

Public Document Pack

CABINET

FRIDAY 10 FEBRUARY 2012
2.00 PM

Bourges/Viersen Room - Town Hall

Contact – Alexander.daynes@peterborough.gov.uk, 01733 452447

AGENDA

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Circulation
Cabinet Members, Scrutiny Committee Representatives
Directors, Heads of Service
Press

*Any agenda item highlighted in bold and marked with an * is a 'key decision' involving the Council making expenditure or savings of over £500,000 or having a significant effect on two or more wards in Peterborough. These items have been advertised previously on the Council's Forward Plan (except where the issue is urgent in accordance with Section 15 of the Council's Access to Information rules).*

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MINUTES OF CABINET MEETING HELD 12 DECEMBER 2011

PRESENT

Cabinet Members: Councillor Cereste (chair), Councillor M Dalton, Councillor S Dalton, Councillor Fitzgerald, Councillor Hiller, Councillor Holdich, Councillor Lee, Councillor Scott, Councillor Seaton and Councillor Walsh.

In attendance: Kamal Hyman (Youth MP) and Niamh Kingsley (Deputy Youth MP).

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Goodwin.

2. DECLARATIONS OF INTEREST

No declarations of interest were received.

3. MINUTES

The minutes of the meeting held 7 November 2011 were agreed and signed as an accurate record.

STRATEGIC DECISIONS

4. FLOOD AND WATER MANAGEMENT SUPPLEMENTARY PLANNING DOCUMENT (SPD) - DRAFT FOR CONSULTATION

Cabinet received a report seeking approval, for the purpose of public consultation, of a draft Supplementary Planning Document (SPD) that would provide guidance to developers on flood and water management in Peterborough. It would expand on overarching headline policy contained in the council's adopted Core Strategy. Officers proposed to consult with the public and stakeholders on the draft SPD in early 2012. Councillor Hiller introduced the report and moved the recommendations, thanking officers for their good work in the preparation of the report. Councillor Holdich seconded the recommendations.

Cabinet briefly debated the report and accompanying document and **RESOLVED** to:

Approve the Draft Flood and Water Management Supplementary Planning Document for public consultation.

REASONS FOR THE DECISION

There was no statutory duty to prepare this SPD. However, without it, developers could be confused or misinformed as to how they could deliver fit-for-purpose development schemes in Peterborough that met flood and water management requirements. This could have an impact on development coming forward as additional time would need to be spent on negotiating applications where flood or water management issues occur.

The existence of policy and guidance that all of Peterborough's water management partners support would improve current and future service delivery through the more efficient processing of planning applications and future drainage approval applications.

ALTERNATIVE OPTIONS CONSIDERED

Option 1 – The council could decide not to produce an SPD on this topic even after Schedule 3 (Sustainable Drainage) of the Flood and Water Management Act is enacted. However, forthcoming national guidance on drainage is expected to leave large elements (such as local policy and guidance) to local consideration. Therefore, without this SPD, it is likely to be difficult for officers and developers to know what flood and water related measures are acceptable in Peterborough and how local considerations (e.g. soil type, watercourse capacity) can be taken into account in meeting national flood and drainage legislation.

Option 2 - The council could decide to delay consultation on this draft until the Department for Environment, Food and Rural Affairs enacts Schedule 3 (Sustainable Drainage) of the Flood and Water Management Act 2010. However, this would mean that developers in this interim period could continue to struggle to understand what is expected of them by the council. Officers hope that Schedule 3 will be enacted at a similar time to the consultation period on this SPD, which will mean the final version of the SPD can be amended, prior to adoption, to ensure its compatibility with Schedule 3.

5. MINERALS AND WASTE: WASTE MANAGEMENT DESIGN GUIDE SUPPLEMENTARY PLANNING DOCUMENT (SPD)

Cabinet received a report requesting it adopts the RECAP Waste Management Design Guide SPD (adoption version), hereafter referred to as the 'SPD'. The RECAP Waste Management Design Guide SPD had been jointly prepared with Cambridgeshire County Council and would support policies in the Minerals and Waste Core Strategy DPD, which was adopted by the two Councils on 19th July 2011. Cllr Hiller introduced the report and moved the recommendations, highlighting policies CS15 'Household Recycling Centres' and CS28 'Waste Minimisation, Re-Use and Resource Recovery' for attention. Councillor Seaton seconded the recommendations.

Cabinet considered the report and **RESOLVED** to:

Adopt the RECAP Waste Management Design Guide Supplementary Planning Document (SPD) to form part of the local development framework, with adoption taking effect on 22nd February 2012.

REASONS FOR THE DECISION

The SPD would help developers and designers to ensure effective segregation, storage and collection of waste materials for the occupants of their developments. It would also be used day-to-day by planning officers when considering the detailed aspects of planning proposals, to ensure that waste management needs were adequately addressed.

