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PETERBOROUGH CITY COUNCIL SUMMONS TO A MEETING

You are invited to attend a meeting of the Peterborough City Council, which will be held in the Council Chamber, Town Hall, Peterborough on

WEDNESDAY 8 OCTOBER 2014 at 7.00 pm

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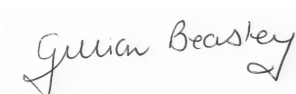
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Chief Executive

30 September
2014
Town Hall
Bridge Street
Peterborough

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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.

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PETERBOROUGH CITY COUNCIL

MINUTES OF EXTRAORDINARY COUNCIL MEETING HELD
23 JULY 2014

The Mayor – Councillor David Over

Present:

Councillors: Allen, Arculus, Ash, Brown, Casey, Cereste, Davidson, Day, Ferris, Fitzgerald, Fletcher, Forbes, Fower, F Fox, JA Fox, JR Fox, Harper, Herdman, Hiller, Holdich, Jamil, Johnson, Khan, Lamb, Lane, Lee, Maqbool, Murphy, Nadeem, Nawaz, North, Okonkowski, Over, Peach, Rush, Sanders, Sandford, Scott, Seaton, Serluca, Shaheed, Sharp, Shearman, Stokes, Swift, Sylvester, Thacker, Thulbourn and Walsh.

1. Apologies for Absence

Apologies were received from Councillors Elsey, Harrington, Iqbal, Knowles, Martin, Miners, Saltmarsh and Shabbir.

2. Declarations of Interest

There were no declarations of Interest.

3. Honorary Freedom of the City

Councillor Hiller addressed the meeting and moved the following motion:

THAT we, the Members of Peterborough City Council, assembled in accordance with Section 249(5) of the Local Government Act 1972 acknowledge the eminent service rendered to the City by **Mrs. Brenda Swift**.

Mrs Swift has made a significant contribution to the city of Peterborough over a period spanning six decades and it is her impressive services to the community which have earned her great respect. Educated at Fulbridge School, it was her dedication and commitment to the school which saw her serve as school governor for over thirty years. Mrs Swift's sympathetic, respectful manner also saw her excel in her role as a member of several Women's guilds, where she dedicated her time to looking after vulnerable adults and voluntarily committed countless hours to community work. Mrs Swift's outstanding service to the city is also noted throughout her time serving as Mayoress and Deputy Mayoress, both on more than one occasion and were roles which she performed with true gusto.

Mrs Swift took a remarkably active role, working in tandem with her husband Councillor Swift, during the Ugandan Asian crisis of 1972. Credit must be given to Mrs Swift whose help was instrumental in working within the communities throughout the city to take families in, a role in which together their time and commitment demonstrated an example of the difference compassionate, dedicated people can make to society. Mrs Swift's efforts contributed to homing in excess of fifty families, including many disabled children and adults. Mrs Swift and her

husband's compassion is further demonstrated in their welcome of a severely disabled adult into their home, where they and their five children cared for him as a member of the family whilst an appropriate home was found.

Mrs Swift's greatest service to the city is seen through her invaluable, unwavering support to Councillor Swift. Mrs Swift has been half of a strong team; without whom many of the achievements Councillor Swift has been recognized for would not have been possible. Her dedication and commitment to the city is reflected in the excellent reputation she has earned in Peterborough; where she is well-known by the citizens to whom her home has always been open. Through the years she has fed and watered thousands and sheltered homeless. She has actively participated in local government for fifty-eight years whilst continually supporting Councillor Swift in his own campaigns. All of this she has achieved with her own indefatigable style, consistently conducting herself in a respectful and compassionate manner. Mrs Brenda Swift is a true credit to the city.

In recognition of the above, WE DO HEREBY CONFER the honorary freedom of the city upon **Mrs Brenda Swift**, of Peterborough."

The motion was seconded by Councillor John Fox.

A vote was taken (unanimous) and the motion was **CARRIED**.

Mayor
6.30pm - 6.45 pm

**MINUTES OF COUNCIL MEETING HELD
23 JULY 2014**

The Mayor – Councillor David Over

Present:

Councillors Allen, Arculus, Ash, Brown, Casey, Cereste, Davidson, Day, Ferris, Fitzgerald, Fletcher, Forbes, Fower, F Fox, JR Fox, JA Fox, Harper, Herdman, Hiller, Holdich, Iqbal, Jamil, Johnson, Khan, Knowles, Lamb, Lane, Lee, Maqbool, Miners, Murphy, Nawaz, Nadeem, North, Okonkowski, Over, Peach, Rush, Sanders, Sandford, Scott, Seaton, Serluca, Shaheed, Sharp, Shearman, Stokes, Swift, Sylvester, Thacker, Thulbourn and Walsh.

1. Apologies for Absence

Apologies were received from Councillors Elsey, Harrington, Martin, Saltmarsh and Shabbir.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of the meetings held on 16 June 2014:

(a) Annual Council Mayor Making Meeting

The minutes of the Annual Council Mayor Making Meeting held on 16 June 2014 were approved as a true and accurate record.

(b) Annual Council Meeting

The minutes of the Annual Council Meeting held on 16 June 2014 were approved as a true and accurate record.

4. Mayor's Announcements

Members noted the report outlining the Mayor's engagements for the period commencing 16 June 2014 to 20 July 2014.

The Mayor stated that the beginning of his term of office had been an extremely busy one, having attended a number of events. He had had a good start to his year and looked forward to the year ahead and thanked members of the public for their support.

5. Leader's Announcements

Councillor Cereste stated that there had been two major events recently held in the city, these being the Willow Festival and the Portuguese Festival.

He read out a letter from members of the public which congratulated the organisers of the Portuguese Festival; the staff working during the event; commended the success of the event and upon the acceptance of Portuguese people within the city of Peterborough.

Councillor Cereste further expressed gratitude at the Willow Festival organisers and attendees.

Councillor Sandford stated that the cultural diversity of the various communities in the city made it a great place to be a part of.

Councillor John Fox stated that the Willow Festival had been a great event. He also stated that many attendees of the Portuguese Festival has expressed gratitude at how the event was handled and further noted the cultural diversity at the event itself.

Councillor Cereste responded thanking the Group Leaders for their comments and further stated that the events had been a great success and congratulated the staff on facilitating the events.

6. Chief Executive's Announcements

There were no announcements from the Chief Executive.

PUBLIC PARTICIPATION

7. Questions with Notice by Members of the Public

There were no questions submitted by members of the public.

8. Petitions

(a) Presented by members of the public

There were no petitions submitted by members of the public.

(b) Presented by Members

Councillor Miners presented a petition signed by 44 residents of Dogsthorpe opposing the redevelopment of the garage site to the rear of 18 Acacia Avenue.

Councillor Fower presented a petition signed by over 460 residents calling for the reinstatement of the 406 local bus service.

RECOMMENDATIONS AND REPORTS

9. Executive and Committee Recommendations to Council

(a) Cabinet Recommendation – Community Infrastructure Levy

Cabinet at its meeting of 30 June 2014, received a report which enabled it to consider and recommend to Council the Peterborough Draft Charging Schedule. If approved by Council, the Schedule would be published for public consultation and then submitted to the Secretary of State who would appoint an Independent Planning Inspector to carry out an Examination in Public.

Councillor Hiller introduced the report and moved the recommendations contained within. He provided an overview of the current developer contribution system and the differences in relation to the new Draft Charging Schedule and the way it would operate. It was further advised that Peterborough was one of the fastest growing cities in the UK and many of the growth aspirations set out within the Core Strategy were being delivered under the current administration; over 850 homes had been built in 2013, with 8000 more having planning consent or currently in development and the

necessary infrastructure was required in order to support this growth such as new schools, improved roads, community healthcare provision and open space many other things; the developers would be required to pay a new non-negotiable set fee per square metre of the development; the new charging system would be much clearer and more transparent; the proposed fees for the city reflected viability and proposed a zero rate charge for new businesses; the Sustainable Growth and Environment Capital Scrutiny Committee and Cabinet had been supportive of the document; if agreed by Council the document would go for public consultation during August and September and then to Secretary of State for examination and if successful the new system would be in place by April 2015.

Councillor North seconded the recommendations and reserved his right to speak.

Members debated the recommendations and in summary raised points including:

- The supplementary document, which highlighted indicative proposals, stated that £40 million would go towards an idea to create a sports village on the embankment. There had been criticism of the authority in the past that projects had not been clear and deliverable;
- The document was a refresh of one prepared in 2009;
- There should be a focus on long term growth in the city;
- Why was there to be no public consultation on the Infrastructure Delivery Schedule, identifying infrastructure projects? This would most likely be the area upon which the public would wish to comment;
- How would the CIL money, reserved for local areas, be spent in the areas with no Parish Councils and what was the Council's strategy for introducing Parish Councils within these localities or for finding another adequate mechanism whereby the community could have a say on how the money was spent?
- Clarification was sought on a number of areas including the proposal CIL funding split; explanation of the meaning of social marketing/research and the proposed substation in Werrington, both the reasons for this and the location;
- Concern had been previously highlighted to officers by Members that the CIL money would be spent in areas of growth only. It had therefore been suggested that in areas of no growth the mainstream funding could be utilised and the CIL money utilised for the areas of growth. This point was not mentioned within the document, assurance was sought that this would be explored;
- Would the non-charging of business rates affect housing development costs and the housing market?
- All proposed projects and infrastructure would be subject to public scrutiny as part of the planning process;
- Several areas within the low-value draft charging schedule zones were judged to be deprived with issues around social and economic etc. under the schedule, would they not miss out on once again on financial resources whilst more affluent areas would benefit?
- In order to attract new business development into deprived areas there should be no requirement on new developments to pay Section 106 money or CIL money. Could this suggestion be reconsidered;
- Was the Infrastructure Delivery Schedule breakdown list accurate or a work in progress? As for example St George's School was detailed but Members had been advised that this development was no longer proceeding;
- The proposed CIL funding split proposed 5% for emergency services and 5% for health and wellbeing. Was this considered a proportionate amount?;
- Scrutiny of planning applications was restricted in that planning applications could only be looked at from a limited planning point of view; and
- Assurance was sought for consultation to be wider on larger developments.

Councillor North exercised his right to speak and in doing so stated that new businesses should be supported as they were essential for jobs and the future of the city, therefore the lack of charge for new businesses was encouraged. With regards to parishing, work was being undertaken to progress this arena. The Leader of the Council supported parishing within the city and a number of meetings had been held with residents groups.

Councillor Hiller summed up a mover of the recommendations and in so doing stated that the document before Council was the schedule only and did not reflect the process, which was a legal process which had to be followed by the Authority as a Local Planning Authority; the Infrastructure Delivery Schedule was a work in progress and would be updated regularly, it would be subject to ongoing scrutiny and the planning process and ongoing business rates were not to be confused with the payments from CIL. Councillor Hiller further advised that he would be happy to clarify any ward specific issues, or further questions on the document, via email.

Following debate, a vote was taken (51 for, 0 against, 1 abstention) and it was **RESOLVED** that:

Council approved the Peterborough Community Infrastructure (CIL) Draft Charging Schedule for the purposes of public consultation and submission of the Draft Charging Schedule and associated material to the Planning Inspectorate for examination in public.

10. Questions on the Executive Decisions made since the last meeting

Councillor Cereste introduced the report which detailed executive decisions taken since the last meeting including:

1. Decisions from the Cabinet Meeting held on 30 June 2014;
2. Use of the Council's call-in mechanism, which had not been invoked since the previous meeting;
3. Special Urgency and Waiver of Call-in provision, which had not been invoked since the previous meeting; and
4. Cabinet Member Decisions taken during the period 3 April 2014 to 9 July 2014.

Questions were asked about the following:

Outcome of Petitions

Councillor Shearman requested that an overview of the outcome of petitions be included within the report going forward. Councillor Cereste stated that this would be possible subject to any legal restrictions, to which the Legal Officer confirmed that there were none, as the information was already published within the Cabinet papers.

Budget Monitoring Report Final Outturn 2013-14

Councillor Murphy queried how it had come to be that there was an underspend on the budget despite the Council being told that there was to be a significant overspend and necessary cuts to be made. Councillor Cereste responded stating that Council was heading for around a £300k underspend at the end of the financial year on a budget of hundreds of millions of pounds. The Council had been praised for the keeping of its books and with the dealings of its finances. Councillor Seaton was to provide detailed numbers if he so wished.

Integrated Community Equipment Services Contract

Councillor Fower queried what sort of equipment and benefits would the contract bring, who previously provided the service and how did the cost of the new contract

compare. Councillor Fitzgerald responded that the contract had been running for a considerable time and had tendered and scrutinised accordingly, with the contractor providing the best value. The contract was to provide adaptive aids in the home primarily for individuals with long or short term needs, such as sticks and bath assistance.

Appointment of Representatives to the new Development Company (MAY14/CMDN/41 and MAY14/CMDN/42)

Councillor Sandford questioned whether in light of the change in political circumstances, would the Leader reconsider the appointments made in order to ensure some, if not all, of the political groups were represented on the development company. Councillor Cereste responded that there would be no changes to the representatives at the current time, as the two Councillors appointed had the best knowledge and were best placed to serve the city at the present time.

Councillor Murphy sought clarification as to whether appointments to outside bodies, including appointments to the Joint Venture Company, should be agreed by Full Council at its annual meeting. Councillor Cereste stated that he was not aware of such a process.

Councillor Sandford sought clarification as to rationale behind the two separate decisions being made, but with two different names mentioned. The Leader stated that he would seek further advice and the Legal Officer advised that following the initial report to Council on the Joint Venture Company, the Constitution had been amended in order to allow the Leader to appoint individuals to the development company via CMDN. The CMDN published on the 12 May 2014 was an amendment to the one published earlier and was lawful as Councillor Hiller had been unable to take up the position.

Discretionary Rate Relief from Business Rates on the Grounds of Hardship

Councillor Murphy sought clarification as to the work being undertaken in order to prevent young people and families ending up on the streets and further questioned whether money was best placed being spent on preventative action rather than on bed and breakfast provision. Councillor Seaton responded stating that the question went across wider work being undertaken with the homeless people across the city and he was happy to meet with Councillor Murphy in order to further explore his concerns.

