustainable Future City Council Strategy 2022-25.

The Interim Head of Performance and Intelligence introduced the report and key points raised included that quarter 2 contained notable highlight from the performance frameworks.

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

- The Committee were impressed by the report and were pleased that it had been easy to understand. Members also thanked the Officers for addressing their previous comments.
- Members were concerned that there had been an increased trend in SEND needs and that there was no information on that within the report. The Officers noted that there had not been a notable change but would bring more context in the next report.
- Members asked that the next report include how the challenges identified were being addressed.
- The Officer would raise concerns on the rates of school exclusions with the Service Director for Education.

AGREED ACTIONS

It is recommended that the Growth, Resources and Communities Committee notes the Corporate Performance Report for Quarter Two, 2023/24

44. CARRIAGE AND PRIVATE HIRE LICENSING POLICY REVIEW/REVIEW ROAD LAYOUTS (MOTIONS FROM CLLR HUSSAIN)

The Growth, Resources and Communities Scrutiny Committee received a report in relation to a carriage and private hire licencing policy review and a review of road layouts, following a motion from Councillor Hussain.

The Strategic Regulatory Officer - Licensing introduced the report and key points raised included:

Members were made aware of an error in section 4.4 where the date should be 31/12/2029 and note 31/12/2019.

The Council had declared a climate emergency in 2019 and committed to becoming net zero carbon by 2023. In line with this, the Hackney Carriage and Private Hire licensing policy was reviewed, updated and subject to consultation in 2022. As detailed in paragraph 4.1 of the report.

Following a meeting of the Climate Change and Environment Scrutiny Committee, the pathway to net-zero for the city would now work towards a 2040 target.

The recommendation was therefore to allow the licensing team to continue to licence Euro 6 vehicles, in line with the current taxi and private hire policy, with officers extending the licence period for 1 year beyond policy, if the vehicle continues to meet required standards.

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

- The reference to road layouts in the motion had been brought to the attention of the Highways Department as this was outside of the remit of the licensing team.
- Members were advised that the licensing policy and the climate policies would need to align.
- Members were supportive of the change to the net zero target to 2040 but asked for a briefing note on how that impacted the licensing policy.
- Members requested a further briefing note that detailed the road layouts and highways regulations in relation to Hackney Carriage Taxi's as well as Private Hire taxis.
- Members were advised that taxi drivers supported the move to low and zero emissions but that it would need to be funded by grants.
- Members requested further information on the rules and restrictions in place on the bus lanes for hackney Carriage Taxi's as well as Private Hire taxis.

A vote was taken on the recommendation put forward by the Officer, that the Committee allow the licensing team to continue to licence Euro 6 vehicles, in line with the current taxi and private hire policy, with officers extending the licence period for 1 year beyond policy, if the vehicle continues to meet required standards, and it was **UNANIMOUSLY** agreed.

AGREED ACTIONS

It is recommended that Growth, Resources and Communities Scrutiny Committee determine whether the Licensing Committee should consider the motion and or that the Growth, Resources and Communities Scrutiny Committee should recommend:

1. That the licencing team continue to licence Euro 6 under the current policy which allows for age limit extensions.
2. A Review of the entire Taxi policy prior to the intended date for review as currently planned for late 2024/2025 earlier than that proposed date, and, to further align with the Councils' Climate Change Policy potential impact on implementation date changes and timelines.

The Growth, Resources and Communities Scrutiny Committee requested that Officers provide them with a briefing note on the following:

- How the licensing policy aligns with the City-Wide Action plan including an explanation of why the 2040 net zero target could impact the policy.
- The road layouts and highways regulations in relation to Hackney Carriage Taxi's as well as Private Hire taxis.
- The rules and restrictions in place on the bus lanes for hackney Carriage Taxi's as well as Private Hire taxis.

The Committee also requested that Officers confirm who has the responsibility for road layouts.

45. LOCALITIES ASSETS REVIEW - UPDATE

The Growth, Resources and Communities Scrutiny Committee received a report in relation to the Localities Review of Council property including community buildings, leisure facilities and libraries.

The Service Director Commercial, Property & Asset Management introduced the report and key points raised included:

The Officers had returned to scrutiny with an update on the initial phase of engagement. It was empathised that it was important to control how information was shared and that Officers had and would continue to engage with all parties.

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

- Members were assured that the comments made at Full Council that related to the Eye Community Centre would be considered at Cabinet.
- There was an intention that each site would have a work programme and a continued dialogue with each stakeholder.
- Members referred to phase 2 and agreed that it had been a good idea to look at schools separately. Officers confirmed that academies and maintained schools were treated the same.
- Members requested that Officers report back to scrutiny at the same frequency as Cabinet.
- Members asked Officers to not sell both of the Southfields and Stanground sites and were assured that until there was a plan in place for both, nothing would be done.
- Members were pleased that the report had been made public and felt that it had been easier to discuss the report.
- The decisions that were less controversial would be taken via a Cabinet Member Decision Notice. (CMDN). Members requested assurance that the controversial sites in Paston and Eye would be decided in a public forum.
- Members requested that Officers provide them with a monthly progress report on the Locality Asset Review.
- Members could see the merit in negotiating a contract with that allowed the use of the Walton Community Centre to continue.
- Members referred to the structural issues at Paston Farm but emphasised that there were two crucial community services that used the site.
- Members noted that the Town Hall had not made the list but was dysfunctional and asked Officers to consider investing in the building.
- Officers acknowledged that the condition of the Town Hall was poor and advised that further work would need to be undertaken.
- The Community Ownership Fund would be discussed to enable those who run the Orton Wistow Community Centre to purchase the property.

- The had been a potential buyer for the Matley Community Centre and conversations were ongoing.
- Members suggested that libraries be placed in better building using capital investment.
- Members noted that the Eye Youth Centre and Library was a unique building and requested that it be looked at as a unique situation.
- The inspectorate of libraries would hold the Council accountable to any decisions made.
- Members were advised that there may be investment for Manor Farm Community Centre to enhance capacity and to enable services from Eye to relocate.
- Members raised concerns regarding the retention of adequate youth services and Officers advised that any money made from the sale would be put back into Eye.
- Members suggested that Bedford Hall may be a better place to accommodate the library in Thorney.
- Members queried why a site like 30 Cromwell Road would be disposed of if it was generating an income. Officers advised that the Council received no income from this site.
- Members were assured that as soon as the information on further sites could be shared in the public domain, it would be.
- Members were advised that plans for the Regional Pool would be taken to a future cabinet meeting.
- Members queried if the Council had applied to government investment opportunities for youth centres. Members were advised that Officers were harnessing all the possibilities that they could.

The Chair permitted a member of the public, Mr McKean, to address the Committee. Mr McKean had submitted a petition to the Council that asked:

We call on the Council to not close Eye Youth Centre Building and use the grants available from the Governments £75M fund for Youth Clubs and Buildings Renovation to upgrade the building in time for the Councils reopening of Senior Youth Club by 2025. And for the continuation of the current Junior Youth Club, Brownies, Rainbows and Girl Guides use of the building along with the library.

Mr McKean emphasised points around the:

- History of the Youth Centre
- Levels of engagement at the Centre
- Dedication of volunteers
- Impracticality of a move to Manor Farm
- Housing growth in Eye
- Government grants for youth funding.

The Chair thanked Mr McKean for his time.

The following recommendation was proposed by Councillor Wiggin and seconded by Councillor Knight, that the Growth, Resources and Communities Scrutiny Committee recommended to Cabinet that they ask for a commitment from the Thomas Deacon Education Trust to provide community out of hours provisions at the Walton Community Centre, should they purchase the site.

A vote was taken on the recommendation from Councillor Wiggin and was **UNANIMOUSLY** agreed.

AGREED ACTIONS

It is recommended that Growth Scrutiny Committee:

1. Notes the Localities Assets Review's initial findings and recommendations to Cabinet for each of the sites highlighted in Phase One as shown in Appendix 1 and provides any comments.
2. Notes that Directors will continue to provide regular, quarterly updates to Cabinet on the progress of these sites.
3. Notes the proposal to focus on the Council's education sites under Phase 2, where officers will work with Academies and Maintained Schools to investigate opportunities to improve community usage across buildings, to repurpose surplus properties and to divest of surplus land if deemed appropriate. The expectation is that a report on Phase 2 will be brought back to Growth Scrutiny Committee in the Summer.

The Committee also requested that Officers provide them with a monthly progress report on the Locality Asset Review.

RECOMMENDATIONS

The Growth, Resources and Communities Scrutiny Committee recommended to Cabinet that they ask for a commitment from the Thomas Deacon Education Trust to provide community out of hours provisions at the Walton Community Centre, should they purchase the site.

46. MONITORING SCRUTINY RECOMMENDATIONS REPORT

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

The SDSO confirmed that the item that related to Cllr Fenner's motion on adaptive housing noted Councillor as the Cabinet Member as he had been in post at the time of the housing workshop.

AGREED ACTIONS

It is recommended that the Growth, Resources and Communities Scrutiny Committee:

1. Considers the responses from Cabinet Members and Officers to recommendations made at previous meetings as attached in Appendix 1 to the report and provides feedback including whether further monitoring of each recommendation is required.

47. WORK PROGRAMME 2023/2024

The Senior Democratic Services Officer introduced the report which looked at the work programme for the municipal year 2023-2024 to determine the Committees priorities. Members were invited to make comments and suggestions.

- The Committee requested that the Skills Strategy be tabled into the work programme.

AGREED ACTIONS

The Growth, Resources and Communities Scrutiny Committee considered the Work Programme for 2023/2024 and **RESOLVED** to note the report.

48. DATE OF NEXT MEETING

The next meeting of the Committee was noted as being the 19 March 2024.

CHAIR

Meeting began at 6:00pm and ended at 8:16pm

GROWTH, RESOURCES AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 5
19 MARCH 2024	PUBLIC REPORT

Report of:	Interim Director of Legal and Governance and Monitoring Officer - Adesuwa Omoregie	
Contact Officer(s):	Charlotte Cameron, Senior Democratic Services Officer	Tel. 01733 384628

FORWARD PLAN OF EXECUTIVE DECISIONS

RECOMMENDATIONS	
FROM: Senior Democratic Services Officer	Deadline date: N/A
<p>It is recommended that the Growth, Resources and Communities Scrutiny Committee considers the current Forward Plan of Executive Decisions included at Appendix 1 and identifies any relevant items for inclusion within their work programme or request further information.</p>	

1. ORIGIN OF REPORT

1.1 The report is presented to the Committee to enable the Scrutiny Committee to consider the Forward Plan of Executive and consider what action if any should be taken in respect of those decisions by the Scrutiny Committee.

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 **8 April 2024**.

4.2 The information in the Forward Plan of Executive Decisions provides the Committee with the opportunity of considering whether it wishes to seek to influence any of these executive decisions, or to request further information.

4.3 If the Committee wished to examine any of the executive decisions, consideration would need to be given as to how this could be accommodated within the work programme.

4.4 As the Forward Plan is published fortnightly any version of the Forward Plan published after dispatch of this agenda will be tabled at the meeting.

5. CONSULTATION

5.1 Details of any consultation on individual decisions are contained within the Forward Plan of Executive Decisions.

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 After consideration of the Forward Plan of Executive Decisions the Committee may request further information on any Executive Decision that falls within the remit of the Committee.

7. REASON FOR THE RECOMMENDATION

7.1 The report presented allows the Committee to fulfil the requirement to scrutinise Key Decisions which the Executive is planning to take, as set out in the Forward Plan of Executive Decisions in accordance with their terms of reference as set out in Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 3.3.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 N/A

9. IMPLICATIONS

Financial Implications

9.1 There are no financial implications arising from this report.

Legal Implications

9.2 There are no legal implications arising from this report.

10. BACKGROUND DOCUMENTS

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

10.1 None

11. APPENDICES

11.1 Appendix 1 – Forward Plan of Executive Decisions

PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS

PUBLISHED: 8 MARCH 2024

PART 1 – FORWARD PLAN OF KEY DECISIONS

KEY DECISIONS FROM 08 APRIL 2024

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
Contract for City Centre Advertising Boards - KEY/08APRIL24/01 - To authorise the awarding of the contract for city centre advertising boards.	Deputy Leader and Cabinet Member for Corporate Governance and Finance - Councillor John Howard	March 2024	Growth, Resources and Communities Scrutiny Committee	N/A	N/A	Amanda Rose, Head of Communications, Amanda.Rose@peterborough.gov.uk , Tel: 07572 463889	Corporate Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Local Cycling and Walking Infrastructure Plan - KEY/08APRIL24/02 - To approve the Local Cycling and Walking Infrastructure Plan that was reviewed by Cabinet on 13 November 2023.	Cllr Gavin Elsey, Cabinet Member for Infrastructure, Environment and Climate Change	April 2024	Climate Change and Environment Scrutiny Committee	All Urban Wards	Consultation has been undertaken with the Cycling and Walking Task & Finish Group. Further consultation will take place as the plan is further developed.	Lewis Banks, Transport and Environment Manager, Tel: 01733 317465, lewis.banks@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.
Approval of draft Local Nature Recovery Strategy (LNRS) before public consultation - KEY/08APRIL24/03 - Approval of draft LNRS to allow it to go out for wider public consultation.	Cabinet	15 July 2024	Climate Change and Environment Scrutiny Committee	All Wards	The draft LNRS will be formed by broad stakeholder consultation across Peterborough and Cambridgeshire.	Darren Sharpe, Natural & Historic Environment Manager Email: darren.sharpe@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.

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. PCC/CCC Delegation Agreement for jointly procured Floating Support service - KEY/27FEB23/08 - Approval of Delegation Arrangements to allow CCC to implement and manage this contract on behalf of PCC.</p>	<p>Cllr Saqib Farooq, Cabinet Member for Adults and Health</p>	<p>March 2024</p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Feedback sought from existing customers, staff and external partners/stakeholders prior to commencing re-procurement</p>	<p>Sarah Croxford, Senior Commissioner (Accommodation) sarah.croxford@peterborough.gov.uk</p>	<p>Adults</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>2. Delegation to Cambridgeshire County Council re. recommission of the Healthy Schools Support Service – KEY/13MAR23/01 "The Public Health Directorate are seeking to continue provision of the Healthy Schools Support Service for a further 19-month period, from 1st September 2023 - 31st March 2025. The service has been successfully operating across Peterborough and Cambridgeshire since 2018 at an annual value of £148,520 to Cambridgeshire and £58,680 to Peterborough. This new contract period will be used to provide officers sufficient time to review effectiveness, understand the evidence base and better evaluate the impact of current provision to inform future commissioning intentions. The total cost to PCC for this period will be £92,276.66."</p>	<p>Cllr Saqib Farooq, Cabinet Member for Adults and Health</p>	<p>March 2024</p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>A comprehensive consultation will be undertaken with service users, partners and key stakeholders as part of the required work needed to inform future commissioning intentions</p>	<p>Raj Lakshman, consultant in Public Health, raj.lakshman@cambridgeshire.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>3. PCC SEND and AP expenditure – KEY/3JUL23/01 Approval to authorise the future expected spend through Cambridgeshire County Council's Children's External Placements Dynamic Purchasing System (PDPS) until 31st March 2024 with providers for Alternative Education Provision – SEND and AP and Inclusion Team.</p>	<p>Cllr Ray Bisby, Cabinet Member for Children's Services</p>	<p>March 2024</p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>N/A</p>	<p>Jason Wing, jason.wing@peterborough.gov.uk</p>	<p>Children and Young People's Service</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. Post-16 Framework for Alternative Education and Training – KEY/17JUL23/01 - Agreement for the Post-16 Framework for Alternative Education and Training to be able to call off this Framework which is Cambridgeshire led.</p>	<p>Cabinet</p>	<p>11 March 2024</p>	<p>Children and Education Scrutiny Committee</p>	<p>All wards</p>	<p>Family Voice, Young People representation groups (Access Champions), representatives of seldom heard groups</p>	<p>David Rhodes, Commissioning Manager, Email: david.rhodes@peterborough.gov.uk</p>	<p>Adults</p>	<p>Paper from Children and Young People's Committee in Cambridgeshire</p>
<p>5. Medgen Nursing Services Limited - KEY/17JUL23/02 - Approval for spend on a young person's placement for nine months.</p>	<p>Cllr Ray Bisby, Cabinet Member for Children's Services</p>	<p>March 2024</p>	<p>Children and Education Scrutiny Committee</p>	<p>Central Ward</p>	<p>No other consultation sought.</p>	<p>Ros Anderson, ART Support Officer, Email: ros.anderson@cambridgeshire.gov.uk Tel: 01733 863986</p>	<p>Children and Young People's Service</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
6.	Peterborough Station Quarter LUF2 Funding - KEY/04DEC23/01 Authority to enter into grant funding agreements for the LUF2 funds with the CPCA and to delegate authority to award and enter into contracts.	Cabinet	11 March 2024	Growth, Resources and Scrutiny Committee	Central Ward	CPCA	Karen Lockwood, Head of Regeneration Karen.lockwood@peterborough.gov.uk , 07825902794	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
7.	CCTV Surveillance System Service - maintenance contract award – KEY/18DEC23/01 - Maintenance contract award by Peterborough City Council following a joint procurement of Peterborough City Council and Fenland District Council's CCTV Surveillance System whereby Fenland District Council delegate the function of this contract to Peterborough City Council to act as lead local authority.	Cllr Peter Hiller - Cabinet Member for Housing, Growth and Regeneration	May 2024	Growth, Resources, And Communities Scrutiny Committee	All wards.	Not required.	Aarron Locks, CCTV Shared Service Manager, Tel: 07894 913503, Email: aarron.locks@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.
8.	Healthy Child Programme recommissioning - KEY/18DEC23/02 - To agree the approach for the recommissioning of the Healthy Child Programme and the associated service specification.	Cabinet	11 March 2024	Children and Education Scrutiny Committee	All wards.	Local user voice will be picked up in the CYP JSNA that Public Health will be completing in a timeline parallel to this.	Raj Lakshman, consultant in Public Health, raj.lakshman@cambridgeshire.gov.uk	Public Health	As well as the main paper and appendices, we will also provide relevant links to needs assessments on Cambridgeshire and Peterborough insight.

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
9.	Treatment of Dry Mixed Recycling - Services Contract - KEY/01JAN24/02 - Award of contract for haulage, processing, and onward sale of dry mixed recycling.	Cllr Gavin Eley, Cabinet Member for Infrastructure, Environment and Climate Change	01 May 2024	Climate Change and Environment Scrutiny Committee	All wards	None	Amy Nebel, Senior Waste and Recycling Officer, Email: Amy.nebel@peterborough.gov.uk	Place and Economy	Exempt appendices will be submitted for the financial submissions on the contract award prices. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).
10.	Procurement of Multi-Disciplinary Design Team for Vine Project – KEY/15JAN24/02 - Procurement of Multi-Disciplinary Design Team for Vine Project	Cabinet	22 March 2024	Growth, Resources, And Communities Scrutiny Committee	Fletton & Stanground Ward and Central Ward	No additional consultation other than relevant internal and external stakeholder processes	Karen Lockwood, Head of Regeneration, Email: karen.lockwood@peterborough.gov.uk Tel: 07825 902794	Place & Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
11.	To procure a contract for Electric Vehicle Charging Infrastructure - KEY/15JAN24/03 - The Council is working in partnership with the Combined Authority and Cambridgeshire County Council to procure a supplier who will roll out Electric Vehicle Charging Infrastructure from late 2024/25 onwards. Successful procurement and submission of a business case will also ensure that the Council receives grant funding to support the roll-out of chargers across Peterborough.	Councillor Eley, Cabinet Member for Infrastructure, Environment and Climate Change	31 March 2024	Growth, Resources, And Communities Scrutiny Committee	All Wards	Future public consultation will be undertaken	Lewis banks, Transport & Environment Manager Tel: 01733 317465 Email: lewis.banks@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.

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12. Delivery of Regulatory Services on behalf of Rutland County Council - KEY/15JAN24/04 - Delivery of Food Safety, Health and Safety, Housing Standards, Licensing and Pollution Control services on behalf of Rutland County Council. This is a continuation of the current agreement that commenced in April 2016.	Councillor Eley, Cabinet Member for Infrastructure, Environment and Climate Change	31 March 2024	Growth, Resources, And Communities Scrutiny Committee	N/A	No additional consultation other than relevant internal and external stakeholder processes	Peter Gell Head of Regulatory Services Tel: 07920160701 Email: peter.gell@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.
13. Peterborough Highway Services annual capital programme of works – KEY/15JAN24/05 - Decision requesting approval to deliver the works using the existing Peterborough Highways Term Service Contract and the allocation of funding across the 4 programmes of work.	Cabinet	11 March 2024	Growth, Resources, And Communities Scrutiny Committee	All Wards	Consultation will be undertaken for the individual packages of works identified in the works programme.	Amy Petrie, Principal programme and projects officer, amy.petrie@peterborough.gov.uk, 452272	Place & Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
14. Delivery of Highways Major Schemes 2024/2025 through the existing Peterborough Highways Term Service Contract – KEY/15JAN24/06 - Recommendation to approve the delivery of the Highways Major schemes 2024/2025 programme of works through the existing Peterborough Highway Services Term Service Contract.	Cabinet	11 March 2024	Growth, Resources, And Communities Scrutiny Committee	All Wards	Consultation will be undertaken prior to construction	Amy Petrie, Principal programme and projects officer, amy.petrie@peterborough.gov.uk, 452272	Place & Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
15. Approval of 5-year review of Highway Asset Management Policy documents - KEY/15JAN24/07 - Approval of 5-year review of Highway Asset Management Policy documents including Highway Asset Management Policy and Strategy, Highway Infrastructure Asset Management Plan, and Highway Maintenance Plan.	Councillor Eley, Cabinet Member for Infrastructure, Environment and Climate Change	March 2024	Growth, Resources, And Communities Scrutiny Committee	All Wards	Relevant internal and external stakeholder processes	Kevin Ekins, Asset and Performance Manager, PHS, Tel: 01733 453448, Email: kevin.ekins@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.
16. Approval of a Section 76 notice for the allocation of funding to establish obesity and cardiovascular disease prevention interventions in GP practices – KEY/12FEB24/01 To approve a section 76 for the allocation of funding to the integrated care board to enable it to establish obesity and cardiovascular disease prevention interventions in GP practices and the delegation of authority to Cambridgeshire County Council for it to establish a joint agreement for the two local authorities with the integrated care board.	Cllr Saqib Farooq, Cabinet Member for Adults and Health	March 2024	Adults and Health Scrutiny Committee	All wards	Consultation was undertaken with frontline clinicians and integrated care board staff who have a remit or opportunity to support and develop prevention in primary care.	Val Thomas, deputy director of public health (Cambridgeshire) Tel: 07884 183374 Email: 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.

