

## NOTICE OF MEETING

MEETING	<b>PARISH COUNCIL LIAISON MEETING</b>
DATE:	<b>WEDNESDAY 23 SEPTEMBER 2009</b>
TIME:	<b>6.30 pm</b>
VENUE:	<b>COUNCIL CHAMBER - TOWN HALL</b>
CONTACT:	<b>Alex Daynes</b> <i>Telephone: 01733 452447</i> <i>e-mail address alexander.daynes@peterborough.gov.uk</i>
<i>Despatch date:</i>	<i>15 September 2009</i>

### AGENDA

	<b>PAGE NO</b>
<b>1. Apologies for Absence</b>	
<b>2. Minutes of the Meeting Held on 6 July 2009</b>	<b>1 - 2</b>
<b>3. Fix It Van</b>	<b>3 - 10</b>
To provide Councillors the opportunity to recommend changes to the Fix It Van service to improve its work and effectiveness.	
<b>4. Rural Housing Strategy and Site Allocations</b>	<b>11 - 30</b>
To provide Councillors the opportunity to receive information and comment on the Rural Housing Strategy and Site Allocations consultation.	
<b>5. Neighbourhood Councils</b>	<b>31 - 34</b>
To receive information on the new Neighbourhood Councils and to receive feedback from Councillors on the issues raised from the last meeting.	
<b>6. Parish Question Time</b>	
To receive any queries and provide responses to Councillors on further issues.	
<b>7. Parish Council Liaison Work programme</b>	<b>35 - 36</b>

## **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 in front of the Cathedral. 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.*



There is an induction hearing loop system available in all meeting rooms. Some of the systems are infra-red operated, if you wish to use this system then please contact Alex Daynes on 01733 452447.



Minutes of a meeting of the Parish Council Liaison Meeting held at the Reception Room -  
Town Hall  
on 6 July 2009

**MEMBERS PRESENT:**

Councillor David Over (Chairman)  
Colin Brown, Ailsworth Parish Council  
Margaret Brown, Ailsworth Parish Council  
Andy Martin, Castor Parish Council  
Roy Pettitt, Peakirk Parish Council  
Angela Hankins, Peakirk Parish Council  
Dick Talbot, Maxey Parish Council  
Daphne Williams, Southorpe Parish Council  
Mike Chambers, Orton Waterville Parish Council  
Robert Hilton, Sutton Parish Council  
Martin Greaves, Werrington Neighbourhood Council  
David Hedges, Werrington Neighbourhood Council  
David Forwood, Werrington Neighbourhood Council  
Andy Goodsell, Eye Parish Council  
Nick Lodge, Southorpe Parish Council  
Sabrina Lawson, Bretton Parish Council  
Andy Totten, Bainton & Ashton Parish Council  
Denis Batty, Parish Council

**OFFICERS PRESENT:**

Adrian Chapman, Head of Neighbourhood Services  
Alex Daynes, Senior Governance Officer  
Nick Goodman, Greater Peterborough Partnership

**1. Apologies for Absence**

None.

**2. Minutes of the Meeting Held on 15 April 2009**

The minutes of the meeting held on 15 April 2009 were approved as an accurate record.

**3. Neighbourhood Management**

The Head of Neighbourhood Services delivered a presentation about new neighbourhood management arrangements within the council. The new arrangements would help to empower local communities and leaders.

The presentation covered areas such as the previous Neighbourhood Investment Programme, Drivers for Change, the Sustainable Communities Strategy and Local Area Agreement, Comprehensive Area Assessment, the new Area Committees and the future development of Peterborough.

The following information was provided through the presentation and responses to questions:

- To ensure the best services were delivered, greater communication and feedback was needed from communities.
- Funding sources were being investigated along with lobbying for greater funding from central government to provide service delivery for Peterborough's growing population: These funds were not area specific but for Peterborough as a whole.
- Spending and delivery of council services would be targeted at communities' needs and therefore spent more effectively and efficiently.
- There would be a need to ensure that Parishes and the Council did not attempt to provide the same services as this would lead to unnecessary spending and taxing of Parished areas. The funding for Parish provided services in non-Parished areas would have been decided centrally but the new management arrangements would alleviate this need.
- Designated planning officers would be allocated to each area team.
- When advising the area manager of issues in Wards and Parishes, it would be the manager's responsibility to action the requests and saying that funding was not available would not be an excuse.
- Funding would be ring-fenced for each area much like resources within Children's Services were starting to be allocated on a locality basis.
- The areas have been drawn on population numbers so resources would be evenly shared; discussions on S106 allocations were still ongoing.
- The new Management arrangements would be effective as soon as area managers were appointed.

The members present **AGREED** to take the four questions from the presentation back to their Parishes and provide responses at the next meeting.

#### **4. Parish Question Time**

To be tabled at the next meeting and the supporting officer to report back on any questions raised in the interim.

#### **5. Parish Council Liaison Work programme**

The Chairman proposed that the Parish Council Liaison work programme reflects that of the Scrutiny Commission for Rural Communities and introduced the Greater Peterborough Partnership's Rural Vision and Strategy; the next Rural Commission would be looking at Environmental issues.

The next agenda could include the following:

1. Local Area Committees – Adrian Chapman
2. Environment
3. Signage in villages (size of signs)
4. Quality Councillor Scheme – Ian Dewar/Adrian Chapman
5. Housing developments (update on progress for 20,000 new homes)
6. Updates on Key Issues in the city – topics to be emailed to supporting officer.

CHAIRMAN  
6.30 - 7.30 pm

<b>PARISH COUNCIL LIAISON</b>	<b>Agenda Item No. 3</b>
<b>23 September 2009</b>	<b>Public Report</b>

## **Report of the Commercial Services Director**

**Report Author – Mike Heath**

**Contact Details – mike.heath@petebrorrough.gov.uk, 01733 425301**

### **FIX IT VAN**

#### **1. PURPOSE**

To receive Parish Council comments and suggestions on the future of the Fix It Van service

#### **2. RECOMMENDATIONS**

That members of the Parish Council Liaison meeting:

- Comment on whether there are any other services that could be provided through the Fix It Van service.
- Comment on the level of Parish support for the continuation of the use of the Fix It Van service.

#### **3. BACKGROUND**

The attached report is submitted following recommendations made at a meeting of the Scrutiny Commission for Rural Communities held on 27 July 2009.

#### **4. IMPLICATIONS**

This will contribute to determining the future service that the Fix It Van will provide for Parish Councils.

#### **5. CONSULTATION**

Scrutiny Commission for Rural Communities, 27 July 2009.

#### **6. NEXT STEPS**

Comments and suggestions will be considered by the Commercial Services Director in planning the future role of the Fix It Van service.