Financial Systems Services

Councillor Fower sought confirmation of what alternative software options had been explored, what had been used before, what made the new system better and was there an agreement to review the contract after a period of time. Councillor Seaton responded that there were several options considered, which he outlined, there was a review period within the contract of approximately 10 years and the spend was not just for software but also for ongoing training and support. The current Oracle system was old and not supported anymore by Oracle, but rather by an independent company. Oracle had quoted and this had been more expensive.

Dogsthorpe Junior School Academy Conversion

Councillor Miners queried why Councillors were asked for their input regarding school conversions when this had little or no effect on the outcome of the decision. Councillor Holdich responded that it was a governor's decision to transfer to an Academy and further advised that he would research whether Ward Councillors could be informed at an earlier stage of the intention to transfer into an academy.

Councillor Shearman sought confirmation as to whether parents were consulted over the academy conversions, if consideration had been given to the fact that there was

an infant school on the site, which shared some of the playing fields and provisions and when was consideration to be given to making the school an all through primary school. Councillor Holdich responded stating that he would answer this question in writing.

Affordable Housing Capital Funding Award for a Scheme Proposed at Maskew Avenue

Councillor Ash queried whether approval had been given of £300k on a site that had yet to obtain permission to build. Councillor Cereste responded stating that he was unsure whether the site had planning permission, however if planning permission was not forthcoming then the monies would not be available. On a later point of explanation, Councillor Cereste stated that the site did not require planning permission as it was office accommodation and did not require permission for change of use.

Councillor Fower queried whether the capital funding award given to Axiom was proper, it being a not for profit organisation, not publically owned and not connected to the city council. As per their own annual report of 2012/13 they had made in excess of £3m surplus and the Council did not have anyone on their board. Councillor Cereste stated that there was a special fund which had arisen from the sale of the Council's housing stock, and through ongoing sales. Non-profit organisations could apply for grants where they could demonstrate that the conversion for the provision of social housing would not add up financially if they did not receive a grant from the local authority. Since it was the policy of the local authority to build and have social housing within the city, it was something that was looked at if a grant was applied for.

Eastern Shires Purchasing Organisation (ESPO) Consortium Agreement

Councillor Fower sought clarification as to why Leicestershire had left the consortium. Councillor Holdich responded that Leicestershire had left in order to spend more money locally.

COUNCIL BUSINESS

11. Questions on Notice

- (a) To the Mayor**
- (b) To the Leader or Member of the Cabinet**
- (c) To the Chair of any Committee or Sub-Committee**

A summary of all questions and answers raised within agenda item 11 are attached at **APPENDIX A** to these minutes.

12. Motions on Notice

1. Motion from Councillor Davidson

That this Council:

1. Endorses the election of Councillor David Over as Mayor for this municipal year, believing that he is a popular and long serving councillor and hence very deserving of this appointment.

However, the council is in no overall control, and therefore it is no longer tenable for the nomination of Mayor to be solely in the hands of the Conservative Group;

2. Therefore requests the various groups on the Council to get together, through the Constitutional Review Group; and find a formula to enable opposition Councillors to take the post of mayor in some Future years.

This could be through the post going to the most long serving councillor or some other mechanism based on the proportion of seats which each party holds on the council. What we must do is to avoid the Post of Mayor becoming a political football or something in the sole gift of the council leader; and

3. Requests that a report be submitted to a Full Council Meeting no later than December 2014, Outlining proposals for change to a New System for electing our city mayor.

In moving her motion, Councillor Davidson stated that the Mayor was a figurehead for all citizens of Peterborough and should be, and often are, above party politics. The motion was seconded by Councillor Fower, who reserved his right to speak later in the debate.

As there was no debate on the matter a vote was taken, (unanimous) and the motion was **CARRIED**.

2. Motion from Councillor Fower

That this Council notes that:

1. Peterborough City Council recently received millions of pounds, partly funded from the EU, to improve roads and safety in our city;
2. In the last decade there have been further grants of millions of pounds for various schemes, received directly as a result of our country's membership of the EU to help improve city standards;
3. Nearly 10,000 jobs in this city are reliant upon our connection and trade with Europe;
4. We are a city that has, always, included a variety of communities consisting of immigrants from various countries, such as Polish, Ukrainian, Italian etc.;
5. We are twinned with the following European cities, Viersen, Forli and Vinnitsa; and

Therefore we believe that it is time this Council showed a more respectful and less immature stance, by re-erecting the flag of the European Union in this chamber to show and promote an image of a local authority that recognises the roles and responsibilities of the European Union, celebrates diversity and the need to secure the safety of future generations.

In moving his motion, Councillor Fower stated that it was important to recognise the multiculturalism of the city and the fundamental importance that the different communities played with regards to education and enhancement of culture, festivals, history etc. Support was received from the European Union, and it should be recognised that the UK was part of the union and did benefit from it. The motion was seconded by Councillor Sandford who reserved his right to speak later in the debate.

Members debated the motion and in summary raised points including:

- The European flag was not a national flag and why should it be picked for display over other flags, such as NATO or the Commonwealth;
- Many immigrant communities in Peterborough were from countries outside the EU. It would therefore be disrespectful to place only the EU flag in the Council

Chamber. Therefore to remain respectful to all, the current flags should just be kept;

- The Chamber should remain a bastion of British-ness;
- The country got back less than it put into the EU. The UK imported far more from the EU than it exported to it and 10,000 new jobs were not as reliant on EU trade as suggested within the motion;
- Peterborough was a cosmopolitan city and did not need to fly flags to prove so;
- The supposed 10,000 jobs were an imprecise figure and it was unclear where they were coming from;
- The city celebrated its diversity every day. The attitude of the Council was 'respectful' to all nations and it was unnecessary to display a flag to show that;
- The EU was unlikely to last, the British public had lost faith in it and it was not necessary to honour it by displaying its flag; and
- The East of England was a vibrant science and technology hub. A vast amount of EU funding was for innovative projects which attracted people to work in the East of England.

Councillor Sandford exercised his right to speak and advised that the Council had previously displayed the European flag and the decision not to display it had been a political one; many citizens of Peterborough identified with being European as well as being British and the EU had guaranteed security, freedom and human rights and the flag should be displayed as a celebration of that.

Councillor Fower summed up as mover of the motion and stated that the display of the flag was a show of respect to an organisation which offered benefits to the United Kingdom.

Following debate, a vote was taken (13 for, 35 against, 1 abstention) and the motion was **DEFEATED**.

3. Motion from Councillor Fower

That this Council:

1. Notes that the year is 2014, the city has a population of 186,000, it is likely over 50% are in some way online, whether that's via social media or simply surfing the net;
2. Believes therefore, that it is time we started communicating with the people of Peterborough in a way that suits them, and not solely in a way that benefits the Council; and
3. Agrees to set up working group to look at costs and ways to establish live broadcasting of Full Council meetings for people to watch at their leisure and at a time of their choosing.

In moving his motion, Councillor Fower stated that the broadcasting of meetings was important in order to ensure both transparency and openness; all meetings should be broadcast, not just the Council meeting, and there was a potential for revenue streams from broadcasting online. The motion was seconded by Councillor Shaheed, who reserved his right to speak later in the debate.

Members debated the motion and in summary raised points including:

- Other councils had similar systems and some Councillors considered it 'a waste of money and a vanity project';

- It was reasonable to look into the subject, however the motion should not be supported as the issue was already under consideration by the Constitution Review Group;
- The subject should be taken up at the cross party budget working group in order to discuss prioritisation of funding. Other sacrifices would need to be made in order to implement this;
- There was concern that it would cost a lot of money for not many people to benefit from;
- If there was money to be made it was for a commercial operator to finance the system and not the Council;
- There was no evidence that there would be an audience for the system in order to support demand;
- The issue had been taken up five years ago, and a promise had been made that the feasibility would be explored, but this had not been taken up; and
- The issue was one of democracy and openness and to assume that since there was poor attendance that there was a lack of interest was arrogant.

Councillor Shaheed exercised his right to speak and advised that there had been no public survey to gauge interest in the scheme, however it should be trialled to see if it was successful. It was further advised that people wishing to view the meetings may also come from further afield than the city itself.

Councillor Fower summed up as mover of the motion and stated that the issue was one of openness and the motion was simply to look into the feasibility of the scheme as it was believed that the webcasting could be achieved for a reasonable price.

Following debate, a vote was taken (14 for, 33 against, 3 abstentions) and the motion was **DEFEATED**.

13. Reports to Council

(a) Local Government Pension Scheme Discretionary Policy

Council received a report that requested it to agree the revised Local Government Pension Scheme (LGPS) Discretionary Policy, which had been updated to take account of the April 2014 changes to the pension scheme. Councillor Seaton moved the recommendations in the report and this was seconded by Councillor Cereste who reserved his right to speak.

Councillor Sylvester questioned if there had been negotiations with the trade union and did they agree. Councillor Seaton responded that it had been agreed by the trade unions.

Following debate, a vote was taken (50 for, 0 against, 1 abstention) and it was **RESOLVED**:

That Council agrees the revised copy of the Local Government Pension Scheme (LGPS) discretionary policy, which had been updated to take account of the April 2014 changes to the pension scheme

The Mayor
7.00pm – 9.00pm

FULL COUNCIL 23 JULY 2014

QUESTIONS & ANSWERS

Questions have been received under the following categories:

<u>PUBLIC PARTICIPATION</u>	
7.	<u>Questions from members of the public</u> None received.
<u>COUNCIL BUSINESS</u>	
11.	<u>Questions on notice to:</u> b) To the Leader or Member of the Cabinet
1.	<p>Question from Councillor Jamil</p> <p>To Councillor Holdich, Cabinet Member for Education, Skills and University (on behalf of Councillor Elsey, Cabinet Member for Street Scene, Waste Management and Communications)</p> <p>Earlier this year and last year we were assured that the Council was doing its utmost to find much needed cemetery space in the city.</p> <p>Please could the Cabinet Member provide an update as to where we are with cemetery provision for a fast growing city such as ours?</p> <p>Councillor Holdich responded:</p> <p>I am pleased to be able to reassure Councillor Jamil that progress continues in our search to find a suitable site to meet the burial needs of our City. The bereavement service officers continue to work closely with planning officers and Councillor Elsey has said he will ensure Councillors are kept up to date with progress as appropriate.</p> <p>Whilst this is very much a live project reassurance can be given that we do still have available burial space between Fletton and Eastfield cemeteries to meet the City's anticipated needs for the next nine years.</p> <p>Councillor Jamil did not have a supplementary question.</p>
2.	<p>Question from Councillor Shaheed</p> <p>To Councillor Serluca, Cabinet Member for City Centre Management, Culture and Tourism</p> <p>Having attended the Willow Festival over the weekend I would like to congratulate the organisers on putting together such a fantastic free event. I realise that administration belts have had to be tightened but I'd like to ask the relevant Cabinet Member whether, bearing in mind the revenue that would have been created by the event, through people using the car parks and visiting the shopping centre, amongst other things, assistance could be offered with regards funding or, at the very least, in promoting the event. I would assume that a percentage of any revenue gained through parking will be forwarded to the organisers in order to fund next year's event?</p>

	<p>Councillor Serluca responded:</p> <p>Peterborough City Council (PCC) provide the venue at no cost to the organisers, make no charges for our support, administration and licensing of it.</p> <p>It would be quite normal for PCC or any Council to receive a percentage of commercial spend from events staged on its land (bar income, catering and merchandising concessions) in lieu of making hire charges. With the absence of a detailed business plan from the organisers, highlighting costs and income, it's difficult to determine exactly what support is required balanced against commercial revenue received.</p> <p>PCC budgets to make income from events staged on the Embankment and it may already be seen as unfair to those paying for this venue to grant the Willow Festival free use as it currently does and expect others to pay. Moreover, sharing out car parking income (which is not lawful) would set a very problematic and unaffordable precedent.</p> <p>Councillor Shaheed asked the following supplementary question:</p> <p>Councillor Cereste intimated that the footfall through the city for the event was vast and the income coming into the city was great, could we at least not promote the event throughout the year as many of those attending on the day said they heard about it through word of mouth, it would be great if we could advertise it on the website and other social media sites too.</p> <p>Councillor Serluca responded:</p> <p>Again I need to reiterate that the Willow Festival is a commercial event and the responsibility of marketing should be down to the people that organise the festival. Having said that, I will ensure with the officers that deal with this, that we aid with marketing with the event and any other event that is placed in Peterborough.</p>
3.	<p>Question from Councillor Judy Fox</p> <p>To Councillor Seaton, Cabinet Member for Resources</p> <p>Could the Cabinet Member for Resources assure Council that departments within the Council are working together to reduce the time spent in processing all benefit applications. We have been advised recently of several people applying for benefits and the process has taken from seven weeks and up to several months to process which has left the individuals in a vulnerable situation. We are concerned that vulnerable people in these situations who are having to wait a considerable length of time for their application to be processed and receive any benefits will be forced to go to 'pay day' loan sharks to enable them to meet their financial commitments.</p> <p>Councillor Seaton responded:</p> <p>The average time to process all new claims and change of circumstances during 2013/14 was 24 calendar days, an improvement on 29 in the previous year. I would emphasise, that this is an average and includes some claims which were processed in one day and others that took much longer.</p> <p>The important point here is that we encourage customers to provide all the necessary documentation to support their claims when they first claim benefits and those that do are processed more quickly as we do not need to request additional information from them. Delays in customers providing information is included in the average time.</p> <p>I would also like to reassure Councillor Fox that processes are in place to ensure that urgent claims from vulnerable people can always be processed very quickly (often within one day) and assuming that all of the necessary documents have been provided to support</p>