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17.	Translation and Interpretation Services - KEY/12FEB24/03 - Translation and Interpretation Services is a corporate service available to all PCC Directorates and Officers. Translation services are part of the Council's Public Sector Equality Duty. The service meets this obligation by ensuring accessibility for the customers and communities we serve.	Cabinet	11 March 2024	Children and Education Scrutiny Committee	All wards	None required	Jo Leggett; Commissioning Manager for Children in Care Email: joanne.leggett@peterborough.gov.uk	Adults	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
18.	Re-commissioning of Community Sexual and Reproductive Health Services – KEY/11MARCH24/01 - Approval for the re-commission and procurement approach for Community Sexual and Reproductive Health Services.	Councillor Saqib Farooq, Cabinet Member for Adults and Health	20 March 2024	Adults and Health Scrutiny Committee	All	A sexual and reproductive health needs assessment has been undertaken that included consultation with current providers, partner organisations, service users and community members.	Val Thomas, 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.
19.	The re-commissioning of the Prevention of Sexual Ill-health Services - KEY/11MARCH24/02 - Approval for the re-commission and for the approach for the Prevention of Sexual Ill health Services.	Councillor Saqib Farooq, Cabinet Member for Adults and Health	20 March 2024	Adults and Health Scrutiny Committee	All	A sexual health needs assessment has been undertaken which included consultation with service users, current provider, partner organisations and community members.	Val Thomas, val.thomas@cambridgeshire.gov.uk	Adults	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
20.	Treatment of Street Sweeping Recycling Services – KEY/11MARCH24/03 - Peterborough City Council requires a competent contractor to deliver the Treatment of street sweeping materials. These materials include litter such as cigarette butts, food packaging, leaf litter, weeds and grit, from the pavements and roads within the city of Peterborough.	Councillor Eley, Cabinet Member for Infrastructure, Environment and Climate Change	3 May 2024	Climate Change and Environment Scrutiny Committee	N/A	N/A	Amy Nebel Senior Waste and Recycling Officer, amy.nebel@peterborough.gov.uk	Place and Economy	Exempt appendices will be submitted for the financial submissions on the contract award prices. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).
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

21.	Visitor Economy Strategy - KEY/11MARCH24/05 - Approval sought for the new Peterborough Visitor Economy Strategy.	Cabinet	17 June 2024	Growth, Resources and Communities Scrutiny Committee	All	N/A	Tom Hennessy, 07950960108, tom.hennessy@opportunitypeterborough.co.uk	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
22.	Peterborough City Council Care Leavers Local Offer - KEY/11MARCH24/06 - Agreement to implement an improved local offer for Peterborough City Council's Care Leavers.	Cabinet	22 March 2024	Children and Education Scrutiny Committee	All	N/A	J Gregg -Director Children's Services - john.gregg@peterborough.gov.uk 07920160740, M Berry - Acting Head of Service - michaela.berry@peterborough.gov.uk Acting Head of Service - michaela.berry@peterborough.gov.uk	Children's and Young People's Service	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
23.	To create a new Walking and Cycling Member Working Group - KEY/11MARCH24/07 - The new Group will assist in developing the Local Cycling and Walking Infrastructure Plan, the Rural Walking and Cycling Strategy, as well as other active travel initiatives.	Cabinet	31 March 2024	Climate Change and Environment Scrutiny Committee	All	Future consultation will occur as the strategies are developed.	Lewis Banks, Transport & Environment Manager, 01733 317465, lewis.banks@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.
24.	Award of contract for Electronic Document Management Solution – KEY/11MARCH24/08 - Approve the contract award of the IT solution supporting most services via the I@W framework to NEC with commencement date 29th April 2024 for a five-year contract period and two optional one-year extensions.	Councillor John Howard - Deputy Leader and Cabinet Member for Corporate Governance and Finance	30 March 2024	Growth, Resources and Communities Scrutiny Committee	N/A	N/A	Chris Stromberg, Head of Business & Digital Systems, 01223 715654, 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.
25.	Award of Contract for Traffic Signals 2024 - 2032 – KEY/25MAR24/01 1. Authorise the award of a 'Call Off' contract for the Traffic Signals Supply, Installation and Maintenance from 2024 for an initial period of 5 years; and 2. Authorise the award of an extension to the 'Call Off' contract period by a further 3 years.	Cabinet Member for Infrastructure, Environment and Climate Change - Councillor Gavin Elsey	May 2024	Growth, Resources, And Communities Scrutiny Committee	All Wards	Relevant internal and external stakeholder processes	Martin Brooker, Highway Maintenance and Schemes Commissioning Manager, martin.brooker@peterborough.gov.uk Report Author - Amy Pickstone.	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
26.	Peterborough Housing Strategy 2024-2029 - KEY/25MAR24/02 - Recommendation of the Housing Strategy for adoption to Council for adoption	Cabinet	17 June	Growth, Resources, And Communities Scrutiny Committee	All Wards	Six-week period of public consultation from 22nd January until 4th March 2024	Anne Keogh, Housing Strategy and Implementation Manager Email: anne.keogh1@peterborough.gov.uk	Place and Economy	Final version of the Housing Strategy 2024-2029 It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

27.	Fletton Quays Hilton Hotel – KEY/26FEB24/02 - The Peterborough Hilton hotel is in administration, and the Council has lent £14.7m to it. This is to agree the strategy/business case for next steps for the hotel.	Cabinet	11 March 2024	Growth, Resources and Communities Scrutiny Committee	City wide	Consultation has taken place with Group Leaders.	Jill Evans, Service Director, Corporate Finance, Jill.Evans@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.
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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
School Conversion.	Cllr Ray Bisby, Cabinet Member for Children's Services	1 April 2024	Children and Education Scrutiny Committee	Stanground South Ward	To be confirmed.	Isabel Clark, Interim Head of Place Planning, isabel.clark@pete rborough.gov.uk	Children and Young People's Service	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. Paragraph 3 of Part 1 Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed. (Relating to the financial or business affairs of any particular person).

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. Sale of Property at Lincoln Road – KEY/04DEC23/03 - Sale of surplus property, individual sales exceeding £500,000.	Cabinet	22 March 2024	Growth, Resources and Communities Scrutiny Committee	North Ward	N/A.	Felicity Paddick Felicity.paddick@peterborough.gov.uk , 07801910971	Corporate Services	Exempt appendix 1, financial and personal details of a third party.
2. Regional Fitness and Swimming Centre Building - KEY/12FEB24/02 - Decision on the future use of the building following the identification of RAAC in the structure (Reinforced Autoclaved Aerated Concrete), and presentation of options / plans for city leisure provision	Cabinet	11 March 2024	Growth, Resources and Communities Scrutiny Committee	All Wards	Specialist property advisors	Rob Hill - Service Director Housing and Communities Tel: 07815 558081 Email: Rob.hill@peterborough.gov.uk	Place & Economy	'Structural report and Commercial / Finance Reports Exempt appendices will be submitted for the financial and commercially sensitive submissions. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).
3. Development For the First Primary School in Great Haddon – KEY/26FEB24/01 - To consider and approve the proposed development of the first primary school for Great Haddon.	Cabinet	11 March 2024	Children and Education Scrutiny Committee	Hampton Vale	None	Karen Frearson, Head of Strategic Assets, Karen.frearson@peterborough.gov.uk , 01733 384536	Children and Young People's Service	A Cabinet Paper will be prepared to set out details of the proposed development. There will be exempt appendices relating to significant capital expenditure which will be commercially sensitive. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).

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>4. Refurbishment Works Relating to LAHF and SHAP Acquisitions Following Successful Grant Awards – KEY/26FEB24/03 - Refurbishment works of housing properties to enable occupation by relevant cohorts within the LAHF and SHAP projects.</p>	Cabinet	11 March 2024	Growth, Resources and Communities Scrutiny Committee	City wide	Officer level at present but will be taken to CLT and CPF.	Felicity Paddick, Head of Estates, felicity.paddick@peterborough.gov.uk , 07801 910971	Corporate Services	Exempt appendices will be submitted for the financial and commercially sensitive submissions. 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. Blue Sky Peterborough - Shareholder Cabinet Committee - Recommendation to dissolve Blue Sky Peterborough.</p>	Cabinet	22 March 2024	Growth, Resources and Communities Scrutiny Committee	N/A	The Director of the Company	Adesuwa Omoregie - Interim Director of Legal & Governance and Monitoring Officer	Legal and Governance Department	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>Paragraph 3 of Part 1 Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed. (Relating to the financial or business affairs of any particular person)</p>

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

DECISIONS FROM APRIL 2024								
<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
1. 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.	Cllr Ray Bisby, Cabinet Member for Children's Services	March 2024	Children and Education Scrutiny Committee	All Wards	There has been widespread consultation including with children and young people in care.	Helene Carr, Head of Service - Children's Services - P&C Children's Commissioning, helene.carr@peterborough.gov.uk	Adults	Scrutiny Report.
2. Citizen Advice Peterborough Grant 2024/2025 - To award a grant of £130,000 to Citizens Advice Peterborough to deliver services to support clients to manage debt, income, employment, housing and other advice issues.	Councillor Howard, Deputy Leader and Cabinet Member for Corporate Governance and Finance	31 March 2024	Growth, Resources and Communities Scrutiny Committee	All	This is a renewal of annual grant funding rather than a new service and features within the budget consultation.	Ian Phillips, Acting Head of Communities, ian.phillips@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.
3. Direct award of Public Health Primary Care Contracts (GP's and Pharmacies) - To directly award primary care contracts in line with the regulations found in the new Provider Selection Regime from 2024/25.	Councillor Saqib Farooq, Cabinet Member for Adults Services	23 March 2024	Adults and Health Scrutiny Committee	All	N/A	Val Thomas, Deputy Director of Public Health, 07884 183374, 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.
4. Disposal of Surplus Land - Approval to dispose of property for best consideration.	Councillor Howard, Deputy Leader and Cabinet Member for Corporate Governance and Finance	31 March 2024	Growth, Resources and Communities Scrutiny Committee	Fletton and Stanground	None.	Sarah Cracknell, Principal Estates Manager, 07512 193207 sarah.cracknell@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.

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>
None.								

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 Mohammed Farooq (Leader of the Council), Cllr Howard (Deputy Leader); Cllr Bisby; Cllr Elsey; Cllr Saqib Farooq and Cllr Hiller.

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 most 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 Democratic Services at email: democratic.services@peterborough.gov.uk.

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

Performance and Information (Performance Management, Systems Support Team)

CHILDREN AND YOUNG PEOPLE'S SERVICE Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Children's Services (Children's Social Care Operations, Children's Social Care Quality Assurance, Child Health, Clare Lodge (Operations), Access to Resources)

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

ADULTS 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, Safeguarding Boards – Adults and Children's)

Business Management and Commercial Operations (Commissioning)

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 Mohammed Farooq	Leader of the Council.
Councillor John Howard	Deputy Leader and Cabinet Member for Corporate Governance and Finance.
Councillor Saqib Farooq	Cabinet Member for Adults and Health.
Councillor Ray Bisby	Cabinet Member for Children's Services.
Councillor Gavin Elsey	Cabinet Member for Infrastructure, Environment and Climate Change.
Councillor Peter Hiller	Cabinet Member for Housing, Growth and Regeneration.

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	AGENDA ITEM No. 6
19 MARCH 2024	PUBLIC REPORT

Report of:	Adrian Chapman, Executive Director, Place & Economy	
Cabinet Member(s) responsible:	Cllr Peter Hiller, Cabinet member for Housing, Growth and Regeneration	
Contact Officer(s):	Vickie Crompton, DASV Partnership Manager Rob Hill, Service Director Housing and Communities	Tel. 01733 707070

DOMESTIC ABUSE GUIDANCE FOR PETERBOROUGH CITY COUNCIL MEMBERS

RECOMMENDATIONS	
FROM: <i>Rob Hill, Service Director, Housing & Communities Vickie Crompton, DASV Partnership Manager</i>	Deadline date: <i>19th March 2024</i>
It is recommended that the Growth, Resources and Communities Scrutiny Committee review and comment on the proposed Domestic Abuse Guidance for Peterborough City Council Members.	

1. ORIGIN OF REPORT

1.1 This report is submitted to Cabinet following the Motion from Cllr Trust on 1st November 2023, which asked that scrutiny committee consider guidance in relation to domestic abuse for members.

2. PURPOSE AND REASON FOR REPORT

2.1 To consider and comment on the Domestic Abuse Guidance for Peterborough City Council Members.

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 No. 2.1 Functions determined by the Council:

3. Equalities

2.3 How does this report link to the Children in care Promise?

Following the 2021 Domestic Abuse Act, children who hear, see, or witness domestic abuse from parents or care givers are considered victims of domestic abuse.

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 Domestic Abuse is prevalent across all communities.

According to Office of National Statistics, in the year ending March 2022, an estimated 2.4 million adults (1.7 million women and 699,000 men) had experienced domestic abuse and the number of domestic abuse-related crimes recorded by police in England and Wales increased by 7.7% compared with the previous year. Those from minority backgrounds (for example the LGBTQ+ community and people with disabilities) experience domestic abuse disproportionately.

In Peterborough in 2022-23 there were 2,387 police incidents which were “non crimes”, such as “verbal non crime domestic abuse” - and 4,160 crimes recorded which were domestic abuse related. We know that the majority of people subjected to domestic abuse do not report this to police, and from the Crime Survey for England and Wales, there were estimated to be 7,000 people aged 16 years and over, subjected to domestic abuse in 2022/23 in Peterborough.

Domestic abuse is a gendered crime which disproportionately affects women, with the majority of perpetrators being male. Domestic abuse cuts across all cultures, communities and class, and is a concern to all agencies across the city.

4.2 There are a range of specialist domestic abuse and sexual violence support services in the city, funded by Peterborough City Council, Public Health, and the Office of the Police and Crime Commissioner. These include:

- The Independent Domestic Violence Adviser Service
- The Domestic Abuse Support Service
- Peterborough Women’s Aid Dahlia Project, B-United and specialist outreach
- Provision of one refuge and 3 units of dispersed safe accommodation.
- Sexual Assault Referral Centre
- Peterborough Rape Crisis

4.3 At Cabinet on 1st November 2023, Councillor Trust present a motion highlighting the following:

“Members are often the first point of contact in the local community; some are subject to and most deal with domestic abuse, sexual violence and sexual harassment reports from residents.”

The motion proposed that the Council develop member specific domestic abuse guidance, to include the support available for members when dealing with residents who report domestic abuse, sexual violence and sexual harassment.

The motion was unanimously supported by all councillors, and resolved to:

- *Refer the Domestic Abuse and Guidance for Members to the relevant committee for consultation.*

4.4 The proposed guidance can be seen at Appendix One. In summary, it sets out the following -

- An overview of what is domestic abuse
- The support available for employees and Councillors subjected to domestic abuse
- How to support those in the community who may be subjected to domestic abuse
- Local resources and support services

4.5 Member Training

Members will be offered training/awareness for alongside this guidance, provided by officers from the Domestic Abuse & Sexual Violence Partnership Team.

5. CORPORATE PRIORITIES

5.1 This work links to the following corporate priorities:

1. Our Places and Communities: creating healthy and safe environments where people want to live, work, visit and play, enabled by effective community engagement and strong partnerships.
2. Prevention, Independence and Resilience: help and support our residents early on in their lives and prevent them from slipping into crisis.

6. CONSULTATION

6.1 Consultation has occurred with the following:

Corporate Leadership Team – October 26th 2023

Full Council – November 1st 2023

7. ANTICIPATED OUTCOMES OR IMPACT

7.1 This policy will be used to ensure members have guidance to respond appropriately to disclosed or suspected domestic abuse. The policy will inform the training that members can receive.

8. REASON FOR THE RECOMMENDATION

8.1 Cllr Trust's Motion of 1st November 2023 set out the following:

"Members are often the first point of contact in the local community; some are subject to and most deal with domestic abuse, sexual violence and sexual harassment reports from residents".

Therefore, this recommendation is necessary for all members to receive guidance and awareness regarding domestic abuse and their response to it where this is disclosed or suspected.

9. ALTERNATIVE OPTIONS CONSIDERED

9.1 To have no guidance in place for members to refer to.

DISCOUNTED – Cllr Trust's motion recognised the benefit from developing a members' policy to ensure Councillors were more aware of domestic abuse challenges and able to signpost support where required.

10. IMPLICATIONS

Financial Implications

10.1 *No financial implications.*

Legal Implications

10.2 *No legal implications.*

Equalities Implications

10.3 Peterborough City Council recognises that survivors' experiences of domestic abuse may in part be defined by their background and this intersectionality is recognized. Certain individuals may face multiple and intersecting forms of discrimination and be more likely to experience domestic abuse. The groups at greater risk include women, low-income households, those who are pregnant or recently given birth.

11. BACKGROUND DOCUMENTS

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

11.1 [Councillor Trust's Motion](#) 1st November 2023

3.Motion from Councillor Trust - The Council notes:

- The issue of domestic abuse, sexual violence and sexual harassment remains prevalent in our communities.
- According to Office of National Statistics, in the year ending March 2022, an estimated 2.4 million adults (1.7 million women and 699,000 men) had experienced domestic abuse and the number of domestic abuse-related crimes recorded by police in England and Wales increased by 7.7% compared with the previous year.
- Those from minority backgrounds (for example the LGBTQ+ community and people with disabilities) experience domestic abuse disproportionately.
- Members are often the first point of contact in the local community; some are subject to and most deal with domestic abuse, sexual violence and sexual harassment reports from residents.

The Council believes:

- No one should experience or live in fear of violence or abuse.
- All reports of domestic abuse should be taken very seriously and consider the needs of individuals by working in partnership with specialist agencies to provide to a coordinated response.
- Domestic abuse and sexual violence strategies across the Council and city are raising 98 awareness, supporting victims and providing opportunities for training for all.
- The Domestic Abuse and Guidance for Members (draft enclosed) sets out our commitment to support members and provide guidance on dealing with residents who report domestic abuse, sexual violence and sexual harassment.

The Council resolves to:

- Refer the Domestic Abuse and Guidance for Members to the relevant committee for consultation.
- Encourage members to take part in training sessions to consolidate understanding of the guidance when it is implemented.
- Encourage male members to take the White Ribbon Pledge to support the eradication of violence against women and girls.
- Improve communication of ongoing events, support services and make information on domestic violence more visible on the front page of the Council website.
- Support the ongoing work of the Cambridgeshire and Peterborough Domestic Abuse and Sexual Violence Partnership to:
 - o Deliver Peterborough's Domestic Abuse Housing Alliance (DAHA) project, to improve the housing sector's response to domestic abuse through the introduction and adoption of an established set of standards and an accreditation process.
 - o Deliver targeted strategies and interventions that prevent future harm, in accordance with the findings of the Violence against Women and Girls Needs Assessment.

12. Appendices

12.1 Appendix 1 – Proposed Member guidance

**APPENDIX 1
DRAFT NOVEMBER 2023**

Domestic Abuse and Violence Guidance for Members

Domestic abuse is defined by the Domestic Abuse Act 2021 as:

Behaviour of a person (“A”) towards another person (“B”) is “domestic abuse” if —

- a) A and B are each aged 16 or over and are personally connected to each other, and
- b) the behaviour is abusive.

Behaviour is “abusive” if it consists of any of the following —

- a) physical or sexual abuse;
- b) violent or threatening behaviour;
- c) controlling or coercive behaviour;
- d) economic abuse
- e) psychological, emotional, or other abuse;

It does not matter whether the behaviour consists of a single incident or a course of conduct.

Personally Connected is defined as:

- a) they are, or have been, married to each other;
- b) they are, or have been, civil partners of each other;
- c) they have agreed to marry one another (whether or not the agreement has been terminated);
- d) they have entered into a civil partnership agreement (whether or not the agreement has been terminated);
- e) they are, or have been, in an intimate personal relationship with each other;
- f) they each have, or there has been a time when they each have had, a parental relationship in relation to the same child (see subsection (2));
- g) they are relatives.

Abusive relationships cross all social boundaries – ANYONE can be affected. Men and women of all ages, sexualities, ethnic backgrounds and religions can be affected by abusive relationships.

Domestic abuse can happen to anyone from any background. Whilst the majority of victims are female and the majority of perpetrators are male, people of all gender identities experience domestic abuse.

Domestic abuse does not always take the form of physical violence. Coercive control and emotional abuse, stalking and harassment and economic abuse are all types of domestic abuse. Non-physical abuse is not any less dangerous – in fact, research shows that men who use coercive control are more likely to kill their partner and extend their control to conceal her murder as a suicide or accident.

Support for employees and Members experiencing domestic abuse

Peterborough City Council believes that nobody should live in fear of violence or abuse. The Domestic Abuse Policy ([add link when approved and published](#)) sets out our commitment to deal with domestic abuse. It explains that we will take all reports of domestic abuse seriously and consider the needs of individuals and work in partnership with specialist agencies to provide to a coordinated response.

As an organisation, Peterborough City Council does not condone domestic abuse or sexual violence and the Council requires perpetrators of domestic violence and abuse to declare any related prosecutions, and to follow the Self Disclosure Policy at all times.

Peterborough City Council employees who are subjected to domestic abuse can access support including nominating an appointed person in the workplace as a confidential first point of contact for those experiencing domestic abuse and access to counselling and publicise the availability of this support regularly through notice boards, the intranet and ongoing health and wellbeing initiatives.

The full Employee Guidance can be found at [Domestic Abuse - Policy - 0719.pdf](#).

Supporting someone subjected to domestic abuse

The Cambridgeshire and Peterborough Domestic Abuse and Sexual Violence Partnership have an information leaflet aimed at friends and family who want to know how to support a loved one who is being subjected to domestic abuse. The leaflet can be downloaded from [DASV Partnership - Opening Closed Doors](#)

A version with pictures that may be suitable for people with learning disabilities can also be downloaded from the link above.

Top Tips

- Always speak to the person on their own – if talking by telephone or online, check that they are on their own and that the perpetrator is not overhearing the conversation.
- Always believe what the person tells you. If the abuser is someone you know, it can be hard to hear about their behaviour but don't make excuses for them.
- Conversations could start by asking someone if they are okay? Are they worried about their (or their children's) safety?
- Do not share what you have been told with the abuser – this can increase the risk of serious harm to the victim.
- If they say they don't want help or refuse to talk to you, don't give up. Reassure them you are there when they are ready and approach the subject again in the future.
- Reassure them that it's not their fault – they may feel embarrassed or guilty or the abuser may have convinced them that the abuse is their own fault.
- Ask the person what they would like you to do – would they like you to support reporting to police or talking to their GP? It may be that they initially don't want to do anything.

- It's not unusual for survivors of abuse to not want to involve the police. The situation may be complex. Survivors can get support without involving the police.
- Signpost to support services if the survivor wishes.

Local support

The Domestic Abuse and Sexual Violence Partnership commissions four **refuges for women and children** across Cambridgeshire and Peterborough and a range of dispersed accommodation for women with more complex needs. Women will not usually be placed in a refuge in the same area as they live.

The Council also deliver the **Independent Domestic Violence Advisory Service (IDVA)** who accept referrals from professionals only. For more information about the IDVA Service please visit [DASV Partnership - Make a Referral](#)

The Domestic Abuse and Sexual Violence Partnership also commission an outreach/mobile advocacy service which is open to self-referral from all victims across Cambridgeshire and Peterborough, of any gender or sexual orientation - **Domestic Abuse Support Services – DASS 0300 373 1073** or email DASSReferrals@impakt.org.uk (Mon-Fri 9am to 5pm).

Third Party Reports

Members of the public raising concerns about domestic abuse should be signposted to the most appropriate service. This could be Police, Social Care or Housing Providers (see Other Local Contacts below).

National contacts

The National Domestic Abuse Helpline is open 24 hours a day, every day of the year 0808 2000 247

Men's Advice Line

0808 801 0327 www.mensadviceline.org.uk

Galop (support for LGBTQ people)

0800 999 5428 www.galop.org.uk

Karma Nirvana ('honour' crimes and forced marriage)

0800 5999 247 www.karmanirvana.org.uk

Hourglass (support for older people)

0808 8080 8141 www.wearehourglass.org

Surviving Economic Abuse – website for resources

www.survivingeconomicabuse.org

Other Local contacts

Peterborough Adult Social Care

01733 747474

Children's Social Care
0345 045 5203

Peterborough Women's Aid (including projects for male victims, women from South Asian communities, and Lithuanian Worker)
01733 894964 www.peterboroughwomensaid.co.uk

Cambs & Peterborough Victim and Witness Hub
0800 781 6818 [Victim Services | Victim and Witness Hub \(cambsvictimservices.co.uk\)](http://Victim Services | Victim and Witness Hub (cambsvictimservices.co.uk))

Cambridge and Peterborough Rape Crisis Partnership
[Cambridge & Peterborough Rape Crisis Partnership – CAPRCP](#)

Other things Members can do

Take the White Ribbon Promise to end violence against women and girls – Peterborough City Council are accredited by White Ribbon.