ALTERNATIVE OPTIONS CONSIDERED

Whilst not a statutory requirement to produce the SPD, the alternative option of not producing this document was rejected because:

- There is support for the production of the document across Cambridgeshire and Peterborough, especially from the Waste Collection Authorities and Waste Disposal Authorities;

- The document will greatly assist planning officers and Members in determining planning applications, including enabling a consistent and transparent decision making process to be undertaken; and
- The document is entirely in line with the Minerals and Waste Core Strategy DPD and the Joint Municipal Waste Management Strategy for Cambridgeshire and Peterborough 2008-2022, and will contribute towards meeting objectives in the National Waste Management Plan.

6. CAMBRIDGESHIRE AND PETERBOROUGH MINERALS AND WASTE SITE SPECIFIC PROPOSALS DEVELOPMENT PLAN DOCUMENT AND PROPOSALS MAP PARTS A & B

Cabinet received a report informing it of the publication of the Inspectors Report and its conclusion which finds the Minerals and Waste Site Specific Proposals DPD ‘sound’ and seeking Cabinet approval to recommend that Council adopts the DPD at its meeting on 22 February 2012. Councillor Hiller introduced the report and moved the recommendations. This was seconded by Councillor Holdich.

Following a brief debate on the report and supporting documents, Cabinet **RESOLVED** to:

1. Note the conclusions of the Inspector’s Report on the Examination into the Cambridgeshire and Peterborough Minerals and Waste Site Specific Proposals Development Plan Document; and
2. Recommend to Full Council that the Cambridgeshire and Peterborough Minerals and Waste Site Specific Proposals Development Plan Document, incorporating the recommendations made by the Inspector, is adopted.

REASONS

As outlined in this report, Council only has two options available to it; either approve the Site Specific Proposals DPD for adoption, or not approve it for adoption. The former is recommended, and in adopting it, Peterborough will have a clear and robust policy document to support the implementation and delivery of the Minerals and Waste Core Strategy’s vision, objectives and key planning policies.

ALTERNATIVE OPTIONS

The option of not approving the plan for adoption is not recommended, because in so doing the Council:

- would have no specific site location guidance for future mineral extraction to support the delivery Peterborough’s growth agenda;
- would have no specific site location guidance for the provision of a range of sustainable waste management infrastructure (for municipal, commercial / industrial, agricultural and waste water waste streams) to support Peterborough’s existing and future communities; and
- will be at considerable risk of having to determine minerals and waste planning proposals using outdated strategies and policies; which in turn could lead to poorly planned growth, and insufficient provision of infrastructure due to uncoordinated planning.

7. MEDIUM TERM FINANCIAL STRATEGY 2012/13 TO 2016/17 – COUNCIL TAX BASE 2012/13

Cabinet considered a report, as part of the preparation for setting the council’s budget, so that figures for the tax base and the Collection Fund could be used in setting the

Council Tax and notify other affected authorities. Councillor Seaton introduced the report and moved the recommendations. This was seconded by Councillor Lee.

CABINET RESOLVED TO:

1. Endorse the calculation of the Council Tax Base for 2012/13 at a level of 56,651 Band D equivalent properties; and
2. Note the estimated position of the Collection Fund and authorise the Executive Director – Strategic Resources to calculate the final figure by 15 January 2012 and notify the Cambridgeshire Police Authority and the Cambridgeshire Fire and Rescue Authority.

REASONS

The Council Tax Base could be set at a higher or lower level. However, this could have the effect of either inflating unnecessarily the amount of Council Tax to be set or setting the tax at a level insufficient to meet the Council's budget requirements. A similar position could arise if the surplus or deficit were set at a higher or lower level.

ALTERNATIVE OPTIONS

None required at this stage.

MONITORING ITEMS

8. CHILDREN'S SERVICES UPDATE

Before Cabinet considered the update report on Children's Services, the Youth MP, Kamal Hyman, and Deputy Youth MP, Niamh Kingsley, addressed Cabinet and asked the following question:

"Peterborough Youth Council and the UK Youth Parliament is funded from the 8-19 Service and are very instrumental in gathering young people's views and representing those views in meetings and actions with Peterborough City Council leaders. In the future both organisations want to be more involved in achieving real outcomes for 11-19 year olds in the city, including addressing issues of:

- sexual health
- alcohol and drug abuse
- anti-social behaviour, knife crime, and community cohesion
- education and training participation and reducing youth unemployment through better careers advice
- and protecting youth services.

In light of the restructure of Children's Services, what is the Cabinet's view of the medium and long term funding for these two organisations, and their role in meeting the needs of local young people?"

Councillor Scott agreed with the sentiments of the question and suggested that Teenage Pregnancy was also added to the list of issues. The interim Director of Children's Services, Malcolm Newsam, advised Cabinet that views of young people would be taken on board when considering the best way to provide services.

Youth representatives were further invited to work with Cabinet Members to discuss services and also budgets available, including the council budget for future years. Youth representatives were encouraged to attend Neighbourhood Committee meetings to input into their areas and contribute ideas to the funding available there.

Councillor Cereste advised that should the issues listed above be tackled successfully, the savings made would justify any funding put into projects.