	<p>the claim. If Councillors do have an issue that they come across they are very welcome to contact me directly.</p> <p>I am confident that the time taken to process claims will continue to improve going forward.</p> <p>Councillor Judy Fox asked the following supplementary question:</p> <p>I would like to thank Councillor Seaton for his response to my question and just to add that as soon as I brought the problem to the officer in charge, they were very efficient and professional in dealing with the case straight away and for that I am very grateful to them and would you please pass on my thanks.</p>
4.	<p>Question from Councillor Davidson</p> <p>To Councillor Hiller, Cabinet Member for Planning and Housing Services</p> <p>The Bus Shelter on Coniston Road use to have an electronic board that provides bus service information why has this been removed?</p> <p>Councillor Hiller responded:</p> <p>There is no record of an information board having ever been fitted at this bus stop, nor indeed any available power supply to make it work, even if there was one. If it helps, I know that the Council's normal procedure is that a shelter or an existing RTPI display would only be removed if the bus companies withdraw a stop from their route, but I am happy to investigate further but as I am sure you will appreciate, currently there's not an awful lot to go on, but I am more than happy to meet you down at the site and talk to the residents by all means.</p> <p>Councillor Davidson asked the following supplementary question:</p> <p>I would like to request that you and myself, along with Councillor Fower do a site visit and then we can have a look at this together, if that's at all possible.</p> <p>Councillor Hiller responded:</p> <p>More than happy to.</p>
5.	<p>Question from Councillor Ferris</p> <p>To Councillor North, Cabinet Member for Communities and Environment Capital</p> <p>Can the Cabinet Member offer reassurances that the invaluable work undertaken for many years by Peterborough Streets in support of homeless and vulnerable people living in our city will now be picked up in full by PCC, following the charity's closure?</p> <p>Councillor North responded:</p> <p>The Council has worked with and supported Peterborough Streets for a number of years, most recently collaborating on a number of homeless prevention projects.</p> <p>As a result of this strong relationship, we are in discussions with the former management of Peterborough Streets to ensure that the services they offered in their final months are still accessible.</p> <p>The Council and Axiom Housing Association will continue to deliver the 'No Second Night Out' project for its final few months through the New Haven hostel, and Axiom will then integrate its outcomes into their normal day to day operations.</p>

	<p>We are still in discussions with other local organisations to offer the use of their address as a correspondence address for rough sleepers.</p> <p>We will be identifying another organisation to act as a distribution point for the Big Issue magazine, that is work in progress.</p> <p>Unfortunately we were unable to support the continuation of the Crisis Private Rented Sector Scheme in its previous form, but we are in discussions with Crisis to determine whether we are able to deliver the project in house or to vary the bid so that it is cost effective for another voluntary sector partner to take on the project.</p> <p>And finally we have agreed with some of the faith sector partners to collaborate on a new night shelter project for the winter months.</p> <p>Councillor Ferris asked the following supplementary question:</p> <p>I remain somewhat concerned about the Private Rented Scheme because as Councillor Murphy referred to earlier, my understanding is that this will be commissioned at the end of this week with people being made redundant, so I'm slightly concerned that there may well be a gap in provision there, can you give us any reassurances on that please?</p> <p>Councillor North responded:</p> <p>I have been working with the team up to this afternoon, but my understanding is that we will find ways to get around this so people do not suffer and we can come out with the best possible solution, but I would be more than happy to work with you if you contact me outside of this meeting.</p>
6.	<p>Question from Councillor Ash</p> <p>To Councillor Seaton, Cabinet Member for Resources</p> <p>Following the installation of MobileIron on Council equipment, could the Cabinet Member please let me know the how much it has cost PCC to put in place and the advantages of having the application installed over the existing installed applications and systems. Furthermore, why weren't guidance notes circulated to users in order to help them get the best out of the application?</p> <p>Councillor Seaton responded:</p> <p>MobileIron ensures that the Council is compliant with the Government requirements on access to the PSN (Public Sector Network). The rules around this are very strict and we could not be in a position where we did not comply as this would affect access to central government systems and data that many of our departments use. MobileIron allows the Council to remotely wipe lost or stolen iphones and ipads and to ensure all data held on the device is secure. As the Council looks to new ways of working, ensuring that devices are secure and compliant is essential. The previous Mobile Device Management software was not fit for purpose to meet these requirements.</p> <p>Instructions on use were placed on Insite. However, whilst I believe the application is reasonably straightforward, I will look into whether we can improve future communication on issues such as this.</p> <p>The cost of the system was £66k for three years licences and support and was paid for out of the ICT Capital budget.</p> <p>Councillor Ash asked the following supplementary question:</p> <p>Is he aware that getting Insite via the ipad is not easy and I don't know how to do it and can I just mention that I have had over several weeks, correspondence via email on this</p>

	<p>subject and I hadn't received any suitable responses. Thank you for explaining that it is to make us compliant but is he aware that without knowing how it works it is actually makes life harder rather than easier and the other question is was the £66k over the three years the best deal, were there any other programmes that could achieve similar things and give us a better product?</p> <p>Councillor Seaton responded:</p> <p>With regards to the cost, I'm happy to write to Councillor Ash to and just provide examples of any competitive offers that were available. I'm not aware that Councillor Ash has had problems getting a response from officers on this issue and if he would like to contact me after this meeting I will be very happy to look into it for him. I would probably agree with him that MobileIron makes things slightly harder than easier, I'm not finding it particularly helpful myself, I'm sure we will get used to that. What I am conscious of though Councillor Ash is that there may be a need for training for Members on how to best use some of the equipment we've got and I will take that up with officers and I think it could be a good training course into how we use the iPad, how we use the iPhone, as effectively as possible.</p>
7.	<p>Question from Councillor Sandford</p> <p>To Councillor North, Cabinet Member for Communities and Environment Capital</p> <p>Following the demise of the Council run Local Link bus services last year, Stagecoach now has a virtual monopoly of bus service provision in most urban areas of the city. Could the relevant Cabinet Member tell me whether he believes this to be a healthy state of affairs and whether it is in the long term best interests of bus users in Peterborough?</p> <p>Councillor North responded:</p> <p>Stagecoach does not have a monopoly regarding bus services in Peterborough. Any operator who wishes to provide services commercially is free to do so. The Council has no control over this. As part of the competitive tendering process for the revised, Council supported services, Stagecoach provided the best value solution. Benefits include the Stagecoach Peterborough network being opened up to users of these supported services by providing the opportunity for day or weekly tickets, that can be used to access the entire network, with no adverse financial impact for the Council. It is healthy to ensure that a competitive tendering process for supported services is maintained, and it is in the long term best interest of bus users for the Council to build and maintain relationships with all operators in the city to help ensure the best possible service, whether commercial or supported, is provided within the budgetary constraints.</p> <p>Councillor Sandford asked the following supplementary question:</p> <p>I only did one year of economics but I learnt that if a company provides 93% of a service, as the Stagecoach bus company does, that's a monopoly and I also learnt that a private sector monopoly is an unhealthy situation. Can I just ask does Councillor North recall, given that we've got this virtual monopoly situation, that just over 12 months ago we cut the grant going to Stagecoach by 30% and at that time they gave an undertaking that in the short term they would maintain the current network of evening and Sunday services, which the Council supports. Does he not recognise that this overreliance on one company is, given the fact that by giving 55 days' notice to the traffic commissioners, they could withdraw a large swathe of services at any time, that doing this is seriously exposing the Council to a serious degree of financial risk and it doesn't seem to me a very competent way of organising a public transport system.</p> <p>Councillor North responded:</p> <p>As previously stated, Stagecoach has no monopoly and other services are perfectly entitled to take place and work within the city. Also, it is important to look at competition in</p>

	<p>many ways as well as one bus operator against another, because we are in competition with private cars and that is what we need to provide is a good service within the city to challenge the private cars so that we can get reduced congestion within the city and provide good quality bus services within the city, but they do have to be affordable. Yes, you are quite right in saying that in October 2013 a revised supported service was introduced due to a change in the transport budget, from £1.2m, but we are still paying £600k per annum, we have to work within budget.</p>
8.	<p>Question from Councillor Davidson</p> <p>To Councillor Hiller, Cabinet Member for Planning and Housing Services</p> <p>Could the Cabinet Member for Planning and Housing Services please confirm if there are any proposals to develop the out dated drainage system, 27th June saw extreme rain fall in the city and in particular Werrington South ward and North Werrington saw flooding which nearly brought Werrington to a standstill.</p> <p>Councillor Hiller may have responded:</p> <p>There are no plans for extensive, city wide upgrades to the Council highway gullies or the Anglian Water surface water sewer network into which it drains. Intense rainstorms tend to be incredibly localised so it is extremely difficult to predict where they will happen in advance and what damage, if any, will occur. The large scale upgrade of all drainage systems is therefore cost prohibitive and unnecessary and the vast majority functions effectively even in times of heavy rainfall. The optimum solution is to allow more space in urban environments for water and to introduce sustainable drainage systems (SuDS). SuDS holistically manage quantity, quality and amenity elements of water. The Council's policies actively encourage sustainable drainage in new development. Our investment in existing systems is focused to overcome location specific problems, for example where there are incidences of internal flooding to homes.</p>
9.	<p>Question from Councillor Shearman</p> <p>To Councillor North, Cabinet Member for Communities and Environment Capital</p> <p>A significant number of residents living in Century Square have reached breaking point over the continuing anti-social behaviour taking place in the Square, frequently up to midnight. Several are now seeking to move out of the area, and others have been forced to cease to use their front bedrooms at night because of the disturbances. Although council officers have attempted to address these issues, often on a piecemeal basis, no long-term coherent solution has been achieved. This has not been helped with the demise of the Can-Do initiative.</p> <p>Can you give a clear commitment that the Council takes seriously the need to improve the quality of life of all residents living on Century Square?</p> <p>Councillor North may have responded:</p> <p>The Council and our partners are fully aware of the challenges faced by residents in this area and are committed to tackling them. Actions already in place include:</p> <ul style="list-style-type: none"> - daily patrols by police which have identified some individuals and Acceptable Behaviour Contracts are now being pursued - the council's youth in localities team continuing to deliver weekly sessions and undertaking additional outreach to engage with the most vulnerable young people - youth work planned over the summer which will include support from Drink and Drug Sense - young people being targeted to attend PE1 wide activities to support emotional and social development, sports sessions with Vivacity and dance classes which help build self-esteem and raise aspirations.

	<p>A Problem Solving Group has been established and it will ensure partners continue to deliver appropriate short-term actions as well as building a sustainable long-term solution.</p> <p>This solution will include forging closer links with the community via the recruitment of a community worker to focus community development efforts in this area.</p>
10.	<p>Question from Councillor Sandford</p> <p>To Councillor Holdich Cabinet Member for Education, Skills and University (on behalf of Councillor Eley Cabinet Member for Street Scene, Waste Management and Communications)</p> <p>Could the relevant Cabinet Member please tell me what percentage of Peterborough residents have signed up for the Tory Brown Bin Tax since its inception at the end of May? How does this compare with the estimates which were made by Cabinet Members and officers in preparing the Medium Term Financial Strategy and are they on course for delivering the projected £800,000 budget saving on garden waste collections in the current financial year?</p> <p>Councillor Holdich may have responded:</p> <p>The current take up for the new garden waste service is 32.1% (20,037), including second bins. This is continuing to rise at an average of c200 additions per week. The original target for take up was 35%.</p> <p>The service is on course to deliver the forecast saving of £800k in the current financial year.</p>
11.	<p>Question from Councillor Shearman</p> <p>To Councillor Hiller, Cabinet Member for Planning and Housing Services</p> <p>The Leader will be aware that over recent years it is estimated that up to £1 million has been spent on the various costs associated with dealing with illegal traveller sites. In view of the fact the working group set up three years' ago to consider Emergency Stopping Places provision delivered its recommendations some months' ago, will you give a clear commitment that the group's report will be considered by the Cabinet at its next meeting?</p> <p>Councillor Hiller may have responded:</p> <p>Peterborough, like many towns and cities, regularly experiences unauthorised Traveller encampments, which are often created in inappropriate locations which cause distress or disruption to residents. The Council also incurs significant costs dealing with the consequences of these unauthorised encampments, including cleansing and eviction costs.</p> <p>Many local authorities have introduced temporary locations that can act as Emergency Stopping Places which the Council or police can direct Travellers to, and it is this approach that a cross-party working group has been exploring for some time.</p> <p>I would like to thank the Working Group for its diligent work so far, and I can confirm that the Cabinet will carefully consider the recommendations from the working group at a meeting in the very near future.</p>
12.	<p>Question from Councillor John Fox</p> <p>To Councillor North, Cabinet Member for Communities and Environment Capital</p> <p>I believe that the Government are about to release a large amount of money to improve safer cycling and local authorities will be able to apply for grants.</p>

I would respectfully request reassurance that our officers will be looking into applying for such funding and at the same time liaise with local cycling groups and ward members on how this money could be effectively put to use.

I ask this with gratitude to the leader for his recent intervention in helping me to open up a closed cycle route in Werrington that now gives pleasure to not only cyclists but mobility scooter users, elderly walkers, horse riders and dog walkers.

There is another lovely route through a wooded area in Werrington that I would like to open up at minimum cost, but with the grant we cost improve even more areas making it even more safer for cyclists.

Councillor North may have responded:

The Government has recently announced an extension to the Local Sustainable Transport Fund for one year. Peterborough City Council was successful in receiving £900,000 from the Department for Transport to continue the ongoing Travelchoice Program which promotes walking, cycling, public transport, car sharing and electric vehicles. This funding is all revenue so cannot be spent on infrastructure.

However, the Council does spend capital money each year improving cycling infrastructure and we encourage Members and residents to come forward with these type of requests. Can I ask that you pass further details regarding this cycle scheme across to my office or to officers in the transport department who will be able to investigate and discuss this further with you.

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COUNCIL	AGENDA ITEM No. 4
8 OCTOBER 2014	PUBLIC REPORT

MAYOR'S ANNOUNCEMENTS

1. PURPOSE OF REPORT: FOR INFORMATION

- 1.1 This report is a brief summary of the Mayor's activities on the Council's behalf during the last meetings cycle, together with relevant matters for information.
(Events marked with * denotes events attended by the Deputy Mayor on the Mayor's behalf).