[Make the White Ribbon Promise — White Ribbon UK](#)

Put up posters in your local area – these can be printed from the DASV website (www.cambsdasv.org.uk) or if you require large amounts, we can send these to you.

Follow our social media pages and re-share our posts (Facebook Cambs_DASV, Twitter @CambsDASV)

Become a Domestic Abuse & Sexual Violence Champion by attending our quarterly online awareness sessions – more information at [DASV Partnership - DASV Champions](#)

Our website has a range of information for the public and professionals
Cambridgeshire & Peterborough Domestic Violence & Sexual Abuse Partnership
www.cambsdasv.org.uk

GROWTH, RESOURCES AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 7
19 MARCH 2024	PUBLIC REPORT

Report of:	Executive Director of Corporate Services and S151 Officer and Interim Director of Legal & Governance and Monitoring Officer
Cabinet Member(s) responsible:	Councillor John Howard, Deputy Leader and Cabinet Member for Corporate Governance and Finance
Contact Officer(s):	Cecilie Booth, Executive Director of Corporate Services and S151 Officer Adesuwa Omoregie, Interim Director of Legal & Governance and Monitoring Officer

CABINET PORTFOLIO UPDATE FOR THE DEPUTY LEADER AND CABINET MEMBER FOR CORPORATE GOVERNANCE AND FINANCE

RECOMMENDATIONS	
FROM: <i>Cecilie Booth</i> , Executive Director of Corporate Services and S151 Officer and Interim Director of Legal & Governance and Monitoring Officer	Deadline date: March 2024
It is recommended that Growth, Resources and Communities Committee note the progress outlined within the report, which covers the Key service areas within the portfolio of the Deputy Leader and Cabinet Member for Corporate Governance and Finance.	

1. ORIGIN OF REPORT

1.1 This report is submitted to Growth, Resources and Communities Committee to provide a progress update from the Corporate Service and Law & Governance directorates, which form part of the *portfolio of the Deputy Leader and Cabinet Member for Corporate Governance and Finance*.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to update the Scrutiny Committee on the progress of items under the portfolio of the Deputy Leader and Cabinet Member for Corporate Governance and Finance:

- Finance (including the Capital Programme & Treasury Management)
- Commercial Partnerships, Property and Assets
- Procurement
- Bereavement and Registration Services
- Business Transformation
- People Services (HR & Development, Business Intelligence & Transformation)
- IT
- Legal Services
- Information Governance
- Constitutional Services

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

- 3. Equalities;
- 8. Economic Development and Regeneration

- 10. Strategic Financial Planning;
- 11. Partnerships and Shared Services; and
- 12. Digital Services and Information Management;

2.3 Services included within the Corporate Service and Law & Governance Directorates form a key part of how the Council works, serves and enables. For that reason, this can be linked to supporting all four of the Councils priorities, however they are strongly geared towards enabling the Council to deliver on the following priority:

- Supported by a Sustainable Future City Council - adjust how we work, serve, and enable, informed by strong data and insight capability, and led by a culture of strong leadership.

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	NA
Date for relevant Council meeting	NA	Date for submission to Government Dept. <i>(Please specify which Government Dept.)</i>	NA

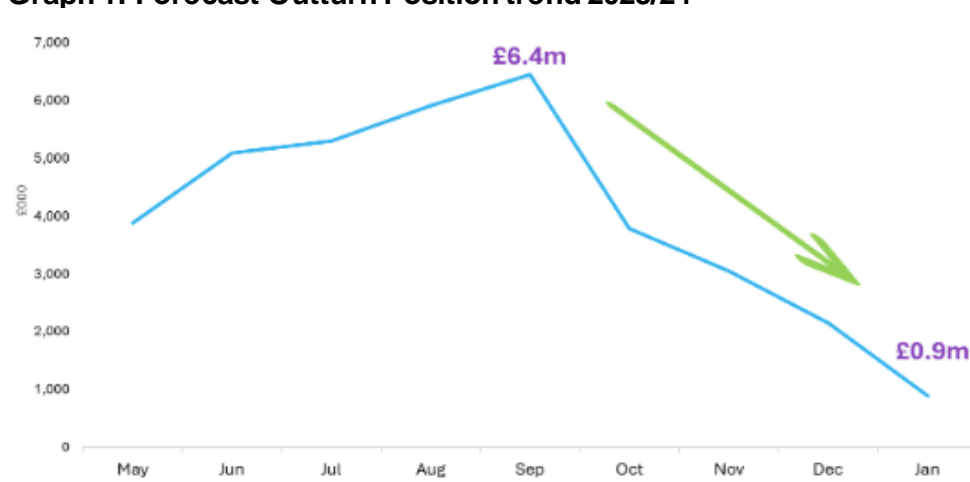
4. BACKGROUND AND KEY ISSUES

4.1 Finance

Current year position

At the end of January 2024, the forecast outturn position for 2023/24 is showing a projected overspend of £0.9m, which is an improved position in comparison to the previous months forecast (£2.1m). That much improved position is demonstrated in the graph below and has been the result of significant organisational emphasis being placed on reducing the overspend as far as possible by year end. With a key focus on protecting our reserves balances. This has included reviewing the use of agency staff, only spending where essential, driving up the level of income delivered via our sales fees and charges, properties or treasury investments or driving down the cost of borrowing by reducing capital expenditure.

Graph 1: Forecast Outturn Position trend 2023/24



There are still key pressures amongst the projected overspend. These are the same pressures other Local Authorities are also reporting, and includes:

- A rise in the number of families and single people requiring temporary accommodation,
- An increase in the number and rising complexity of placements within Childrens Services,
- An increase in the number of routes required for Home to School Transport.
- Rise in Demand for Adult Social Care Services

- Inflation in relation to pay, energy income and costs.

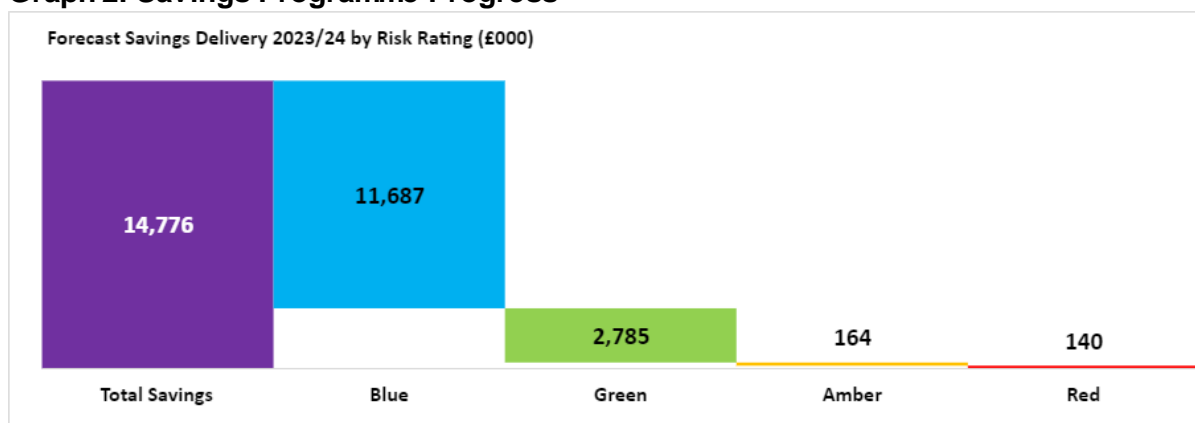
The following table provides an overview of the current forecast at a directorate level:

Table 1: BCR forecast at Directorate level

Directorate	Budget £000	Actual £000	Forecast £000	Variance £000	Overall Status
Place & Economy	26,367	17,352	26,232	(134)	Underspend
Children and Young People	49,442	(19,437)	52,824	3,382	Overspend
Adult Social Care	68,050	53,881	67,025	(1,025)	Underspend
Public Health	(57)	(4,861)	(57)	(0)	On Budget
Corporate Services	35,883	34,033	35,191	(691)	Underspend
Capital Financing	33,126	11,209	32,781	(345)	Underspend
Total Expenditure	212,810	92,177	213,997	1,187	Overspend
Financing	(212,810)	(208,200)	(213,110)	(300)	Underspend
Net	(0)	(116,022)	887	887	Overspend

The Savings Programme delivery has also seen a positive trajectory over the course of the year, with 98% as either delivered and only 2% (£0.3m) as risk.

Graph 2: Savings Programme Progress



The Council's Capital Programme for 2024/25 is set at £156.9m. As at the end of January the forecast spend is £121.9m, 78% of the total programme. At this point £95.8m (61%) has been spent or committed.

In May the Council also acquired Sand Martin House, which it previously leased from Legal and General. Although this purchase has increased the Capital programme by £50.4m, the business case outlined a significant financial benefit over the remaining 20-year lease.

The capital programme includes a number of vital programmes including

- ICT Projects to improve systems, automation and the customer journey
- Projects to provide a supply of housing to prevent homelessness.
- Regeneration of the City including the Levelling up Fund and New Towns Fund

Any unspent projects at the end of the year will either be slipped into future years or reviewed.

Budget 2024/25 and Medium-Term Financial Plan 2024/25-2026/27

The balanced budget was approved by every councillor in the chamber on 21 February ([link to agenda](#)), with the 3 year position being shown in the following table:

Table 2: Budget Gap 2023/27

	2023/24	2024/25	2025/26	2026/27
Funding	(202,634)	(220,310)	(230,442)	(240,653)
Net Revenue Expenditure (NRE)	202,634	220,310	233,707	247,587
Budget Gap	-	-	3,265	6,934

Although the Council is in a more stable financial position the budget does contain a moderate level of risk driven by rates of inflation, rising levels of demand and complexity of need, uncertainty around future government funding and the greater reliance being placed on local taxation. More crucially the need to deliver the savings and transformation programme we have set out for next year.

Detailed Service Delivery and Improvement Plans from 2024/25 are underway, which will be used to provide greater assurance around savings plans and risk mitigation. Throughout the year we will continue to monitor financial performance monthly and report this to members on a quarterly basis.

The Capital programme for 2024/25, summarised in the below table was also approved as part of the Budget. The Council recognises it needs to invest in the city to encourage economic development, provide vital council services and improve the way it works. However, it is also recognised the need to reduce the current level of debt (£460m) and the resulting ongoing cost of borrowing which puts a strain on the revenue budget. The budget assumes that capital receipts, third party funding and savings generated because of investment will be used to fund the programme. Other than refinancing of maturing loans (£79m ,1 year), new borrowing will only be undertaken where absolutely necessary over next three years.

Table 3: Capital Programme 2024/25 Summary

	£m
Capital Programme	120.44
Funded by:	
Third Party Funding	60.54
Corporate Resources*	36.88
Revenue	0.83
Corporate Resources (funded by Invest to Save)	22.20
Total Funding	120.44

As part of the budget report the Treasury Management Strategy (TMS) was also approved. This sets out the Council's borrowing limits to fund capital expenditure, and how and where to invest surplus funds.

Statement of Accounts

There are issues nationally with completing local authority audits. The Department of Levelling up, Housing and Communities, supported by the Financial Reporting Council and the National Audit office have recognised these challenges. Phased steps have been proposed to address this, as outlined within the [Addressing the local audit backlog in England: Consultation - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/addressing-the-local-audit-backlog-in-england).

The Councils [Statement of Accounts](#) for 2020/21 were signed off at the end of January. The [2022/23 draft Statement of Accounts](#) were also published in February. The external audits on 2021/22 and 2022/23 have started, albeit reduced and focussed on VfM and key areas. The Council has experienced resourcing issues in the technical team during 2023/24, but the team is now fully recruited to following the restructure of the Finance Team. These resourcing challenges are also a national issue, and the Council is part of a LGA working group to support the future workforce development in this area.

Financial Management Improvement

During 2023/24 there has been huge strides made to improve Financial Management across the Council and lay strong foundations for us to move forward with the rest of the improvement plan. In June the Finance restructure concluded which provided stability to the current team and enabled us to welcome new colleagues including two apprentices. Since then a number of the team have started the CIPFA Finance Business Partner diploma with financial training also being provided for Budget Managers and Councillors. So far this has been well received and proved to be effective.

A self-assessment of the Councils compliance with the CIPFA Financial Management Code has recently been completed, with actions being recommended for implementation to strengthen this. This has been built into the overall Financial Management Improvement programme for the next year, which will also include the development of an ongoing training programme, a review of the financial regulations and other financial controls/processes, implementation of the Finance Business Partner approach and enhancements to the finance system (unit4).

Unit4 Financial Planning and Analysis (FP&A) module, on track for go live on 11 April. Training and support will be provided throughout April and May with Budget Managers using the system to complete their first Budgetary Control Report for May.

4.2 **Commercial, Property and Asset Management (including Procurement and Health and Safety).**

The Estates team transferred from NPS 12 months ago. In that time the team has settled and delivered across several notable projects including the Localities Review, Disposals Plan and Asset Management Plan. The team has delivered an increase in income for the Council via its leased estate. Phase 1 of the Localities Review has commenced and is on track to deliver its targets, Phase 2 will commence shortly. The team have worked with colleagues in Housing to deliver the acquisition of a number of homes to support the LHAF and SCHAP programmes. The team are currently under consultation to transfer from NPS contracts. This consultation includes the creation of a property records officer role which is important to support the Chartered Surveyors and to free their time to continue to deliver against high priority projects.

There are significant challenges for the team in delivering the MTFS targets around income and disposals as well as against the Localities Review. With a small team any loss in resource has a significant impact to output. In addition the current property database is not fit for purpose and needs to change.

The Strategic Asset Management team is new. The Head of Strategic Assets started in September and they are currently recruiting a senior surveyor. The service plugs a much needed gap in the wider Estates Offering. This focusses into two main areas. Firstly the delivery of major capital projects for Education and the building of new schools. This has never been managed in house by the Council before (previously delivered by Cambs CC). The team have already created a multi disciplinary team to deliver a new School in Great Haddon and are working with Education colleagues to bring forward a number of other projects. Secondly the team are responsible for delivery of property advice, acquisitions and disposals for the Councils strategic regeneration sites including Middleholme, North Westgate, Station Quarter etc. These are large scale strategic sites that require specialist advice and management. These sites will be transformational for the City.

In addition the team are involved in a pipeline of other opportunities arising (eg London Road Car Park, Green Back Yard, Pleasure Fair Car Park etc as well as working alongside finance colleagues to resolve the Hilton Hotel issue.

All of these projects are very high profile. It is clear that the current scope of work including changes to how Education Capital is being managed (ie by the Council) and new projects such as the Hilton Hotel, means that the team is under resourced and needs to expand the team, this is the key challenge for the team.

The Compliance & Facilities Management team was in the main transferred across from NPS at the same time as the Estates Team. The team has taken on a new remit to include property

compliance and a new role was created and recruited to this year. The team currently provide an 'intelligent client' function that was highlighted as being required in the CIPFA report on Peterborough Ltd. The team are also under consultation with a view to affirming roles and responsibilities for FM (Hard and Soft), Compliance and supporting functions. The team have brought rigour and challenge to the status quo and have delivered a number of successful projects, most notably the temporary roof support to the Key Theatre.

From 2024 the FM budgets will sit with this team. This is new and will take time to settle and manage but there are expected efficiencies to be delivered.

The key challenge for the team are to settle the new structure, get to a steady state with the Capital and Revenue Budgets, continue to improve FM service delivery and compliance and to support the integration of Serco Teams into the Council.

The Commercial and Procurement Team have been under resourced all year. It has proven challenging to recruit competent procurement staff. This places a pressure on the team to deliver against the procurement plan. The team have developed a procurement plan and are delivering against it, this creates more visibility and control of what is procured and by whom but also places an extra workload on the team. The procurement team are responsible for the successful roll out of the Oxygen Finance System and are part of the Unit 4 change programme.

There are too many hours of work for the team to deliver so workloads need careful managing and procurement prioritised. This is supported by changes to the ways of working (which the team are also leading on with Finance and Legal Colleagues).

There is a high risk that the full amount of procurement savings are not achievable. Success will be dependent on the scope of procurements to be delivered and how savings are measured as well the level of resource in the team.

The key challenges are to agree and embed the new ways of working/systems and processes, to recruit to a full staff complement and to agree how savings will be measured and tracked.

The Commercial part of the team remains under the sole remit of the Head of Service. This has focussed on supporting the Council in improving the Peterborough Ltd service. The role needs to expand to look at the broader commercial activities such as PIRI, Serco, Westcombe Engineering and Medesham. This needs close working with Legal over the governance of the companies, reporting and member involvement. The key challenge for the team is to settle the Procurement function so that time is released to focus on the Commercial functions. The team need to agree how the Commercial function will operate, roles and responsibilities and interface with other departments.

The Health and Safety Team was transferred into the wider Estates function during the year. This followed a review of service provision and a series of recommendations made by external consultants around improvement to the structure, management and systems. More specifically the creation of a new 'Head of Service' role and the production of a new Health and Safety Policy. The team have been regraded and the recruitment of a new Head of Service is ongoing. Key challenges for the team are to embed the new structure and ways of working and to review and update systems and policies. In addition the key risk identified is the 'golden thread' of accountability on H&S matters between the Council and its main suppliers, in particular Peterborough Limited.

Bereavement & Registration Services

4.3

Cremation numbers - historically we have consistently undertaken an average of 2200 cremations per year, however during 2023/2024 this has taken a significant drop with predictions showing that we will be below 2000 cremations for the first time since 1979/80. It is thought that the reasons for this are:

- The impact of Covid (premature deaths took place during the pandemic meaning lower death rate in 2023)

- The number of Crematoria being built locally (Fenland, Spalding, Huntingdon)
- The number of families opting for direct cremation with national companies
- The number of families opting for direct cremations at a lower cost at Peterborough Crematorium compared to standard services.

Environmental Audit - a successful Environmental Audit took place in accordance with the Environmental Permitting (England & Wales) Regulations 2016 (EPR 2016) as relevant to cremators, summarised in the Secretary of State's Process Guidance Note PG 5/2 (2012), the cremators and abatement plant at Peterborough Crematorium are required to be independently tested for emissions to atmosphere. The results obtained from the annual emissions test show that the cremators and abatement system are compliant with the PG 5/2 (2012). This is essential to maintain our permit to cremate issued under the above legislation.

Cemeteries Audit - the audit of Fletton and Eastfield Cemetery has been completed and from this we have established that there is approximately 10 years burial space left to accommodate all communities. The search for a new cemetery site is ongoing.

Hive of Memories - a post box in the shape of a bee-hive was installed at Peterborough Crematorium allowing visitors a chance to post letters to lost loved ones. For a small donation, mourners can write messages on paper impregnated with wildflower seeds which will be planted when the hive is emptied. To date this has been very well received with lots of positive comments.

Team of the Year - Bereavement services were very proud to be the recipients of the award for Team of the Year at the Peterborough City Council staff awards.

Crematorium Inspection - FBCA Crematorium Inspection in December 2023 which found that we complied with the 7 key areas of compliance and that our service was excellent. Out of a total of 470 possible points we scored 462

Staff Service Review - a restructure of the bereavement services was successfully undertaken ensuring the retention of valued and skilled staff, business continuity and resilience.

Brick Graves – Eastfield Cemetery - 36 Brick Lined graves at Eastfield Cemetery were constructed to be used by members of the Muslim community with minimal disruption to our services.

Mausoleums – Fletton Cemetery and Eastfield Cemetery - Successful Planning applications were submitted for 30 Mausoleums at Eastfield Cemetery and 81 Mausoleums at Fletton Cemetery.

Charter for the Bereaved - Bereavement services have once again been awarded a gold standard for the ICCM Charter for the Bereaved.

Citizenship ceremonies – have returned to the Town Hall this year with the service being very busy with many new citizens attending their naturalisation ceremony as well as continued demand at the Register Office as the home office continue to clear cases.

Doctors Strikes - the recent industrial action taken by Doctor's has had an impact on the receipt of MCCDs (Medical Certificate Cause of Deaths) and consequential delays in the bereaved receiving the necessary documentation required to register a death. This has impacted the national key performance target to register all deaths within 5 days.

Certificates - the Archive service is again fully operational, busy and a useful local alternative to otherwise having to apply directly to the General Register Office to obtain historical certificates, as well as a valuable income source for the council.

Births - the backlog of birth registrations that built up during the pandemic has now been successfully cleared with availability to register all babies now comfortably within 42 days.

Zipporah System Upgrade - testing of an upgraded booking system has commenced that will allow greater self-service for customers who currently need to access the service via the call

centre or in person at the Register Office for many straightforward transactions. The upgraded system is planned to go live by Summer 2024.

Support for Food Bank - the Registration service team took part in the annual drive to contribute dry food, toiletries and goodies to the local food bank's Christmas Appeal. This year donating a massive 89KG which the volunteers told us was the equivalent of 202 meals.

4.4

People, Business Intelligence & Transformation

The **Business Intelligence** team separated from the shared Cambridgeshire and Peterborough Business Intelligence Service in April 2023. Staff were allocated back to their sovereign authorities. This resulted in an imbalance of skills and experience, which reduced the team's capacity in 2023/24. The team have worked hard to re-establish our service and we are now providing a Business Intelligence function to a good basic standard to those council services who were previously receiving support from the shared offer. This includes:

- Providing routine and ad-hoc performance reporting and responding to performance queries for Children's Social Care, Adult Social Care and Education services.
- Updating and maintaining near-live interactive performance dashboard reporting for Adult Social Care, Children's Services, Special Education Needs and our HR Team. Data collection, quality assurance and submission for a wide range of statutory returns including the Child in Need Census; 903 (Children Looked After) return; Adults Client Level Data return; SEN2 Census; Alternative Provision Census; ONS Workforce Returns; Social Care and Education workforce census returns.
- Preparing data for inspection readiness and responding to queries during inspection for OFSTED ILACS, SEND inspections and the CQC quality assurance framework.
- Maintaining the council's Corporate Performance Framework; collecting and reporting on performance data for Key Performance Indicators for City Priorities and against national performance benchmarks (e.g. OfLog).

In 2024/25 we will continue to develop a professional and adaptable performance and analysis service. We will proactively partner with service areas across the Council to deliver effective reporting and analysis, improving decision-making at all levels. We will provide accessible, accurate reports and dashboards that can be efficiently managed and maintained. We will move towards 'best in class' reporting technology based on MS database and reporting tools. We will develop the right skills and experience to manage and maintain this reporting. In the immediate future this means that the team will:

- Complete our planned reorganisation
- Recruit a new permanent Head of Service for Peterborough
- Continue with our planned programme of training and development
- Work with ITDS to continue the development of our data and reporting infrastructure

Corporate Delivery Unit (CDU)

The CDU is a relatively fledgling service having been established mid 2023 following agreement that an assurance and transformation support function was required to help the organisation along its improvement journey. It was set up primarily to support directorates and portfolios across three distinct areas:

1. Transformation Support
2. Transformation Assurance & Reporting
3. Risk Management

Over the last 12 months the CDU has been fully recruited to and has supported across all improvement efforts by establishing and maintaining a library of common standards, methods, processes, tools, and templates. This is necessary to support Transformation initiatives, provide

support across the delivery lifecycle of Portfolio Transformation Programmes whilst providing independent and transparent programme development and deliver assurance.

In February 2024 the CDU branched into two distinct functions. One specialising in Transformation and Programme Management, the other having a responsibility for reporting on Risk, Programme Performance and a wider range of Corporate Performance measures.