Cabinet received a report updating it with details of improvement actions undertaken since the 26th September meeting in response to the findings of the Ofsted Inspection of Safeguarding carried out in August 2011. Councillor Scott introduced the report and moved the recommendations giving thanks to Cambridgeshire County Council for allowing Adrian Loades to assist the council over the previous few months.

Cabinet considered the report and **RESOLVED** to:

Note the developments within Children's Services and the planned improvement activity.

REASONS

The Council needs to secure immediate improvements to safeguard children and in the longer term put in place a sustainable high quality Children's Service in Peterborough.

ALTERNATIVE OPTIONS

Not applicable. The Improvement Plan reflects a considerable amount of activity for all of Children's Services. The diagnostic work has informed the approach taken to improvement and identified the need to focus on improving social care practice.

9. UPDATE - PETITIONS

Cabinet considered a report recommending it notes the action taken in respect of petitions presented to full Council.

CABINET RESOLVED TO:

Note the action taken in respect of petitions presented to full Council.

REASONS

Standing Orders require that Council receive a report about the action taken on petitions. As the petitions presented in this report have been dealt with by Cabinet Members or officers it is appropriate that the action taken is reported to Cabinet, prior to it being included within the Executive's report to full Council.

ALTERNATIVE OPTIONS

Any alternative options would require an amendment to the Council's Constitution to remove the requirement to report to Council.

10.35 a.m.

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MINUTES OF CABINET MEETING HELD 20 JANUARY 2012

PRESENT

Cabinet Members: Councillor Cereste (chair), Councillor M Dalton, Councillor S Dalton, Councillor Fitzgerald, Councillor Hiller, Councillor Holdich, Councillor Lee, Councillor Scott, Councillor Seaton and Councillor Walsh.

Cabinet Adviser: Councillor Goodwin

1. APOLOGIES FOR ABSENCE

No apologies were received.

2. DECLARATIONS OF INTEREST

No declarations of interest were received.

STRATEGIC DECISIONS

3. BUDGET AND MEDIUM TERM FINANCIAL STRATEGY

Cabinet received a report as part of the council's agreed process for integrated finance and business planning including the changes approved at Full Council meeting of 7 December 2011. The report presented budget proposals for 2012/13 through to 2021/22, extending the budget to a ten year view in line with the provisional local government finance settlement for 2012/13 and the possible outcome for future local government funding arrangements from 2013/14 onwards. The report contained three key sections:

- Cabinet report and summary of council funding implications, including proposals on council tax;
- The budget consultation document to enable scrutiny, stakeholder and public consultation; and
- The draft Medium Term Financial Strategy, including capital strategy, asset management plan and Treasury Strategy. This would allow consultation to take place on these elements.

Councilor Seaton introduced and moved the recommendations in the report highlighting that further reductions were made to the government grant from last year; council tax would increase but still remained one of the lowest in the country; and continued commitment to children's and young people's issues.

During debate of the report it was further highlighted that the city council was supportive of the Hydrotherapy Pool at the St Georges Centre; support for Children's Services improvements would continue; continuing pressures on school provision and places were being addressed; smarter and more efficient working with partner organisations; and new job creation to be maintained to encourage growth and investment in and increase the appeal of the city.

Following debate of the report Cabinet **RESOLVED** to:

1. agree the following as the basis for the next stage of the budget consultation and in light of the announcement of the local government provisional settlement for 2012/13:
 - a) That the MTFS is set in the context of the council priorities.
 - b) The Budget monitoring report as the latest probable outturn position for 2011/12, noting the use of reserves to deliver a balanced budget.
 - c) The draft revenue budget for 2012/13 and indicative figures for 2013/14 to 2021/22 (including the capacity bids and saving proposals).
 - d) The draft capital programme for 2012/13 to 2021/22 associated capital strategy, treasury strategy and asset management plan.
 - e) The medium term financial plan for 2012/13 to 2021/22, extended to a ten year plan so that the key challenges around delivery of growth can be adequately captured and financial challenges arising from significant local government funding changes be modelled.
 - f) The proposed council tax increase of 2.95% for 2012/13 and indicative increases of 2.95% for 2013/14 to 2016/17 and return to 2.50% for 2017/18 to 2021/22.
 - g) To spend at the level of the Dedicated Schools Grant for 2012/13 to 2021/22.
 - h) The proposals for reserves and balances.
2. That Cabinet approve the budget proposals as the basis to consult with Scrutiny, Staff, Unions, Stakeholders and the public.
3. That Cabinet note and have regard for the continuing uncertainty of national public finances from 2013/14 onwards following the recent government consultations on funding arrangements and the Chancellor's Autumn budget statement immediately preceding the announcement of the local government provisional finance settlement.

REASONS FOR THE DECISION

The Council must set a lawful and balanced budget.

The Council is required to set a Council Tax for 2012/13 within statutory prescribed timescales and in accordance with the local referendum requirements contained within the Localism Act 2011.

Before setting the level of Council Tax, the Council must have agreed a balanced budget.

ALTERNATIVE OPTIONS CONSIDERED

Alternative levels of Council Tax increase and areas for growth/savings can be considered but this must be seen in the context of the Sustainable Community Strategy and other constraints, along with the loss of council tax freeze grant that any increase would lead to.