#### **7. APPENDICES**

Report submitted to the Scrutiny Commission for Rural Communities on 27 July 2009.

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<b>SCRUTINY COMMISSION FOR RURAL COMMUNITIES</b>	<b>Agenda Item No. 4</b>
<b>27 July 2009</b>	<b>Public Report</b>

## **Report of the Commercial Services Director**

**Report Author** – Mike Heath, Commercial Services Director

**Contact Details** – 01733 425301, [mike.heath@peterborough.gov.uk](mailto:mike.heath@peterborough.gov.uk)

### **THE FIX-IT VAN SERVICE**

#### **1. PURPOSE**

- 1.1 To consider the role of the Fix It Van Service and its relevance to the rural communities and to decide whether this is a service that is fit for purpose and meets the needs of the localities it serves.

#### **2. RECOMMENDATIONS**

- 2.1
- The service continues to be provided with two vehicles in its current format.
  - All Parish and rural communities be encouraged to take the opportunity to make better use of the service and become involved in its operations
  - That we continue to use the Fix It Van brand
  - That we request the Parish Council Liaison Committee to consider: are there any other services that could be provided through the Fix It Van Service?

#### **3. BACKGROUND**

- 3.1 The Fix It Van Service was introduced in 2001 to provide a dedicated service for the rural areas following concerns from residents in Parishes in those areas that they received little support from the Council or value from their Council Tax.
- 3.2 The service is operated by two vehicles with a single operative in each that is dedicated to working in the rural areas. The vehicle is branded with a Fix It Van logo alongside the City Council identity and is built on a 3.5 tonne GVW chassis so that they are easily identifiable. The vehicles are equipped with a range of tools and equipment and the operatives are trained to undertake a variety of tasks: This can include litter picking, painting, strimming, pruning, graffiti clearance and any other minor repairs or maintenance to public property etc.
- 3.3 The vehicles have a pre-determined rota (as set out in Appendix A) and are allocated to individual Parishes on Tuesday, Wednesday and Thursday each week. Monday and Friday are kept clear for dealing with larger jobs and other routine matters such as regular fly-tips in rural locations and bigger jobs that cannot be dealt with on a Parish's normal allocated days.

3.4 The Parish Clerk or another notified contact is provided with a list of the dates when the vehicle will be in their locality and in many instances arrangements are made for the operative to visit the Parish Clerk in order to receive specific requests for work. Parish Clerks are also able to contact the Service Help Desk or Peterborough Direct to request assistance or for specific work to be undertaken. In addition, there is an e-mail address: [fixitvan@peterborough.gov.uk](mailto:fixitvan@peterborough.gov.uk). Some Parish contacts have a close working relationship either with the operatives or the management team and we provide the wide variety of contact routes as a way of ensuring that the work is undertaken as speedily as possible.

3.5 The cost of the Service is as follows:

Salaries	£38,000
Holiday and Sickness Cover	£4,700
Transport	£11,500
Overheads	£5,400

3.6 The existing vehicles are due for replacement at the end of March 2010. This is now, therefore, the opportunity to review the Service and decide whether it is fit for purpose, continues to serve a useful function and should be continued and/or reduced or extended.

3.7 Consideration should now be given to the following points:

- (a) Is this service still relevant and appropriate for the communities it serves?
- (b) Is the current level of resource sufficient, too great or too little?
- (c) How can all Parishes be encouraged to use the service rather than passively accept the work that is provided as a default?
- (d) If the service is to be continued, are there additional other opportunities or facilities that it could offer?
- (e) Is the current brand of the Fix It Van one that needs amending, strengthening or is it now recognised as part of the village life and embedded into community consciousness?

#### **4. CONSULTATION**

4.1 At this stage no consultation has taken place. Members may consider they wish to consult more broadly with the rural Parish Councils over the future delivery of this.

#### **5. BACKGROUND DOCUMENTS**

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

5.1 None

#### **6. APPENDICES**

Appendix A: Examples of the current routing arrangements of the two Fix It vehicles.



## FIX IT VAN ROUTES

DAY	WEEK 1		WEEK 2	
	WEEK COMM: 20.07.09		WEEK COMM: 27.07.09	
	VAN A	VAN B	VAN A	VAN B
MON	CLEANSING	CLEANSING	CLEANSING	CLEANSING
TUE	WOTHORPE SOUTHORPE	BARNACK (INC PILSGATE)	DEEPING GATE NEWBOROUGH	NORTHBOROUGH PEAKIRK
WED	CLEANSING	BAINTON (INC ASHTON)	GLINTON	THORNEY
THUR	ETTON MAXEY UFFORD	HELPSTON	CLEANSING	CLEANSING A1 LAY BY'S
FRI	WANSFORD	A47 LAY BY'S	WANSFORD PICNIC AREA	A47 LAY BY'S

DAY	WEEK 3		WEEK 4	
	WEEK COMM: 03.08.09		WEEK COMM: 10.08.09	
	VAN A	VAN B	VAN A	VAN B
MON	CLEANSING	CLEANSING	CLEANSING	CLEANSING
TUE	EYE MARHOLM	EYE/THORNEY	WANSFORD	THORNHAUGH SUTTON
WED	CLEANSING	CASTOR AILSWORTH	CLEANSING	WITTERING
THUR	CLEANSING	CLEANSING A1 LAY BY'S	CLEANSING	CLEANSING A1 LAY BY'S
FRI	WANSFORD PICNIC AREA	A47 LAY BY'S	WANSFORD PICNIC AREA	A47 LAY BY'S

DAY	WEEK 1		WEEK 2	
	WEEK COMM: 17.08.09		WEEK COMM: 24.08.09	
	VAN A	VAN B	VAN A	VAN B
MON	CLEANSING	CLEANSING	CLEANSING	CLEANSING
TUE	WOTHORPE SOUTHORPE	BARNACK (INC PILSGATE)	DEEPING GATE NEWBOROUGH	NORTHBOROUGH PEAKIRK
WED	CLEANSING	BAINTON (INC ASHTON)	GLINTON	THORNEY
THUR	ETTON MAXEY UFFORD	HELPSTON	CLEANSING	CLEANSING A1 LAY BY'S
FRI	WANSFORD PICNIC AREA	A47 LAY BY'S	WANSFORD PICNIC AREA	A47 LAY BY'S

DAY	WEEK 3		WEEK 4	
	WEEK COMM: 31.08.09		WEEK COMM: 07.09.09	
	VAN A	VAN B	VAN A	VAN B
MON	BANK HOLIDAY	BANK HOLIDAY	CLEANSING	CLEANSING
TUE	EYE MARHOLM	EYE/THORNEY	WANSFORD	THORNHAUGH SUTTON
WED	CLEANSING	CASTOR AILSWORTH	CLEANSING	WITTERING
THUR	CLEANSING	CLEANSING A1 LAY BY'S	CLEANSING	CLEANSING A1 LAY BY'S
FRI	WANSFORD PICNIC AREA	A47 LAY BY'S	WANSFORD PICNIC AREA	A47 LAY BY'S