4.5

People Services (Previously HR & Development)

In 2023 additional financial investment was provided to the service to enable it to meet the requirements of the corporate plan and address the key flaws in the design and operating model. This resulted in a redesign of the service which was completed in November 2023 and included the service being renamed as People Services. Whilst we recruit to our vacant roles, workloads are being carefully managed to ensure focus is on delivering our key priorities. Key achievements for 2023 include:

- Progressing our People & Culture Programme. This focuses on how we identify, attract, retain, develop and grow the workforce we need to maintain the delivery of high value, high quality services in the short term and supports our transformation journey in the longer term. The programme will enable positive outcomes for the people and place of Peterborough envisaged in the Corporate Strategy and City Priorities by ensuring that our workforce is fit for purpose
- Decoupling shared working arrangements with Cambridgeshire County Council in Adult Services and Children and Young People's Services to ensure our workforce is focused solely on improving outcomes for the residents of Peterborough
- Rolling out a PCC wide staff engagement survey to baseline the organisation's culture, identify and take action where change is needed as well as acting as a measure for cultural improvement. The outcome of the staff survey identified a number of areas requiring improvement which confirmed the People & Culture Programme is focused on the correct areas of improvement
- Implementing new reward and retention initiatives in response to concerns raised in the staff survey

In 2024/25 we will continue to embed and develop our service and implement a new HR and payroll system in June 2024 which will align to our finance systems. We will continue to drive forward the People and Culture programme with the initial key focuses being:

- Implementing a new leadership development programme that combines organisational development outcomes with personal leadership opportunities
- Implementing and embedding a new suite of HR policies which affords managers autonomy in the way they manage
- Implementing an attraction strategy and overall value proposition, together with more effective and modern recruitment processes

4.6

IT

Our IT and Digital Services department is dedicated to providing innovative and reliable technology solutions to support the needs of the council. Our vision is to be a leader in the use of technology to enhance the efficiency and effectiveness of our operations.

This last year has seen improvements in the way that we deliver IT.

Implementing a chat function to obtain quicker fixes to IT issues, being able to book your own laptop collection, new improved cyber security measure and a wholesale move to everyone having laptops making it easier and cheaper for users to access the things they need. New procurements have meant that there has been a large saving on mobile telephony and desk phones are now a thing of the past.

The service was originally designed with shared services in mind, now that the number of shared services has diminished and the previous shared service director has left, an opportunity has arisen to re-focus our efforts to being purely Peterborough centric, as part of this the service is

about to go into consultation to decouple from Cambridgeshire County Council. This presents both challenges and opportunities due to financial constraints, resources requirements and a rapidly changing environment in which we are working.

Looking to the year ahead, digital is currently going through an epochal change at the moment with the accessibility of Artificial Intelligence and the momentum that is gathering, this will present opportunities for us as a council to be more efficient and effective, doing more with less and enabling better more consistent data in order to make faster and more effective decisions .

Cyber Security is an increasing risk not just within organisations but personal lives as well. The council has vastly improved its posturing over the last couple of years but there is still more to do in an ever changing landscape.

Our digital services are currently going through a change to move them to a cloud based environment, increasing access, reliability, security, sustainability and reduced carbon emissions and ensuring that we are making the most out of the latest advancements in the tools. We are currently about 50% through this with still an on-premise presence that will see Peterborough no longer use its data centre by the end of the year.

Digital skills are the abilities that relate to using technology effectively, such as computer software, applications and devices. They are important for both personal and professional purposes. The council has made significant investments in IT to improve its services and operations, but these investments will only pay off if the staff have the necessary digital skills to use them. Therefore, it is essential that the council invest in upskilling all staff in digital, by providing them with training, resources and support to develop their digital skills. This will enable the staff to benefit from, participate in and contribute to the digital world, and help the council achieve its goals and objectives.

Data insight and analytics

4.7

LAW & GOVERNANCE

Legal Services

The service continues to provide support, assistance and advice to each department across the council. officers at all levels and elected councillors. The service also provides legal services to Fenland and Rutland council which generates income for the directorate. The service is currently in transition.

Recruitment is currently underway for a permanent Director of Law and Governance. Consultation on changes to the legal structure (Feb – March) are underway. The team have experienced increases in work areas across the different areas, most notably in the areas of Children's Services. For most of the last financial year, the service has been heavily reliant on the use of locums due to the difficulty with trying to recruit to vacant permanent posts.

Information Governance

Information Governance provides a central service ensuring oversight and compliance with data protection, Freedom of Information Act, Environmental Information Regulations and other information rights legislation. It is a small team of 5.68 full time employees with a growing workload.

The council is receiving an increasing amount of FO/EIR requests up by more than 20% to a level of 1200 this year with over 300 in the last two months. These can often be simple requests around the council's activities but can often also relate to contentious matters such as council finances, Council Tax and planning matters like the Werrington Fence. The service bring their knowledge and experience to drafting high quality answers with our colleagues' input and applying exemptions where appropriate. The council sees a very low percentage of its answers challenged either by the requester or the Information Commissioner. We are currently looking at

developing the new FOI application to re-enable the disclosure log and identify repeat requests for proactive publishing as well better visualisation of reporting for directorates.

We also deal with more than 250 subject access requests a year which relate predominantly to social care files and individuals wishing to understand their journey through care. These can often run to thousands of pages of very sensitive information which needs review and redaction. We currently have a temporary resource in place for four days a week due to the full time permanent employee having started maternity leave.

The service also oversees compliance matters such as all data incidents/breaches reported to the council, ensuring that matters are correctly risk assessed and reported. We have recently developed reporting to enable clearer vision of those reported and potential weaknesses or training issues. Similarly we review and consider data protection impact assessments on new IT systems, new projects or pieces of work that use personal data. We have seen this area of work grow from perhaps 10 assessments a year to more than 200 a year. We also respond to increasing numbers of requests for advice or support across the council.

Constitutional Services

This area comprises of Democratic, Electoral and Executive and Members Services, who all provide support, guidance and advice to all departments across the Council as well as the Leader, Cabinet and other elected members.

There is currently a lack of resource in the Democratic and Executive and Members services team, however, recruitment has been very successful and by June we should be back to full capacity. During this time the limited team will facilitate meetings, with some pre-meets being cancelled to support the increased workloads.

Elections are currently planning for the 2 May Polls, Locals and Police and Crime. The UK Parliamentary continues to loom, with a deadline date for this to be called being 26 March 2024,

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 Not Applicable – Progress report, item for information.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 Not Applicable – Progress report, item for information.

9. IMPLICATIONS

Financial Implications

- 9.1 Not Applicable – Progress report, item for information.

Legal Implications

- 9.2 There are no legal implications in respect of the report which is providing an update on progress on key services within Corporate services and Law and Governance. .

Equalities Implications

9.3 This report is to give an overview / progress update and as such there are no anticipated equality implications.

9.5 **Carbon Impact Assessment-** Not Applicable – Progress report, item for information.

10. BACKGROUND DOCUMENTS

10.1 None

11. APPENDICES

11.1 None

GROWTH, RESOURCES & COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 8
19 MARCH 2024	PUBLIC REPORT

Report of:	Adrian Chapman Executive Director of Place and Economy	
Cabinet Member(s) responsible:	Cllr Gavin Elsey, Cabinet member for Infrastructure, Environment & Climate Change	
Contact Officer(s):	James Collingridge – Head of Highways and Transport Peter Gell – Head of Regulatory Services	07944 645541 07920 160701

PORTFOLIO UPDATE FOR THE CABINET MEMBER FOR INFRASTRUCTURE, ENVIRONMENT AND CLIMATE CHANGE

RECOMMENDATIONS	
From: Cllr Gavin Elsey Cabinet Member for Infrastructure, Environment & Climate Change	Deadline date: N/A
It is recommended that Growth, Resources and Communities Scrutiny Committee considers and scrutinises this report and endorses the approach being taken under the portfolio of the Cabinet Member for Infrastructure, Environment and Climate Change.	

1. ORIGIN OF REPORT

1.1 The 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 relevant to the Committee's remit that falls within the portfolio of the Cabinet Member for Infrastructure, Environment and Climate Change.

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 and Scrutiny Functions, paragraph No. 2.1 Functions determined by the Council:

- 9. Transport, Highways and Road Traffic;
- 11. Partnerships and Shared Services

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 Peterborough Highway Services

The first part of this report provides an overview of the work overseen by the Cabinet Member in relation to the work of Highways and Transport.

Peterborough Highway Services (PHS) is a partnership between Peterborough City Council and Milestone Infrastructure Ltd. PHS is responsible for improving and maintaining Peterborough's highway network including roads, drainage, street lighting and bridges. Appendix 1 is a summary of the performance of the contract between April 2022 and March 2023.

PHS has continued to deliver high levels of performance having achieved an overall annual performance score of 99.86%. This score is built up from 27 individually weighted Key Performance Indicators (KPIs) covering four domains – Operations, Customer Service, Commercial and Finance, and Added Value. Some of the key operational metrics are set out below:

- 98.9% of emergency call outs were attended within the agreed timescale.
- 99.5% of Category 1 highway defects were repaired within the agreed timescales.
- 100% of street lighting Category 1 defects were repaired within the agreed timescales.
- 96.7 % of highway Category 2 defects were repaired within the agreed timescales.
- 100% of street lighting Category 2 defects were repaired within the agreed timescales.

During the 2022/23 year, PHS responded to:

- 723 emergency call outs, 8 attended outside the required target.
- 224 Category 1 highway defects (223 completed on time) and 34 Category 1 street lighting defects, all of which were repaired on time.
- 6,309 Category 2 highway defects, where 6,103 were repaired on time. These repairs need to be undertaken with 7, 14, 28 days or 3 months depending on the nature of the defect and timescale given on the order raised.
- 895 Category 2 street lighting defects, where all 895 were repaired on time. These repairs need to be undertaken within 7 calendar days.

4.1.1 PHS has a strong commitment to its environmental credentials, and this features prominently in the contractual KPIs. Some of the key successes for this report are detailed below:

- Carbon – an average of 0.74 tonnes CO₂ per £100,000 spend was emitted, well below the target of 2.21. This is a reduction of 20% compared to last year and a 60% reduction compared to the 2015 baseline.
- Water – 8,599 litres of potable water were saved by using the rainwater harvesting system installed in the depot during 2022/23, which is below the target of 23,980 litres. This was a 45% reduction on water collected compared to last year, reflecting the minimal rainfall in the winter months.
- Waste – 100% of construction waste produced by the contract was diverted from landfill, which remains above the 95% target.

As part of our commitment with PHS to meet the PCC target for carbon reduction we have set up several themed groups to look at innovation and ways of reducing carbon through the works completed by PHS.

The subgroups are as follows:

- Materials
- Biodiversity (AiDash being trialled)
- Buildings and Facilities
- Circular Economy
- Plant and Fleet

Each of these groups will be responsible to update the PHS board on their progress and proposals for the contract.

4.1.2 **Health and Safety**

PHS has continued to deliver a strong health and safety performance throughout the reporting period of April 2022 to March 2023, maintaining one of the best safety records across all Milestone Infrastructure Highways contracts. During this twelve-month period there has been no lost time or Health and Safety Executive RIDDOR reportable incidents. Therefore, as a result of no lost time incidents, the contract has a Lost Time Incident Frequency Rate (LTIFR) of 0.00 and an Accident Frequency Rate (AFR) of 0.00 at the end of the financial year. Both are 12-month rolling figures and calculated per 100,000 man-hours.

The contract promotes the reporting of positive interventions where operatives are encouraged to report incidents or practices that they feel could have resulted in a potential injury. These reports are then used to tailor training requirements or enable a positive conversation to quickly take place to ensure any potential injury is avoided moving forwards.

4.1.3 **Contract Efficiencies**

Delivering efficiencies is an integral part of the contract. A total of £1.714m efficiencies (comprising £0.579m cashable savings and £1.135m cost avoidance) were delivered in the Financial Year 2022/23.

4.1.4 **Winter Maintenance**

PHS is responsible for the Winter Service within the Council area and are responsible for the treatment of 950km of highway.

The Winter Service is provided by six gritters which operate on five different routes across the city, with additional treatments undertaken by hand crews at the bus station, car parks, footbridges, and subways. PCC's partner, Aragon Direct Services, provide the Winter Service to the pedestrian areas of the City Centre.

This financial year we have notably bought 6 new gritters onto the contract to give us excellent resilience for the winter period. We have run a competition to name the gritters which many schools and residents of Peterborough entered. Councillor Elsey chose the 6 winners, and these have been presented with a certificate and the gritters logoed with the winning names.

Between October 2022 and April 2023, 42 precautionary treatments were undertaken (each comprising five routes), using 1,055 tonnes of salt. The number of precautionary treatment runs is the lowest over the past four years, with 50 runs taking place in 2019/20, 67 runs undertaken in 2020/21 and 45 runs undertaken 2021/22.

4.1.5 **Major Schemes**

During 2022/23, PHS continued to develop and deliver a number of capital improvement projects across the city. The key projects that have been completed or are under construction include Junction 15 including the new Nene Bridge, Smart Cities Junction Trial, Active Travel measures, resurfacing of the A1139 Fletton parkway between Junction 3-3a and safety barrier upgrade works along the A15 Werrington and Paston Parkways as well as Frank Perkins / Fletton Parkways between Junction 3 and Junction 8.

There were also a large number of schemes that are and continue to progress through planning and design phases, most notably improvements to Junction 3 (A1260 / A1139) works commenced this financial year, A16 Norwood, Fengate Access schemes and Cygnet Pedestrian Bridge.

4.1.6 **Road safety**

Road Safety education and training is offered to all of Peterborough's Schools, Colleges, and any group of people for whom it is relevant. The education consists of key messages aimed at improving road safety knowledge and the reduction in casualty numbers. Much of this education

is delivered through the school programmes via workshops and on-road training. This is split into age groups and is sometimes delivered to all year groups and is received in both primary and secondary schools.

During the academic year 2022/2023 a variety of packages were delivered into 43 schools. A total of 9,702 children/young people and parents were spoken to. This academic year 2023/2024 so far 32 schools have taken part in Road Safety education with 1500 students and parents being delivered to.

4.1.7 **Developing major schemes**

The Council has received design funding from the Combined Authority to develop two major highway schemes. We are supporting the Norwood development by designing a number of highway initiatives and producing a full business case. This includes dualling a section of the A16, partial closure of Newborough Road, improvements to the A47 / A16 roundabout, walking and cycling improvements to Eye, a new footway / cycleway on Welland Road, and a new cycle bridge over the A47. Currently, the council does not have funding to construct these improvements.

The second scheme is focussed on the University and is part of the Government's Major Road Network programme. This includes improvements to Junction 5 (Frank Perkins Parkway / Boongate grade separated roundabout), Boongate (to the west of Frank Perkins Parkway), and cycling improvements on St Johns Street, Vineyard Road, and Bishops Road. Similar to the Norwood project, the Council does not have funding to construct these improvements.

4.1.8 **Electronic Vehicle charging**

The council is following the Government LEVI (local electric vehicle infrastructure) programme which is aimed at supporting the council's roll out of EV chargers across Peterborough in residential areas. We have secured some revenue funding and have been allocated a larger capital fund to support roll-out in areas where it is not commercially viable.

To be eligible for the capital funding we must complete the LEVI business case, which Government will then review and approve. Part of this business case involves setting out our procurement plans as Government want to review this to ensure we are leveraging as much private sector investment as possible. We hope to get Government approval later this year and we will then undertake a procurement exercise. We are working in partnership with the Combined Authority and Cambridgeshire County Council to produce one business case and then run a joint procurement exercise.

4.2 **Regulatory Services**

This section of the report provides an overview of the work overseen by the Cabinet Member in relation to work across Regulatory Services, including Trading Standards, Food Safety, Licensing, and the functions of the Weights and Measure Authority.

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.

4.2.1 **Licence Applications**

The service continues to see high levels of licensing applications. In a 12-month period 267 Temporary Event Notices were granted, allowing events to take place across the city. In the same period the service processed 482 alcohol premises renewals and 16 new alcohol premises

licenses, as well as 75 new personal licences.

In 2023, 1,159 Private Hire vehicles were licensed, 351 of which were new, alongside 104 Hackney vehicles (3 new). There were 22 new Private Hire Operators, and 82 renewals. The service also renewed 1,387 Private Hire and Hackney driver licenses and issued 256 new licences.

In addition, there were 346 gambling licence renewals and 30 new, 110 tattoo and skin piercing renewals and 17 new, and 12 street traders licensed.

There are currently 40 Animal Welfare licensed premises, over half of which (24) have a 5-star rating, meaning they meet the highest animal welfare standards and therefore hold a 3-year licence. Licenses are granted for a period of 1 to 3 years dependant on the premises meeting required higher standards.

4.2.2 License reviews and revocations

Over the past 12 months 16 driver applications have been refused, 6 revoked and 4 suspended. Licensing Sub Committee have considered a number of Licenses for review and revocation, with the circumstances in each case being given careful consideration before reaching a decision. Some examples of cases considered in the last 12 months are outlined below:

- A personal licence was revoked following convictions of a sexual offence.
- A personal license was revoked owing to convictions relating to illegal substances.
- A premises license was revoked due to a violent incident occurring on the premise.
- A restaurant had conditions added to its licence to mandate the use of CCTV, and removal of the current Designated Premise Supervisor owing to allowing illegal workers on the premises.
- A premises had its licence revoked after a staff member was found to be selling drugs on the premises.
- A personal licence was reviewed and subsequently retained, following a drink driving conviction. The licence holder was required to revisit their training regarding their responsibilities as a Licence holder.
- Two appeals relating to refusal to issue Private Hire driver's license were heard at Peterborough Magistrates Court and upheld in favour of the decision made by the Licensing Authority; this means the drivers who are not deemed 'fit and proper' are unable to work as a driver.

4.2.3 Cumulative Impact Policy review

The Cumulative Impact Policy (CIP) and Cumulative Impact Assessment (CIA) for the Millfield and New England area was out for a 6-week consultation in late 2023 as is required at least every 3 years. The consultation received responses from Councillors, Public Health, Cambridgeshire Constabulary and Safer Communities, all in support of the continuation of the policy. The CIP is applied to all new applications and variations of premises licences within the boundary. The intention is for the policy to be used in the defined area to limit the number of 'off' licences with an aim to assist in reducing alcohol related issues. Full Council adopted the policy in December 2023 following a recommendation from Licensing Committee. The Policy will next be reviewed in 2026.

4.2.4 Statutory Nuisances

A record number of statutory nuisance cases were recorded in 2022/23, with 1,154 cases by year end. Figures to date for 2023/24 indicate that the numbers will exceed or be similar to last years figure, with 1,019 cases recorded up to the end of January, almost 25% more than 2021/22. The highest figures recorded are in the summer months, in line with trends in previous years.

One case resulted in officers obtaining and executing a warrant for power of entry to seize noise making equipment (speakers and DJ decks) in relation to breach of a Noise Abatement Notice.

In another case occupants of a property in Orton were summoned to court in relation to the breach of the Abatement Notice, prohibiting the nuisance caused by the barking of dogs in the rear garden of the property. Both defendants attended court and pleaded guilty. They were each fined £200 with a victim surcharge of £80 and costs of £800, a total of £2,160 each.

As well as noise complaints regarding residential properties, officers continued to engage with event organisers and the Safety Advisory Group (SAG) regarding events across the city, such as Peterborough Beer Festival and Nene Valley Rock Festival.

The number of planning cases is also likely to meet or be similar to the same levels as last year (565), which was a record high. This is likely a reflection of the ongoing developments across the city.

4.2.5 Air Quality

The 2023 Air Quality Report, which considered 2022 data, was published in October. To complete the report, the prescribed pollutants which are monitored in Peterborough were analysed to establish if they require further assessment. The main pollutants of concern both locally, and nationally, are those associated with road traffic at locations close to busy, congested roads where people may live, work or shop. The report determined that there were no exceedances of the defined limit. Levels were generally lower when compared to the previous year, other than a few exceptions, namely Lincoln Road, Pleasure Fair and Taverners Road. Officers will continue to work with partners to ensure the ongoing downward trajectory of levels across the city are maintained, for example considering major planning developments and changes in transport and traffic management.

4.2.6 Food Standards and Safety

Food Safety and Standards continues to be a priority across the service to ensure that products are safe for consumption, whether this be via programmed food hygiene inspections, accurate labelling requirements, or sampling of products for traces of allergens.

There are approximately 2,150 registered food businesses, 287 of which were registered in a 6-month period, all of which are subject to food hygiene inspections, dependant on their rating which is determined by risk e.g. how many consumers they reach, whether food is prepared on site, or sold pre-packaged.

There were 225 food standards interventions over a period of 12 months, these included inspections and audits, verification and surveillance visits, sampling, advice, and information and intelligence gathering.

In a 12-month period, 183 premises were issued with a written warning, 7 were issued a Hygiene Improvement Notice and 2 were voluntary closures. In the same period 27 samples were taken.

4.2.7 Safety at Sports Grounds

The Service continues to monitor safety at regulated grounds in Peterborough, in accordance with its responsibilities under the Safety of Sports Grounds Act 1975 and the Fire Safety and Safety of Places of Sport Act 1987 engaging with Peterborough United Football Club and Peterborough Sports Football Club to achieve compliance and meet the necessary safety requirements. Peterborough Sports Football Club were not previously subject to such regulation, however a new covered stand which holds more than 500 spectators has been built which will require a Safety Certificate to be issued. The Fitzwilliam Grandstand at the Peterborough Showground has been decommissioned and therefore engagement from a safety at sports ground perspective is no longer required.

4.2.8 **Illicit and underage sales**

Trading Standards have seen an increase in the number of complaints regarding e-cigarettes (vapes) and illicit cigarettes, including complaints regarding the sale and supply of age restricted products to children. This therefore has been the primary focus of the Service, and several approaches have been adopted to help address the issue.

A number of “Test Purchase” exercises were conducted with underage volunteers (under 18s) visiting premises for which intelligence had been gathered (11 visits in total). The purpose of the test purchase is to see whether these premises carry out the necessary ID checks, and whether they sell to those under the legal age to purchase such products.

Multi agency operations with HMRC and Police have also been conducted and resulted in the seizure of:

- 263,440 cigarettes
- 4,302 vapes
- 17.705kg of hand rolling tobacco

As a result of this work 13 investigations have commenced and are currently ongoing.

Further to the enforcement action described above, officers have also been interviewed in relation to illicit cigarettes and vapes with a BBC researcher with the view to promoting the ongoing work and successes of the Service.

4.2.9 **Primary Authority and Business Advice**

The Business Advice Hub continue to engage with businesses to achieve compliance through education and advice, providing expertise in relation to Trading Standards and Environmental Health legislation. There are currently 130 active partnerships as part of the Primary Authority Scheme, consisting of local, regional and national businesses. New businesses are mostly those interested in the food, hospitality and catering industry, as well as those requesting advice on e-cigarettes.

A main focus of enquiries over the last 12 months relates to Brexit and trade with Northern Ireland, as often products are imported to the UK for further export to Northern Ireland, which has labelling implications.

Officers are also contributing to the national debate on electronic cigarettes advising on rechargeable devices, and the industry response to the proposed Government ban on disposable vapes.

Food labelling and food allergens continue to be a key area for advice and compliments the work of the wider Trading Standards work in relation to food standards.

5. CORPORATE PRIORITIES

5.1 The Portfolio update for the Cabinet member for Infrastructure, Environment and Climate Change links to the Corporate Priorities, in particular:

1. The Economy & Inclusive Growth
 - There is no impact as a result of the report as it is for information only and will not impact service delivery.
2. Our Places & Communities
 - Providing a safe and accessible road and active travel network to allow communities to access leisure, health, and work facilities.

6. CONSULTATION

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

7. ANTICIPATED OUTCOMES OR IMPACT

- 7.1 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.

8. REASON FOR THE RECOMMENDATION

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

9. ALTERNATIVE OPTIONS CONSIDERED

- 9.1 The alternative option was to not present this report to the Growth, Resources and Communities Scrutiny Committee, this option was not taken forwards as it was important to allow clear and transparent scrutiny of these front-line services.

10. IMPLICATIONS

Financial Implications

- 10.1 This report is to give an overview / progress update and as such there are no financial implications.

As regards specific projects, finance advice has been sought on a case-by-case basis.

Legal Implications

- 10.2 This report is to give an overview / progress update and as such there are no direct legal implications.

As regards specific projects, legal advice has been sought on a case-by-case basis.