10.25 a.m.

CABINET	AGENDA ITEM No. 5
10 February 2012	PUBLIC REPORT

Cabinet Member(s) responsible:	Councillor Cereste	
Contact Officer(s):	Simon Machen – Head of Planning, Transportation and Engineering Richard Kay – Group Manager – Strategic Planning and Enabling Anne Keogh – Housing Strategy Manager	Tel. 01733 453475 01733 863795 01733 863815

PETERBOROUGH HOUSING STRATEGY 2011-2015 AND THE PETERBOROUGH STRATEGIC TENANCY POLICY (ATTACHED AT APPENDIX 1 TO THE HOUSING STRATEGY)

RECOMMENDATIONS	
FROM : Executive Director Operations	Deadline date : 12 February 2012
<p>1. That Cabinet supports the Peterborough Housing Strategy and the Peterborough Strategic Tenancy Policy (as attached at Appendix 1 to the Housing Strategy) and agree to recommend the Housing Strategy and the Strategic Tenancy Policy to Council for adoption at Council's meeting of 22 February 2012.</p>	

1. ORIGIN OF REPORT

1.1 This report is submitted to Cabinet following recent changes to Government's policy and procedures towards housing, following the end of the current Peterborough Housing Strategy 2008 to 2011 and following the conclusion of the recent public consultation on the draft version of the Housing Strategy.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to seek support from Cabinet for the attached Peterborough Housing Strategy 2011 to 15 and the Peterborough Strategic Tenancy Policy (as attached at Appendix 1 to the Housing Strategy) and for Cabinet to recommend adoption of both documents by Council at its meeting of 22 February 2012.

2.2 It is a statutory requirement to prepare a Housing Strategy, under the Local Government Act 2003. A Strategic Tenancy Policy is also now an additional statutory duty under the Localism Act 2011.

2.3 This report is for Cabinet to consider under its Terms of Reference No. 3.2.1: To take collective responsibility for the delivery of all strategic Executive functions within the Council's Major Policy Framework and Budget Framework and lead the Council's overall improvement programmes to deliver excellent services.

3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	YES	If Yes, date for relevant Cabinet Meeting	10 Feb 2012 (to approve final)
Date for relevant Council Meeting (to adopt Strategy)	22 Feb 2012	Date for submission to Government Dept (<i>please specify which Government Dept</i>)	N/A

4. PETERBOROUGH HOUSING STRATEGY

Introduction

4.1 The Peterborough Housing Strategy is a major policy item for the council. It sets out the council's policies, commitments and programme for the period 2011 to 2015 for a wide range of housing matters, including:

- How we will assist vulnerable people, such as the homeless;
- What our priorities are for delivering new homes, including prestige and affordable homes;
- How we will endeavour to regenerate existing housing stock, whether that be private or social housing;
- How we will assist people to get access to housing, including the council's Mortgage Scheme;
- How we will meet the housing needs of households with specific needs including older people and people with disabilities;
- How we will tackle Gypsy and Traveller housing issues; and
- How we will respond to the Government's reforms to social housing.

4.2 In clearly setting out the council's priorities in these matters, the public has full knowledge of what to expect and how to make the most of the services we offer.

4.3 The strategy recommended for approval by Cabinet has been written so that it is:

- Brief, yet informative;
- Clear as to what the council's proposed policies are; and
- Specific in actions we will take.

Structure of the Strategy

4.4 The Strategy is in three main parts:

1. An **introductory section** setting out the national and local policy context and an evidence base that highlights key trends relating to the Peterborough housing market, housing need, house conditions and homelessness.
2. A set of **four priorities**, each with their own set of policies and actions (see below); and
3. A summary 'Action Plan', so we are clear who is to do what by when. This will also form the template for regular monitoring and reporting on whether we remain on track with delivering the Strategy.

The Housing Strategy Priorities

4.5 There are four headline priority areas within the Strategy. First, **supporting the delivery of substantial yet sustainable growth**. A range of key objectives are identified to contribute to the delivery of growth in Peterborough. These include confirming that we are to maintain the current targets for additional dwellings in Peterborough but also ensuring that growth is sustainable and achieves high environmental standards. Supporting other important initiatives such as ensuring a supply of suitable accommodation for Peterborough's

growing student population, meeting the accommodation needs of the new City Hospital and supporting Government's promotion of self build, are all identified as important objectives. The council's asset disposal plans and ways of stimulating the local housing market through the council's 'mortgage scheme' are also identified as key areas that can contribute to Peterborough's growth.