DAY	WEEK 1		WEEK 2	
	WEEK COMM: 14.09.09		WEEK COMM: 21.09.09	
	VAN A	VAN B	VAN A	VAN B
MON	CLEANSING	CLEANSING	CLEANSING	CLEANSING
TUE	WOTHORPE SOUTHORPE	BARNACK (INC PILSGATE)	DEEPING GATE NEWBOROUGH	NORTHBOROUGH PEAKIRK
WED	CLEANSING	BAINTON (INC ASHTON)	GLINTON	THORNEY
THUR	ETTON MAXEY UFFORD	HELPSTON	CLEANSING	CLEANSING A1 LAY BY'S
FRI	WANSFORD PICNIC AREA	A47 LAY BY'S	WANSFORD PICNIC AREA	A47 LAY BY'S

DAY	WEEK 3		WEEK 4	
	WEEK COMM: 28.09.09		WEEK COMM: 05.10.09	
	VAN A	VAN B	VAN A	VAN B
MON	CLEANSING	CLEANSING	CLEANSING	CLEANSING
TUE	WOTHORPE	BARNACK (PILSGATE)	WANSFORD	THORNHAUGH SUTTON
WED	CLEANSING	CASTOR AILSWORTH	CLEANSING	WITTERING
THUR	CLEANSING	CLEANSING	CLEANSING	CLEANSING A1 LAY BY'S
FRI	WANSFORD PICNIC AREA	A47 LAY BY'S	WANSFORD PICNIC AREA	A47 LAY BY'S

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## **Peterborough Rural Housing Strategy 2009-11 (v.8 draft)**

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### **Foreword**

This is Peterborough's first rural housing strategy. Housing is one of the four key rural priorities set out within the Rural Vision and Strategy, produced by the Peterborough Rural Working Group in 2006. The Greater Peterborough Partnership and Peterborough City Council have worked together to produce this strategy to help address the housing issues that have been identified through consultation with Peterborough's rural communities.

The role of the rural housing strategy is to enable and empower those living in rural areas. It will aim to set out the options available to rural communities, and provide the parishes with support and information they need to identify the range of options available to them to address their particular housing priorities. This document will work towards identifying pertinent issues, drawing upon available resources, and addressing issues at a community level. This strategy will evolve over time as rural communities become more empowered and engaged with its agenda.

In terms of areas for action, this strategy will focus upon the housing priorities identified by the rural communities during the production of the Rural Vision and Strategy. These are;

- Affordable Housing
- Energy Efficiency and Fuel Poverty
- In-Keeping Design

This strategy will be structured along the lines of its three key priorities, with references to the national, regional and local policy context which forms an appendix to the end of this document. A glossary of terms is also provided.

### **The role of the Rural Housing Strategy within the local strategic context**

The priorities of the Rural Housing Strategy also reflect a number of the objectives of the city-wide Peterborough Housing Strategy 2008-11, including;

- Providing good quality, affordable housing
  - The development of mixed and balanced communities
  - To promote and implement environmental and energy efficiency standards
- (Peterborough Housing Strategy 2008-11)

In addition to the objectives of the Peterborough Housing Strategy, the aims of the Rural Housing Strategy also align to the four priorities of the Peterborough Sustainable Community Strategy 2008-21. These priorities are;

- Creating opportunities and tackling inequalities
  - Creating strong and supportive communities
  - Creating the UK's environment capital
  - Delivering substantial and truly sustainable growth
- (Sustainable Communities Strategy 2008-21)

The Sustainable Community Strategy was produced by the Greater Peterborough Partnership and its partners. To achieve these priorities, the Sustainable Community Strategy sets out a number of required outcomes. The outcomes of the Sustainable Community Strategy that link to the enabling style of the Rural Housing Strategy and its priorities include;

- The empowerment of local communities
  - The conservation of natural resources
  - The creation of better places to live
- (Sustainable Communities Strategy 2008-21)

The success of achieving the priorities of the Sustainable Community Strategy 2008-21 is assessed against the progress on a number of key outcomes. Within the Local Area Agreement, the success of delivering on the priority to 'create better places to live' will be measured, in part, by the number of affordable homes built across the city. It is intended that the Rural Housing Strategy will contribute towards delivering some of these key priorities.

## **Rural Peterborough – An Introduction**

Rural Peterborough consists of 26 parishes across five council wards. Seven city councillors represent rural Peterborough, along with numerous parish councillors.

The rural area of Peterborough also borders the rural authorities of Fenland, South Kesteven, South Holland and East Northamptonshire.

According to mid-2007 population estimate, the population of the parishes that form the rural surroundings of Peterborough is around 19,750, representing 11.7 percent of the authority's total population. Census data indicates that rural parishes comprise of around 11.8 percent of the total households in the city, with a population that is predominantly White British (98.5 percent) in terms of ethnicity.

Statistics from the Peterborough Housing Needs Survey 2007 indicate that the majority tenure across rural Peterborough is owner-occupation with mortgage (50.5 percent), followed by owner-occupation without mortgage (27 percent). This figure is notably higher than the city-wide averages of 43.1 percent owner-occupation with mortgage, and 25.1 percent without. In terms of social rented accommodation, 8.3 percent of households in rural Peterborough are housing association tenants in comparison with 19.7 percent city-wide. Housing Needs Survey data also shows that a higher percentage of the rural population of Peterborough rent from the private sector (14 percent) in comparison with the city as a whole (12.2 percent).

In terms of housing stock, the Peterborough Housing Needs Survey found that 36.2 percent of all dwellings across rural Peterborough are detached compared with 21.4 percent city-wide. Semi-detached dwellings make up 28.4 percent of rural housing stock, compared with 25.6 percent city wide. Terraced housing is considerably less common across the parishes, making up 14.3 percent of rural stock compared with 26.4 percent city-wide). Only 2 percent of dwellings in rural Peterborough are flats, compared with 14.1 percent across the city as a whole. In terms of bungalow stock, the rural areas compare favourably to the rest of city, with 18.7 percent of the stock consisting of bungalows compared with a city average of 12.3 percent.

In terms of house prices, the average of the five rural wards is £191,687.20 compared with a citywide average of £130,837 (Hometrack, May 2009). The average house price of dwellings sold in the three rural wards to the north and west of the city alone is £207,242 (Hometrack, May 2009). Barnack ward has the highest average house price of £267,713 (Hometrack, May 2009).