Equalities Implications

- 10.3 This report is to give an overview / progress update and as such there are no anticipated equality implications.

11. BACKGROUND DOCUMENTS

- 11.1 Not applicable.

12. APPENDICES

- 12.1 Appendix 1: Peterborough Highway Service Annual Report

Peterborough Highway Services

Delivered by



APPENDIX 1 - PETERBOROUGH HIGHWAY SERVICES 2022/23 ANNUAL REPORT



Junction 15 Footbridge

Contents

Contents	2
Executive Summary.....	3
Introduction	6
Maintenance Activities	7
Highway Maintenance	7
Winter Service	7
Specialist Treatments.....	9
Safety Barrier Upgrade.....	9
Scheme Delivery.....	11
Junction 15, A1260 Nene Parkway	11
Smart Cities – Junction Trial	12
Active Travel Funding	14
Planning and Design	15
Junction 3	15
Fengate Access Study	16
A16 Norwood Improvement Scheme	17
River Nene Pedestrian Bridge.....	18
Health and Safety	20
Health and Safety Performance	20
It Starts with Me.....	21
Improving the Way we Work	22
Service Improvement Priorities	22
Road Space Booking and Occupation of the Network.....	22
Depot Dashboard	23
Efficiency Savings	24
Efficiency Road Map	24
Service Performance	27
Key Performance Indicators	27
Environmental Performance	29
Customer Feedback.....	30
The National Highways & Transport surveys.....	30
Road Condition Survey	31
Transport Incentive Fund.....	31
Repudiation of Claims	32
Good News Stories.....	32

Appendices

Executive Summary

Peterborough Highway Services (PHS) is a partnership between Peterborough City Council (PCC) and Milestone Infrastructure Ltd, with the contract running until September 2028. PHS is responsible for improving and maintaining Peterborough's highway network including roads, drainage, street lighting and bridges. This report covers the period of April 2022 to March 2023.

PHS has continued to deliver high levels of performance having achieved an overall annual performance score of 99.86%. This score is built up from 27 individually weighted KPI's covering four domains – Operations, Customer Service, Commercial and Finance, and Added Value. Some of the key operational metrics are set out below:

- 98.9% of emergencies call outs were attended within the agreed timescale.
- 99.5% of Category 1 highway defects were repaired within the agreed timescales.
- 100% of street lighting Category 1 defects were repaired within the agreed timescales.
- 96.7 % of highway Category 2 defects were repaired within the agreed timescales.
- 100% of street lighting Category 2 defects were repaired within the agreed timescales.
- 44 precautionary winter treatment runs were undertaken (each comprising five routes) with all runs completed within the agreed timescales.

PHS is unusual in that environmental considerations feature so prominently in the performance of the contract since its commencement. Headline environmental KPIs include:

- Carbon – an average of 0.74 tonnes CO₂e per £100,000 spend was emitted, well below the target of 2.21. This is a reduction of 20% compared to last year and a 60% the 2015 baseline.
- Water – 8,599 litres of potable water were saved by using the rainwater harvesting system installed in the depot during 2022/23, which is below the target of 23,980 litres. This was a 45% reduction on water collected compared to last year, reflecting the minimal rainfall in the winter months.
- Waste – 100% of construction waste produced by the contract was diverted from landfill, which remains above the 95% target.

PHS has continued to deliver a strong health and safety performance throughout the reporting period of April 2022 to March 2023, maintaining one of the best safety records across all Milestone Infrastructure Highways contracts. During this twelve-month period there has been no lost time or HSE RIDDOR reportable incidents. Therefore, as a result of no lost time incidents, the contract has a Lost Time Incident Frequency Rate (LTIFR) of 0.00 and an Accident Frequency Rate (AFR) of 0.00 at the end of the financial year. Both are 12-month rolling figures and calculated per 100,000 man-hours.

Delivering efficiencies is an integral part of the contract. A total of £1.714m efficiencies (comprising £0.579m Cashable Savings and £1.135m Cost Avoidance) were delivered in the Financial Year 2022/23.

The Council has again participated in the National Highways and Transport (NHT) annual survey which captures public satisfaction on services delivered by local authorities. In 2022, the Council was ranked 12th for Overall Satisfaction of the 111 authorities participating across the UK and were ranked 1st out of the 11 highway authorities located within the eastern region. Of the 27 key benchmark indicators included within the survey, Peterborough was above the national average in 66% instances (18 out of 27).

During 2022/23, PHS continued to develop and deliver a number of capital improvement projects across the City. The key projects that have been completed or are under construction include Junction 15, Smart Cities Junction Trial, Active Travel measures, resurfacing of the A1139 Fletton parkway between Junction 3-3a and safety barrier upgrade works along the A15 Werrington and Paston Parkways as well as Frank Perkins / Fletton Parkways between Junction 3 and Junction 8.

There were also a large number of schemes that are and continue to progress through planning and design phases, most notably improvements to Junction 3 (A1260 / A1139), A16 Norwood, Fengate Access and the River Nene Pedestrian Bridge.

The partnership is proactive in seeking ways to improve the service. In 2021/22 this has included a review of Streetworks management and compliance, continued development of a project governance framework, and the development of a depot dashboard to improve operational performance.

Social value initiatives have continued across the contract. Milestone via Growth Works has provided employability and careers support to a number of schools including Hampton Gardens Secondary School, Arthur Mellows Village College, The Stanground Academy and Ken Stimson Community School. Over the past year a total of 153 volunteer hours have been produced on a range of events such as mock interviews, career fairs, apprenticeship and networking talks as well as STEM events.

In the winter months of 2022, Milestone was invited to be a part of the PECT Eco Awards alongside Aggregate Industries, in running a competition for schools across Peterborough. Pupils of schools who took part had the opportunity to create a design around the theme 'Let's Go Zero', with the winning design to be mounted on several different highway's vehicles.

Milestone also continued their support of the PECT Eco Awards by jointly running a 'Let's Go Green' competition and being the main sponsor for the awards event in May 2023.

Introduction

Peterborough Highway Services (PHS) is responsible for planning, improving, and maintaining Peterborough's highway network including roads, drainage, street lighting and bridges.

PHS is a partnership between Peterborough City Council (PCC) and Milestone Infrastructure Ltd. The contract was originally awarded to Skanska UK in 2013, with a ten-year contract commencing on the 1st October 2013. In April 2021 a five-year extension was awarded to the Peterborough Highways contract, on account of consistent, strong performance and collaborative work.

A Major Projects team was added to the PHS contract in 2016, and an LED Street Lighting Project was added in 2017 but has since been disbanded due to the successful completion of the LED upgrade programme. In April 2021 the Skanska's Infrastructure Services business was sold to M Group Services and a new organisation, Milestone Infrastructure Ltd, was formed.

The contract operates from two shared office facilities including Sand Martin House and Dodson House, of which the latter accommodates the PHS depot which became operational in May 2016.

The partnership operates a simple governance structure comprising the Peterborough Highways Strategic Board (PHSB) and the Peterborough Highways Operations Team (PHOT). The purpose of PHSB is to provide strategic direction and monitor the performance of the contract. PHOT is responsible for leading and managing all aspects of service delivery and performance, and implementing the strategic direction set by PHSB.

This report covers the 12-month period from April 2022 to March 2023.

Maintenance Activities

Highway Maintenance

During the 2022/23 year, PHS responded to:

- 723 emergency call outs, 8 attended outside the required target
- 224 Category 1 highway defects (223 completed on time) and 34 Category 1 street lighting defects, all of which were repaired on time
- 6,309 Category 2 highway defects, where 6,103 were repaired on time. These repairs need to be undertaken with 7, 14, 28 days or 3 months depending on the nature of the defect and timescale given on the order raised
- 895 Category 2 street lighting defects, where all 895 were repaired on time. These repairs need to be undertaken within 7 calendar days.

Winter Service

PHS is responsible for the Winter Service within the Council area and responsible for the treatment of 950km of highway.

The Winter Service is provided by six gritters which operate on five different routes across the City area, with additional treatments undertaken by hand crews at the bus station, car parks, footbridges and subways. PCC's partner Aragon Services provide the winter service to the pedestrian areas of the City Centre.

The Winter Service team consists of two decision maker Duty Officers (who monitor the weather forecasts and decide if treatment is necessary) who are on a week on week off rota, 10 HGV gritter drivers who are on a week on week off rota and 8 hand grit crew members who work a week on every two to three weeks.

The PHS winter fleet consisted of:

- 2 x 26t dedicated Mercedes Econ Gritters.
- 3 x 18t Quick Change Body Gritters and Tippers.
- 1 x 7.5t Multi-spread Gritter for the car parks within Peterborough.

Between October 2022 and April 2023, 42 precautionary treatments were undertaken (each comprising five routes), using 1,055 tonnes of salt. The number of precautionary treatment runs is the lowest over the past four years, with 50 runs taking place in 2019/20, 67 runs undertaken in 2020/21 and 45 runs undertaken 2021/22. All grit runs were all completed within the three-hour target.

This winter season remained relatively mild (as indicated by the lowest number of precautionary treatment runs undertaken in the past four years) with only two extreme prolonged cold spells occurring either side of Christmas. The first occurred between the 6th and 17th December where 12 treatments were undertaken and the second between 15th and 27th January where 13 runs were completed.

Within the second half of this winter season two new gritting vehicle trials were undertaken, one introducing a diesel/electric hybrid and the second being fully electric. Both gritting vehicles received positive feedback from the Winter Service crew, however the resilience of the vehicles during snow or severe weather was questioned, due to factors such as the length of the treatment routes across Peterborough and the range and charging times required for the vehicles. As battery technology improves this is likely to be less of a problem in the future.

After 10 years of service the current gritting vehicle fleet is to be replaced. 6 brand new vehicles have been ordered from Econ and are expected to be delivered to the PHS depot in September 2023, ready for the delivery of the 2023/24 winter season.

Surfacing Programme

Major resurfacing works were undertaken on the A1139 Fletton Parkway between Junction 3 and Junction 3a. The £0.35m scheme was completed in March 2022.

A £1m programme of resurfacing to smaller sites was also successfully completed the past year. This included:

- Boongate Roundabout
- Brettongate
- Gresley Way Roundabout
- New Cutt
- Oundle Road
- Pearces Road

Specialist Treatments

PHS carry out a wide range of specialist surface treatments. These are typically cost-effective ways of maintaining carriageway and footway surfaces and extend the life of the asset. Treatments include:

- Surface dressing – This is applied to road surfaces and comprises a combination of hot-sprayed bitumen and road chippings. A £200k programme commenced in April 2022, applying treatment to 40,000m² of carriageway across 8 sites.
- Micro-Asphalting – This is a cold-applied polymer liquid which is applied to road surfaces. The programme commenced in April 2022, applying treatment to 45,000m² of carriageway across 18 residential roads. The overall value of the works was £885k.
- Slurry Sealing – This is a cold-applied polymer liquid which is applied to footway surfaces. A £140k programme commenced in August, applying 15,500m² of treatment across the Dogsthorpe, Walton, Bretton, Millfield and Longthorpe areas of the City.

Safety Barrier Upgrade

As part of Safety Barrier Upgrade Programme, the focus within this reporting year was to upgrade the verge safety barriers of the A15 Werrington and Paston Parkways as well as the A1139 Fletton/Frank Perkins Parkways between Junction 3 and Junction 8. The safety repairs to these routes ensured the Parkway Network remained safe and resilient for road users.

The £481k scheme to replace sections of the safety barrier along the verges of the A15 Werrington and Paston Parkways, commenced on the 11th April 2022 and was completed within a 9-week programme. This scheme followed on from the central reserve replacement along the same stretch of parkways which was completed in March 2022, costing £653k.

Similarly, the £670k scheme to replace the verge safety barriers of the A1139 between Junction 3 and Junction 8, commenced in February 2023 and is set to be completed by May 2023.

Both safety barrier schemes ensured current standards were met across the network and included night works (Lane 1 closures) to minimise the impact on the travelling public.

Scheme Delivery

Since the commencement of the contract, PHS has been actively involved in the delivery of transport improvement schemes across the City. Beneath are a few examples of the major improvement works and schemes delivered throughout the year.

Junction 15, A1260 Nene Parkway

Junction 15 is a large grade separated junction serving two of Peterborough's busiest strategic roads (the A47 Soke Parkway and the A1260 Nene Parkway). The junction is a crucial cornerstone of the Parkway Network and provides access to one of the city's three road river crossings (Nene Thorpe Bridge). A large number of peak hour commuter trips are accommodated at this junction.

The scheme to increase highway capacity included:

- Creation of a third lane (northbound) between Junction 33 and Junction 15 of the A1260 Nene Parkway, with a speed reduction to 60MPH implemented
- Creation of a three-lane circulatory on Junction 15 between the A1260 Nene Parkway approach and the Bretton Way exit
- Replacement of the pedestrian footbridge over the A1260 Nene Parkway (to facilitate the creation of a third northbound lane and bring the footbridge to standard)
- Environmental and biodiversity enhancements across the study area
- The exposing of the geological profile of the A1260 Nene Parkway embankments near Thorpe Road Bridge.

The new prefabricated footbridge spans a total of 100m in length, and measures approximately 4m wide, offering a shared use space for both pedestrians and cyclists. This upgrade from the previous narrow concrete footbridge brings the structure up to current design standards including the recently adopted LTN 1/20 guidance by PCC.



The majority of works were completed within normal working hours with the existing highway capacity remaining the same, however the demolition of the old footbridge and installation of new structure required several weekend full road closures, which occurred in January and February 2023. In these instances, Thorpe Road was used as a diversion route, connecting drivers between Junction 15 and Junction 33.

Challenges faced within this project included working in close proximity to a National Highways (NH) Major project (to the east between Junction 15 and Junction 16), utility diversions of five providers and the geological ground conditions. The first challenge was of greatest significance as Junction 15 was often used as a NH diversion route from the A1M. It was the detailed and collaborative planning between stakeholders that allowed for the successful scheme completion with minimal impact on local or national traffic routes.

Works commenced for the Junction 15 project in May 2022 and were completed in April 2023. The value of the works was £7.2m.

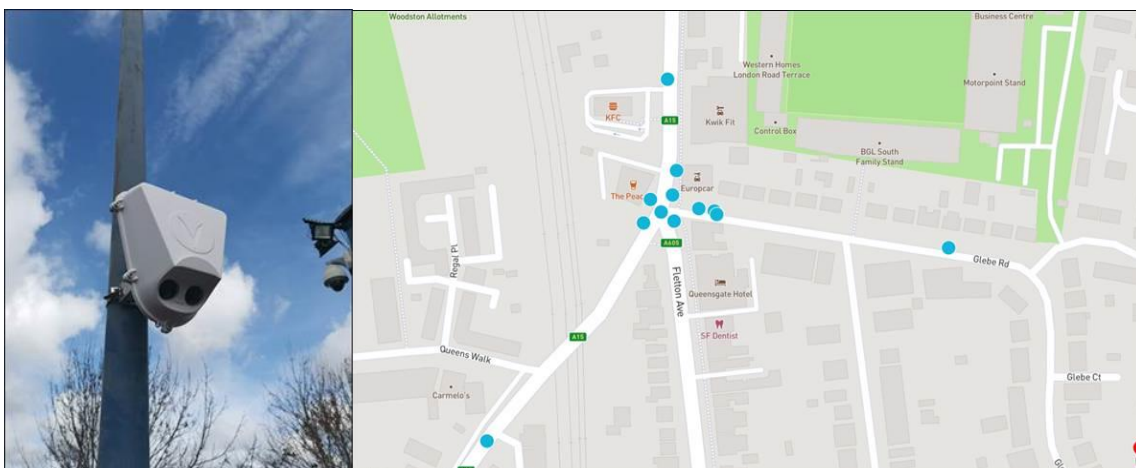
Smart Cities – Junction Trial

In 2018/19, PHS developed a Smart Cities Transport Strategy for Peterborough. The purpose of the strategy is to provide an efficient, optimised, and dynamic highway network that is able to adjust to conditions and communicate with users. It is intended to achieve the specific objectives of maximising existing capacity, prioritising the movement of public transport vehicles on key corridors, improve network resilience, and improve the efficiency of the network.

The success of sensor trials conducted in 2019 (with a 97% accuracy rate), resulted in the first Smart Junctions Trial being implemented on the City's network in April 2021 at the intersection of A605 Fletton Avenue / A15 London Road and Glebe Road. The trial is currently ongoing and includes the deployment of twelve sensors including:

- Nine sensors at the junction (on signal poles) with counts, occupancy and ANPR capabilities.
- Three upstream sensors (on lighting columns) with counts and ANPR capabilities.
- The installation of a smart junction system including a control hardware (VIU) cabinet with Artificial Intelligence (AI) algorithm development and deployment capabilities.

To date, the trial has shown success with the AI control adapting to various demand levels and scenarios at the junction, including a stopped car transporter. The next stage of the project, which is due in the autumn of 2023, is to trial the prioritisation of public transport modes, pedestrians and cycle movements.



The sensors themselves are used in other locations across the City, and provide rich, continuous data about motorised and non-motorised modes. Most obviously, they act as an alternative to ATC loops, which are traditionally cut into the road itself. Many lessons have been learned from the trials to date, including suitability of sensor locations, costs, and resilience (implementing fallbacks for when issues arise).

Active Travel Funding

Over the previous financial year, there has been an increase in the implementation of The Council's 'School Streets' initiative. Under this initiative the roads directly outside selected schools are closed to vehicular traffic during drop-off and pick-up times under a Traffic Regulation Order (TRO). Whilst such measures reduced traffic and improved safety, it was recognised that access needed to be maintained for specific groups including Blue Badge holders, emergency services, residents, service vehicles (e.g. refuse vehicles, postal workers etc.), home-to school transport vehicles, highways vehicles and school staff (where needed). For the majority of schools participating, the initiative is managed by school staff and volunteers.

The 13 schools 'active' within this initiative during the reporting period include:

- Brewster Avenue Infant and Nursery
- Queens Drive Infants
- Little Stars Day Nursery
- Southfields Primary School
- St. John Fisher Catholic High School
- St. Thomas More Catholic Primary School and Nursery
- Orton St. Johns Church School
- Orton St. Johns Pre-school
- St. Michaels Church School
- St. Michaels Ark Pre-school
- Lime Academy, Parnwell
- Gunthorpe Primary School
- Stanground St. Johns Primary School

The Council is looking to make the latest schools (Stanground St. Johns and Gunthorpe Primary schools) permanent by the autumn of 2023, and are assessing the suitability of 4 more schools who have expressed interest in the initiative.

Planning and Design

PHS is actively involved in the planning and design of potential future schemes within the City. Beneath are a few examples of the schemes being developed. Some of these projects will be dependent upon external funding sources if they are to progress further.

Junction 3

Junction 3 is a large, grade separated junction serving two of Peterborough's busiest strategic roads. The junction is a crucial cornerstone junction of the Parkway Network, connecting the A1139 Fletton Parkway and A1260 Nene Parkway, thus providing the majority of access to south-west Peterborough.

Junction 3 is heavily congested during peak hours, which creates extensive queues on the A1260 Nene Parkway (southbound) and on the A1260 The Serpentine approach. On average 56,000 vehicles pass through Junction 3 on a typical weekday, of which 5% are classified as commercial vehicles.

The scheme has been developed over recent years to include active travel provisions, which will help facilitate north-south movements which are hindered by the A1139 Fletton Parkway, address missing links within the existing network and make routes more consistent and safer for users.

The final scheme outputs include:

- Creation of a 3rd southbound lane on Nene Parkway from Junction 31 to Junction 3
- Additional flare of 150m to the A1139 Fletton Parkway westbound off-slip to create a 3rd lane
- Signalisation of the A1260 Nene Parkway approach to Junction 3, with a 4-lane approach
- Signalisation of The Serpentine approach to Junction 3, with a 4-lane approach
- Creation a 3rd lane on the A1260 The Serpentine northbound approach, extending by approximately 200m back from Junction 3
- The addition of a new footpath stretching 220m from Saltmarsh to The Phoenix School
- The upgrade to the Phorpes Way footpath (southern side) to meet current LTN 1/20 design standards, accompanied by several crossing points at Phorpes Close, Club Way and Cygnet Road
- The upgrade to the cycleway between Shrewsbury Avenue and the gated access of the Nature Reserve, stretching approximately 450m

An Outline Business Case (OBC) was approved by the CPCA in July 2020, followed by the Full Business Case (FBC) and Detailed Design in January 2023. A scheme Benefit Cost Ratio (BCR) of 6.2 was forecast, demonstrating Very High Value for Money. Approval for construction funding was granted by the CPCA in January 2023, enabling site clearance works to be undertaken in the spring of 2023. Construction is expected to commence in July 2023, with works following a 42-week programme with completion estimated for March 2024.

Fengate Access Study

Fengate is a large industrial area to the east of Peterborough. It is bordered to the west by the A1139 Frank Perkins Parkway, and to the east by the Fens. The Fengate area is an important employment area for Peterborough, with a large number of small and medium sized businesses located there, alongside large employers like Perkins Engines.

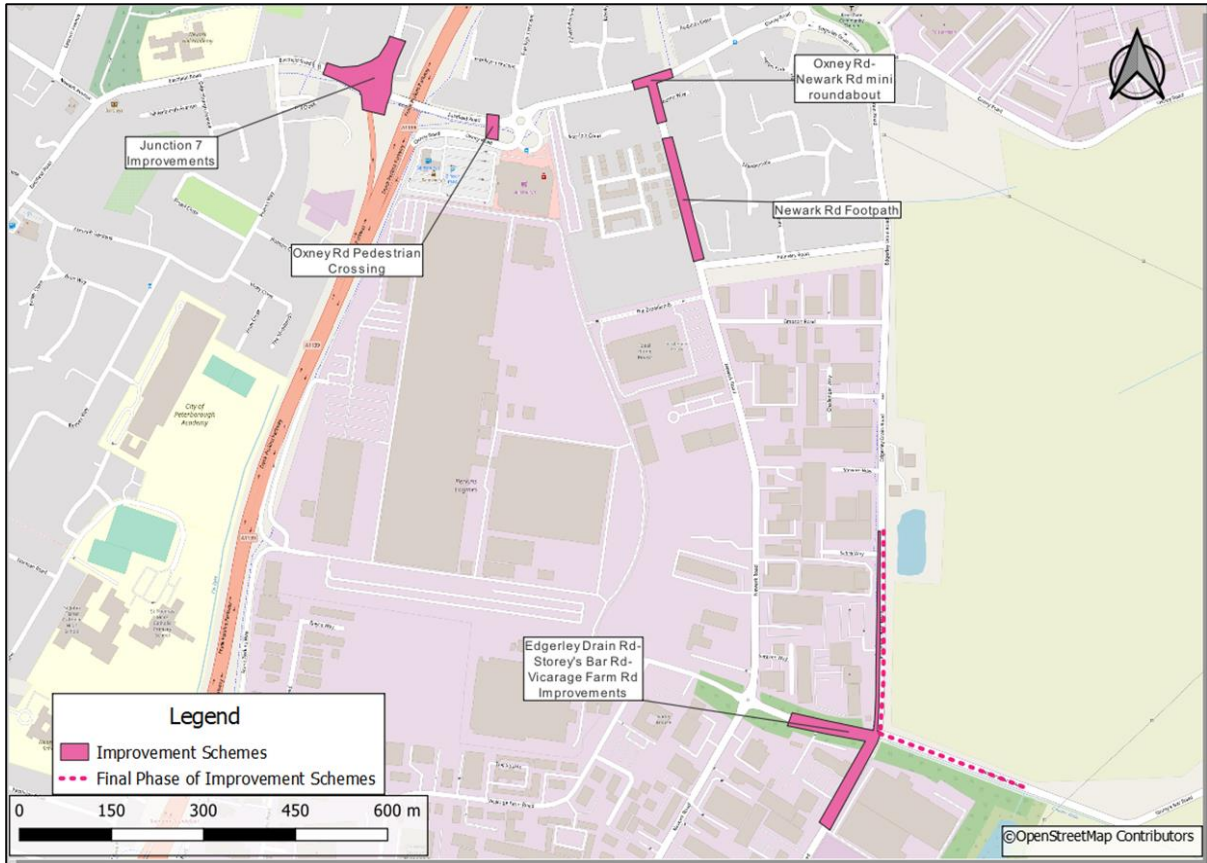
The Local Plan seeks to build upon the industry in this area and has a number of allocations within the area for employment development. The largest employment allocation within Fengate is the Red Brick Farm site which covers 126,600 square metres. This is likely to be a mixture of B8 (Storage and Distribution) units and B2 (General Industry) units with ancillary B1 office space. However, evidence of existing and future conditions demonstrates that there are congestion and delay issues that need to be overcome to enable the growth to be realised, particularly at Red Brick Farm.