- 4.6 The second priority is **securing the regeneration and improvements to Peterborough's housing stock**. This priority focuses on utilising a range of preventative and proactive measures that will improve living conditions in Peterborough's existing homes. The key objectives identified are tackling empty homes, addressing serious disrepair in the private sector through grants and through enforcement and maximising the energy efficiency of existing housing.
- 4.7 The third priority is **meeting existing and future housing needs**. The key objectives that are identified to contribute to achieving this priority are: maximising the supply of affordable housing within the context of Government's new social housing funding regime; preventing and alleviating homelessness and rough sleeping in Peterborough through a range of measures with a strong focus on homelessness prevention; ensuring the suitability of accommodation for households with specific housing needs including older people and people with disabilities both within the existing stock through aids and adaptations and within future stock by ensuring the provision of a range of property types that will cater for different specialist needs; and meeting Gypsy and Traveller needs (especially in terms of meeting short term temporary needs).
- 4.8 The fourth priority is **encouraging the development of mixed and sustainable communities**. The key objectives identified in this section are; ensuring that new housing developments are planned and managed to ensure a sense of community is developed; ensuring a balanced mix of property types and tenures; ensuring the sustainability of rural communities through affordable housing provision to address local need; supporting community led housing solutions (in both rural and urban neighbourhoods); and ensuring that allocation policies and tenure policies for social housing promote mixed and sustainable communities in the light of Government's social housing reforms.

Peterborough's Strategic Tenancy Policy

- 4.9 Included as an appendix to the Housing Strategy is the 'Peterborough Strategic Tenancy Policy'. The enactment of the Localism Bill in November 2011 introduced the requirement for local authorities to publish a Strategic Tenancy Policy within 12 months of the Commencement Order that came into force on 15 January 2012. We undertook a proactive stance and prepared a draft Strategic Tenancy Policy alongside the wider draft Housing Strategy and consulted on both documents from mid November 2011 (see section below for details on consulting). Consequently Peterborough will be one of the first local authorities in the country to have an adopted policy. Once adopted, the Strategic Tenancy Policy will be published as a separate document as well as continuing to be included as an appendix to the Housing Strategy.
- 4.10 The purpose of a Strategic Tenancy Policy is to set out what the council expects from housing associations which operate within the district. To be clear, it does not dictate what housing associations must do, but rather what we expect and prefer them to do. For example, it covers matters such as:
- The minimum length of tenancy to be granted to new tenants;
 - The circumstances where it is appropriate for tenancies to be offered that exceed the minimum term;
 - The circumstances where it is appropriate to retain the offer of lifetime tenancies;
 - The criteria to inform whether to renew a tenancy at the end of a fixed term;
 - The appropriate cap to rent levels for homes let as 'affordable rent' tenure, to ensure affordability; and
 - Any other matter to be taken into consideration by social landlords to determine how their stock is let.

5. CONSULTATION

- 5.1 The Housing Strategy and Enabling team has coordinated the preparation of the Strategy, in association with a considerable number of teams across the council, reflecting the wide range of issues which the Strategy covers. Following approval of the draft Housing Strategy and the draft Strategic Tenancy Policy at Cabinet on 7 November 2011, both documents were subject to a 4 week public consultation process from 14 November to 12 December 2011.
- 5.2 Details of the consultation on the draft Housing Strategy and Strategic Tenancy Policy were made available through local media, including a series of newspaper articles, press releases and a radio feature. As part of the consultation, the documents were published on Peterborough City Council's online consultation portal. Hard copies of both documents, along with printed representation forms, were made available in each library across the city and within council offices.
- 5.3 A wide range of key stakeholders including all housing associations with housing stock in Peterborough were sent electronic notification of the consultation period, electronic copies of both documents with a representation form and a link to council's online consultation portal as a means of providing their feedback.
- 5.4 During the early part of the consultation period, the city council also held a half day consultation event aimed at professional stakeholders. This event provided an opportunity for partner agencies to gain a better understanding of the proposals set out in these two important documents, and to take part in a series of workshop sessions in order to discuss key housing-related themes.
- 5.5 On completion of the consultation process, issues raised during that consultation period were fully considered and changes have been made to the Housing Strategy and Strategic Tenancy Policy where appropriate. Further details of the consultation responses received can be found at Appendix six of the Strategy document.
- 5.6 In short, the consultation exercise was a success. We received some useful comments and suggestions though it is also notable that there was considerable support for the Strategy including from our key stakeholders, such as housing associations and from Stewart Jackson MP. Sustainable Growth Scrutiny further debated the post consultation version of the Strategy on 10 January and also supported the broad thrust of its approach.
- 5.7 As a result of the consultation, the following notable amendments have been incorporated into the final version of the Housing Strategy:
- Introduction of a new policy under the heading 'Ensuring Effective Housing Enforcement' which commits the council to exploring the benefits and implications of introducing a 'selective licensing' scheme in Millfield and New England as a means of regulating the private rented sector in that area of the city
 - Expansion of the commentary relating to the city council's approach to land asset disposals to include reference to the council's capacity to consider on a case by case basis accepting a price below best consideration for land if it is satisfied that this would be in the best interest of the community and in keeping with government regulation and also to add reference to the council's capacity to consider 'alternative payment mechanisms' for land transactions (such a deferred payment arrangements).
 - Amendment to the policy that commits the council to preparing a Community Infrastructure Levy Charging Schedule so that it also commits to carrying out a full consultation on the proposed charging schedule.
- Numerous other minor amendments and updates have been undertaken to the document as a result of feedback from the consultation and progress on national policy delivery and local delivery targets.
- 5.8 As a result of the consultation, the following notable amendment has been incorporated into

the final version of the Strategic Tenancy Policy:

- A new introductory paragraph has been included at the beginning of section three of the policy to emphasise that the policy has been developed in collaboration with the Council's partner housing associations and to confirm that the terms of the policy reflects the robust shared statement of our mutual objectives and values.