2. ACTIVITIES AND INFORMATION – From 21 July 2014 to 5 October 2014

Attending	Event	Venue
Mayor and Mayoress	Princes Trust team 34 presentation	Parcs Restaurant at Peterborough Regional College
Mayor	Planning meeting for Extra Ordinary Council and Full Council Meeting	The Parlour
Mayor	Update meeting for Full Council Meeting	The Parlour
Mayor, Mayoress and Deputy Mayor	Extraordinary Council Meeting	Council Chamber
Mayor Mayoress and Deputy Mayor	Full Council	Council Chamber
Mayor and Mayoress	Visit by St John Fisher Catholic High School, Summer School	The Parlour and Council Chamber
Mayor, Mayoress, Deputy Mayor and Deputy Mayoress	Installation Ceremony for the Honorary Recorder of Peterborough	Council Chamber and Reception Room
Deputy Mayor and Deputy Mayoress	Private View - War Stories: Peterborough in the Great War	Peterborough Museum
Deputy Mayor and Deputy Mayoress	RAF Wittering Families' Day	RAF Wittering
Deputy Mayor and Deputy Mayoress	Charity Fever Finale	Napier Place Sheltered Housing
Deputy Mayor and Deputy Mayoress	Mayor of Huntingdon Civic Service	All Saints' Church and Town Hall
Mayor and Mayoress	Unleashing the EnerRXGy at Redring Xpelair Group	Redring Xpelair Group
Mayor and Mayoress	Visit to Sailability with Chief Executive	Sailability
Deputy Mayor and Deputy Mayoress	Induction Service for a new Minister	St Andrews United Reformed Church
Mayor and Mayoress	Sue Ryder, Thorpe Hall Hospice Summer Fete	Thorpe Road
Deputy Mayor and Deputy Mayoress	WW1 Commemorative Service	Kings Lynn Minster
Mayor, Mayoress, Deputy Mayor and Deputy Mayoress	Act of Commemoration for the start of the First World War	War Memorial, Bridge Street
Mayor	Meet members of the Vintage Sports Club (80 th anniversary) and view cars. Followed by lunch (Leader to join the Mayor)	Cathedral Precincts and St John's Church
Mayor	Topping out of new Skills Centre and football stand	Moys End Stand

Attending	Event	Venue
Mayor and Mayoress Deputy Mayor and Mayoress	Host a civic function in Cathedral Square to commemorate the start of the First World War	St Peter's Road Cathedral Square
Mayor and Mayoress	Visit Peterborough FM for interview on air with Brian Wilson	The Business Court Yard
Deputy Mayor and Mayoress	VJ Day Remembrance	Central Park
Deputy Mayor	Ambassador from East Timor to visit the Deputy Mayor	The Mayor's Parlour
Deputy Mayor	Growing Greener Event	Queensgate Shopping Centre
Deputy Mayor	Poppy Walk	Central Park
Deputy Mayor	Antigua Sailability BBQ	Peterborough Rowing Club
Deputy Mayor and Deputy Mayoress	Annual Summer Fete	Avery House Care Home
Mayor and Mayoress	Little Miracles Annual Summer Ball	The Bull Hotel and Conference Centre
Mayor	Little Miracles Teddy Bear Picnic	The Spinney
Mayor	Photograph in Shine T-shirt	Town Hall
Mayor	Meeting with Communications Manager from ssafa	The Parlour
Mayor	Mayor's Charity Committee Meeting	The Parlour
Mayor and Mayoress	Peterborough U3A Activities Day	Jack Hunt School
Mayor and Mayoress	Peterborough Anglo French Association Welcome	Reception Room
Mayor	Celebrating the completion of the NCS Community Project at Paston Farm (National Citizens Service)	Paston Farm Adventure Centre
Mayor and Mayoress	Royal Anglian Golden Jubilee Celebration	The Imperial War Museum
Deputy Mayor	U4H Family Fun Day	New England Recreation Park
Deputy Mayor and Deputy Mayoress	Welcome Service in the Peterborough Methodist Circuit	Southside Methodist Church
Mayor	The Chairman of Huntingdonshire District Council - Merchant Navy Flag Raising	Samian Court
Deputy Mayor	Inspire Peterborough's Sport England Award Celebration – VIP Launch	Ferry Meadows - Nene Park Watersports Centre
Mayor	Green Deal Community Fund - Showhome Draw	The Parlour
Mayor and Mayoress	Peterborough Dementia Resource Centre - Official Launch Event	441 Lincoln Road,
Mayor and Mayoress	Mayor of Huntingdon – Charity Event - "The Pampered Chef"	Town Hall
Mayor and Mayoress	Transe Express at Peterborough Arts Festival - Pre-show celebration	Patisserie Valerie
Deputy Mayor and Deputy Mayoress	Mayor of Ramsey's Civic Service	Thomas a Becket Church
Mayor and Mayoress	Royal Philharmonic Orchestra VIP event	Broadway Theatre
Mayor	Meeting with the Chief Executive	The Parlour
Mayor and Mayoress	Meeting regarding the Mayor's Ball	Holiday Inn
Mayor and Mayoress	Senior Citizens' Forum	Town Hall

Attending	Event	Venue
Mayor, Mayoress, Deputy Mayor and Deputy Mayoress	Royal Air Force Wittering Annual Reception	Officers' Mess
Mayor and Mayoress	Visit by students from William Law School	The Parlour and Council Chamber
Mayor and Mayoress	The King's (The Cathedral) School, Speech Day	The Cathedral
Mayor and Mayoress	Opening of Torpel Manor Field Visitor Centre	Torpel Manor Field
Mayor and Mayoress	Commandant's At Home	Cambridgeshire Army Cadet Force
Mayor and Mayoress	The Chairman of Northamptonshire - Garden Party	Grendon Hall
Mayor and Mayoress	Opening of Art Exhibition - City College, Peterborough	Peterborough Station
Mayor and Mayoress	Afternoon tea with EU Overseas Nurse Recruits	The Parlour and Reception Room
Mayor and Mayoress	Peterborough Takeover Day	Cathedral Square
Mayor	The Job Show	Marriott Hotel
Mayor and Mayoress	Bondholder Dinner : Opportunity Peterborough	Peterborough Cathedral
Mayor and Mayoress	Hampton Vale Primary School Macmillan and Sue Ryder Run	Hampton Vale Primary School
Mayor and Mayoress	Launch the British Heart Foundation's Bag It	Serpentine Green Shopping Centre
Mayor and Mayoress	Mayor of Rushden - Annual Civic Opening of Rushden Feast	Spencer Park
Mayor and Mayoress	Gilbert and Sullivan Concert	The Peterborough School
Mayor and Mayoress	Marquee on Cathedral Square	Cathedral Square
Deputy Mayor and Deputy Mayoress	Chairman of South Kesteven District Council's Civic Service	St. Guthlac's Church
Mayor and Mayoress	Battle of Britain Memorial Service	St. John the Baptist Church
Mayor, Mayoress and Deputy Mayor	Italian Festival Reception	The Fleet
Mayor and Mayoress	Lunch followed by Anglia Ruskin University Graduation Ceremony	Lunch at Almoner's Hall, then Peterborough Cathedral
Deputy Mayor and Deputy Mayoress	Jimmy the Donkey Service	Central Park
Deputy Mayor and Deputy Mayoress	Official Opening Ceremony of Thomas Deacon Academy Junior College	Thomas Deacon Academy Junior College
Mayor and Mayoress	University Centre Peterborough Graduation Ceremony	The Bull Hotel followed by the Ceremony in Peterborough Cathedral
Mayor and Mayoress	Lunch followed by The Peterborough School Speech Day	Lunch at the Peterborough School followed by Speech Day at Peterborough Cathedral
Deputy Mayor and Deputy Mayoress	Fair View Court - Tenth anniversary open day	Fair View Court
Deputy Mayor and Deputy Mayoress	Operation Smokestorm Awards	Reception Room
Mayor and Mayoress	Unveiling of 'Corporate Dealer' plaque at Wheels Motorcycles	Wheels Motorcycles
Deputy Mayor and Deputy Mayoress	Peterborough special Olympic swimming gala	Regional Swimming Pool

Attending	Event	Venue
Mayor and Mayoress	United States Air Force Birthday Celebration	RAF Molesworth
Deputy Mayor and Deputy Mayoress	East Anglian Air Ambulance Fundraising Charity Ball	Holiday Inn West
Deputy Mayor and Deputy Mayoress	Mayor of Raunds - Civic Service	St Peter's Church
Mayor	Presentation and lunch	Officers' Mess, RAF Wittering
Deputy Mayor and Deputy Mayoress	2014 Awards Ceremony for Young People of the Year in Cambridgeshire or YOPEY	Ely Cathedral
Mayor	Barnack Ward Wildlife Group Meeting (Open the Meeting only)	Barnack Village Hall
Mayor and Mayoress	Bharat Hindu Samaj - Navratri Festival 2014	The Cresset
Mayor and Mayoress	Open week - Amplifon Peterborough	37 Bridge Street
Mayor and Mayoress	East Timor Traditional Culture Event	Maskew Avenue
Mayor and Mayoress	Celebrating Diversity in Peterborough	Peterborough Town Hall and Cathedral Square
Mayor and Mayoress	Stoptober Roadshow	Queensgate Centre
Mayor and Mayoress	Autumn Festival / Durga Puja 2014	Longthorpe Village Hall
Mayor and Mayoress	Nigeria's 54th Independence and Centenary Celebrations	Millfield Community Centre
Mayor, Mayoress, Deputy Mayor and Deputy Mayoress	Lunch followed by The High Sheriff's Justice Service	Peterborough Cathedral

3. BACK GROUND DOCUMENTS (IN ACCORDANCE WITH THE ACCESS TO INFORMATION ACT 1985)

3.1 None.

4. DIRECTOR RESPONSIBLE

4.1 Director of Governance.

COUNCIL	AGENDA ITEM No. 9
8 OCTOBER 2014	PUBLIC REPORT

EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL

(a) CABINET RECOMMENDATION – PETITIONS SCHEME

Cabinet at its meeting of 28 July 2014, received a report following the adoption of the revised Standing Orders by Council and the withdrawal of the Authority's former petition scheme.

The purpose of the report was to seek Cabinet's approval (*as detailed within the record of executive decisions report at agenda item 10*) to adopt and recommend to Council the revised petitions scheme and associated levels of signatures to trigger debate at Full Council, Cabinet and Scrutiny and to authorise the Director of Governance to make minor, technical and procedural changes as considered necessary to ensure the Scheme meets standards of best practice in public administration.

IT IS RECOMMENDED that Council:

1. Adopt the draft petition scheme (as set out at Appendix 1 to the Cabinet report);
2. Agree the levels of valid signatures required in a petition to trigger the varying procedural responses within the Scheme, these being 2000 signatures to trigger a debate at Full Council and 500 signatures to trigger a debate at Cabinet and Scrutiny (with speakers to receive 4 minutes speaking time at Cabinet and Scrutiny); and
3. Authorise the Director of Governance to make such minor, technical and procedural changes as she considers it necessary to ensure the Scheme meets standards of best practice in public administration.

(The original Cabinet report and Appendix follow this report).

(b) CABINET RECOMMENDATION – FLOOD RISK MANAGEMENT STRATEGY

Cabinet at its meeting of 22 September 2014, received a report which presented the Draft Peterborough Flood Risk Management Strategy.

The purpose of the report was to recommend that Cabinet (*as detailed within the record of executive decisions report at agenda item 10*) approve the Draft Peterborough Flood Risk Management Strategy for the purpose of it being publically consulted on during October and November 2014 and to support the proposal of the Sustainable Growth and Environment Capital Scrutiny Committee to include further explanatory text in the FMS prior to its publication and to further support the recommendation of the Sustainable Growth and Environment Capital Scrutiny Committee to amend the Constitution and thereby place the Flood Management Strategy as a Major Policy item.

IT IS RECOMMENDED that Council agrees for the Constitution to be amended to reflect the Flood Management Strategy as a Major Policy item.

(The original Cabinet report follows this report).

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ITEM 9(a) – FOR INFORMATION

CABINET	AGENDA ITEM No.
28 JULY 2014	PUBLIC REPORT

Cabinet Member(s) responsible:	Cllr David Seaton, Cabinet Member for Resources	
Contact Officer(s):	Phil McCourt, Interim Head of Governance	Tel. 452576

PETITION SCHEME

RECOMMENDATIONS	
FROM: Director of Governance Constitution Review Working Group (all party)	Deadline date : 8 October 2014
<p>1. That Cabinet adopt and recommend to Council:</p> <ul style="list-style-type: none"> a. The draft petition Scheme set out as Appendix 1: b. The levels of valid signatures, as the Cabinet may determine, required in a petition to trigger the varying procedural responses within the Scheme; and c. To authorise the Director of Governance to make such minor, technical and procedural changes as she considers it necessary to ensure the Scheme meets standards of best practice in public administration 	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to Cabinet the adoption of revised Standing orders by Council and the withdrawal of the Authority's former petition scheme.

2. PURPOSE AND REASON FOR REPORT

- 2.1 A Constitution Review Group, a Member Working Group, (CRG) has been undergoing a process of updating the Council's Constitution. Following the CRG's first tranche of work to assess the standing orders applying to meetings of the Council and its Committees and Sub-Committees, it looked to the adoption of revised petition provisions, resulting in the recommendations contained within this report.
- 2.2 This report is for Cabinet to consider under its terms of reference no. 3.2.5 'to review and recommend to Council changes to the Council's Constitution, protocols and procedure rules'.

3. **TIMESCALE** (If this is not a Major Policy item, answer **NO** and delete second line of boxes).