A Strategic Outline Case (SOC) was approved by the CPCA in October 2020. At time of the approval, proposals put forward by developers associated with the growth of Fengate were in a state of progression, leading to the decision by the CPCA to move to the final FBC stage, rather than following the conventional business case process.

During 2021/22 the FBC and Detailed Design were produced and approved by the CPCA January 2023. The Fengate Access Study Improvement Scheme is forecast to offer a Benefit Cost Ratio (BCR) of 4.9 offers Very High Value for Money.

The Fengate Access Study Improvement Schemes include:

- Traffic signal improvements at the junction of Edgerley Drain Road / Storey's Bar Road / Vicarage Farm Road, on the Vicarage Farm Road and Storey's Bar Road northbound approaches.
- Traffic signal improvements at Junction 7 of the A1139 Frank Perkins Parkway (A1139 Frank Perkins Parkway / Oxney Road / Eastfield Road)
- Creation of a mini roundabout at Oxney Road / Newark Road
- Improvements to Newark Road footpath.
- Creation of a new pedestrian crossing over Oxney Road, between Junction 7 and the Oxney Road / Sainsburys Roundabout.



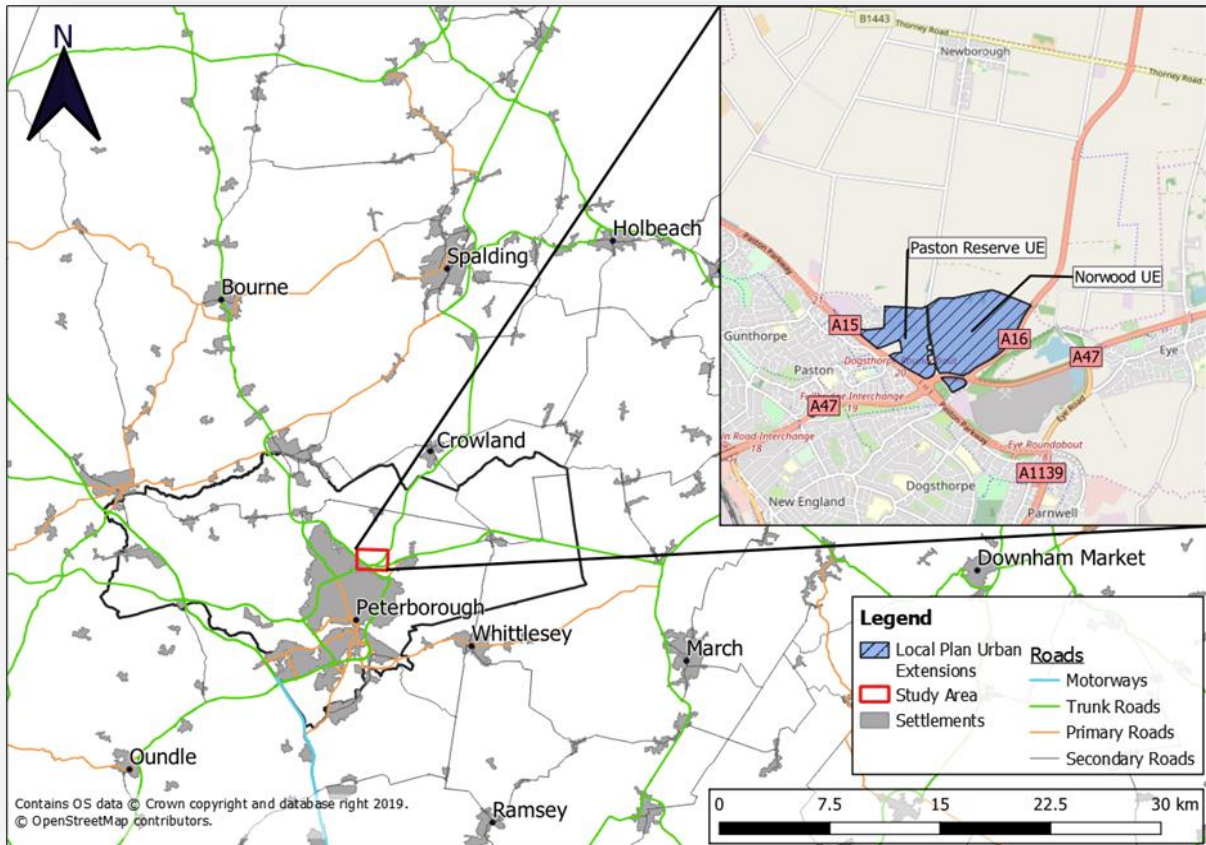
Construction funding was approved for the Fengate Access Study Improvement Schemes in January 2023. Construction of the individual scheme elements are forecast to be staggered as follows:

- Newark Road Footpath and Oxney Road Sainsbury pedestrian crossing forecast for spring 2023
- Junction 7 forecast to commence in summer 2023,
- Storey Bar Junction Improvements estimated to commence in the autumn 2023 with the corresponding mobilisation work occurring in August 2023
- Newark / Oxney Road Improvements estimated to commence in early 2024.

A16 Norwood Improvement Scheme

The Peterborough Local Plan (adopted July 2019) allocates Norwood and Paston Reserve as urban extensions, generating a combined total of 2,945 dwellings to the north of Peterborough.

The A16 Improvement Scheme is a package of highway improvements which will add capacity to the highway network, address existing problems of peak hour congestion, and help to facilitate planned residential growth at Norwood and Paston Reserve.



A SOC was submitted to the CPCA in November 2020, followed by the OBC and Preliminary Design work in May 2022. The FBC is expected to be finalised in early spring 2024.

The Preferred Option including the following highway improvements:

- Closure of Newborough Road access onto A47.
- Dualling of A16 between A16 / A47 / Welland Road Roundabout and the Norwood Development Access.
- Partial signalisation of A16 / A47 / Welland Road Roundabout (A16 southbound approach).
- A 50-metre flare added to the A47 westbound approach to provide additional capacity for left turning traffic to Welland Road.
- Dedicated left turn lane from the A47 eastbound to the A16 northbound.

River Nene Pedestrian Bridge

In October 2020, Peterborough City Council was awarded £22.9m from the Government's Towns Fund to support the planned future growth of Peterborough. As identified in the Local Plan the City Centre is a key area for future growth, with the extensive redevelopment of Fletton Quays and the Embankment Area identified as opportunity areas.

The current sustainable travel connectivity between the two development sites is poor, and the River Nene is a considerable constraint to providing pedestrian and cycle links for north-south City movements. The provision of a new footbridge across the River Nene will provide direct connectivity between two major redevelopment sites (maximising the full development potential of each site), and removing the severance caused by the River Nene. The footbridge will also support existing residential communities by reducing commuting distance and providing new sustainable walking and cycling routes into the City Centre.

An SOBC was submitted to the CPCA in September 2021, followed by the OBC in April 2022, where a forecast adjusted BCR of 2.2 was presented which demonstrates High Value for Money. The FBC is expected to be finalised in Winter 2023. Construction of the bridge is forecast for 2024 /2025.



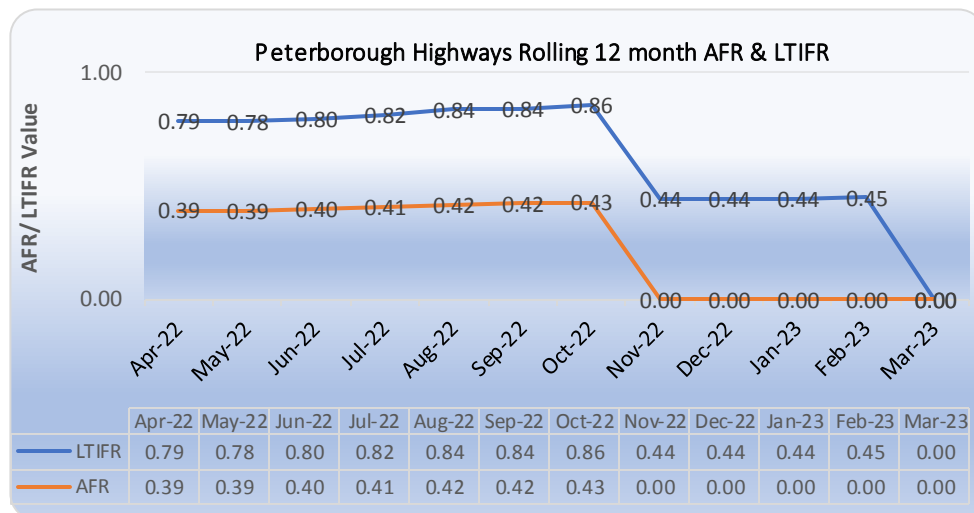
Health and Safety

Health and Safety Performance

PHS has continued to deliver a strong health and safety performance throughout the reporting period of April 2022 to March 2023, maintaining one of the best safety records across all Milestone Infrastructure Highways contracts.

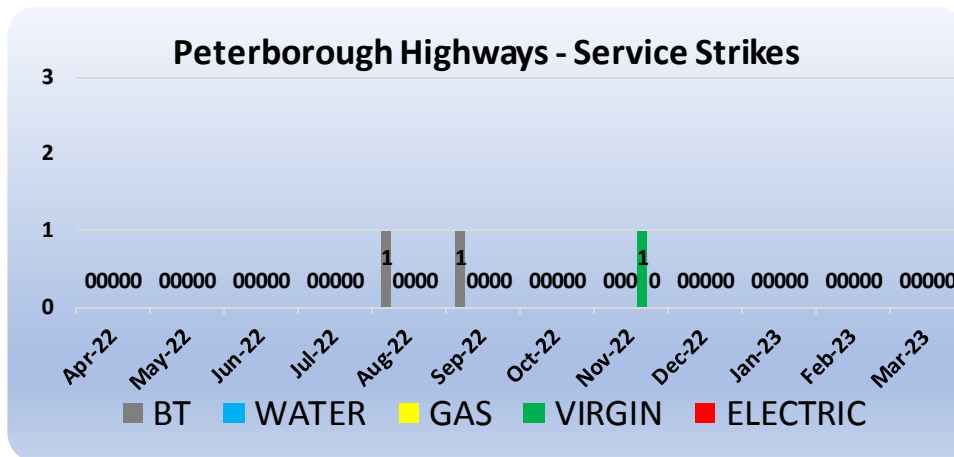
During this twelve-month period there has been no lost time or HSE RIDDOR reportable incidents. Therefore, as a result of no lost time incidents, the contract has a Lost Time Incident Frequency Rate (LTIFR) of 0.00 and an Accident Frequency Rate (AFR) of 0.00 at the end of the financial year. Both are 12-month rolling figures and calculated per 100,000 man-hours.

Lost Time Incident Frequency Rate (LTIFR) & Accident Frequency Rate (AFR) April 2022 to March 2023



Service strikes occur when a member of the workforce strikes utilities such as gas, water, electricity, and telecommunication supplies and are another key metric when assessing health and safety. Although safe working practices are in operation, this remains a constant challenge as telecommunication cables, gas supplies to residential property and low voltage street lighting cables are often uncharted and/or installed at a substandard depth. During 2022/23 there were a total of three service strikes, two were BT and one Virgin media cables at insufficient depth. None of the service strikes caused harm to individuals. Three service strike is a significant reduction in the number compared to previous year's figures.

Service Damage - April 2022 to March 2023



Near misses and incidents that do not cause harm are also reported and investigated to ensure that a positive health and safety culture is maintained. These cover a range of activities, but two key areas remain an ongoing concern – members of the public placing themselves and the workforce at risk by entering traffic management (often in vehicles), and verbal abuse directed at the workforce from members of the public. This has been an issue over several years and continues to be an issue.

Peterborough Highways H&S Statistics April 2022 to March 2023

Incident Type (Optimus)	No. of Incidents	
Damage	3	BT & Media
Health & Safety Near Miss	6	
Misdemeanour	3	
Vehicle Incident	5	
Member of Public	1	
Theft / Breach of Security	1	
Good Practice	4	

It Starts with Me

A positive health and safety culture is not achieved through process compliance but is, instead, achieved through people. With this in mind, Milestone has developed its own behavioural health, safety, and wellbeing programme, 'It Starts with Me' (ISWM). This people-centric programme will challenge everyone to think about how they go about their work and make more positive health and safety choices. It will encourage individuals to identify behaviours which might lead to unsafe practices and promote personal responsibility.

Training was initially rolled out to Milestone senior managers and local contract leads. Our Highways & Street Lighting Manager, Zeke Rowe, has agreed to lead our local ISWM team and help embed this new approach across Peterborough and Cambridgeshire. The next stage of the programme's roll out is

a series of engagement events planned for April 2022 with supply chain and Council colleagues following in due course.

Improving the Way we Work

Service Improvement Priorities

From the first year of the contract, PHS has actively sought to introduce a culture of business improvement, where employees are empowered and promote improvements to daily activities. Late in 2022/23 the focus has been shifted one of review and reflection to ensure the service is correctly positioned to deliver best value over the next 5 years. This will be completed early in 2023/24 to embed any identified changes, areas of review currently underway include:

- Governance structure inc. purpose, service outcomes, reporting and membership covering all levels from board to performance groups.
- Programme scrutiny and collaboration.
- Permitting awareness and compliance.
- Opportunities to leverage benefit for PCC.
- Improved communication and stakeholder engagement
- Carbon reduction plan

Setting the foundation for the next 5 years of the contract has been a key exercise to ensure priorities are still appropriate, projects and activities still effective and the service is position to deliver 'best for network' decisions.

Road Space Booking and Occupation of the Network

Both PCC and Milestone identified that Streetworks management and compliance was an area of the service that required attention. A series of workshops brought together teams from across the partnership to review working practices and improve interaction between the teams.

The workshops highlighted opportunities to improve processes and communication channels which, in turn improves efficiency and assists better management of the network. Throughout these workshops, the teams have better understood each other's roles and responsibilities as well the constraints that can be faced. Workshop outcomes have/will include:

- Additional training on general legislation, process, and timescales.
- Formal and informal communication structure to discuss road space requirements, with the Streetworks team now regularly attending all Annex meetings.
- Earlier notification and dialogue of planned works.

- Better flow of information and data between teams, both through existing channels and the expansion of existing technologies. A series of automated forms have been developed to better capture all required information and deliver this to the right people.
- Review of resourcing requirements to provide more resilience and eliminate bottlenecks
- Improved clarity of procedures, including under planned and emergency conditions.
- Creation of central mailbox to provide a single point of contact and remove reliance on individual emails.
- Review of Traffic Sensitive streets to provide greater clarity on requirements.

Depot Dashboard

The introduction of a new works management system, Causeway, in the preceding financial year has provided a foundation for further operational improvements on the contract. As a result of this, the team has developed a new operational dashboard using PowerBI with links back to the Causeway system. This has helped improve the scheduling of work, increase productivity, and enabled better and more consistent operational performance. The dashboard gives forward insights into operational workloads and how the works can be prioritised over the financial year. This allows effective management of key performance indicators which also feeds into our right first-time approach. This has been shared as an example of best practice across Milestone's portfolio of highway contracts and is being considered for wider adoption.

Efficiency Savings

Efficiency Road Map

One of a number of Performance Groups that report to the PHOT is the Efficiency and Contract Management Group. This group comprises representatives from across the partnership and meets monthly. Every quarter this is expanded to a wider group to encourage greater participation and help embed a culture of efficiencies generation. The group focuses on four areas:

- Capturing and validating efficiencies that have been generated.
- Identifying and exploring new opportunities for the future generation of efficiencies.
- Setting efficiency targets for the year ahead.
- Maintaining and developing the Efficiency Route Map (which records efficiencies that have been achieved and monitors these against targets).

The route map is owned by PHOT and reported to the PHSB quarterly. A total of £1.714m efficiencies (comprising £0.579m Cashable Savings and £1.135m Cost Avoidance) were delivered in the Financial Year 2022/23.

A breakdown of the efficiencies for 2022/23 is shown in the table below:

Road Map Item	Cashable	Cost Avoidance	Notes
Co-ordination of Programme	-	£516,079	Sharing of traffic management across the service and with other PCC partners and stakeholders to reduce separate traffic management charges.
Integrated contract management	£ 33,948	-	Savings made through sharing Milestone Infrastructure support staff with Cambridgeshire Highways to ensure they are fully utilised.
3rd party works	£19,920	-	Completing work for other customers – be it public or private sector customers. Percentage fee returned to PCC.
Increase in turnover	£117,080		1% rebate for every additional million pound through the contract above the £10m threshold.
Systems thinking projects	-	£20,896	Systems thinking - project and business process improvement approach. Delivered efficiencies in the way the emergency response process is delivered.

Abnormal load management	£1,224	-	Savings made through sharing Milestone Infrastructure support staff with Cambridgeshire Highways to ensure they are fully utilised.
Delivery of Major Schemes	£96,099	-	1% management fee.
Winter Service	-	£92,001	Agreement to make winter service lump sum rather than a target cost.
Incident Response	-	£58,008	Agreement to make incident response a lump sum rather than a target cost.
New Depot Relocation	£61,992	-	Annual saving on rent and rates.
Major Schemes Management Fee	£90,000	-	PCC salary subsidy as part of the major projects agreement.
£50k saving annually on structures	-	£50,000	PCC has reduced its budget by this figure.
Green Claims	-	£393,422	This is the amount of cash Milestone Infrastructure has received and hence PCC have not had to fund these repairs.
Supply of IT equipment	£30,078		Efficiency returned for use of Milestone IT.
North Somerset	£75,000		Payment resulting from North Somerset's use of the PCC contract to procure Milestone Infrastructure.
Movement of containers from LED Depot to Highways Dept	£3,043		Re-use of purchased containers from the LED project enabled hired containers to be off hired.
Oxfordshire Schemes	£50,772		Payment resulting from Oxfordshire County Council's use of the PCC contract to procure Milestone Infrastructure for major projects.

Section 38-278 adoption process improvement		£5,196	Savings resulting from Highways Control Team not dealing with complaints
Total	£579,157	£1,135,602	

Efficiencies Table

The total forecast efficiencies for 2023/24 are set at £1,556,545 comprising £630,669 Cashable Savings and £925,876 Cost Avoidance.

Service Performance

Key Performance Indicators

The performance of the Peterborough Highways Contract is monitored through an extensive suite of Key Performance Indicators (KPI's), as set out in the table below. 27 KPI's are in operation across four domains – Operations, Customer Service, Commercial and Finance, and Added Value. Performance is reported monthly to the PHOT in order to monitor progress, capture lessons learnt and support continuous improvement. The PHSB also plays a critical role in overseeing the performance of the contract.

Domain	Score card	KPI ref.	KPI description
Operations	Programme Delivery	OP1	Number of cyclic maintenance activities completed against programme
		OP12	Number of schemes completed against programme
		OP13	Defined cost within +/- 10% of target cost per scheme
	Operational Delivery	OP2	Percentage of emergency work instructions attended to within agreed timescales
		OP3 [a]	Percentage of Highways CAT 1 work instructions completed within agreed timescale
		OP3 [b]	Percentage of Street Lighting CAT 1 work instructions completed within agreed timescale
		OP4 [a]	Percentage of Highways CAT 2 work instructions completed within agreed timescales
		OP4 [b]	Percentage of Street Lighting CAT 2 work instructions completed within agreed timescale
		OP5	Winter Maintenance - precautionary treatment runs completed within the agreed timescale
		OP10	Percentage of work passing inspection
	Health and Safety	OP6	Lost Time Injury Frequency Rate (LTIFR)
		OP7	Accident Frequency Rate (AFR)
		OP8	Number of Near Misses reported
OP9		Number of Service Strikes	
Customer Service	Customer Service	CS3	Number of satisfaction surveys completed for [a] Client, [b] Members and [c] Public (returned)
		CS4 [b] & [c]	Satisfaction scores for [b] Members & [c] Public
		CS5	Number of positive Fix My Street satisfaction scores minus number of negative scores received
Commercial & Financial	Commercial & Financial	CF1	Percentage of accounts approved and paid within agreed period
		CF3	Percentage of cashable efficiencies compared to turnover (in current Financial Year)

		CF5	Value from other revenue streams
Added Value	Carbon	AV1	Reduction in Carbon Emissions arising through energy and fuel use in buildings and vehicles against target
	Water	AV2	Reduction in mains Water consumption through use of a rainwater harvesting system
	Waste	AV3	Diversion of waste from landfill: as a percentage of total waste produced over a rolling twelve-month period
	Procurement	AV4	Percentage of material procurement spend within the LEP area
	Suppliers	AV5	Percentage of SME contractor's procurement spend within the LEP area
	Sustainable transport	AV6	Reduction in single occupancy car travel through application of transport hierarchy
	Economy & CSR	AV7	Support development of local skills provision directly and indirectly (supply chain)

Suite of KPIs

Each KPI, score card and domain is weighted and contributes to an overall annual performance score for the contract. For 2022/23, PHS achieved an annual score of 99.86%.

Domain	Weighting	Score
Operations	70%	70%
Customer Service	10%	10%
Commercial & Finance	0% (report only)	0%
Added Value	20%	19.86%
Total	100%	99.86%

Annual Performance Score Breakdown

In a similar manner to the Efficiency Group, a KPI Performance Group is established and is responsible for reviewing, maintaining, and developing the suite of KPI's. This includes the annual review of KPI targets and making recommendations to the PHOT. The group is made up of members from across the partnership and meets monthly.

Environmental Performance

PHS is unusual in that environmental considerations feature so prominently in the overall performance of the contract. The Added Value KPI's cover many environmental aspects from carbon, waste, and water through to supporting local businesses. Overall performance is good with some key headlines provided below:

- AV1 – Carbon (CO2e tonnes emitted per £100,000 spend) is currently at an average of 0.74 for the year, which is well below the 2.21 target for the last financial year. This is a 20% reduction compared to last year (average 0.93).
- AV2 – 8,599 litres of potable water were saved by using the rainwater harvesting system installed in the depot. Potable water taken to sites has been replaced by filling containers from rainwater harvesting leading to this saving. This is below the target of 23,980 litres and is a 45% reduction in the amount of rainwater collected compared to last year. This was impacted by a lack of rainfall across the winter months.
- AV3 – 100% of construction waste produced by the contract was diverted from landfill (based on a 12-month rolling period) which remains above the 95% target.

A contract carbon reduction strategy was developed that aligns with the Council's own Carbon Management Action Plan. The carbon reduction strategy focuses on the following three key areas with an action plan to accompany this:

- Fuel and fleet – Exploring alternative, low carbon fuel replacement for fleet and the future electrification of fleet and equipment.
- Low carbon design – Increasing the consideration of carbon at design stage where there is the greatest opportunity to make gains.
- Material reuse and recycling – Exploring use of recycled aggregate, including material generated within the network, and moving towards a circular economy.

Warm Mix Asphalt (WMA) is a lower carbon alternative to traditional asphalt and has become the default material choice for machine laid surfacing. Since the start of 2022, over 6,390.07 tonnes of WMA have been delivered and used on the contract.