6 ANTICIPATED OUTCOMES

- 6.1 It is anticipated that Cabinet will support the Peterborough Housing Strategy 2011 to 2015 and the Peterborough Strategic Tenancy Policy. Subject to Cabinet approval, as this is a Major Policy Item, Council will be asked to formally adopt the Housing Strategy and the Strategic Tenancy Policy on 22 February 2012.

7 REASONS FOR RECOMMENDATIONS

- 7.1 It is a statutory duty to prepare a Housing Strategy, albeit there is very limited statutory guidance as to what it must contain. The Council's current Housing Strategy (2008 to 2011) has come to the end of its intended period and thus a revised strategy is necessary. The Localism Act November 2011 introduced the requirement for local authorities to publish a Strategic Tenancy Policy within 12 months of the Commencement Order that came into force on 15 January 2012.
- 7.2 The Housing Strategy has also been prepared bearing in mind the financial constraints under which the council will operate during the 2011 to 15 period.

8 ALTERNATIVE OPTIONS CONSIDERED

- 8.1 The council could decide to delay adoption of a revised Housing Strategy. However, not only is the existing Strategy coming to the end of its life but it was prepared under a very different national economic and policy situation – it is considered essential, therefore, that our local housing strategy is updated to reflect both of these matters.
- 8.2 Alternative policy options are, of course, possible for inclusion within the strategy. However, the ones presented today are considered by officers as fit for purpose, tackle the key issues that Peterborough faces, yet are realistic and take account of financial constraints.

9 IMPLICATIONS

- 9.1 **Financial:** Preparation of the Housing Strategy and associated Strategic Tenancy Policy has minimal costs and can be met within existing budgets. However, the Housing Strategy, once adopted, commits the council to undertaking various activities in the future, each of which have varying cost implications. These tasks, however, have been agreed with the applicable teams concerned and therefore budgets are in place in order for reasonable endeavours to be taken to achieve the policies and actions proposed. As such, there are no new financial implications directly arising from agreeing this draft Strategy for the purposes of consultation, other than those already accounted for in existing budgets.
- 9.2 **Legal Implications:** The Housing Strategy, once adopted, should be adhered to by the council in the way it conducts its housing-related business. Failure to do so could result in challenges, but these are unlikely to have any legal standing as the commitments being made in the Strategy are not legally binding. Of course, the council has a number of legal duties across the housing agenda, but there is nothing in this Strategy which we believe to be contrary to such legal duties or that create new legal duties. The bigger risk in not achieving what we set out in the Strategy is a reputational risk, rather than any legal risk.

9.3 **Environmental:** sections of the Strategy relate to environmental issues, such as tackling fuel poverty and bringing empty housing back into use. Overall, the Strategy can be regarded as having a positive impact on tackling environmental issues.

10 BACKGROUND DOCUMENTS

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

None.

CABINET	AGENDA ITEM No. 6
10 FEBRUARY 2012	PUBLIC REPORT

Cabinet Member(s) responsible:	Cllr Seaton, Cabinet Member for Resources	
Contact Officer(s):	John Harrison, Executive Director - Strategic Resources Steven Pilsworth, Head of Corporate Services	☎ 452 398 ☎ 384 564

ANNUAL AUDIT LETTER 2010/2011

R E C O M M E N D A T I O N S	
FROM : External Auditor and Audit Commission Relationship Manager	Deadline date : N/A
Cabinet are asked that, subject to any comments Cabinet may wish to make, the Annual Audit Letter 2010/2011 is approved.	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to Cabinet following a referral from the Council's External Auditor (PriceWaterhouseCoopers) and the Audit Commission Relationship Manager.
- 1.2 The report is for Cabinet to consider under its Terms of Reference No. 3.2.11: *To scrutinise auditor's reports and letters, to consider reports from the Council's external auditor and internal auditor, where appropriate, and determine appropriate responses.*
- 1.3 The report will also be presented to the Council's Audit Committee in accordance with its Terms of Reference No. 2.2.6: *To consider the external auditors annual letter, relevant reports, and the report to those charged with governance.*

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to consider and respond to the Annual Audit Letter for 2010/2011, prepared jointly by our external auditors PriceWaterhouseCoopers (PwC) and the Audit Commission Relationship Manager.

3. TIMESCALE

Is this a Major Policy Item / Statutory Plan?	NO	If Yes, date for relevant Cabinet Meeting	N/A
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4. ANNUAL AUDIT LETTER

- 4.1 The External Auditor and the Audit Commission Relationship Manager produce an Annual Audit Letter reviewing the Council's arrangements and progress in relation to the Audit of the Accounts.
- 4.2 The letter is attached as **Appendix A** for the financial year 2010/2011 and representatives from PwC will be in attendance to present the key findings and comment generally on the Council's performance.
- 4.3 Members can ask questions and make comment to the External Auditor on its contents and conclusions. The External Auditor may take on board responses received prior to its

formal publication. However, the External Auditor is under a statutory duty to produce and arrange for the publication of the Annual Audit Letter as soon as reasonably practical. A number of work programmes are being deployed that directly address comments made in the Audit Letter.