In terms of demand for social rented accommodation in the rural parishes covered by Peterborough, 3435 active applications on the Peterborough Homes Housing

Register have selected at least one of the rural parishes as an area where they wish to reside. This equates to approximately one third of all applications.

### **Priority 1 – Affordable Housing**

National, regional and local research indicates that a lack of affordable housing is a major issue facing rural communities across the UK. In 2006 the Affordable Rural Housing Commission highlighted many of the disparities between rural and urban settlements across the UK, such as rural areas experiencing faster rates of house price growth when compared with rural areas, despite rural households earning lower average wages than their urban counterparts.

The government understands the impact that lack of affordability has upon the sustainability of rural communities. In a review of the rural economy and affordable housing, Matthew Taylor MP argues that villages run the risk of becoming ‘gated communities of wealthy commuters unless affordable housing can be secured and retained within rural communities’. As one of his recommendations, Taylor encourages the creation of initiatives that allow rural communities to develop affordable housing for local people.

In terms of regional policy, the East of England plan has identified the need for 27,500 new homes to be developed across the city between 2007 and 2026, of which 1400 have been earmarked for development across the rural hinterland. These 1400 units are to be distributed between a hierarchy of settlements identified in Peterborough City Council’s Local Development Framework (LDF) Core Strategy Preferred Options document.

In terms of solely affordable housing, the East of England Regional Housing Strategy recommends that LDF documents should promote planning policies that will ‘improve the supply and quality of sustainable, affordable, rural housing’. It states that ‘planning authorities should seek to increase the number of sites on which affordable housing can be sought by reducing thresholds and considering the use of ‘allocated’ exception sites in small settlements in addition to windfall sites’.

Results of the recent Peterborough Place Survey, which measures the satisfaction of local people with services and what they deem as priorities, found that ‘affordable decent housing’ was viewed as a higher priority across the rural wards than across



the city as a whole. Of respondents from the Barnack ward, 37.9 percent of respondents deemed affordable and decent housing as their priority, followed by 25.6 percent of Glington Ward respondents and 21.7 percent of Eye and Thorney. These figures are compared with a city-wide average of 16.2 percent, and support the concerns of the Rural Working Group in regards to affordable rural housing.

### **Options for delivering Affordable Housing**

This section of the strategy will highlight various options through which affordable rural housing is developed.

#### **Affordable Housing Providers and s.106 agreements**

The main providers of affordable housing in rural communities are affordable housing providers, which in most instances will be Registered Social Landlords (RSLs), formerly known as housing associations. RSLs are not for profit bodies that operate to provide low cost housing for those in housing need. RSLs provide affordable housing through two main methods of delivery; 'section 106' agreements or through purchasing and developing sites like any other traditional developer. Section 106 agreements, and associated 'planning obligations' are one of the most common methods through which affordable housing is developed, especially upon large housing developments.

S.106 agreements are legally binding compacts struck between developers and the local authority in order to support planning applications. A standard s.106 agreement will include various 'planning obligations' that a developer must fulfil in order to undertake the development. For example, it is the preferred policy of Peterborough City Council that on any residential development over the size of 15 units, there will be a requirement to provide 35 percent of the dwellings as affordable housing. This arrangement would be finalised within a s.106 agreement prior to work starting on the development. The s.106 agreement therefore acts as a means through which the local authority can ensure the delivery of affordable housing on private sites.

However, the impact of s.106 agreements within rural areas is limited due to the size of development where a s.106 agreement in regards to affordable housing is sought. As per the Peterborough Local Plan 2005, affordable housing will only be sought on rural developments over 15 units or 0.5 hectares in size. A lower number of large

sites suitable for housing development within rural areas, and lower development densities, restricts the effectiveness of s.106 agreements as a method through which affordable housing can be delivered across rural areas. In addition to this, any affordable housing secured via a s.106 agreement and let by a housing association in Peterborough cannot be allocated solely to people local to the parish where the development is located. Developing housing as part of a s.106 agreement is also heavily reliant upon private sector developments.

In addition to this issue, the cost and availability of suitable land restricts the activities of developers in rural areas. Also, dwellings on the majority of schemes delivered this way cannot be reserved solely for the benefit of the local community. However, there are some exceptions to this rule which are discussed later in this document.

### **Exception Sites**

Peterborough City Council's Local Development Framework Core Options document proposes the introduction of a Rural Exception Site policy, which is another method through which local communities can develop affordable housing within a rural area.

An 'exception site' is one which is not allocated by the local planning authority as a potential site for development, and may have certain features that ordinarily would reduce its chances of being developed i.e. 'green field' sites. However, it is possible for planning consent to be awarded to develop affordable housing upon an exception site if a local need for this type of accommodation has been demonstrated. The 'exception site policy' proposed within the Peterborough LDF 'Core Strategy Preferred Options' document would allow such sites to be built upon for the purposes of providing affordable housing, providing no other suitable sites with lower restrictions exist nearby. Once again, a local need for affordable housing has to be proven in order for such a site to attract planning consent.

A major benefit of developing upon an exception site is that dwellings built upon it can be held by the local community in perpetuity for the purposes of fulfilling locally recognised housing need, with local people given preference for allocations. However, in harnessing the perpetual benefit for the local community, the outright purchase of dwellings built on an exception site and designated for low cost home ownership is restricted. Presently, mortgage lenders are reluctant to finance house

purchases where the buyer cannot purchase the property outright. However, as access to credit improves this stance may change.

To-date there are no examples of exception sites being developed within Peterborough. However, there are numerous examples of similar sites being developed elsewhere in the UK. A major factor in successfully developing affordable housing on an exception site is the effectiveness of local people in demonstrating that a need exists. This is one of the reasons why this strategy focuses upon playing an enabling role, as delivering affordable housing for rural communities relies upon the strength and support of local people.

### **Community Land Trusts**

Community Land Trusts (CLTs) are another method through which rural communities can develop affordable housing in order to address local need. A CLT is a body that is set up to acquire land for the benefit of a local community. They usually operate to acquire ‘common’ or waste land (many of which will constitute ‘exception sites’), either through gifts or at below-market rates in order to develop it for the purposes of affordable housing, premises for local enterprise or community facilities. The benefit of a Community Land Trust is that it provides communities with ownership of local assets, which can be utilised for the benefit of the local community and provide them with an income stream (i.e. rents, sale of leases etc...). Management of properties developed by a CLT can either be managed by the trust itself, financed by the revenue it earns from developments, or contracted-out to another housing provider. Both central government and the East of England Regional Assembly wish to promote CLT’s as a means of meeting rural housing need.