In the last year, significant progress has been made with identifying carbon savings at design stage. This has been achieved through the roll out of a Net Zero Design workshop and a dedicated webinar explaining this in further detail. More recently, the design team has adopted a design carbon tracker which details and logs the carbon savings during the design stage of a project, capturing any savings made through material selection and descoping. This is a good example of cross-organisational learning across Milestone. The use of Carbon Assessments on projects is expected to increase through 2023/24 with the potential to highlight other opportunities to reduce carbon, in line with the PAS2080 standard.

This will look to implement the principles of Avoid, Switch, Improve. The Peterborough Highways Service will be providing evidence to support Milestone's PAS2080 accreditation in October 2023.

Good progress has also been made with Biodiversity Net Gain, thanks to the support of Milestone's Environment Team. The team has undertaken Biodiversity Net Gain Assessments on A1260 / A47 Junction 15 project, which has resulted in a 6% Biodiversity Net Gain. Other projects whereby Biodiversity Net Gain has been explored includes A1139 / A1260 Junction 3, A16 Norwood, River Nene Footbridge and Storey's Bar Road (Fengate). This will continue in 2023/24, with the ecology and design teams working closely with PCC and Aragon to identify areas for habitat enhancement and tree planting along with providing wider environmental support for projects and schemes.

Customer Feedback

The National Highways & Transport surveys

The National Highways and Transport (NHT) annual survey captures public satisfaction on services delivered by local authorities. The Council has participated in the survey every year from 2015, and it is the intention of the Council to continue to do these surveys annually.

Data released in 2022 showed that Peterborough was ranked 12th out of 111 highway authorities who participated, however were ranked 1st out of the 11 highway authorities located within the eastern region. It should be noted that Peterborough highway authority has held this ranking within the Eastern region for the past 6 years.

Key findings from the survey are provided below:

- Peterborough at national level achieved a 50% satisfaction score, 3% above the national average
- Of the 27 Key Benchmark Indicators Peterborough were above the national average in 66% instances (18 out of 27)
- Indicator scores ranged from a high of 82% for 'Provision of Bus Stops (PTQ108)', to a low of 26% for 'The Council's Actions on Climate Change (CMQ120)'.
The best ranking indicators for Peterborough includes the provision of bus stops (PTQ108), local shops / supermarkets (ABI03), Pavements, footpaths and other pedestrian areas (WCQI30), accessibility to schools / colleges (ABI06) and accessibility to workplaces (ABI01)
- The worst ranking indicators for Peterborough includes being informed about council actions on climate change (CMQI20), number of potholes (HMQI11), being informed about the local air quality (CMQI07), EV charging points (ACQI25), tackling illegal on-street parking (TCBI11) and park and ride schemes (TCBI13).

Road Condition Survey

Each year the Department for Transport (DfT) asks highway authorities to provide data on the condition of their road network. This national benchmarking exercise was last carried out using 2021 data and a summary is included in the table below. Where there are 'x's in the table this is because some authorities have either used an alternative style of survey that can't be compared or have declined to report their figures to the DfT. This demonstrates that during the timeframe of this report our A, B and C roads continue to be in a good condition in comparison with other authorities. Our Unclassified network is showing deterioration which may need future capital investment to reverse.

Classification	Peterborough (%)	Cambs (%)	Lincs (%)	West Northants (%)	Regional Average (%)	National Average (%)
A-class	1	x	2	x	4	4
B & C class	4	x	6	3	5	6
Unclassified	26	x	27	x	16	15

Classification	Peterborough (%)	Cambs (%)	Lincs (%)	Northants (%)	Regional Average (%)	National Average (%)
A-class	1	3	2	3	3	4
B & C class	5	7	6	11	5	7
Unclassified	23	33	28	16	21	17

Road Condition Survey Data Summary

In the absence of new national benchmarking data, the table below compares Peterborough's 2022 road condition indicators with the 2021 figures. This indicates that the condition of unclassified roads has deteriorated further with interventions continuing to be prioritised on roads most in need of intervention. It should be noted that some Local Authorities have started to use other technology-based survey tools (such as Gaist or Vaisala) to report condition data meaning that it is currently difficult to compare data. The Department for Transport is carrying out a review of this with the intention to standardise the data collection within the next couple of years.

Data Set	Roads classified 'red' (roads where maintenance should be considered)		
	A Roads (%)	B & C Roads (%)	Unclassified Roads (%)
2021	1	4	26
2022	1	3	29

Transport Incentive Fund

DfT has an incentive fund in operation which rewards councils who demonstrate they are delivering value for money in the management of their highway network. Councils are banded 1 to 3 based on their response to a detailed questionnaire which covers the following five criteria:

- Asset management
- Resilience
- Customer
- Benchmarking and efficiency
- Operational delivery

Those councils which achieve Band 3 receive their full allocation of Incentive Funding. For bands 1 and 2 this is reduced by 90% and 50%, respectively. For 2022/23 DfT didn't carry out an assessment or request an update. The Performance Management Framework Dashboard forms a key part of the Council's Incentive Fund submission and is included in **Appendix C**. The Department of Transport has indicated that it is looking to revise the incentive fund criteria, but details have yet to be released.

Repudiation of Claims

Under the Highways Act, local authorities can be subject to compensation claims from third parties where there has been a breach of duty. In most cases this relates to highway defects not being inspected or repaired within stated timescales. In 2022/23 the Council achieved a claims repudiation rate of 100%, which is an exceptional performance for a highway authority. This was in no small part due to the strong operational performance of the service in responding to defects and the performance of the highway inspectors who typically achieve close to a 100% inspection rate on time. This provides the Council with a robust defence under Section 58 of the Highways Act.

Good News Stories

M Group Awards

On the 6th of December 2022 the M Group awards took place and Peterborough Highways Services were awarded with 2 separate awards. The Peterborough contract won runner up for sustainability and the depot team were the winners of exceptional delivery.

Growth Works Support

With the help of 'Growth Works', Milestone has continued to strengthen their relationship with several schools across the City over the past 12 months, including Hampton Gardens Secondary School, Arthur Mellows Village College, The Stanground Academy and Ken Stimson Community School.

Over the past year a total of 153 volunteer hours have been produced within Milestone, on a range of events such as mock interviews, career fairs, apprenticeship and networking talks as well as STEM events.

Due to the array of positive feedback received from staff, students and our 'Growth Works' partners, Milestone has been directly invited to events across the year. One particular event was a careers fair at Arthur Mellows Village College undertaken on the evening of 20th October 2022. This event saw Milestone volunteers interface with approximately 250 students (and their parents) across years 9 to 13 in one session. This was an incredibly busy and successful event, which saw lots of engagement and interest from students on civil engineering and the highways sector.



Through continued engagement and direct invitations, Milestone seeks to emphasise the importance of school support with its employees and aims to strengthen the relationships Debbie Longhurst from Growth Works has built between schools and employers in the Peterborough area.

PECT Eco Awards Presentation

In the winter months of 2022, Milestone was invited to be a part of the PECT Eco Awards alongside Aggregate Industries, in running a competition for schools across Peterborough. Pupils of schools who took part had the opportunity to create a design around the theme 'Let's Go Zero', with the winning design to be mounted on several different highway's vehicles.

Aprameya Ghosh, a 10-year-old student from St Augustine's Church of England Junior School, won first prize with his entry 'Start the Change'. Gary Williams attended the vehicle presentation event with Heidi from PECT at the school on Friday 20th January 2023.

Gary said *"It's great to see how we have supported PECT's Eco Awards. Being invited to St Augustine's to see the winning design was a privilege. It's fantastic to see that students are so aware of the environment and sustainability. The competition was a brilliant way to showcase their creativity"*.



Milestone are continuing their support of the PECT Eco Awards by again being the main sponsor for the awards event which is upcoming in May 2023.

Junction 15 Footbridge

The improvements to Junction 15 footbridge featured positively within the local press and received significant praise from the public. This project overcame a number of complex engineering challenges throughout its delivery particularly associated with the demolition of the old structure and installation of the new bridge, which was successful delivered on the 27th January 2023.



The new 4m wide, 100m bridge span (total) over the A1260 Nene Parkway provides Peterborough's first LNT 1/20 structure for the City. To recognise the hard work, expertise and the collaborative work between the client, designers and contractors of the Junction 15 project, the team were awarded employee of the month in March 2023.

Trial of QED Waste Analysing Machine

A trial of a QED waste analysing machine has taken place during January 2023 across PHS, CHS and the projects sector. The machine enables waste asphalt and soils to be tested using laboratory standard technology in the field to ascertain the presence of hazardous properties, including (but not limited to) coal tar and benzo(a)pyrene in a matter of minutes. The ambition is to utilise the machine to carry out extensive waste testing where hazardous samples have been identified, to reduce the volumes of materials being incorrectly sent to landfill but to also identify hazardous waste better in a timely manner. A business case has been developed by Cambridgeshire Highways for use of these machines across CPCA funded projects.

GROWTH, RESOURCES AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 9
19 MARCH 2024	PUBLIC REPORT

Report of:	Adrian Chapman, Executive Director Place and Economy	
Cabinet Member(s) responsible:	Councillor Peter Hiller, Cabinet Member for Housing, Growth and Regeneration	
Contact Officer(s):	Nick Carter – Service Director Growth and Regeneration Rob Hill – Service Director Housing and Communities	Tel. 01733 747474

PORTFOLIO UPDATE FOR THE CABINET MEMBER FOR HOUSING, GROWTH AND REGENERATION

RECOMMENDATIONS	
FROM: <i>Cllr Peter Hiller – Cabinet member Housing, Growth and Regeneration</i>	Deadline date: NA
<p>It is recommended that Housing, Growth and Regeneration Scrutiny Committee</p> <p>1. <i>Note and provide scrutiny of the update report of the Cabinet Portfolio Holder for Housing Growth and Regeneration.</i></p>	

1. ORIGIN OF REPORT

1.1 This Cabinet Portfolio Holder Update report has been drafted at the request of the Growth, Resources and Communities Scrutiny Committee.

2. PURPOSE AND REASON FOR REPORT

2.1 This report is an annual update on the work undertaken as part of the Housing, Growth and Regeneration Cabinet portfolio.

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 and Scrutiny Functions, paragraph No. 2.1 Functions determined by the Council:

1. Housing need (including homelessness, housing options and selective licensing);
2. Neighbourhood and Community Support (including cohesion and community safety);
4. Libraries, Arts and Museums;
5. Tourism, Culture & Recreation;
6. Adult Learning and Skills;
7. City Centre Management;
8. Economic Development and Regeneration including Strategic Housing and Strategic Planning;

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 PROGRESS

4.1 The following aspects of the Cabinet Member’s portfolio fall within the remit of this Committee:

- Planning Services
- Building Control
- Economic Growth and Development, including tourism
- Housing Strategy
- Heritage, Leisure, and Libraries
- Homelessness and Rough Sleeping
- Community Safety and Enforcement
- Business Improvement District
- Adult Learning and Skills

4.2 The following sections set out progress and priorities against these themes. At the Committee’s request, there is a particular focus on the growth and regeneration aspects of the portfolio.

4.3 Planning Services

4.3.1 The main **strategic** focus of the planning service at present is the refresh of the Local Plan. Work formally commenced on the new Local Plan in April 2023, with a budget in place and the team being resourced. This followed a departmental restructure, which brought the strategic planning team back in-house following a period which saw our staff providing services to other councils.

4.3.2 A cross-party Member Working Group has been established to guide the progress of the development of the Local Plan. This is important because it offers opportunities for a full range of insight, and dissemination of key messages to all Members, via their representatives on the Working Group.

4.3.3 The Issues & Options (Regulation 18) consultation took place at the same time as a ‘Call for Sites’ (which invites landowners, land agents/traders/promoters, and developers to provide details of sites that are likely to be available for development during the life of the new Local Plan), between 2024 and 2044. Promotion of the consultation on social media was accompanied by an on-line questionnaire. Responses received are summarised below:

Table 1 – responses to Call for Sites

Call for Sites Submissions	Number	Hectares
Housing sites	93	2123.86
Employment sites	19	575.98
Biodiversity Net Gain bank sites	3	83.07
Other sites	23	313.33
Total (No/Ha)	138	3096.24

NB: sites put forward are currently being assessed, and the presence of a site on the list does not necessarily mean it will be taken forward as an allocation. A number of submitted sites overlap.

Table 2 – responses to the Local Plan Regulation 18 consultation

Online survey	Number
Comments using the standard form (No. of respondents)	379
Other comments – email responses (No. of respondents)	66
Other comments – social media poll	442
Local Green Space responses (No. of respondents)	37
Village Boundary changes (No. of respondents)	20

Note: the combined number of comments from the standard form and emails was 7,941.

4.3.4 Following the conclusion of the consultation and Call for Sites, a steady trickle of individuals and organisations have been in dialogue with officers, to continue to press their case either in support of 'their' site, or in opposition to one or more sites.

4.3.5 Work currently underway

A suite of independent reports has been commissioned, and more are on the way, to inform the progress of the Local Plan. Topics include flood risk, housing requirement, employment need, open space, and viability assessment

4.3.6 Next steps

The next formal stage of the development of the Plan is the second Regulation 18 stage, which is known as Preferred Option. This is due to be put before Cabinet, to seek authorisation to conduct a full public consultation during Summer this year. The Member Working Group will continue to inform the emerging local plan, ahead of the Cabinet meeting (for which we do not yet have a confirmed date, however in-principal discussions have taken place with a view to an early August Cabinet meeting for this purpose). Parish Councils have been offered early notification of this, in a briefing meeting, and the Member Working Group has discussed and agreed it is an appropriate way forward). The consultation will run for six weeks and will start shortly after the Cabinet meeting.

The timetable is challenging, because the Levelling Up and Regeneration Act (LURA) transitional arrangements require the new plan to be Submitted to the Secretary of State by the end of June 2025. We have taken this date, and worked back, to set the timetable. The June 2025 deadline must be met, and we are confident we will achieve this.

4.3.7 Meanwhile, the operational Planning Service continues to provide a good level of service to those seeking planning permission or who wish to engage with the service to discuss growth and regeneration aspirations.

4.4 Building Control

4.4.1 Our application numbers have increased on previous years as well as percentage of work won compared to the competition. This is largely down to targeting work and providing a better service. The service has also identified increased levels of illegal works, and action has been taken to address and check compliance and promote a safer and more compliant Peterborough for its residents.

The Health and Safety Executive (HSE) launched the 'Building Safety Act and Building Safety Regulator' in 2023. This sets a requirement to be registered and licensed to act and complete the Building Control function (deadline is April 6 2024).

The Government are also proposing the introduction of the Building Safety levy in which Building control will be tasked with the collection of money from developers who fall under this scheme. Second consultation has just finished, and we are now awaiting further information.

4.5 Economic Growth and Development

4.5.1 Committee Members will be aware of the breadth of activity relating to economic growth and development. In a previous meeting, officers briefed Members of the development of the Investment Prospectus, which sets out the ambitions we have for delivering good growth, and this has subsequently been officially launched.

The Prospectus and accompanying city tour investor video set out the investment opportunities in the city centre area as well as the projects that have been delivered to date. It also outlines the significant amount of external funding secured for the city. This has created a lot of interest in the market, and developers and investors are now contacting the council to see how they can be

involved the regeneration vision that has been set out for the city.

The prospectus will be launched at UKREIFF, the national developer and investor forum that takes place annually in Leeds during May. Officers from the Council will be attending to exhibit the opportunity that Peterborough presents to investors, which will market the city on a national and international stage.

The paragraphs below set out updates in relation to specific schemes.

4.5.2 **Towns Fund**

Members will be aware that the Council secured £22.9m from the Towns Fund which has been match funded by the private and education sectors to provide a budget of £55m for the programme. All projects are to be delivered by April 2026 in line with the funding parameters.

The following projects are now live and in delivery stages.

(a) The Vine

The Vine is the flagship project within the programme with a budget of £13.7m. The project will deliver interventions over 2 sites in the city centre

The Vine - Central Library:

This project will see the refurbishment of central library providing:

- A modern library offer with access to technology and internet
- Flexible workspace for small businesses seeking to develop and flourish in the city
- Education and community space for learners and local communities

A procurement exercise has been completed for a design and build contractor as well as an operator for the flexible workspace and community space offer.

Officers are currently assessing bids for the work and will seek Cabinet approval to appoint the successful contractor and operator at the end of March 2024.

The Vine - Goods Shed Fletton Quays:

This project will seek to develop a food hall offering. The food hall will comprise a communal dining area, a bar and a diverse range of kitchens offering a range of street food. This will present an opportunity for budding entrepreneurs to develop their catering businesses in one location.

The project will also animate Fletton Quays and provide a destination for the new bridge that is planned, linking the embankment with the Fletton Quays area.

The Council has acquired the goods shed from the Peterborough Investment Partnership to deliver the project. Soft market testing has identified potential operators for the food hall and officers are in the process of finalising a preferred option to deliver the project. The food hall will be in operation at the same time as the bridge is completed, July 2025. The two projects are therefore co-dependent.

(b) Cygnets Bridge

The bridge will link the embankment with Fletton Quays and has a budget of £6.5m.

Following a comprehensive consultation exercise during the summer of 2023, a name for the bridge has been established – Cygnets Bridge. The detailed design phase of the project has now been completed and a planning application is now being prepared.

The bridge will be delivered at the same time as works to the goods shed in July 2025. The Council's highways and civil engineering contractor Milestone will be undertaking the construction of the bridge.

(c) The Green Technology Centre

The Centre for Green Technology is a project in partnership with Inspire Education Group (IEG), both in terms of student capacity and in delivering green skills for the future. It has a budget of £13.5m. It will provide a building for a dedicated green curriculum, the only one of its kind within 50 miles. This is greatly needed within the local economy and will deliver skills which are sought after by local business across Peterborough and the wider region.

The Project consists of a 3-storey new building, totalling 2,435M². The facility provides a mixture of large and medium workshop space, classrooms, staff room space and a lab. The space will be shared by electrical vehicle and other engineering on one side of the building, and new construction technologies on the other side. The project will have a number of renewable energy Initiatives and be gas free supporting IEG's drive to Net Zero.

The project broke ground in October 2023, and continues to make good build progress. It is expected that the project will be complete November 2024, with new students studying the new curriculum.

(d) Activity Centre

The Activity Centre is a project in partnership with Nene Park Trust (NPT) with a budget of £11m. It is to develop a new family fitness and sports facility with a specialist Olympic standard facility including new training/competition areas, family entertainment and an outdoor performance space and room for spectators.

Part one of the project has been completed with the delivery of a new car park. The next stage is the main build. The cost plans and market testing are all complete. Additional funding strategies are in place to close the funding gap to deliver the sports facility for the people of Peterborough.

(e) Lincoln Road Public Realm Improvements

The project is focussed on the re-development of Lincoln Road to create a new and engaging public space to create green spaces for health and wellbeing and improve the perception of the commercial centre of Lincoln Road. The wider pavements also bring opportunities for markets and seating areas which will support local businesses. It has a budget of £3.4m.

The preliminary design is being completed and engagement for statutory consultations are in plan for parking and speed restrictions. It is expected that Milestone will deliver the construction phase, including street furniture and planting and the works will be complete for end 2025.

(f) Connectivity & Accessibility for Peterborough Station

This project is linked to the Station Quarter project outlined below. The Connectivity and Accessibility project through the Towns Fund has a £1.5m budget to deliver accessibility improvements between the station and the town centre. The Towns Fund Board have agreed that the project is linked to the Station Quarter project and the Towns Fund monies are used to deliver the city link, an at grade route at the Queensgate roundabout, which is expected to start work in 2024.

4.5.3 **Station Quarter**

The Council, in partnership with the Cambridgeshire and Peterborough Combined Authority, has secured £48m for the redevelopment of the station quarter. The Council has also contributed a further £1.5m to the project from the Towns Fund project to help fund a work package that will improve accessibility between the city centre and the station.

An Outline Business Case (OBC) has been developed in partnership with Network Rail and LNER. The OBC has identified 6 packages of work:

- The city link – this will involve infilling the subway between the station and city centre. This will vastly improve access to the station by removing obstacles such as steps and ramps.

It will also provide natural surveillance which will improve safety and the fear of crime in the subway area. This package of work will commence during 2024.

- Reconfiguration of the current station building so the entrance faces the city centre. This will improve navigation to the city centre as the spires of the Cathedral will be visible to station users as they exit the station building.
- A new station building on the western side of the rail-track, so the station is accessible from the east *and* west of the railway.
- A multi-storey car park next to the new station building. This will release the current surface car parking for development of homes, retail and commercial premises. It will also capture traffic heading to the station across the Crescent Bridge, reducing traffic flow onto the roundabout and into the city.
- A new station square outside the current station building providing a much more attractive environment for visitors to the city on arrival.
- A new junction at Thorpe Road to ensure smooth transition of traffic to the new station building and multistorey car park.

The OBC has been scrutinised by the department for transport (DFT) Centres of Excellence. Officers attended the DFT investment board at the end of February to present the OBC and seek approval to draw funds for the Final Business Case (FBC) so the project can move into delivery phases.

Assuming that formal approval follows, the project will move to Final Business Case from March 2024, and extensive consultation with interested groups, including those with lived experience expertise, and local communities can commence before the development scheme is finalised and moves to the construction phase.

4.5.4 **City Centre Capacity Study**

Funding from Homes England has been secured to commission a capacity study of all the opportunity sites in the city centre. Tibbalds has been appointed to undertake the work. The study commenced in January of this year and is due to report at the end of March this year.

The study will cover the following elements:

- A peer review of the current development strategy set out by the council
- The capacity of the sites for residential, commercial and leisure development
- The typology of residential development – e.g., apartments, student accommodation or houses
- The tenure of accommodation – e.g., private sale, private rent, affordable housing, and social rent
- The phasing strategy for when to bring each site to the market for development

This study is vitally important to inform the development strategy for the city centre, to ensure the nature of development meets current and future needs of residents settling in the city, and to ensure that the pace of growth is appropriate.

4.5.5 **Middleholme**

Middleholme is a 42-acre brownfield site that sits adjacent to the embankment on the far side of the parkway. It is the site of an old refuse tip, and the land is therefore surplus to requirements. The Council controls approximately 40% of the site with the remainder in the ownership of the Milton Estate.

A joint project team has been set up with the Milton Estate, with a view to preparing an outline planning application early in 2025. For the last 9 months the project team has been following a process of de-risking the site in terms of remediating the ground conditions, access, flood mitigation and ecology. Homes England has funded the remediation study. The de-risking

strategy will remove any unknown factors and will enable the Council to negotiate a better fee from a development partner.

Joint procurement of a multi-disciplinary team with Milton Estates is the next step, to help develop the outline planning application. It is anticipated that the application will be developed and submitted early in 2025, after which the site can be marketed for disposal to a developer.

4.5.6 ***Dickens Street / Wellington Street Car Parks***

Following Cabinet approval to declare the sites surplus to requirements in October 2024, negotiations are ongoing to bring forward a solution for both sites.

4.5.7 There are a number of other sites set out in the investment prospectus and updates on progress relating to these will follow in due course.

4.5.8 ***Economic Development***

The Economic Development service is responsible for driving sustainable and inclusive growth across Peterborough. It does this primarily to improve the lives and life chances of the residents of Peterborough, ensuring that they have good quality, well paid, secure employment opportunities, as well as opportunities to develop the skills they need to access the labour market. The key priorities for the service are to develop and deliver the Economic Growth Strategy and the Visitor Economy Strategy.

Key measures of success for the service will be:

- Increased GVA (gross value added)
- Increased number of jobs
- Increased productivity
- Increased wages
- Reduced youth unemployment

(a) Economic Growth Strategy

Volterra have been commissioned to develop an Economic Growth Strategy for the Council and work started on its development in December 2023. Early work has identified 5 core objectives:

- Delivering sustainable economic growth on the road to Net Zero
- Innovation and industrial diversification to ensure economic resilience
- Inclusive growth through upskilling and empowering residents
- Improving the city's attractiveness through regeneration and urban development
- Connectivity and infrastructure improvements

The action plan resulting from this work will establish the foundational work programme for the Economic Development team.