5. CONSULTATION

- 5.1 The Annual Audit Letter has been shared with the Corporate Management Team. Once the External Auditor and Relationship Manager have reflected on any comments received the letters will be re-issued in final form and circulated to all Members of the Council.

6. ANTICIPATED OUTCOMES

- 6.1 Approval of the Annual Audit Letter 2010/2011.

7. REASONS FOR RECOMMENDATIONS

- 7.1 The Council is required to consider the statutory Annual Audit Letter and make appropriate arrangements in response to recommendations.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 The External Auditor may take on board responses received prior to its formal publication, though he has a duty to produce and arrange for the publication of the Annual Audit Letter as soon as reasonably practical. No specific alternative options are submitted to Cabinet for consideration.

9. IMPLICATIONS

- 9.1 Specific implications associated with each of the main aspects of the Annual Audit Letter are addressed as part of the individual work programmes.

10. BACKGROUND DOCUMENTS

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

Annual Audit Letter 2010/2011.

Audit opinion for 2010/11 financial statements.

Report to those charged with Governance (ISA (UK&I) 260).

Government and Public Sector
***Peterborough City
Council***

Annual Audit Letter

2010/11 Audit

November 2011

The Members of the Audit Committee
Peterborough City Council
Town Hall
Bridge Street
PETERBOROUGH
PE1 1HG

November 2011

Ladies and Gentleman

We are pleased to present our Annual Audit Letter summarising the results of our 2010/11 audit. We look forward to presenting it to Members at the Audit Committee meeting on 6 February 2012.

Yours faithfully

PricewaterhouseCoopers LLP

Code of Audit Practice and Statement of Responsibilities of Auditors and of Audited Bodies

In March 2010 the Audit Commission issued a revised version of the 'Statement of Responsibilities of Auditors and of Audited Bodies'. It is available from the Chief Executive of each audited body. The purpose of the statement is to assist auditors and audited bodies by explaining where the responsibilities of auditors begin and end and what is to be expected of the audited body in certain areas. Our reports and management letters are prepared in the context of this Statement. Reports and letters prepared by appointed auditors and addressed to members or officers are prepared for the sole use of the audited body and no responsibility is taken by auditors to any member or officer in their individual capacity or to any third party.

*PricewaterhouseCoopers LLP, The Atrium, St Georges Street, Norwich NR3 1AG
T: +44 (0) 1603 615244, F: +44 (0)1603 631060, www.pwc.co.uk*

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Introduction

The purpose of this letter

The purpose of this letter is to provide a high level summary of the results of the 2010/11 audit work we have undertaken at Peterborough City Council that is accessible for the Authority and other interested stakeholders.

We have already reported the detailed findings from our audit work to those charged with governance in the following reports:

- Audit report for the 2010/11 Statement of Accounts, incorporating the value for money conclusion;
- Report to management on matters arising from our interim audit; and
- Report to those charged with Governance (“the ISA 260 report”).

We shall also present our report on the certification of claims and returns to the Audit Committee meeting on 6 February 2012.

The matters reported here are those that we consider are most significant for the Authority.

Scope of work

Our audit work is conducted in accordance with the Audit Commission’s Code of Audit Practice, International Standards on Auditing (UK and Ireland) and other guidance issued by the Audit Commission.

The Authority is responsible for preparing and publishing its Statement of Accounts, accompanied by the Annual Governance Statement. It is also responsible for putting in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources.

As auditors we are responsible for:

- forming an opinion on the financial statements;
- reviewing the Annual Governance Statement;
- forming a conclusion on the arrangements that the Authority has in place to secure economy, efficiency and effectiveness in its use of resources; and
- undertaking any other work specified by the Audit Commission.

Our 2010/11 audit work has been undertaken in accordance with the Audit Plan that we issued in March 2011.

Audit Findings

Accounts

We audited the Authority's Statement of Accounts in line with approved Auditing Standards and issued an unqualified audit report on 28 September 2011. The most significant matters that we discussed with management during the course of our work were in relation to the conversion to International Financial Reporting Standards ("IFRS") and the valuation of the Authority's properties.

IFRS compliance

The CIPFA Code of Practice on Local Authority Accounting in the United Kingdom required that the Authority's accounts be produced in accordance with IFRS. 2010/11 was the first year in which the Authority was required to produce IFRS compliant accounts with compliant comparatives. This was a significant challenge for the Authority and we were pleased to report that the track record the Authority established of producing excellent working papers continued.

Valuation of property plant and equipment

In response to the requirements of International Standards on Auditing, which were clarified this year to the extent that our work on valuations had to increase compared to previous years, we reviewed the methodology used by management and engaged our internal valuation team to review the valuation methods and assumptions used by the Council's valuers. Our testing did not identify any significant issues to bring to your attention.