Is this a Major Policy Item/Statutory Plan?	NO	If Yes, date for relevant Cabinet Meeting	n/a
Date for relevant Council meeting	Sep 14	Date for submission to Government Dept (please specify which Government Dept)	n/a

4. BACKGROUND AND CONSIDERATIONS

- 4.1 A Constitution Review Group, a Member Working Group, (CRG) has been undergoing a process of updating the Council's Constitution. The first tranche of work was to assess the standing orders applying to meetings of the Council and its Committees and Sub-Committees, resulting in the adoption of new Council Standing Orders.
- 4.2 In considering the new Standing Orders there was adopted a direct provision that a petition could be submitted to the meeting of full Council, with the lead petitioner or their ward councillor speaking for one minute in presenting it. The petition would then be referred on to the appropriate place without further discussion or comment.
- 4.3 CRG considered that, rather than having the petition scheme set out in the standing orders, submission of petitions to be referred on in a straightforward way and supported by a new petition scheme, which would be produced to bring to Cabinet and for recommendation on to Council.
- 4.4 The previous petition scheme was a statutory construct, which was introduced in 2009 and then later withdrawn on recognition of the comments from councils. The Government stated that it had recognised the disproportionate level of prescription and bureaucracy that it placed on local authorities.
- 4.5 That previous scheme had at its heart a right for the public to call officers to account before a scrutiny committee and, more particularly, a right for the subject of the petition to be debated by full Council where the petition was made up of more than 500 valid signatures.
- 4.6 The principles discussed by the CRG included whether or not to keep the trigger for a full Council debate on the petition. The CRG agreed that it should be kept and similarly triggered by receipt of a set number of valid signatures.
- 4.7 Also discussed was the ability of a petitioner to address the Cabinet, on either a stand-alone subject or where the petition related to an item of business being considered by the Cabinet or a Cabinet Member. Likewise, the ability of a petitioner to address an overview and scrutiny committee or commission where the petition is on an item of their business or on a matter that is not a function of the Council but is relevant to the area of the City.
- 4.8 The CRG considered that the ability to address Cabinet or a scrutiny committee/commission should not be automatic, as it is at a number of authorities, but should similarly be triggered by a certain level of support for a petition. CRG considered that it would be easier for petitioners and the Council if the level of support required were the same for Cabinet and a scrutiny committee/commission.
- 4.9 The CRG felt that the petition scheme should otherwise remain the same where the provisions were thought to be simple, straightforward and assisted transparency. These were namely that
- The scope of a petition to be valid should remain
 - The minimum number to form a petition should be twenty
 - The petitioners could deliver the petition directly to officers if they wished
 - That e-petitions would be noted but could not otherwise be actioned in the same way as a written petition
 - That the outcome of petitions would be recorded and the outcome presented to Cabinet
- 4.10 The CRG therefore asked that a new petition scheme be drawn up and presented to Cabinet for recommendation to Council. The framework of the petition scheme should be:

- a) All petitions as accepted as valid for the Council to consider could be presented at full Council if the leading petitioner wishes and may speak for 1 minute (as now adopted in Standing Orders)
- b) Over a certain number of valid signatures will result in a report and/or the ability to speak on the topic concerned for 4 minutes at the Cabinet if an executive function, Regulatory Committee for those functions and relevant Scrutiny for all else
- c) Over a certain number of valid signatures will result in a debate at full Council
- d) Other petitions will be referred to the relevant officer and the outcome will be recorded in a regular petitions report to Cabinet.

A draft Petition Scheme of that nature is attached as Appendix 1.

- 4.11 The only difference of opinion between the CRG members was over the numbers needed to trigger a process. As a result, discussion was had between the officers and each political group in turn, the outcome of which was reported to the CRG. Nonetheless, this issue has not been able to be resolved.
- 4.12 The views ranged between 2,500 to trigger a cabinet or committee presentation and 5,000 for a Council debate to no trigger (beyond the minimum 20 for a petition) and 500.
- 4.13 By comparison, other authorities that have consciously moved away from the old statutory scheme introduced limits to trigger a full council debate at the following levels:
 - Cornwall 5,000
 - Bristol 3,500
 - Lambeth 3,000
 - Bath 1,000
- 4.14 Triggers for a similar right to speak at Cabinet or Committee is harder to find as these tend either not to exist, are part of separate public participation provisions or are part of individualistic schemes.
- 4.15 Cabinet is therefore asked to determine appropriate levels of valid petition signatures and consider the proposed scheme to adopt and recommend to Council.

5. ANTICIPATED OUTCOMES

- 5.1 A petition Scheme may be adopted by the September 2014 meeting of Council following Cabinet's decision.

6. REASONS FOR RECOMMENDATIONS

- 6.1 Petitions are recognised by the Council, through its Standing Orders and current practice, as a valid and helpful means of communicating the concerns of those who live or work within the City to the Council. An adopted Scheme will assist the petitioners and the Council alike in determining how best to make, receive and respond to a petition.

7. ALTERNATIVE OPTIONS CONSIDERED

- 7.1 The likeliest alternative was to adopt separate provisions in the standing orders or terms of reference to each committee or the cabinet. This will not be as easy to understand or navigate.

8. IMPLICATIONS

- 8.1 It is no longer a legal requirement to adopt a petition scheme but is considered best practice. Not having a scheme can create confusion and frustration.

8.2 There are financial implications in administering a scheme and responding to a petition in the form of officer and Member time.

9. BACKGROUND DOCUMENTS

No relevant documents not otherwise published were used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985)

Peterborough City Council Petitions Scheme

1. Introduction

- 1.1. The Council welcomes petitions and recognises that petitions are one way in which people can let us know their concerns. All petitions sent or presented to the council will receive an acknowledgement from the Council within 15 working days of receipt.
- 1.2. This acknowledgement will set out what we plan to do with the petition. We will treat something as a petition if it is identified as being a petition, or if it seems to us that it is intended to be a petition.
- 1.3. Paper petitions can be sent to: [...]

A petition template is available at Appendix 1 and this will help you to see what information we need in order to consider your petition under the terms of the council scheme.
- 1.4. Petitions can also be presented to a meeting of the council. These meetings take place approximately every 6 weeks, dates and times can be found here
- 1.5. If you would like to present your petition to the council, or would like your councillor or someone else to present it on your behalf, please contact Governance Services on (01733) ... at least 10 working days before the meeting and they will talk you through the process.
- 1.6. Any written petition can be submitted at a meeting of the full Council. The lead petitioner will have one minute to present the petition, which will be received by the Council without comment.
- 1.7. If your petition has received 500 signatories or more from people who live, work or study in Peterborough it can then trigger submission of the petition to the Cabinet or Scrutiny Committee or Commission alongside or in advance of the business your petition is seeking to affect. If this is the case we will discuss with the lead petitioner the options for enabling this to take place.
- 1.8. If your petition has received 2000 signatories or more from people who live, work or study in Peterborough it can trigger a full Council debate and if this is the case we will discuss with the lead petitioner the options for enabling this to take place.
- 1.9. The outcome of all petitions submitted in writing are published in a report for the Council's Cabinet to consider.

2. Petitions that cannot be dealt with through this Scheme – Planning and licensing decisions

2.1 The following matters are excluded from this petitions scheme

- Any matter relating to a planning decision, including about a development plan document or community infrastructure levy (a new local levy that authorities can choose to introduce to help fund infrastructure in their area.)
- Any matter relating to an alcohol, gambling or sex establishment licensing decision.*
- Any matter where there is an appeals procedure in place

A 'Licensing Decision' is:

- Any decision in relation to an application for the grant, variation or review of any authorisation under Part 3 or 4 of the Licensing Act 2003 (premises licences and club premises licences) or any hearing or appeal in respect of any such application.
- Any decision in relation to the application for the grant, renewal or transfer of a licence under Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 (control of sex establishments), a request for the variation of any term, condition or restriction contained in such a licence or the revocation of such a licence.
- Any decision in relation to any application for a licence, permit or registration under the Gambling Act 2005, a request for a variation of any term, condition or restriction associated with any such licence, permit or registration or the revocation of any such licence, permit or registration.

in the above areas is within the scope of this scheme (e.g. while a petition on an individual planning application could not be taken, a petition about the council's failure to deliver an effective service for planning applications would be within the scope of this scheme).

2.2 If you wish to submit a petition on a planning or licensing matter, the arrangements are as follows :

- Petitions relating to licensing decisions should be e-mailed to [...] Further information on how to submit a review to a licenced premises is available through [...]
- Petitions relating to planning decisions should be e-mailed to [...@Peterborough.gov.uk] or sent to the following address [...] Further information on how to have your say on planning applications is available through following this link [...]

3. What are the guidelines for submitting a petition

3.1. Petitions may be submitted to the full Council, the Cabinet or Committees and Sub-Committees of the Council. Under the terms of this scheme they must include:

- A clear and concise statement covering the subject of the petition. It should state what action the petitioners wish the council to take

- The name and address and signature of any person supporting the petition (you are deemed to have 'signed' the petition if you have added your name and address to it.)
 - A minimum of 20 signatures of people who live, work or study in the Peterborough local authority area
- 3.2. Petitions should be accompanied by contact details, including an address, for the petition organiser who must also live, work or study in the Peterborough local authority area. This is the person we will contact to explain how we will respond to the petition. The contact details of the petition organiser will not be placed on the website. If the petition does not identify a petition organiser, we will contact signatories to the petition to agree who should act as the petition organiser.
 - 3.3. If your petition does not reach the minimum requirement of 20 signatures, particularly where the issue relates to a small locality, we will seek to advise you of other ways in which your views could be considered. A petition with fewer than 20 names will be considered if the signatories comprise a majority of the residents and/or stakeholders affected by the issue raised.
 - 3.4. A short form is available to download here (see Appendix 2), which enables you to easily set out the main summary information we require when you submit your petition.
 - 3.5. If you want to submit a petition to a specific meeting of the Council, Cabinet or any committee meeting (including scrutiny commissions) then you need to ensure that we receive a completed petitions submission form or at the very least, provide us with details of the petition subject matter, number of signatures and your contact details by no later than 12.00 noon on the working day before that meeting to enable it to be submitted there.
 - 3.6. Please note petitions submitted by the petitioner to meetings of the council will not be discussed in detail at that point, unless there is an agenda item specifically relating to that issue. Petitions received in this way will be passed to the appropriate councillor, officer or forum for proper consideration.
 - 3.7. Petitions which are considered to be vexatious, abusive or otherwise inappropriate will not be accepted. We will explain the reasons for this in our acknowledgement of the petition.
 - 3.8. In the period immediately before an election or referendum we may need to deal with your petition differently – if this is the case we will explain the reasons and discuss the revised timescale which will apply.
 - 3.9. If a petition does not follow the guidelines set out above, the Council may decide not to do anything further with it. In that case, we will write to you to explain the reasons.

4. What will the Council do when it receives my petition?

- 4.1. An acknowledgement will be sent to the petition organiser within 15 working days of receiving the petition. It will let them know what we plan to do with the petition and when they can expect to hear from us again. It will also be published on our website and on our e-petitions site where all petitions received will be registered.
- 4.2. If we can do what your petition asks for, the acknowledgement may confirm that we have taken the action requested and the petition will be closed. If some other action is proposed or intended, the acknowledgement will explain this. If the petition has enough signatories to trigger a Council debate, then the acknowledgment will confirm this and tell you when and where the meeting will take place. If the petition needs more investigation, we will tell you the steps we plan to take.
- 4.3. We reserve the right to verify signatories as required. Please ensure you include a valid address and postcode that relates to your home address (if you live or study in Peterborough) or work address (if you work or run a business in Peterborough). These details will be taken into account when identifying if there are enough signatories from people who live, work or study in Peterborough to trigger a full Council debate.
- 4.4. Any petition that is a duplicate or near duplicate of another petition that the Council has already received will not normally be considered within a 12 month period although officers will exercise their discretion in individual cases. You are advised to check the details of previous petitions on our e-petitions site or contact us for advice at the start of your petition.
- 4.5. To ensure that people know what we are doing in response to the petitions we receive, the details of all the petitions submitted to us including those pending action will be published on our website, except in cases where this would be inappropriate.

5. Full council debates

- 5.1. If a petition contains more than 2000 signatures from people who live, work or study in the city, it will trigger the right to be debated by a meeting of the full Council. This means that the issue raised in the petition will be discussed at a meeting which all councillors can attend.
- 5.2. If the petition organiser wishes to take up this opportunity, they will be given five minutes to present the petition at the next available meeting of the full Council. The petition will then be discussed by councillors. Full Council will decide how to respond to the petition at this meeting.

- 5.3. The petition organiser will receive written confirmation of the outcome of the full Council debate, of the Council's decision and any explanation in the event of Council not being able to take the action which has been requested.

6. E-petitions

- 6.1. The council welcomes e-petitions which are created and submitted through our website [...] E-petitions must follow the same guidelines as paper petitions. E-petitions will not trigger the same submission or reporting steps as a petition in made in writing but the response will be published on the E-petition pages.
- 6.2. The petition organiser will need to provide us with their name, postal address and email address. You will also need to decide how long you would like your petition to be open for signatories. Most petitions run for six months, but you can choose a shorter or longer timeframe. You may wish to time the ending of the petition to coincide with a relevant meeting or decision. It may be helpful to discuss this with our petition administrator. If so, please contact us via email at nnn@Peterborough.gov.uk
- 6.3. When you create an e-petition, it may take five working days before it is published online. This is because we have to check that the content of your petition is suitable before it is made available for signature.
- 6.4. If we feel we cannot publish your petition for some reason, we will contact you within this time to explain. You will be able to change and resubmit your petition if you wish. If you do not do this within 10 working days, a summary of the petition and the reason why it has not been accepted will be published under the 'rejected petitions' section of the website.
- 6.5. When an e-petition has closed for signature, it will automatically be submitted to Governance Services. In the same way as a paper petition, you will receive an acknowledgement within 15 working days.
- 6.6. A petition acknowledgement and response will be emailed to everyone who has signed the e-petition and elected to receive this information. The acknowledgment and response will also be published on this website.

7. How do I 'sign' an e-petition?

- 7.1. You can see all the e-petitions currently available for signature here [[http:// ...](#)]
- 7.2. When you sign an e-petition you will be asked to provide your name, your postcode and a valid email address. When you have submitted

this information you will be sent an email to the email address you have provided. This email will include a link which you must click on in order to confirm the email address is valid. Once this step is complete you will have been added as a signatory to the petition. People visiting the e-petition will be able to see your name and the ward to where your postcode relates in the list of those who have signed it, but your contact details will not be visible.

8. What can I do if I feel my petition has not been dealt with properly?

If you feel that we have not dealt with your petition properly, please contact the Senior Governance Officer who will review your complaint and will advise you of the action which is intended. Please provide a short explanation of the reasons in your communication with us.

9. Other ways to have your say

9.1 Peterborough City Council is always interested in your feedback on our services or how we can work together better with our partners to improve things in our city.

9.2 There are a wide range of ways you can get involved and have your say, from submitting individual comments on specific issues to participating in consultations that regularly input to shaping our local services.