Funding to assist communities in developing such a body is available through the Tudor Trust and Esmée Fairbairn Foundation. Three separate funds are available. The ‘feasibility fund’ is available to enable a community to acquire a CLT consultant to provide assistance on how to set up a CLT. The ‘technical assistance fund’ is available to enable communities to draw up a business plan and receive legal, financial and procurement advice from a CLT consultant. The final fund can be broken into two components, with the pre-development and development finance available. The pre-development finance is available to obtain assistance in appraising sites, employing architects and gaining planning consent. The

development finance is available in the form of capital loans to supplement the private finance used to build the proposed scheme.

### **Assistance in Delivering Affordable Housing**

Both the development of 'exception sites' and the formation of a CLT require considerable amounts of specialist expertise. However, assistance is available for communities who are interested in exploring either method of developing affordable housing. Cambridgeshire ACRE is a charitable local development agency which acts as the rural housing enabler for the county. It provides services, support and advice to rural communities on a range of issues, from developing affordable housing through to securing community assets. Cambridgeshire ACRE runs an affordable rural housing service, to help develop rural homes under exception site policies in partnership with affordable housing providers and local authorities. The organisation offers assistance to rural communities across their 'nine-steps' to delivering affordable housing on exception sites, ranging from assistance in assessing local housing need, through to securing funding.

### **Initial Actions – Affordable Housing**

This strategy proposes a set of initial actions which aim to inform rural communities of the **methods through which** they can develop affordable housing to meet local need. These actions are as follows –

- To develop links between rural communities and Cambridgeshire ACRE, with a view exploring all options available to rural communities who are interested in developing their own affordable housing stock.
- To develop links between rural communities, the Tudor Trust and members of an existing CLT, with a view to explore the methods and merits of forming a community land trust for the purposes of developing affordable housing.
- To build links with and gather best practice on affordable rural housing delivery in authorities where in excess of 50 percent of the population reside in rural localities and/or small market towns (otherwise known as 'Rural 50' authorities, and 'Rural 80' authorities where the rural population exceeds 80 percent). A particular focus of such an exercise would be on how housing is delivered through s.106 in these areas, in addition to the other available methods.

## **Priority Two – Energy Efficiency and Fuel Poverty**

Energy efficiency was highlighted by the Rural Working Group as a part of an overall housing-related issue when it created the Rural Strategy and Vision. The concerns of the group are reflected in research by Peterborough City Council into Housing Stock Projections (2007), which found evidence of a polarisation in the condition of private stock between urban and rural areas of the city. Issues highlighted in the document include -

- A higher percentage of rural dwellings which are ‘non-decent’ (as defined by the government’s ‘Decent Homes’ standard)
- A higher number of rural dwellings with inadequate thermal comfort
- A higher number of rural dwellings with category one hazards (as defined under the ‘Housing Health and Safety Rating System’)
- A higher level of disrepair within rural dwellings
- A higher level of private rural stock that is energy inefficient
- A higher level of ‘fuel poverty’ within rural areas

The research established that 11.6 percent of rural households in private dwellings were defined as vulnerable, with 5.6 percent of these households living in accommodation that was considered to be ‘non-decent’.

### **Green Audits and the ‘Green Ginton’ project**

There are examples of rural communities within Peterborough working in partnership with local authority departments to address the issue of energy efficiency for themselves. The ‘Green Ginton’ project was first conceived in autumn 2008 by Ginton Parish Council following a neighbourhood survey which was carried out amongst village residents. A major finding of this survey was an interest of a large number of residents in generating their own energy. A small steering group consisting of Parish Councillors, Peterborough City Council and Greater Peterborough Partnership representatives, Energy Saving Trust staff, local teachers and members of the Ginton community.

Prior to renewable energy sources being explored, a home energy survey was carried out by members of the parish council in order to establish the energy efficiency of housing stock within the village. By June 2009, information on 467 of

690 homes has been collected, with every participant receiving a report regarding the existing and potential energy performance of their property. In addition to the survey, the Energy Saving Trust hosted a ‘Green Glington’ exhibition in the village in order to promote lifestyle changes that help achieve energy efficiency, and grants for vulnerable households to address issues such as ‘fuel poverty’. Once the survey is completed, it is anticipated that the information will be used to target grant assistance at vulnerable households in inefficient dwellings. The opportunity for renewable energy will also be explored further.

## **Fuel Poverty**

Heavily linked to energy efficiency is the issue of ‘fuel poverty’, and resulting ‘fuel debt’. A household is defined as being in ‘fuel poverty’ when it is required to spend ten percent of total income in order to maintain a satisfactory heating regime. ‘Fuel debt’ is an inevitable result of ‘fuel poverty’, and is an issue with the greatest consequences for vulnerable households, including the elderly and those with a disability. The factors that contribute to fuel poverty often reinforce each other. For example, people experiencing fuel poverty are more likely to spend long periods of time at home and may therefore need to consume more fuel. Such households are likely also to have little capital to invest in energy efficiency measures or improved heating systems. For those who live in privately rented accommodation there is little incentive to make such investments. Individuals can find themselves in fuel debt as the result of energy inefficiencies, but also as a result of inaccurate meter readings and underpayment on direct debits leading to the debt accruing on utility bills.

To address the issue, the government has outlined a commitment to end fuel poverty by 2010 in its Fuel Poverty Strategy. As highlighted in the previous section of this strategy, research by Peterborough City Council has indicated that higher levels of fuel poverty exist between rural households than their urban equivalent. Peterborough City Council has an adopted Affordable Warmth Strategy, which sets out aims that are designed to address the issue of fuel poverty. Due to their relevance, some of the actions highlighted within the Affordable Warmth strategy have been adopted within this strategy as actions for addressing rural energy efficiency.

## **Initial Actions – Energy Efficiency and Fuel Poverty**

- For Peterborough City Council, the Rural Working Group and Greater Peterborough Partnership to work with the team behind the Green Ginton project in order to create a green audit toolkit that outlines the methods and means through which a village can conduct an audit of the energy efficiency of its housing stock. The toolkit would build upon the experience gained as a result of Green Ginton, including contacts, details of funding and successful management methods. This document would be available to the parishes with a view to assist in making a Green Ginton-style project replicable across other areas of rural Peterborough.
- To arrange a meeting between the Rural Working Group and the Energy Saving Trust's Community Action for Energy Team to explore ways to improve energy efficiency of rural dwellings, especially that of vulnerable households.
- To organise village open days (similar to the one held as part of the Green Ginton project) to inform residents of energy efficiency schemes and renewable energy measures available to households.
- To raise awareness of the housing grants and assistance available for vulnerable rural householders to address issues relating to fuel poverty, disrepair and energy inefficiency

### **Priority Three – In Keeping Design**

The final priority to be addressed in this strategy, and one identified in consultation with the parishes, is that of the 'in-keeping design' of new housing developments within rural areas. Control over the design of dwellings, including their impact upon local character and amenity, falls within the remit of the Development Control team within the local authority. Peterborough City Council has outlined its preferred policy on the impact of new development in rural areas within its Local Development Framework Core Strategy Preferred Options. Option CS19 states that 'new development in and adjoining the countryside should be located and designed in a way that is sensitive to its landscape setting, retaining and enhancing its distinctive qualities'.