We discussed these and other matters arising from our audit with the Audit Committee on 26 September. Further more detailed matters arising have been discussed with the Executive Director of Strategic Resources and included in our Report to Management, referred to below. There are no other matters which we wish to draw to the attention of Members in this Letter.

Economy, efficiency and effectiveness

Our Use of Resources Code responsibility required us to carry out sufficient and relevant work in order to conclude on whether you have put in place proper arrangements to secure economy, efficiency and effectiveness in the use of resources. In accordance with guidance issued by the Audit Commission, in 2010/11 our conclusion was based on two criteria:

- The organisation has proper arrangements in place for securing financial resilience; and
- The organisation has proper arrangements for challenging how it secures economy, efficiency and effectiveness.

We issued an unqualified value for money conclusion.

Annual Governance Statement

Local authorities are required to produce an Annual Governance Statement (AGS) that is consistent with guidance issued by CIPFA/SOLACE. The AGS accompanies the Statement of Accounts. We reviewed the AGS to consider whether it complied with the CIPFA/SOLACE guidance and whether it might be misleading or inconsistent with other information known to us from our audit work. We found no areas of concern to report in this context.

Summary of Recommendations

We provide an annual summary of recommendations to the Executive Director of Strategic Resources and his team in a Report to Management. This was presented to the Audit Committee on 26 September 2011. Management provided the Audit Committee with an update on its responses to those recommendations at the meeting on 7 November 2011 and will provide a further update at the meeting on 6 February 2012.

We did not report any other recommendations within our report to those charged with Governance (ISA (UK&I) 260).

In the event that, pursuant to a request which you have received under the Freedom of Information Act 2000 (as the same may be amended or re-enacted from time to time) or any subordinate legislation made thereunder (collectively, the "Legislation"), you are required to disclose any information contained in this report, we ask that you notify us promptly and consult with us prior to disclosing such information. You agree to pay due regard to any representations which we may make in connection with such disclosure and to apply any relevant exemptions which may exist under the Legislation to such information. If, following consultation with us, you disclose any such information, please ensure that any disclaimer which we have included or may subsequently wish to include in the information is reproduced in full in any copies disclosed.

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CABINET	AGENDA ITEM No. 7
10 FEBRUARY 2012	PUBLIC REPORT

Contact Officer:	Alex Daynes, Senior Governance Officer, Democratic Services	Tel. 01733 452447
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UPDATE - PETITIONS

RECOMMENDATIONS	
FROM : Directors	
1. That Cabinet notes the action taken in respect of petitions presented to full Council.	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to Cabinet following the presentation of petitions to full Council.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to update Cabinet on the progress being made in response to petitions in accordance with Standing Order 13 of the Council's Rules of Procedure.
- 2.2 This report is for Cabinet to consider under its Terms of Reference No. 3.2.3 – 'To take a leading role in promoting the economic, environmental and social well-being of the area'.

3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	NO
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4. OUTCOME OF PETITIONS

4.1 Petition against a permanent Traveller Transit Site in Welland

This petition was presented to full Council on 7 December by Councillor Saltmarsh. The Council's Head of Neighbourhoods responded on 20 December 2011 stating that a permanent site was not proposed for the Welland area as it was a densely populated area and highlighted Peterborough's Core Strategy that safeguarded a piece of land at Norwood Lane until a permanent site is agreed upon. It was also noted that efforts were being made, collaborating with ward councillors, to look at methods of eviction and prevention of re-entry into Peterborough for Travelling groups that have caused anti-social behaviour.

4.2 Petition requesting an Urban Sports Park in Hampton

This petition was presented to full Council on 7 December by Councillor Seaton. The Council's Neighbourhood Manager (South) responded on 16 January 2012 stating that two potential sites had been identified and more detailed plans were being produced following the indicative Medium Term Financial Plan budget allocation of £100,000 for the project.

Consultation was ongoing with youth representatives and a project board would be formed in the next few weeks involving relevant partners.

4.3 **Petition to remove current and tackle future graffiti in the Orton Longueville area**

This petition was presented to full Council on 7 December by Lisa Forbes. The Council's Neighbourhood Manager (South) responded on 19 January stating that the issue had been raised as a multi-agency panel priority, an action plan to tackle the issue would be formed and some graffiti had already been cleared up. Updates on actions and works agreed would be communicated through the e—cops newsletter and Neighbourhood Committee.

5. REASONS FOR RECOMMENDATIONS

- 5.1 Standing Orders require that Council receive a report about the action taken on petitions. As the petitions presented in this report have been dealt with by Cabinet Members or officers it is appropriate that the action taken is reported to Cabinet, prior to it being included within the Executive's report to full Council.

6. ALTERNATIVE OPTIONS CONSIDERED

- 6.1 Any alternative options would require an amendment to the Council's Constitution to remove the requirement to report to Council.

7. LEGAL IMPLICATIONS

- 7.1 There are no legal implications.

8. BACKGROUND DOCUMENTS

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

- 8.1 Petitions presented to full Council and responses from officers.