9.3 You can get involved by writing to us, attending meetings and events or participating online.

9.4 To find out more visit our website www.Peterborough.gov.uk

9.5 If you have a complaint about the Council, we would like to ensure this is sorted out as soon as possible. If you have a problem with a Council service please try and talk to a member of staff, as they may be able to resolve it straight away.

9.6 If it is not possible for you to talk to a member of staff or you prefer to contact us in a different way, please see the details below.

9.7 Contact us:

By phone

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By e-mail.

By letter. You can write to the department or service concerned.

Appendix A1

**Peterborough City Council
Petition Template**

Guidance notes:

Please use this suggested template alongside the petitions submission form (appendix 2 of the petitions scheme) for any paper petitions you wish to submit to the Council. Additional pages should also include the petition subject at the top of the page.

The Petition organiser must live, work/own a business or study in the City.

If you wish to 'sign' this petition, please put down your Peterborough address if you live, work (or own a business) or study in the City as this will count towards any threshold for debate at full Council meetings (where all Peterborough City Councillors attend).

Other signatories will be taken into consideration in respect of the issue being raised, but will not count towards the numbers required for formal debates under the scheme.

Please also refer to the petitions scheme available on our council website www.Peterborough.gov.uk for further information about how we deal with petitions at the Council.

Petition subject:		
By adding our contact details below we ask that:		
Name	Address (incl. postcode if possible)	Email address (if possible)

**Peterborough City Council
Petitions Submission Form**

Please complete the summary details on this form to assist us in directing your petition to the right place and include it with your petition.

Please note contact details for the petition organiser will not be made public other than name and postcode.

DRAFT

Petition subject	
Action requested by the petitioners	
Number of signatures (please give overall number if combination of paper and e-petition)	
Any eligible petition with 20 signatures or over will be automatically be considered by the Council. However if you prefer the petition can be presented for submission at a relevant public meeting of the council, prior to consideration of the issue raised. Please advise if you wish to submit your petition in this way. Yes/No (please circle)	
Name of Councillor submitting petition on behalf of petitioners (if appropriate)	
Contact details of petition organiser	Name:
	Address:
	Tel:
	Email:

Council use only
Date petition received:

Appendix A2

APPENDIX B

Peterborough City Council Petitions Scheme

Guidance for councillors

Introduction and background

This guidance has been produced to help councillors and officers understand the revised petitions scheme and their role in supporting it.

This could be through:

- Representing your Ward by:
 - Presenting a Petition at a Public Meeting on behalf of a Ward Member (an individual may not be confident enough to present the issue themselves)
 - Acting as Lead Petitioner on a topic that you know your community is concerned about.
- Being asked to consider the topic of petition at a meeting, gather evidence and views on the issue and then draw your conclusions and make recommendations (or make a decision if the issue is referred to you as the relevant Executive Member).

The Scheme gives local people a right to a public response if they sign an eligible petition (provided the petition is not of a vexatious, abusive or otherwise inappropriate nature).

What do I need to do?

Governance Services are responsible for the management of the Petitions Scheme overall and so if you have any queries that cannot be answered by reading this guidance or the Petitions scheme itself, please contact them for assistance.

Currently support to the petitions process is provided by officers in Governance Services

Representing your Ward

Setting up a Petition yourself

If you decide to set up a petition on behalf of your Ward (as Lead Petitioner) or are advising someone else about it there are a few things you will need to consider first, such as whether the issue has already been considered in the last 12 months, is the wording factually accurate etc?

Please see the scheme for help in the first instance.

Receiving a Petition & submitting it on behalf of your ward member or group Governance Services need to be aware of all petitions we receive as an organisation.

Therefore, if you receive one directly this needs to be registered with Governance Services along with some key basic information.

All new petitions received now need to have a summary sheet (submission form) attached (see Appendix 2 on the scheme) to assist with management and tracking of the petition. If you are handed/receive a petition by the public please ensure some basic contact information is taken in order that we can follow up on these details.

Under the scheme, a petition can be directly submitted to Governance Services and officers will register the petition and get agreement about how it should be considered/actioned and then process it accordingly. This is helpful in ensuring the issue is addressed promptly without the delay of waiting for a meeting to present it.

However, the Lead Petitioner may prefer to submit a petition to a public meeting of the Council, which can have more Governance value placed upon the action.

The Lead Petitioner themselves can submit the petition or (if not you), you can be asked to submit and present the petition on their behalf if they are unable to attend the meeting or feel uncomfortable with public speaking.

If you are asked to undertake this, please ensure the petition is submitted to Governance Services no later than 12.00 noon on the working day before that meeting.

The process for dealing with the petition once submitted

When a petition is first received, the council needs to respond within 15 working days to advise the Lead Petitioner (and others online through the e-petition system) what we plan to do with the petition.

Depending on the nature of the issue raised, a Governance Services Officer may ask for information about any related forthcoming forums/meetings/work activity where the issue could be considered.

Once this dialogue has taken place with all relevant Officers and Members an approach will be agreed and the Lead Petitioner notified.

Next steps

The Governance Services Officer will then put in place any arrangements for consideration at a meeting etc and normal reporting timescales will apply where a relevant Officer may be asked to provide a report on the issue in question.

If the issue can be considered by an Executive Member or Officer in the normal course of their duty, then the Governance Services Officer will make that request and they will have 1 month to respond.

Following the conclusion of these activities, the outcome will be passed to the Lead Petitioner and published on our website to enable others to see the Council response as laid out within our petitions scheme unless an exception is explicitly made by Council.

We are keen to ensure that even where the Council cannot do what the petitioner asks for, that the response given explains the reasoning behind it to aid understanding and where feasible suggests other options for support in getting the issue resolved.

Who do I contact if I have a query?

If the Petitions Scheme itself doesn't have the answer, please contact Governance Services on [(01733) ...]. Email: [@Peterborough.gov.uk]

To see our Petitions scheme information up on our Council website please follow this link:

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ITEM 9(b) – FOR INFORMATION

CABINET	AGENDA ITEM No.
22 SEPTEMBER 2014	PUBLIC REPORT

Cabinet Member(s) responsible:	Councillor Peter Hiller, Cabinet Member for Planning and Housing Services	
Contact Officer(s):	Simon Machen, Director of Growth and Regeneration Julia Chatterton, Flood and Water Management Officer	Tel. 453475 Tel. 452620

PETERBOROUGH FLOOD RISK MANAGEMENT STRATEGY

R E C O M M E N D A T I O N S	
FROM : Councillor Hiller, Cabinet Member for Planning and Housing Services	Deadline date : N/A
<ol style="list-style-type: none"> 1. That Cabinet approves the Draft Peterborough Flood Risk Management Strategy (Appendix A) for the purpose of it being publically consulted on during October and November 2014. 2. That Cabinet supports the proposal of the Sustainable Growth and Environment Capital Scrutiny Committee to include further explanatory text in the FMS prior to its publication, as set out in paragraph 5.7 of this agenda report. 3. That Cabinet supports the recommendation of the Sustainable Growth and Environment Capital Scrutiny Committee to amend the Constitution and thereby place the FMS as a Major Policy item. 	

1. ORIGIN OF REPORT

1.1 This report is submitted to Cabinet following a referral from CMT on 5th August 2014.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to:

- introduce the statutory requirement for Peterborough to have a local flood risk management strategy,
- present the resulting Draft Peterborough Flood Risk Management Strategy (FMS),
- to consult and seek approval from Cabinet for public consultation to take place on the FMS.
- convey the formal recommendation from Sustainable Growth and Environment Capital Scrutiny that the City Council’s Constitution is amended to make the FMS major policy and ask you to decide on this.

2.2 This report is for Cabinet to consider under its Terms of Reference No. 3.2.4, to promote the Council’s corporate and key strategies and Peterborough’s Community Strategy and approve strategies and cross-cutting programmes not included within the Council’s major policy and budget framework.

3. TIMESCALE

Is this a Statutory Plan?	Yes	If Yes, date for relevant Cabinet meeting	22 nd September 2014
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Is this a Major Policy Item?	No (see Scrutiny recommendation)	If Yes, date for relevant Council meeting	8 th October 2014
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4. PETERBOROUGH FLOOD RISK MANAGEMENT STRATEGY

Background to the FMS

4.1 The Flood and Water Management Act 2010 (FWMA 2010) makes Peterborough City Council a Lead Local Flood Authority with responsibility for co-ordinating the management of surface water flood risk (flooding from surface runoff, groundwater and ordinary watercourses). Lead Local Flood Authorities have a duty to develop, maintain, apply and monitor a 'local flood risk management strategy' which must specify:

- The level and types of flood risk in the area
- The flood management organisations and their responsibilities
- The functions these organisations carry out
- Objective for managing the risk
- The costs of the actions and how these will be paid for
- The benefits of the actions
- How the strategy contributes to the wider environmental objectives

4.2 The statutory obligation for the local flood risk management strategy is to consider the types of flood risk for which Peterborough City Council is responsible. However the FMS has been developed as a partnership plan with all of the flood and water management organisations. The FMS therefore proposes to cover flood risk from all sources and includes actions from all partners in order to prepare one document that can be a resource and central point of contact for all organisations, City Council officers and residents interested in finding out about flood risk.

4.3 Key FMS issues for focus

- Understanding the City Council's responsibilities (Chapter 1)
- Understanding the most significant flood risks in Peterborough (Chapter 7)
- The need for all flood and water management organisations to financially contribute to schemes in order to unlock any Government funding (Chapter 9)
- The range and type of actions to be delivered and the costs of these (Chapter 10 and appendix F)

5. CONSULTATION

5.1 Extensive engagement with the public and partner organisations has taken place since the enactment of the Flood and Water Management Act 2010. Evidence from this has been gathered to shape the emerging FMS. The engagement includes holding public flood awareness events and flood warden training, consulting on the Flood and Water Management Supplementary Planning Document, writing to Parish Councils, attending resident, neighbourhood and Scrutiny meetings, learning from flood incidents and working very closely with other flood management organisations to share understanding and develop the FMS.

A list of engagement events and consultations already undertaken is included on page 2 of the FMS.

5.2 The principal flood and water management authorities involved in developing this plan (the Environment Agency, the Internal Drainage Boards and Anglian Water) have supplied information and have had the opportunity to review the FMS iteratively as it has developed.

5.3 If Cabinet approves the draft FMS, subject to changes based on Scrutiny's recommendation, it will be published for six weeks public consultation in October to November 2014. This will provide an opportunity for the public to input to and comment on both the main strategy document and the action plan. The City Council can then make any necessary changes to the FMS and adopt it in early 2015.

- 5.4 Progress with the action plan within the FMS will be monitored on a yearly basis with updates made as required. The rest of the FMS will be reviewed on a five year cycle.
- 5.5 As business cases are worked up for projects within the action plan more detailed consultation will be undertaken with communities, Ward Councillors and Parish Councillors.
- 5.6 In addition to the main FMS, the following supporting documents will be available on the website during the period of consultation:
- Strategic Environmental Assessment
 - Equality Impact Assessment

5.7 **Scrutiny**

The Sustainable Growth and Environment Capital Scrutiny Committee considered this item at its meeting on 4th September and made a formal recommendation and the following comments:

- 5.8 **General comments** – The Committee was supportive of the FMS. Suggestions were made about providing additional examples of how multiple benefits will be delivered through the FMS actions (e.g. for green infrastructure, biodiversity and amenity), and about providing more description of how the local climate change sensitivity section is derived. Some other minor suggestions were raised. If Cabinet agree, all of these suggestions will be included in the FMS before it goes to public consultation.
- 5.9 **Formal recommendation** – The Committee recommended that Cabinet recommend to Council that the Peterborough Flood Risk Management Strategy be added to the Major Policy Framework and the Constitution be amended accordingly.

6. **ANTICIPATED OUTCOMES**

6.1 The following outcomes are anticipated:

- I. that Cabinet will approve the Draft Peterborough Flood Risk Management Strategy for public consultation.
- II. that Cabinet will agree with Scrutiny's recommendation and convey the recommendation to Full Council that the FMS is incorporated into the Constitution as part of the Major Policy framework.

After six weeks consultation the comments received will be addressed and a final strategy will be prepared for Cabinet and, subject to it becoming a Major Policy item, for Full Council. This is expected in early 2015.

7. **REASONS FOR RECOMMENDATIONS**

7.1 The FMS will:

- Meet statutory requirements;
- Make Peterborough more resilient to flooding;
- Help to co-ordinate and attract investment into Peterborough for both flood risk management and wider environmental and amenity improvements;
- Assist with delivering a sustainable city that can embrace growth targets
- Be a reference guide for City Council officers, Flood Warden, Parish Council and communities who want to more know more about flood and water management.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The Council is required to produce a local flood risk management strategy in accordance with its duties as a Lead Local Flood Authority. It is therefore not an option to not produce a strategy. The only available alternative is to produce a document that covers only the

sources of flooding that Peterborough City Council is responsible for. This option was rejected in favour of preparing a plan in partnership with all other flood risk management authorities, covering all sources of flood risk. The chosen option is believed to be more useful for the reader, more efficient and more likely to enable Peterborough to draw down partnership funding.

9. IMPLICATIONS

9.1 The FMS will have implications for all areas of Peterborough and anyone that is at risk of flooding.

9.2 Location

The impact of the FMS is city-wide.

9.3 Equality

No significant equality impacts have been raised by the FMS. In future if the FMS is adopted and if individual schemes within the action plan are implemented, the equality impacts of these schemes will need to be fully considered through the design and consultation processes.

9.4 Legal

The Council must prepare an FMS and must follow due Regulations in its preparation in order to fulfil the requirements under the FWMA 2010.

The legal impacts of the FMS becoming Major Policy is that changes will be required to the Constitution. The FMS will need to be presented to Full Council.

9.5 Financial

At this stage the draft FMS is proposed for public consultation, so the immediate costs are those associated with consultation and these can be easily covered by existing budgets. If the plan should be adopted there are future financial implications to be considered. All of the projects proposed in the action plan will need to have business cases developed and approved before delivery could take place, and approval would be sought from all project partners.

9.6 The following City Council budgets are currently funding the type of flood risk and water management related work that is included in the action plan: Resilience, Flood and Drainage, Highway Maintenance, Highways Salary budget, Strategic Planning and the Future Cities Demonstrator project (Peterborough DNA).