There are methods through which rural communities can attempt to influence design of development within their locality. A Village Design Statement is a document created by local people which outlines the visual character of the village and demonstrates how local character and distinctiveness can be protected and

enhanced in new development. A successful Village Design Statement also compliments local planning policy, and is focused upon managing change as opposed to preventing it. A number of the parishes across Peterborough already have adopted village design statements, including –

- Barnack and Pilsgate
- Castor and Ailsworth
- Glinton
- Helpston
- Thorney
- Ufford
- Wansford
- Wothorpe

The above village design statements were produced prior to the adoption of the new Local Development Framework system for planning policy. Under the old system, they held the status of ‘supplementary planning guidance’. Under the new planning system Village Design Statements can hold the status of ‘approved council guidance’. They allow communities to provide guidance to planning officers in regards to;

- Existing residential design features
- Preferred design features for residential dwellings i.e. brick styles
- Natural views and areas of local significance and character that the village would like to preserve

Chelmsford Borough Council has produced guidance that assists rural communities in developing their own village design statements, including how to make it a powerful and relevant document. The option to replicate such guidance for the benefit of the parishes across Peterborough forms is an initial action within this strategy in order to achieve in-keeping design.

### **In-Keeping Design – Initial Actions**

- To provide updated guidance on how the parishes can create Village Design Statements, allowing rural communities to comment on their wishes for the likely aesthetics and character of future rural development.
- To work with parishes who wish to create their own village design statements, and lead the finished documents through the process of becoming approved council guidance for use when assessing planning applications



### **Additional Information - Scrutiny Commission for Rural Communities**

Following a restructure of the Peterborough City Council cabinet in May 2009, a scrutiny commission for Rural Communities has been set up to review services and policies which have an impact upon communities across the parishes. It is the intention that the new scrutiny commission will take some ownership of this document, helping to ensure that its priorities are addressed and its actions carried out.

### **Peterborough City Council Neighbourhood Services Delivery Model**

Peterborough City Council is presently implementing a new approach to delivering neighbourhood services, such as community safety and environmental enforcement. It is proposed that four teams will be set up, three of which are responsible for a geographically defined area of the city, and the other which will deal with city-wide issues. Each team will have its own head of service which will be responsible for and accountable to that particular locality. The influence of this model upon the aims and actions of the Rural Housing Strategy will become clearer once it is implemented.

## **Glossary of Terms**

### **Affordable Housing**

Affordable housing includes social rented and intermediate housing, provided to specified eligible households whose needs are not met by the market. Affordable housing should meet the needs of eligible households including availability at a cost low enough for them to afford, determined with regard to local incomes and local house prices.

### **Affordable Housing Provider**

An organisation that builds and/or manages housing on an affordable basis. The term includes housing associations, and private developers who build and sell property on a shared-ownership basis.

### **Affordable Rural Housing Commission**

The Affordable Rural Housing Commission was set up by Department for Environment Food and Rural Affairs (DEFRA) to explore issues regarding access to affordable housing for those who live and work in rural areas. For further information, see <http://www.defra.gov.uk/rural/arh/>

### **Build Cost**

Build cost simply refers to the actual cost of developing units of housing, including building materials, land purchase and administration costs (such as architect and planning application fees), but excluding any developer profit.

### **Cambridgeshire ACRE**

Cambridgeshire ACRE is an organisation which engages with the rural communities of Cambridgeshire and Peterborough by supporting community participation, providing funding advice, facilitating community-led planning and setting up new projects. They also run a specialist service that assists rural communities to develop affordable housing. For further information, see <http://www.cambsacre.org.uk/>

### **Community Land Trust**

A Community Land Trust is a body set up by members of a community for the purposes of procuring and developing land for the benefit of that community, such as the provision of affordable housing. For further information, see <http://www.communitylandtrust.org.uk/>

### **Decent Homes Standard**

By 2010, central government is aiming for all social rented housing stock up to 'decent homes' standard. The criteria for the standard is quite detailed, but defined in simplest terms a 'decent home' is one which is 'warm, weatherproof and have reasonably modern facilities'. In addition to the social sector, the government has charged local authorities with the task of ensuring that 70 percent of all vulnerable households are living in homes that meet the standard by 2010. For further information, see <http://www.communities.gov.uk/publications/housing/decenthome>

## **Development Control Team**

The Development Control team is based within Peterborough City Council, and is responsible for the determination of planning applications and other associated applications, such as listed building consent.

## **East of England Plan**

The East of England plan is the main spatial planning document covering the whole region. Peterborough as an authority falls under its remit. The document covers all aspects of spatial planning, from housing quota and economic development, through to transport and waste management. For further information, see [http://www.qos.gov.uk/qoee/docs/Planning/Regional Planning/Regional Spatial Strategy/EE Plan1.pdf](http://www.qos.gov.uk/qoee/docs/Planning/Regional%20Planning/Regional%20Spatial%20Strategy/EE_Plan1.pdf)

## **East of England Regional Assembly**

The East of England Regional Assembly is the regional governance body which produces many strategic documents, such as the East of England plan and the Regional Housing Strategy. For further information, see <http://www.eera.gov.uk/>

## **East of England Regional Housing Strategy**

The Regional Housing Strategy for the East of England sets out the strategic direction for the delivery of housing in the East of England. It is produced by the East of England Regional Assembly. For further information, see <http://www.eera.gov.uk/What-we-do/developing-regional-strategies/regional-housing-strategy/>

## **Energy Saving Trust**

The Energy Saving Trust is a not-for-profit body which provides free, impartial advice on energy efficiency and addressing issues relating to climate change. For further information, see <http://www.energysavingtrust.org.uk/>

## **Exception Site**

An 'exception site' is one which is not allocated by the local planning authority as a potential site for development, and may have certain features that ordinarily would reduce its chances of being developed i.e. 'green field' sites. However, it is possible for planning consent to be awarded to develop affordable housing upon an 'exception site' if a local need for this type of accommodation has been identified. For further information, see

<http://www.ruralhousing.org.uk/PDFs/Fact%20Sheets/What%20is%20an%20Exception%20Site%20July%202008.pdf>

## **Fuel Debt**

Fuel Debt is a by-product of fuel poverty. Households can fall into fuel debt as a result of high utility bills, something which is usually the result of energy inefficiencies or inaccurate and un-detected billing and meter readings.