The development and delivery of this strategy will be overseen by the newly created Peterborough Business Advisory Board, the first meeting of which took place on 1 March 2024. The Advisory Board will be made up of councillors, officers, and senior business representatives from across the city who will provide advice and guidance on the development and execution of economic policy and interventions to support sustainable and inclusive economic growth.

(b) Visitor Economy Strategy

The Economic Development team currently has a Visitor Economy Manager working on contract to develop and start to deliver a Visitor Economy Strategy. This strategy will lay the foundations for activity to start to take a more structured approach to changing perceptions of the city internally and externally, promoting the city and Greater Peterborough area as a fantastic visitor destination, and re-engaging local communities to build a greater sense of civic pride.

The two primary areas of challenge now are the status of the Visit Peterborough website and the

lack of marketing support. Positive discussions are ongoing with the current website partner and opportunities for substantial improvements to the site have been identified. Market research is currently underway to understand options for the commissioning of services to provide the necessary levels of marketing support.

One major project for the Visitor Economy Manager at present is the development of a feasibility study for the enhancement of the Guildhall into a community space for communities from across the city, as well having the potential to fulfil a role as the Visitor Information Centre, and the centrepiece for entertainment in Cathedral Square.

(c) Bondholder Network

The Bondholder Network is a fee-paying membership network of businesses from across Peterborough and beyond. We currently have around 70 members for whom we run 8-9 business breakfasts per year, averaging attendance of c.50 delegates per breakfast. Members also receive a monthly newsletter and have the opportunity to promote their businesses to each other via our member's portal. We also host a black-tie dinner at Peterborough Cathedral once a year with attendance of c.350 guests. The last of these was held in October 2023 and was a great success. Plans are already underway for 2024's dinner.

(d) Business Support

The Economic Development team has secured c.£300,000 of Shared Prosperity Funds with which to deliver a digital incubator/digital accelerator project. This money must be spent by the end of March 2025 but capacity issues within the team have meant that this project has not yet launched. Positive discussions are progressing with ARU Peterborough about that organisation taking on delivery of the project.

(e) Inward Investment

Historically, the Economic Development team has had a very positive relationship with UK Trade and Investment (now DBT) and worked with them and other partners to regularly secure 500+ jobs per year in the city and surrounding area. Under contract with the CPCA the team also used to deliver and coordinate inward investment services across Huntingdonshire, Fenland, and East Cambridgeshire.

Inward investment activity has been much slower over the last couple of years for a number of reasons. The CPCA contracted a third party to deliver economic development services, including inward investment, across the Cambridgeshire and Peterborough area under the Growth Works brand. This cut off direct access to UKTI and greatly reduced the number of enquiries reaching Peterborough. Peterborough also effectively ran out of employment land to develop, and with very low vacancy and churn rates within the commercial property market there was very little to proactively promote.

The Economic Development team is currently developing a new Economic Growth Strategy and as mentioned above, a new Local Plan is also being developed. With the addition of a new Economic Development Manager, a post currently being recruited for, this will pave the way for a reinvigoration of proactive inward investment promotional activity.

4.6 **Housing Strategy**

- 4.6.1 On 15 January 2024 Cabinet gave approval for the draft Housing Strategy which was developed and prepared in collaboration with the relevant service areas within the Council, to go out for public consultation. The consultation period commenced on 22 January and will close on 4 March.

A Microsoft survey form to provide feedback was shared alongside the draft strategy that includes questions requiring a mix of check box responses and free text responses to enable more detailed comments and views to be recorded.

The consultation process has been supported by a range of initiatives from our Communications team to help reach the widest possible audience. This includes: promotion of the launch of the

consultation on the home page of the council's website; full details on the consultation portal including access to the draft strategy document and the consultation survey form; an article in the local press; an interview on local radio to publicise the consultation; notifications and ongoing updates on the council's social media platforms to encourage participation; and efforts to restimulate interest at the later stages of the consultation by encouraging councillors and officers to repost the information about the consultation to their contacts and constituents.

Our approach to reaching a more targeted audience has been via direct email to a list of 272 stakeholders (not including parish and local councillors) at the start of the consultation period, providing a link to take them to the consultation portal. This was followed up with a reminder email 3 weeks into the consultation period.

Next Steps

At the end of the consultation period, a key issues report summarising the feedback received will be prepared. Any issues raised by consultees will be considered and a response will be included in the report as required. Where issues or suggestions relate to specific housing related service areas or functions, this response will be informed by liaison with the relevant officers and service area. This may include proposed amendments or additions to the strategy to address the issue raised where appropriate.

A final version of the housing strategy incorporating any proposed amendments arising from the consultation will be presented to Cabinet in June 2024 to request recommendation to Council for adoption. This will be accompanied by the finalised consultation key issues report which will be published with the adopted strategy on the council's website.

4.7 Heritage, Leisure, and Libraries

- 4.7.1 In September 23, Cabinet approved the establishment of a new subsidiary of Peterborough Limited to improve our operational oversight of Culture and Leisure services and achieve best value through the establishment of a not-for-profit organisation. Peterborough Culture Heritage Learning and Libraries (PCHLL) has now been formally registered with Companies House. Culture and Leisure services will operate under PCHLL once the contract is signed, expected to be completed in April 2024.
- 4.7.2 Vivacity Premier Fitness memberships have increased as a result of a recent refurbishment and replacement equipment. Events in the cultural services have also seen improvements across the network of services this year.
- 4.7.3 This year has seen successful funding applications through the Lawn Tennis Association (LTA) to improve the tennis facilities at Central Park and Itter Park.
- 4.7.4 Peterborough Culture Alliance (PCA) appointed its inaugural Director in the Summer thanks to funding from the UK Shared Prosperity Fund. The new director, Sughra Ahmed, has overseen an application to the Arts Council for additional funds to grow and deliver within the sector on behalf of the city. If successful, this will allow more support for community groups, hyper local work and to see more events being delivered. PCA will support across the council to make sure culture is part of growth and regeneration and is part of developments. A city-wide survey has also been developed to understand what residents see as culture, how they engage with the sector and if not why. The results will be collated and shared in the coming months as a baseline for the city.

4.8 Homelessness and Rough Sleeping

- 4.8.1 Peterborough City Council's Housing Needs Service fulfils the Council's legal obligation to make an appropriate offer to those households presenting to us as homeless, we provide advice and support to all those eligible to meet our duties regarding prevention and relief of homelessness. Over the last 12 months the Service has continued to work toward implementing a new operating model embedding teams in First Contact, Early Help, Prevention, Pathways, Accommodation

Management and Rough Sleeper Support. Although this move has been difficult to complete expeditiously due to coping with rising demand the structure creates the basis for future improvements in working with those at risk of homelessness at an earlier point. Demand to the service has increased by 20% over the last 12 months.

- 4.8.2 First contact team average daily contacts average 90 per day and homeless approaches have increased from an average of 64 per week at the start of April 2023 to 87 in February 2024. At the time of writing, 3,307 households approached the service regarding their homelessness.
- 4.8.3 Although faced with the challenges set out above the service has managed to steadily improve prevention successes by 55% over the last 12 months supporting 884 households to prevent or relieve their homelessness and has reduced the use of costly bed and breakfast accommodation by 17% helping the council to manage its overall budget pressure and improving outcomes for those affected.
- 4.8.4 The Rough Sleeper team continue to make a real impact on rough sleeping in the context of increased pressures driving people toward having to sleep on the streets. Our annual rough sleeper count held at 24 from the previous year which is a real achievement.
- 4.8.5 Our relationships with partners continues to grow through the Homelessness Strategy Group and The Safer off the Streets Partnership, Partners are building their capacity and confidence to deal with homelessness issues and there has been excellent joint working to implement and add value to our Sever Weather Emergency Protocol Accommodation Offer as well as linking with Community / Family Hubs to explore ways of working together to prevent homelessness.

4.9 Community Safety and Enforcement

- 4.9.1 The Safer Peterborough Partnership (SPP) continues to meet quarterly working toward key priorities agreed by all agencies in 2023/2024. Work has recently commenced on drafting a new 3-year strategic plan for 2024 - 2027 which will be presented to the SPP Board and to this committee for scrutiny in the coming months.
- 4.9.2 A review has taken place of both the Safer Peterborough Delivery Group and Problem-Solving Group which has led to improving the partnership response to Anti-Social Behaviour. Over the last year the problem-solving group has resolved 126 medium/high risk cases relating to ASB that could not be solved in isolation without an enhanced multi-agency approach.
- 4.9.3 As part of a multi-agency Safer Streets 5 initiative, the council received £88,326 Home Office funding. Funding was awarded to reduce dwelling burglaries in a selected area of the city, and has helped provide temporary CCTV cameras, additional CCTV monitoring along with engagement and home assessments.
- 4.9.4 The City Centre is a priority focus area for the council and has been adopted as an improvement programme within the Economy and Inclusive Growth Portfolio Board.

Key operational updates include the following:

- The city centre Public Spaces Protection Order (PSPO) has been renewed for 3 more years, which effectively empowers the council to enforce anti-social activity through the issuing of a fixed penalty notice.
- Four new City Centre Enforcement Officers have been recruited; the number of enforcement officers will increase to 8 from 1 April leading to more uniformed visibility in the city centre. The main focus will be on tackling issues such as ASB, Street Drinking as well as the enforcement of the PSPOs.

- A multi-agency city centre operations meeting takes place weekly to set priorities for the week ahead as well as review of previous weeks activities.
- We are working to increase the city market and events offer by exploring commercial opportunities and working with third-party providers. This last year has seen an increase in the number of seasonal markets, which has been well supported by shoppers / residents and we are aiming to expand this further over the coming years.
- A 'Nighttime Economy' group has been established with partners to look at the city centre and deliver further solutions to tackle community safety and other concerns. Focused on the evenings, our aim is to build on efforts that improve safety and promote the city nighttime economy as a welcoming environment that helps growth the economy.

4.9.5 Parking Enforcement

On 5 February we introduced Moving Traffic Enforcement cameras at a number of locations in the city. A full upgrade of all pay and display ticket machines has also taken place. A review of the blue badge process has also taken place allowing for more application to be made online resulting in efficiencies. Over the coming months additional Civil Enforcement Officers will be recruited due to increases in service demand and new sites will be investigated for moving traffic enforcement.

4.9.6 Domestic Abuse and Sexual Violence (DASV) Service

During 2023/24 the DASV Partnership has continued to embed the requirements of the 2021 Domestic Abuse Act, including the requirements of the local authority to provide safe accommodation for victims of domestic abuse. This year this has included the embedding of target hardening to enable victims to stay safely in their own homes, and the expansion of dispersed accommodation across the county.

The Partnership has also worked closely with Housing to support them in their work towards DAHA (Domestic Abuse and Housing Alliance) Accreditation. It has also worked to implement a City Council wide domestic abuse policy.

A Violence Against Women and Girls (VAWG) Needs Assessment has been undertaken across Peterborough and Cambridgeshire and will inform the refreshing of the VAWG Strategy for 2024/25. The Safe Accommodation Strategy has also been refreshed and is due to be ratified by cabinet.

The IDVA (Independent Domestic Violence Adviser) Service have continued to see increased referrals and now have established routes into service from health and housing, as well as working with high and medium risk referrals from the police.

4.10 **Adult Learning and Skills**

4.10.1 ARU-Peterborough

Responsibility for scrutiny of the council's role in the university partnership, and of higher education more generally, rests with the Children and Education Scrutiny Committee. However, a brief update is provided below given its significant role in the economic growth of our city.

The first phase of the university opened in September 2022. The curriculum has been co-designed with employers, creating knowledge transfer partnerships and access to research and development, in tandem with increasing the skills levels of local people to progress into highly skilled employment opportunities. ARU have enrolled over 1000 students in its first year; almost 50% have PE postcodes and 120 are international students.

The Research and Development Facility (Phase 2) has completed and houses ARU on the ground floor, including an XRP technology centre, and a variety of research and development tenants will occupy the upper floors.

The second teaching building (Phase 3) is currently being built and is progressing at rapid pace in time for its opening to students in September 2024.

Work is underway to refresh the business cases for Phases 4 and 5 and focus groups have been formed to progress the overall Outline Planning Application for the whole campus.

4.10. City College Peterborough
2

It is vital to the success of our economic growth and development that we have an adult skills service focused on providing opportunities for people to enter the workforce, or to increase their earnings through better employment. Our adult education service is delivered from City College Peterborough, and we are reviewing the way we deliver the service in the city to ensure it is fully aligned to our growth and economic development targets.

As a result of this, there is currently an in-house 100-day review underway at City College to ensure:

- a) it has a robust, sustainable, and fit for purpose business plan
- b) that the College delivers a service that is aligned with the Council’s revised corporate and financial objectives
- c) robust and transparent governance is in place and is consistent with the Corporate Strategy.

Adult Skills

Within the Adult Skills area, the college has delivered a diverse range of courses tailored to cater to individuals who are furthest away from educational opportunities, qualification courses aimed at enhancing essential skills (ESOL, English, Maths, and Digital), and vocational courses aligned with priority sectors in the city. Among the vocational courses available are:

- Health Care
- First Aid and Mental Health First Aid
- Digital Skills for Work
- Marketing
- Business Admin & Customer Service
- Supporting Teaching and Learning in Schools
- Early Years

The three-year trends of data against this year’s current data are below:

	End of year results			End of term 1 results
	20-21	21-22	22-23	23-24
Attendance, Retention, Achievement, Pass Rate	20-21	21-22	22-23	23-24
Number of Enrolments in total (ESFA & CPCA combined)	3081	2920	3268	1189
Attendance	87%	85%	83%	89%
Retention	96%	96%	94%	98%
Pass Rate	96%	93%	95%	96%
Achievement	93%	89%	90%	Too early

Age	20-21	21-22	22-23	23-24
19-24	138	126	129	63
25-59	1280	1268	1467	773
60+	107	149	111	68

Ethnicity	20-21	21-22	22-23	23-24
Not known	298	149	141	56
Other	661	838	951	674
White British	569	558	613	174

Study Programmes for young people

Study Skills Programmes at the John Mansfield Campus have offered a diverse range of vocational courses tailored for 16–24-year-old learners, providing them with a unique opportunity to cultivate practical skills essential for their future endeavours. During 23/24, 290 learners have enrolled on the following vocational courses:

- Motor Vehicle
- Hairdressing and Barbering
- Creative Industries
- ESOL
- Business and Enterprise
- Health and Social Care
- Supported Interns
- Occupational Studies
- Animal Care
- Hospitality and Catering
- Step Up
- SEA (Support Educate Autism)
- SFI (Skills for Independence)
- ICE (Individualised Curriculum Education)

Completing courses has equipped learners with understanding the theory but it also hones their critical thinking, problem solving and teamwork abilities. We build hands-on knowledge through work experience and guest speakers to aid the transition into their chosen pathways. To date, 64 learners have successfully completed work experience.

150 (53%) young people within the provision have an EHCP (Educational Health Care Plan), of which 147 (98%) are HNF (high needs funded). EHCP learners' needs are met through the Study Programme which offers a holistic, wraparound service for all young people, to ensure the foundation to their future, is built to withstand the trials they may face. This is further enhanced through Wellbeing support, an in-house counselling service (group and individual), preparing for adulthood mentoring and targeted support if required.

4.10. Skills and Employment Strategy

3

Volterra have been commissioned to develop a Peterborough-specific Skills and Employment Strategy and 5-year implementation plan for the Council. Early work has identified 5 core themes:

1. Inclusive growth driven through skills and empowering residents
2. Developing a pipeline of skills through enhancing children's prospects
3. Lifelong learning and skills advancement
4. Tackling long-term inequality and economic inactivity
5. An adaptable and upskilled workforce that meets the needs of employers

The implementation plan will be crucial to ensure deliverability and accountability of the strategy. This will be engagement-led, collaborative and flexible and will align with the emerging Economic Development Strategy and the Local Plan Review.

In addition to the strategy and implementation plan, a number of skills related projects are in flight:

- (a) Shared Prosperity Fund project for a Digital Incubator service in Peterborough: the Digital Incubator project will support existing and new businesses to make it easy to invest and grow in our city. It will provide early-stage digital businesses to grow, support the development of an innovative digital economy in Peterborough, creating high skilled, high value jobs. It will support non-digital first businesses to understand and adopt new technologies, increasing their resilience and competitiveness, and their ability to grow and create jobs.
- (b) Shared Prosperity Fund project to deliver Carbon Literacy training to residents and businesses: Carbon literacy training to community members to ensure that as many people as possible are equipped to develop carbon reduction projects and communicate effectively on the climate emergency with their network of partners, staff, and clients. The carbon literacy training will be offered to schools, businesses, parish councils, community groups, charities, and public sector organisations. To qualify for the training scheme, participants must pledge to undertake significant actions to reduce carbon emissions. These actions, as well as future actions directed by the increased knowledge in the organisation, will aid the city to become net zero carbon more rapidly than would be achieved otherwise. A trainer has been recruited and a pipeline of projects will be developed throughout the city.
- (c) Shared Prosperity Fund project for Supported Internships in Peterborough (countywide): working closely with key stakeholders this project will identify those individuals most in need. There will be three main activities: (1) Personal Skills Analysis to guide individuals in understanding and identifying opportunities for re-skilling, up-skilling, and re-training. This will involve working directly with individuals to identify opportunities to transition into or back into work following an extended period of economic inactivity, into new roles with their existing skills, or to identify training that will support them in transitioning to a new role; (2) Delivering real -world experiences of work through funded internships. Funding will be provided to employers to provide new work opportunities.
- (d) Shared Prosperity Fund project for Skills Brokerage (countywide): in early 2024, a Skills Brokerage Service to link residents and those retraining for new jobs to employers and skills providers to improve the supply of skills to our growth sectors will be launched.
- (e) Shared Prosperity Fund project for an All-Age Careers Service (countywide): in early 2024, a new “all-age careers service” will be launched by the Combined Authority with constituent councils participating in the delivery supply chain.
- (f) Towns Fund Green Technology Centre - Construction of a £13.5m Centre for Green Technology. Referred to above.
- (g) Adult Social Care Health Academy: working with the Combined Authority, in January 2024 we launched the Health Care Academy to professionalise the Adult Social Care sector, for care professionals to see themselves as skilled professionals and for the wider community to see a career in care as an attractive prospect. The KPIs for this ambitious programme are linked into the transformation work around skills within the council’s Economy and Inclusive Growth portfolio board.
- (h) The Local Skills Improvement Plan (LSIP): is a business-led and locally owned approach to bringing together employers, education and training providers and other key local stakeholders to better understand the priorities for the region’s post-16 technical education landscape. The LSIP is set in statute in the Skills and Post-16 Education Act 2022. This means that the DfE is committed to funding independently led employer-driven activity to shape skills provision at a regional level. Cambridgeshire Chambers of Commerce and Industry (the Chamber) is the appointed Employer Representative Body (ERB) for the development of the Cambridgeshire and Peterborough LSIP. The emerging Peterborough Skills and Employment Strategy will ensure it incorporates and not duplicates the approach taken by the Chamber.

5. CORPORATE PRIORITIES

- 5.1 The Housing, Growth and Regeneration portfolio contributes towards all of the council's corporate priorities. All of our residents need a good home, need to have the opportunity for good work, and need to be able to live in areas which are modern, and which provide ample opportunity for leisure and enjoyment. Delivering the ambitions relevant to this portfolio will help to tackle inequalities and improve prosperity for all our residents, helping to reduce increasing demand in social care and other services enabling those services to focus on those that need the most help and support.

6. CONSULTATION

- 6.1 Consultation is incorporated as a key element of the individual project, programmes and services set out in this report.

7. ANTICIPATED OUTCOMES OR IMPACT

- 7.1 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

8. REASON FOR THE RECOMMENDATION

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

9. ALTERNATIVE OPTIONS CONSIDERED

- 9.1 Not Applicable

10. IMPLICATIONS

Financial Implications

- 10.1 Not applicable in relation to this report. However, the financial implications relevant to projects, programmes and services described in this report are considered as and when they require relevant individual decisions.

Legal Implications

- 10.2 Not applicable in relation to this report. However, the legal implications relevant to projects, programmes and services described in this report are considered as and when they require relevant individual decisions.

Equalities Implications

- 10.3 Not applicable in relation to this report. However, tackling inequalities is an overriding priority for this portfolio, achieved through delivering sustained economic growth.

11. BACKGROUND DOCUMENTS

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

- 11.1 None.

12. APPENDICES

- 12.1 None.

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GROWTH, RESOURCES AND COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM No. 10
19 MARCH 2024	PUBLIC REPORT

Report of:	Interim Director of Legal and Governance and Monitoring Officer - Adesuwa Omoregie	
Contact Officer(s):	Charlotte Cameron, Senior Democratic Services Officer	Tel. 01733 684628

MONITORING SCRUTINY RECOMMENDATIONS REPORT

RECOMMENDATIONS	
FROM: Senior Democratic Services Officer	Deadline date: N/A
<p>It is recommended that the Growth, Resources and Communities Scrutiny Committee considers the responses from Cabinet Members and Officers to recommendations made at previous meetings as attached in Appendix 1 to the report and provides feedback including whether further monitoring of each recommendation is required.</p>	

1. ORIGIN OF REPORT

1.1 In accordance with the constitution Scrutiny Committees may make reports and recommendations to the Cabinet and/or full Council and/or any Committee in connection with the discharge of any of the Council's functions. This report is therefore provided as part of this process to ensure the monitoring of any recommendations which have been made by this committee.

2. PURPOSE AND REASON FOR REPORT

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

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:

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

3. TIMESCALES

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

4.1 Appendix 1 of the report sets out the recommendations made to Cabinet Members or Officers at previous meetings of the Scrutiny Committee. It also contains summaries of any action taken by Cabinet Members or Officers in response to the recommendations.

4.2 The progress status for each recommendation is indicated and if the Scrutiny Committee confirms acceptance of the items marked as completed, they will be removed from the list. In cases where action on the recommendation is outstanding or the Committee does not accept the matter has been adequately completed it will be kept on the list and reported back to the next meeting of the Committee. It will remain on the list until such time as the Committee accepts the recommendation as completed.

5. ANTICIPATED OUTCOMES OR IMPACT

5.1 Regular monitoring of recommendations made will assist the Scrutiny Committee in assessing the impact and consequence of the recommendations and ensure that they are implemented.

6. REASON FOR THE RECOMMENDATION

6.1 To assist the Committee in assessing the impact and consequence of recommendations made at previous meetings and ensuring that they are implemented.

7. ALTERNATIVE OPTIONS CONSIDERED

7.1 N/A

8. IMPLICATIONS

Financial Implications

8.1 There are no financial implications arising from this report.

Legal Implications

8.2 There are no legal implications arising from this report.

9. BACKGROUND DOCUMENTS

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

9.1 Minutes of the Growth, Resources and Communities Scrutiny Committee meeting held on 30 January 2024.

10. APPENDICES

10.1 Appendix 1 – Monitoring Scrutiny Recommendations Report

APPENDIX 1

RECOMMENDATION MONITORING REPORT 2023/24

GROWTH, RESOURCES AND COMMUNITIES SCRUTINY COMMITTEE / CRIME AND DISORDER SCRUTINY COMMITTEE

UPDATED: 11/03/2024

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
30 January 2024	Cllr Howard, Cabinet Member for Corporate Governance and Finance	Locality Asset Review - Update	The Growth, Resources and Communities Scrutiny Committee recommended to Cabinet that they ask for a commitment from the Thomas Deacon Education Trust to provide community out of hours provisions at the Walton Community Centre, should they purchase the site.	Officers have advised that that they will ensure that they pick up the second point with the Education Trust as part of the ongoing discussions. The point will be added to the regular updates to make sure it is not missed. . This item was also noted in the following Cabinet decision: Locality Review Phase 1 Progress Update- FEB24/CAB/81	Ongoing.

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