9.7 Implementation of the FMS does not require any additional City Council revenue budgets. Delivery of the draft action plan in full would require budgets to remain at their present value but at this stage the action plan is effectively a wish list until business case approval is granted for each scheme. The significant budgetary constraints that the City Council faces are well noted. Projects will have to be carefully prioritised based on the benefits, and funding will be sought from a range of sources. While the total cost of the ten year partnership action plan is notable the larger schemes making up most of these actions are Main River schemes proposed for Government funding. These will be led by the Environment Agency. In order for Government funding to be drawn down, local contributions from the Regional Flood and Coastal Committee, local authorities, communities and/or businesses are required for all schemes. The split of this contribution over several sources means, however, that direct contributions from the City Council will be small compared to the total project costs and the benefits that would be delivered.

9.8 Currently the City Council's flood and water management function has no capital budget. Depending on the designs of schemes and agreements over which organisation is to own the asset(s) produced we may need to establish a small capital budget stream in future. This will not be a significant budget pressure as few City Council capital schemes are currently proposed. In the first instance projects that deliver growth benefits will apply for monies collected through the Planning Obligations Implementation Scheme (POIS) or

Community Infrastructure Levy (CIL). The risk with regards to competition for these funds is noted.

9.9 Dependencies and Risks

Delivery of projects may be affected by the need to obtain planning consent; flood defence or ordinary watercourse land drainage consent, landowner permission, maintenance agreements, funding and partner approval as well as by updated information about the levels of risk (e.g. flood modelling).

9.10 Environment Capital

The FMS is consistent with creating the UK's Environment Capital as its aim is that wherever possible the delivery of flood risk management schemes must also bring wider environmental benefits such as improvements to water quality, biodiversity and public amenity. The FMs also covers issues relating to Peterborough becoming more resilient to changes in climate and availability of water as a natural resource.

9.11 Cross-Service Implications

Preparation of the FMS has involved several teams with the Growth and Regeneration Directorate. Delivery will principally be by this Directorate but there will need to be cross-Directorate working with Finance, Legal, Neighbourhoods, the Peterborough Highways Services Framework and the Strategic Resources/Serco framework all of whom are aware of the FMS. Consultation will continue with all relevant teams as projects within the action plan are worked up in more detail.

10. BACKGROUND DOCUMENTS

10.1 Flood and Water Management Act 2010

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COUNCIL	AGENDA ITEM No. 10
8 OCTOBER 2014	PUBLIC REPORT

RECORD OF EXECUTIVE DECISIONS MADE SINCE THE LAST MEETING

1. DECISIONS FROM CABINET MEETING HELD ON 28 JULY 2014

20MPH SPEED LIMITS

Cabinet received a report which requested it to consider the conclusions and recommendations made in the task and finish review with regards to 20mph signed speed limits.

At its meeting on 17th April 2013, Council called upon the Sustainable Growth and Environment Capital Scrutiny Committee to investigate the benefits of extending 20mph signed speed limits throughout all residential areas in the Peterborough District and present proposals to the Cabinet.

A cross party task and finish group investigated the impact of 20mph speed limits in residential areas and reported its findings and recommendations to the Sustainable Growth and Environment Capital Scrutiny Committee on 20th January 2014.

Cabinet considered the report and **RESOLVED:**

1. To await authorities to publicise impacts of 20mph speed limits;
2. To undertake a public consultation, alongside the Budget consultation, to gain views of residents on 20mph speed limits; and
3. To agree to support any Parish Council wishing to implement 20mph speed limits, utilising its own budget to do so.

DRAFT DEVELOPER CONTRIBUTIONS SUPPLEMENTARY PLANNING DOCUMENT

Cabinet received a report which sought its approval for the proposed changes to the way developer contributions (S106 Agreements) would be negotiated in the future.

The proposed changes responded to statutory and regulatory changes by Government and are also set in the context of the anticipated adoption of the Peterborough Community Infrastructure Levy (CIL).

Cabinet considered the report and **RESOLVED:**

To approve the Peterborough Draft Developer Contributions Supplementary Planning Document (SPD) for the purposes of public consultation to take place in August and September 2014.

PETITIONS SCHEME

Cabinet received a report following the adoption of revised Standing orders by Council and the withdrawal of the Authority's former petition scheme.

A Constitution Review Group, a Member Working Group, (CRG) has been undergoing a process of updating the Council's Constitution. Following the CRG's first tranche of work to assess the standing orders applying to meetings of the Council and its Committees and

Sub-Committees, it looked to the adoption of revised petition provisions, resulting in the recommendations contained within this report.

Cabinet considered the report and **RESOLVED** to recommend to Council (*as detailed within the Executive and Committee Recommendations to Council report at agenda item 9*):

1. The draft petition scheme as attached to the report;
2. The levels of valid signatures, required in a petition to trigger the varying procedural responses within the Scheme, these being 2000 signatures to trigger a debate at Council and 500 signatures to trigger a debate at Cabinet and Scrutiny (with speakers to receive 4 minutes speaking time at Cabinet and Scrutiny); and
3. To authorise the Director of Governance to make such minor, technical and procedural changes as she considers it necessary to ensure the Scheme meets standards of best practice in public administration.

2. DECISIONS FROM CABINET MEETING HELD ON 22 SEPTEMBER 2014

REPORT OF THE SOLAR AND WIND ENERGY REVIEW GROUP

Cabinet received a report following a recommendation from the Sustainable Growth and Environment Capital Scrutiny Committee call-in meeting, held on 12 March 2014.

The call in was reported to Cabinet and an agreement was reached for a Working Group to be set up to review the projects.

The purpose of the report was to inform Cabinet of the findings and recommendations arising from the Solar and Wind Energy Working Group, and the subsequent meeting of the Review Group as chaired by Councillor Thulbourn, to enable a final decision to be made on the projects.

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

Defer any decision to progress the solar and wind projects until further consideration is given to the impact of:

- i. Any delay arising from the call-in by the Secretary of State of a planning decision, in terms of costs and profitability of the projects;
- ii. A 30% reduction in subsidy (of a professional assessment of what might be a reasonable level of reduction in subsidy) for the projects; and
- iii. A slowing or reducing sale rate of energy with a professional assessment of what a reasonable rate could be.

EMERGENCY STOPPING PLACES

Cabinet received a report following an in depth review of potential Emergency Stopping Places (ESP) developed by a cross party advisory group under the request of the Cabinet Member for Planning and Housing Services.

The purpose of the report was to consider the recommendation of the Cabinet Member for Planning and Housing Services and agree to trial three locations as suitable sites to use as Emergency Stopping Places for visiting Gypsy/Travellers.

Cabinet considered the report and **RESOLVED**:

To trial three Emergency Stopping Places for Gypsy/Traveller use in locations at Paston, Eye and Thorney and East Wards.

PETERBOROUGH FLOOD RISK MANAGEMENT STRATEGY

Cabinet received a report following a referral from CMT on 5th August 2014.

The purpose of the report was to:

- introduce the statutory requirement for Peterborough to have a local flood risk management strategy,
- present the resulting Draft Peterborough Flood Risk Management Strategy (FMS),
- to consult and seek approval from Cabinet for public consultation to take place on the FMS.
- convey the formal recommendation from Sustainable Growth and Environment Capital Scrutiny that the City Council's Constitution was amended to make the FMS major policy.

Cabinet considered the report and **RESOLVED**:

1. To approve the Draft Peterborough Flood Risk Management Strategy for the purpose of it being publically consulted on during October and November 2014;
2. To support the proposal of the Sustainable Growth and Environment Capital Scrutiny Committee to include further explanatory text in the Flood Management Strategy prior to its publication, as set out in paragraph 5.7 of the report; and
3. To support the recommendation of the Sustainable Growth and Environment Capital Scrutiny Committee to amend the Constitution and thereby place the Flood Management Strategy as a Major Policy item (*as detailed within the Executive and Committee Recommendations to Council report at agenda item 9*).

ICT STRATEGY

Cabinet received a report following a referral from CMT on 5th August 2014.

The purpose of the report was to seek Cabinet's approval of a new 5 year ICT Strategy that would underpin major transformation projects and enable the Council to transform the delivery of services to a customer specific approach utilising cloud technologies.

Cabinet considered the report and **RESOLVED**:

1. To approve the Council's ICT Strategy 2014-2019;
2. To authorise the Executive Director of Resources, in consultation with the Cabinet Member for Resources to deliver future work streams arising from the Strategy; and
3. To authorise the Executive Director of Resources to agree change to the ICT Managed Service contract with Serco resulting from the ICT Strategy.

THE SCHOOL ORGANISATION PLAN 2014-2019 – DELIVERING LOCAL PLACES FOR LOCAL CHILDREN

Cabinet received a report following a referral from Councillor John Holdich, Lead Member for Education, Skills and University.

The purpose of the report was to outline to Cabinet the proposal around meeting the statutory requirement for school places in Peterborough. The School Organisation Plan drew together the latest demographic data, the capital programme and identified the need for further school places. It also acted to support the growth agenda of the council, including delivery of the ambitions set out in the Peterborough Local Plan.

Cabinet considered the report and **RESOLVED**:

To approve the School Organisation Plan in light of the pressures on school places and in terms of planning growth in the city.

MEDIUM TERM FINANCIAL STRATEGY 2015/16 TO 2024/25

Cabinet received a report as part of the Council's agreed process within the Annual Budget Framework that required Cabinet to consider the Council's budget and financial strategy and to set provisional cash limits for the forthcoming year.

The purpose of the report was to:

- update Members on the likely financial situation of the Council, both within the current and future financial years;
- to outline national issues which would need consideration within the medium term financial strategy for 2015/16 onwards, including funding consultations; and
- to outline the approach to the budget process and budget consultation.

Cabinet considered the report and **RESOLVED**:

1. To note the financial pressures in the current financial year, the continuing work by CMT to deliver a balanced budget, and that the financial pressures widen the budget gap in 2015/16;
2. To note that the current local government funding consultation and continued uncertainty on future years' government funding for local authorities increases the uncertainty of the Council's Medium Term Financial Strategy; and
3. To approve the approach proposed for the budget process, including provisional resource cash limits, and that Cabinet will agree the approach to consultation with the cross party Budget Working Group, exploring the options to commence consultation at the earliest opportunity.

CHILDREN'S SERVICES UPDATE REPORT

Cabinet received a quarterly Director's update report which provided an overview of Children's Services improvement.

Cabinet considered the report and **RESOLVED**:

To note the content of the report, key points being:

- Increase in CAFs
- Fewer contacts
- Single Assessment launched
- Decrease in re-referrals
- Number of CP and LAC
- Recruitment and retention

OUTCOME OF PETITIONS

Cabinet received a report following the presentation of petitions to Full Council.

The purpose of the report was to update Cabinet on the progress being made in response to petitions.

Cabinet considered the report and **RESOLVED:**

To note the actions taken in respect of petitions presented to Full Council (as detailed below).

Petition relating to the re-introduction of the Local Link 406 bus service or similar

This petition was presented to full Council on 23 July 2014 by Councillor Darren Fower and requested exploration of the re-introduction of the Local Link 406 bus service, or something similar, to allow residents to continue to receive a service that benefitted them and subsequently the places they were then able to visit.

The Council's Principal Sustainable Transport Planning Officer responded stating that 'the changes to subsidised bus services that came into effect on 1 October 2013, including the withdrawal of the Local Link 406, were necessary because 43% of the Government grant had been lost, or £25 million, in just five years and this meant, as well as making efficiencies, delivering services differently had to be explored. At a meeting of the Full Council in March 2013, Councillors had agreed to cut the amount it spent on subsidising bus services from £1.1 million to £600,000 as part of the budget setting process. However, it would have cost £1.9 million per year to operate all subsidised services as Local Link was operating at a loss.

The Local Link services were replaced by three new subsidised services and Stagecoach won the contract to operate these (service 20, 21 and 22). When designing these services in 2013, particular attention was paid to the Equality Impact Assessments that were carried out and helped inform the decision of where to route the new services. This included rural areas that would have been left without any form of public transport as well as having due regard for the entire urban area. Given the reduced funding it was not possible to have the same level of coverage with these new routes.

The 20, 21 and 22 services were due to be reviewed later in the year but there was no plans to reinstate the 406 service at the current time. A period of time was sought before reviewing the services to allow them to bed-in, get feedback from residents across the whole of the unitary area and to see whether the commercial bus market put on any additional services in response to the reduction in subsidised services'.

Petition objecting to the proposed planning application of development of a garage site behind 18 Acacia Avenue, Dogsthorpe, Peterborough

This petition was presented to full Council on 23 July 2014 by Councillor Adrian Miners and requested that consideration be given, for the reasons outlined in the petition, to permission not being granted for the development.

The Council's Director of Growth and Regeneration responded stating that 'the petition and covering letter would be held on the application file which was open to public inspection. Regrettably we are unable to enter into more detailed correspondence about any additional questions that you may have asked in your letter. Your views will be taken into account when a decision is made on the application. For your information, most applications are decided by planning officers under delegated powers and not at a formal committee

meeting of the Council. If this application should be one of the few to be decided at a formal committee meeting, we will write to you about a week before the meeting and tell you of the arrangements for objectors/supporters to speak at the meeting’.

3. CALL-IN BY SCRUTINY COMMITTEE OR COMMISSION

Since the publication of the previous report to Council, the call-in mechanism has not been invoked.

4. SPECIAL URGENCY AND WAIVE OF CALL-IN PROVISIONS

Since the publication of the previous report to Council, the urgency provisions have not been invoked.

5. CABINET MEMBER DECISIONS

CABINET MEMBER AND DATE OF DECISION	REFERENCE	DECISION TAKEN
Councillor Marco Cereste 30 July 2014	JUL14/CMDN/59	Review of Appointments and Nominations to External Organisations The Cabinet Member: 1. Added newly identified organisations and removed those no longer required; 2. Agreed the new list of appointment opportunities; and 3. Agreed the new list of nomination opportunities.
Councillor John Holdich 31 July 2014	JUL14/CMDN/60	Hampton College Conversion The Cabinet Member: 1. Approved the closure of Hampton College; 2. Approved the execution of a commercial transfer agreement; and 3. Granted a 116 year sub-lease of the premises known as Hampton College at a peppercorn rent to Hampton Academy from 1 September 2014.
Councillor John Holdich 4 August 2014	AUG14/CMDN/61	Contribution to Priority Schools Building Programme for Re-build of St John’s Church School The Cabinet Member: 1. Approved the funding of £446,563 to the Education Funding Agency as contribution to the rebuild of St John’s Church School, Orton Goldhay; and 2. Authorised the Head of Legal Services to enter into any associated legal documentation in relation to this project.