## **Fuel Poverty**

A household is defined as being in ‘fuel poverty’ when it is required to spend ten percent of total income in order to maintain a satisfactory heating regime. For further information, see

<http://www.defra.gov.uk/environment/climatechange/uk/household/fuelpoverty/>

### **Greater Peterborough Partnership**

The Greater Peterborough Partnership (GPP) is Peterborough's Local Strategic Partnership, the body that unites representatives from the public, private, faith, community and voluntary sector together to work collectively together towards the vision and priorities of the Sustainable Community Strategy. For further information, see <http://www.gpp-peterborough.org.uk/>

### **Green Field Site**

Greenfield land is a term used to describe a piece of previously undeveloped land, in a city or rural area, often used for agriculture, landscape design, or just left to nature. In contrast, brownfield land is an area that has previously been developed.

### **Housing Association**

Housing Associations (also known as Registered Social Landlords) are independent not-for-profit bodies that provide low-cost social housing for people in housing need. Any trading surplus is used to maintain existing homes and to help finance new ones. They are major providers of new homes to rent, whilst many also run shared ownership schemes to help people who cannot afford to buy their own homes outright.

### **Housing Health and Safety Rating System (and Category One Hazards)**

The Housing Health and Safety Rating System (HHSRS) is the risk assessment procedure for residential properties. Under the system, a category one hazard is defined as one which carries serious risk of injury or death. For further information, see

<http://www.communities.gov.uk/housing/rentingandletting/housinghealth/>

### **Intermediate Tenure**

Intermediate tenures come in two forms; rented and for low cost home ownership. They are designed to fill the gap in the market between social housing and market housing. Properties rented on an intermediate basis by an affordable housing provider, are let at rents equivalent to 80 per cent of market rates. Low cost ownership comes in many forms, including schemes where ownership is shared between the occupier and an affordable housing provider, and schemes where the government can offer home buyers an interest free equity loan. There is a scheme which combines both forms of intermediate tenure – where properties are let at an intermediate basis for five years, and then the tenant has the option to buy. Intermediate tenures can be accessed through regional ‘homebuy agents’. For an example, see <http://www.orbitfirststep.org.uk/main.cfm>

### **Local Area Agreement**

A Local Area Agreement (LAA) is a document that sets out the actions that are required in order to meet the priorities of a specific area. In Peterborough, the LAA is closely linked to the Sustainable Community Strategy 2008-21, which sets out the local priorities to make Peterborough a better place to be. The actions within the

Local Area Agreement are designed to achieve the priorities of the Sustainable Communities strategy, and measure the extent to which these are achieved. For further information on LAAs, see

<http://www.communities.gov.uk/localgovernment/performanceframeworkpartnerships/localareaagreements/>

### **Local Development Framework**

A Local Development Framework (LDF) is the selection of documents produced by a local authority which covers policy in regards to how planning will be managed in that area. The LDF consists of a core policy document, which states all main council policies (such as the percent of affordable housing sought on developments), and a proposals map showing the location of proposed strategic sites for development. It can also include additional documents that elaborate upon specific policies relevant to certain issues. Peterborough City Council's LDF is presently going through a period of consultation prior to it being adopted. For further information on LDFs, see

<http://www.planningportal.gov.uk/uploads/ldf/ldfguide.html>

### **National Affordable Housing Programme**

The National Affordable Housing Programme is the major public funding source for affordable housing in the UK. Affordable Housing Providers can apply to the scheme for funding to support housing developments that meet certain central government criteria, and the strategic aims of local government. For further information, see

<http://www.housingcorp.gov.uk/server/show/nav.446>

### **'Non-decent' dwelling**

A 'non-decent' dwelling is one which does not meet the Decent Homes standard.

### **Peterborough City Council Local Development Framework Core Strategy Preferred Options**

This document forms part of the LDF. It is a consultation document which outlines a series of options, including those preferred by PCC, in relation to how planning will be managed. The adopted policies within this document should eventually form the core strategy of the LDF. For further information, see

<http://consult.peterborough.gov.uk/portal/planning/peterborough/cs/cspo?pointId=36413#document-36413>

### **Peterborough Housing Needs Assessment**

This document is a piece of research into the housing need that exists across both the city of Peterborough, and the housing market sub-region that it falls into. The document forms the basis of many policies relating to housing and planning. For further information, see <http://www.peterborough.gov.uk/page-14110>

### **Peterborough Local Plan 2005**

The Peterborough Local Plan 2005 is a document containing the adopted policies of Peterborough City Council in relation to how planning is managed. It is soon to be superseded by a new approach to planning policy called the Local Development Framework, which is presently passing through a period of consultation. For further information on the plan, see <http://www.peterborough.gov.uk/page-289>

## **Peterborough Rural Working Group**

The Peterborough Rural Working Group is a panel of representatives from rural communities, including both ward and parish councillors. The purpose of the group is to formulate a collective voice for the rural communities, and the group was heavily involved in the production of Peterborough Rural Vision and Strategy. For further information, see

<http://www.gpp-peterborough.org.uk/partners-rural.php>

## **Peterborough Sustainable Community Strategy 2008-21**

The Peterborough Sustainable Community 2008-21 has been produced by the Greater Peterborough Partnership in partnership with its partners from the public, private, voluntary and faith sectors. The document outlines the agreed joint priorities of the city, which should in turn be reflected in the business plans of the individual partners. The Local Area Agreement sets out the agreed actions that are required to achieve the aims of the Sustainable Community Strategy. For further information, see <http://www.gpp-peterborough.org.uk/documents/SustainableCommunityStrategy.pdf>

## **Place Survey**

Place surveys are questionnaire-based research into the thoughts, experiences and opinions of local people in regards to a number of key areas, including satisfaction with public services, local decision making and community safety. Local authorities are required to undertake Place Surveys every two years.

## **Rural 50 Authority**

A Rural 50 Authority is an authority with at least 50 percent of its population (but less than 80 percent) living in rural settlements or larger market towns.

## **Rural 80 Authority**

A Rural 80 Authority is an authority with at least 80 percent of its population living in rural settlements or larger market towns.

## **Rural Housing Enabler**

Rural Housing Enablers work with rural communities to provide independent advice and support, act as a facilitator and help them through the process of providing affordable housing. The Rural Housing Enabler for Peterborough is Cambridgeshire ACRE.

## **S.106 Agreement**

S.106 agreements are those struck between developers and the local authority in order to support planning applications. The agreements included in a s.106 agreement can be broad, but they are usually utilised to ensure that a local community affected by development actually benefits from it. This is usually through the provision of affordable housing on the development where the s.106 agreement is in place, or as a financial contribution from a developer towards schools and other local services.

## **Scrutiny Commission for Rural Communities**

The Scrutiny Commission for Rural Communities was set up following a reshuffle of the Peterborough City Council cabinet in May 2009. It has been set up to review services and policies which have an impact upon communities across the parishes

### **Village Design Statement**

A Village Design Statement is a document created by local people which outlines the visual character of the village and demonstrates how local character and distinctiveness can be protected and enhanced in new development. For details of VDS documents that exist across the parishes of Peterborough, see <http://www.peterborough.gov.uk/page-541>

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<b>PARISH LIAISON MEETING</b>	<b>Agenda Item No. 5</b>
<b>23<sup>rd</sup> September 2009</b>	<b>Public Report</b>

## **Report of the Head of Neighbourhoods**

**Report Author – Adrian Chapman**  
**Contact Details – 01733 863887**

### **PCC NEIGHBOURHOOD COUNCILS**

#### **1. PURPOSE**

This report is presented to the Parish Liaison meeting as an introduction to the new Peterborough City Council Neighbourhood Councils.

#### **2. BACKGROUND**

At the full Council meeting earlier this year, it was agreed that new Neighbourhood Councils would be formed as part of the democratic decision making process. Provision for these is made in the Local Government Act 2000, which provides powers to devolve appropriate decision making and resource allocation to neighbourhood level.

Peterborough City Council is committed to developing this approach as part of its commitment to empowering our communities and enhancing citizenship and local decision making.

#### **3. NEIGHBOURHOOD MANAGEMENT**

The Council has been developing a neighbourhood management framework against which a new approach to engaging with and empowering communities will be progressed. This in turn will help to ensure that we are tackling the issues that really matter to our communities in the most efficient and effective ways. This framework was shared with Parish Councils at the last liaison meeting.

For the purposes of neighbourhood management, three management areas have been created – the north and west, central and east, and the south – covering the whole of the council’s operational area. Neighbourhood managers have been recruited to each of these areas who will become key points of contact for elected Members, Parish Councils, citizens and partners into public services, and who will be responsible for leading the delivery of change and improvement in their area. The three areas are coterminous with Police operational sectors.

Across the three neighbourhood management areas, seven Neighbourhood Councils will be formed (appendix 1 refers). The existing mechanisms for engaging with communities, including Neighbourhood Police Panels, will continue to be supported and developed, with outputs and issues being fed up to the new Neighbourhood Councils as appropriate for discussion and decision.

Each Neighbourhood Council will meet four times a year, with meetings to be held in its locality. In addition, there will be an annual Area Forum to be held towards the end of the municipal year. This will include all the Neighbourhood Councils for each area, a total of three Area Forum meetings in each municipal year. The Area Forum meetings will be an opportunity for the Neighbourhood Councils in each area to come together and discuss their work, and also to look at issues of mutual interest and importance going forward.

#### 4. TERMS OF REFERENCE

The proposed terms of reference of the Neighbourhood Councils include provision for the following:

1	To identify and, as far as it is able to do so within it's budget, meet the needs of the Community in the local area, via consultation with and involvement of the community and other appropriate bodies
2	To develop Community Master Plans, and Action Plans to support their delivery, and monitor their implementation
3	To be the primary focus for public involvement and consultation within the area, working closely with other public, private and voluntary agencies, and advising the Executive as appropriate on issues which affect the area
4	To carry out any non-Executive functions delegated by the council, and any Executive functions delegated by the Leader, in accordance with the Scheme of Delegations set out in Part 3 sections 1 and 3 of the Constitution
5	To set the standards for, and seek agreement for changes from the Executive to services to meet local needs which are outside the immediate responsibility / budget of the Neighbourhood Council. This includes seeking agreement to revenue and capital expenditure to meet any changes. (If such changes would be contrary to the policy framework or contrary to or not wholly in accordance with the budget, then the matter would be referred to Council by the Executive)
6	To act as consultees in respect of Planning and Licensing applications relating to the area
7	To be consulted on all Executive and Council proposals that affect the area, particularly capital schemes affecting the area, including modifications to schools
8	To monitor local service delivery, considering the outcome of such monitoring and advising the Executive, and the relevant Scrutiny Committee or Commission as appropriate
9	To work closely with Scrutiny Committees and Commissions including suggesting items for scrutiny, and if required to become involved in reviews carried out by Scrutiny Committees and Commissions at the request of the Chairs.
10	To recommend grants to local voluntary organisations and community groups, subject to the approved grant procedures
11	To make arrangements for the provision of information about local services and other information to people in the area
12	To act as a Community Forum where the Neighbourhood Council and members of the community can discuss areas of concern to them, such issues to include matters which are the direct responsibility of the council and other issues which are the responsibility of other organisations

A key responsibility of the Neighbourhood Councils will be to create master plans for their area supported by action plans to deliver the outcomes in that master plan. The master plan will set the strategy and vision of the area covered and will be an initial piece of work to be undertaken by the Neighbourhood Councils. This work will be supported by the new Neighbourhood Management team.

## Appendix 1: Neighbourhood Councils

Neighbourhood Council	Ward	Councillor
Central & East 1	Central	M Fazal
		Z Hussain
		N Khan
	North	C Swift
		K Sharp
Central & East 2	Park	P Kreling
		Y Lowndes
		J Peach
	Dogsthorpe	A Miners
		B Saltmarsh
		C Ash
		M Collins
	East	M Todd
		S Goldspink
South 1	Stanground Central	M Cereste
		B Rush
		I Walsh
	Stanground East	J Wilkinson
		F Benton
	Fletton	P Croft
		M Lee
South 2	Orton with Hampton	N North
		S Scott
		D Seaton
	Orton Longueville	J Goodwin
		G Murphy
		P Winslade
	Orton Waterville	S Allen
		G Elsey
		W Trueman

<b>Neighbourhood Council</b>	<b>Ward</b>	<b>Councillor</b>	
North & West 1	Northborough	P Hiller	
	Barnack	D Over	
	Glinton & Wittering	J Holdich	
		D Lamb	
	Newborough	D Harrington	
	Eye & Thorney	R Dobbs	
		D Sanders	
	North & West 2	Werrington North	John Fox
Judith Fox			
S Lane			
Werrington South		C Burton	
		D Fower	
		P Thacker	
		D Day	
Paston		S Day	
		L Gilbert	
		C Day	
Walton		J Sandford	
North & West 3		Bretton North	W Fitzgerald
			D Morley
	P Nash		
	Bretton South	M Fletcher	
	West	M Burton	
		M Dalton	
		S Dalton	
	Ravensthorpe	G Nawaz	
		H Newton	



**Parish Council Liaison Work Programme**

**2009/10**

<b>Date</b>	<b>Item</b>
18 November 2009	1. The Leader's Vision* 2. Land Trusts (Richard Astle)* 3. Quality Councillor Scheme (Ian Dewar CPALC)*
20 January 2010	
31 March 2010	

\* Subject to confirmation

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