<p>Councillor David Seaton</p> <p>6 August 2014</p>	<p>AUG14/CMDN/62</p>	<p>Discretionary Rate Relief from Business Rates for Charities, Similar Organisations not Established or Conducted for Profit and Rural Businesses</p> <p>The Cabinet Member approved the award of Discretionary Rate Relief for charities and similar organisations shown on the attached schedule at Appendix A (to the CMDN) to 31 March 2015.</p>
<p>Councillor David Seaton</p> <p>6 August 2014</p>	<p>AUG14/CMDN/63</p>	<p>Discretionary Rate Relief from Business Rates for Charities, Similar Organisations not Established or Conducted for Profit and Rural Businesses</p> <p>The Cabinet Member refused the award of discretionary rate relief for charities and similar organisations shown on the attached schedule at Appendix A (to the CMDN) to 31 March 2015.</p>
<p>Councillor David Seaton</p> <p>18 August 2014</p>	<p>AUG14/CMDN/64</p>	<p>ICT Procurement</p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1. Authorised Serco, under the council's existing ICT Managed Services contract to purchase and implement a suite of software products to enhance Serco's delivery of customer services and transform the provision of adult social care work. The software package will support the Customer Experience and Adult Social Care transformation programmes for the target capital sum of up to £1.9m and £45,000 revenue per annum; 2. Authorised the Executive Director Resources to vary this Contract if, during the implementation stage, the Council has to amend its detailed business requirements. Any amendment will be subject to available funding; and 3. Authorised the Executive Director Resources to agree to Change Control Notices for the ICT Managed Service Contract with Serco to enable the purchase of the Licences, the implementation and on-going support for the software.
<p>Councillor David Seaton</p> <p>28 August 2014</p>	<p>AUG14/CMDN/65</p>	<p>Green Deal Community Fund and Associated Green Deal Providers</p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1. Approved delivery of the 'Green Deal Community' programme following receipt of a grant to the value of £3.9m from the Department of Energy, Climate and Change (DECC) in March 2014, and 2. Approved delivery of Energy Company Obligation (ECO) funding of approximately £4m; and 3. Approved the appointment of The Mark Group and EON Energy Solutions Limited to the Green Deal Provider Framework, providing finance for

		<p>and arranging installations in respect of Green Deal Plans; and</p> <p>4. Delegated authority to the Executive Director, Resources to authorise the award of grants of up to £20,000 per property for energy efficient measures to private landlords' properties within the Green Deal Community Fund Target Area under the Green Deal Communities programme through the above mentioned Green Deal Providers.</p>
<p>Councillor John Holdich</p> <p>5 September 2014</p>	SEP14/CMDN/66	<p>Selection of Education Provider to Operate</p> <p>The Cabinet Member approved the recommendation to appoint Councillor John Holdich as a second Director to the Board of the Joint Venture Company for the delivery of future growth in the city.</p>
<p>Councillor Nigel North</p> <p>5 September 2014</p>	SEP14/CMDN/67	<p>Approval of Food Law Enforcement Service Plan 2014/15</p> <p>The Cabinet Member approved the Regulatory Services Food Law Enforcement Plan 2014/15.</p>
<p>Councillor John Holdich</p> <p>5 September 2014</p>	SEP14/CMDN/68	<p>Appointment of Authority Governor – Barnack C of E Primary School</p> <p>The Cabinet Member appointed Mr Adrian Robinson as Authority Governor nominated by the governing body.</p>
<p>Councillor John Holdich</p> <p>5 September 2014</p>	SEP14/CMDN/69	<p>Appointment of Authority Governor – Leighton Primary School</p> <p>The Cabinet Member appointed Mrs Louise Frayne as Authority Governor as nominated by the Local Authority.</p>
<p>Councillor John Holdich</p> <p>5 September 2014</p>	SEP14/CMDN/70	<p>Appointment of Authority Governor – Jack Hunt School</p> <p>The Cabinet Member appointed Mr Alan Sadler as Authority Governor as nominated by the Local Authority.</p>
<p>Councillor John Holdich</p> <p>5 September 2014</p>	SEP14/CMDN/71	<p>Appointment of Authority Governor – Castor Primary School</p> <p>The Cabinet Member appointed Ms Elaine McMillan as Authority Governor as nominated by the Local Authority.</p>
<p>Councillor John Holdich</p> <p>9 September 2014</p>	SEP14/CMDN/72	<p>Expansion of Thorpe Primary School</p> <p>The Cabinet Member, in consultation with the Cabinet Member for Resources:</p> <p>1. Authorised the Executive Director, Resources to approve the construction of new school buildings and the refurbishment and remodelling of</p>

		<p>existing buildings to accommodate the expansion of Thorpe Primary School up to the value of the budget sum of £3.1m, subject to the Council obtaining consent pursuant to section 77 of the School Standards and Framework Act 1988. This sum shall include the anticipated design and build contract costs of £2.9m and funding for Information and Communications Technology (ICT), all site surveys and project management and technical advisers fees; and</p> <p>2. Authorised the Head of Legal Services to enter into any legal documentation on behalf of the Council in relation to this matter.</p>
<p>Councillor Peter Hiller</p> <p>9 September 2014</p>	SEP14/CMDN/73	<p>Decision to Award Compensation as Recommended by the Local Government Ombudsman</p> <p>The Cabinet Member reviewed the Ombudsman's findings and authorised the payment of the recommended settlement amount.</p>
<p>Councillor Peter Hiller</p> <p>23 September 2014</p>	SEP14/CMDN/82	<p>Authorisation to Make a Compensation Payment Following Complaint to the Ombudsman</p> <p>The Cabinet Member approved the payment of £650 to settle a planning complaint.</p>
<p>Councillor John Holdich</p> <p>24 September 2014</p>	SEP14/CMDN/83	<p>Award of Contract for the Extension of Nenegate School</p> <p>The Cabinet Member, in consultation with Cllr Seaton, Cabinet Member for Resources, the Executive Director of Resources and Head of Legal Services:</p> <ol style="list-style-type: none"> 1. Authorised the construction of an extension to accommodate the expansion of Nenegate School which will also include funding for Information and Communications Technology (ICT), all site surveys and project management and technical advisers fees, subject to consent being obtained pursuant to S77 of the School Standards and Framework Act of 1988; and 2. Authorised the Executive Director of Resources to award the construction contract within the approved budget to the contractor representing the best value for money following a tender process.
<p>Councillor John Holdich</p> <p>24 September 2014</p>	SEP14/CMDN/84	<p>Award of Contract for the Extension of Discovery Primary School</p> <p>The Cabinet Member, in consultation with Cllr Seaton, Cabinet Member for Resources, the Executive Director of Resources and Head of Legal Services:</p> <ol style="list-style-type: none"> 1. Authorised the construction of an extension to accommodate the expansion of Discovery

		<p>Primary School which will also include funding for Information and Communications Technology (ICT), all site surveys and project management and technical advisers fees, subject to consent being obtained pursuant to S77 of the School Standards and Framework Act 1988; and</p> <ol style="list-style-type: none"> 2. Authorised the Executive Director of Resources to award the construction contract within the approved budget to the contractor representing the best value for money following a tender process.
<p>Councillor John Holdich</p> <p>24 September 2014</p>	SEP14/CMDN/85	<p>The Expansion of Phoenix School</p> <p>The Cabinet Member, in consultation with the Cabinet Member for Resources and the Executive Director - Children's Services ; Executive Director – Strategic Resources and the Head of Legal Services:</p> <ol style="list-style-type: none"> 1. Authorised the construction of a new school building on the Tunnel site, Malborne Way to accommodate the expansion of Phoenix Special School and associated external works on the existing site relating to the car park, up to the value of the budget sum of £5m. This sum shall also include funding for Information and Communications Technology (ICT), all site surveys and project management and technical advisors fees and removal of one of the existing temporary double mobile classrooms currently sited on the CRA land at the back of the school site; 2. Authorised the Executive Director of Children Services to vary the design and build lump sum option contract with Carillion Construction Ltd to include the construction of a new building and remodelling of external areas on the existing site to accommodate the expansion of Phoenix Special School; 3. Authorised the Head of Legal Services to enter into any legal documentation on behalf of the Council in relation to this matter.

COUNCIL	AGENDA ITEM No. 12
8 OCTOBER 2014	PUBLIC REPORT

MOTIONS ON NOTICE

The following notices of motion have been received in accordance with the Council's Standing Order 13.1:

1. Motion from Councillor Nick Sandford

1. That Council notes that successive local transport plans issued by Peterborough City Council since 1999 have contained a Transport User Hierarchy, which states that:

In all matters of land use and transportation planning, consideration will be given where practical to the needs of user groups in the following priority order:

- *Pedestrians and those with mobility difficulties;*
 - *Cyclists;*
 - *Public transport including coaches and taxis/private hire vehicles (PHV) (higher priority for electric and low emission vehicles);*
 - *Motorcycles (higher priority for electric and low emission vehicles);*
 - *Rail freight;*
 - *Commercial and business users including road haulage (higher priority for electric and low emission vehicles);*
 - *Car borne shoppers and visitors (higher priority for electric and low emission vehicles); and*
 - *Car borne commuters (higher priority for electric and low emission vehicles).*
2. In a period of budgetary cutbacks, Council believes that it is even more important to ensure that spending and operational decisions reflect clearly the policy priorities of the Council.
 3. Council therefore requests the Cabinet and the Cross Party Budget Working Group to carry out a full review of the transport projects in the Council's Capital Programme to ensure that these priorities are being delivered.
 4. Given recent concerns about issues relating to cycling in the City Centre and recognising its high position in the Transport User Hierarchy, Council asks the Sustainable Growth Scrutiny Committee to carry out a review of all measures designed to encourage or restrict cycling and make any recommendations it thinks appropriate.

2. Motion from Councillor Richard Ferris

1. That this Council notes that the Green Backyard, a registered charity with objects to improve the life chances of the socially and economically disadvantaged and promote sustainable lifestyles, has been recognised as one of only two assets of community value in our city, and is a greatly valued and well-managed green space that delivers a raft of benefits to the city and exemplifies what being an aspiring Environment Capital should be about.
2. This Council believes that we should assist the Board of the Green Backyard in identifying external funding in order to transfer this asset to the community, and consider a discounted valuation on the basis of its significant added value.

3. Motion from Councillor Nick Thulbourn

That this Council recommends that the Cabinet halt the solar farm project in Northborough, Thorney and Eye with immediate effect. With the overwhelming local opposition to this project and the political realities within the Department for Communities & Local Government it is now the consensus that the time is right to call a halt to this project. At a time of serious financial difficulties it is the right time to release council resources from a project that has been stalled for too long and is unlikely to be delivered at all.

4. Motion from Councillor Nick Thulbourn

1. That this Council believes that local authorities, including Peterborough, should be given the powers to protect the local amenities and the wellbeing of communities by stopping the proliferation of betting shops and by reducing the maximum stakes and slowing down the speed of play on Fixed-Odds Betting Terminals.

The London Borough of Newham is proposing to submit a proposal under the Sustainable Communities Act to reduce the maximum bet per spin on Fixed-Odds Betting Terminals (FOBTs) in on-street betting shops from £100 to £2.

The impact on the FOBTs within the City of Peterborough have been substantial and are a growing problem causing social problems, gambling addiction, concerns over crime and disorder. Unlike pubs, bingo halls and amusement arcades where stakes are limited to £2 per spin, gamblers can via cash or debit cards gamble £100 every 20 seconds on FOBTs, more than four times as fast as the rate of play in casinos.

Across Peterborough there are 33 betting shops, in 2013 alone there was £25 million pound gambled on these addictive machines with losses to residents of our city of £4.8 million. Because there is a restriction of 4 FOBT machines per shop, they are now opening multiple outlets to maximise the number of machines and revenue.

2. This Council requests that:
 - i. The Council Leader and the Chief Executive writes to Helen Grant MP, Minister responsible for gambling, recommending a reduction in the maximum bet per spin to £2 on FOBTs.
 - ii. The Council Leader and the Chief Executive writes to Sir Robin Wales, the Mayor of the London Borough of Newham, declaring this Council's support for their proposal under the Sustainable Communities Act, which calls on the Government to reduce the maximum bet per spin to £2 on FOBTs.

COUNCIL	AGENDA ITEM No. 13(a)
8 OCTOBER 2014	PUBLIC REPORT

Contact Officer(s):	Kim Sawyer, Director of Governance	Tel: 01733 452361
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CHANGE TO EXECUTIVE AND LEADER'S SCHEME OF DELEGATION

R E C O M M E N D A T I O N S
FROM : Director of Governance
<p>That Council:</p> <p style="padding-left: 40px;">Notes the change to the Leader's Scheme of Delegation for the Cabinet Member for Planning and Housing Services.</p>

1. PURPOSE AND REASON FOR REPORT

- 1.1 In accordance with the Constitution all Executive functions are delegated to the Leader who may then delegate further to the Cabinet, Committees of the Cabinet, Cabinet Members and Officers.
- 1.2 The purpose of this report is for Council to note the change to the scheme of delegations given to the Cabinet Member for Planning and Housing Services in that he now has the additional responsibility of Rural Communities.

2. DELEGATION TO CABINET MEMBERS

- 2.1 At the Annual Meeting of Council on 16 June 2014 the Leader confirmed the appointment of the Cabinet and confirmed delegations to Cabinet Members and officers.

In accordance with the Constitution, Part 4, Section 7 – Executive Procedure Rules, paragraph 1.4, The Councils Scheme of delegation and Executive functions:

“The Leader may amend the scheme of delegation relating to Executive functions at any time. To do so, the Leader must give written notice to the Monitoring Officer and to the person, body or Committee concerned. The notice must set out the extent of the amendment to the scheme of delegation, and whether it entails the withdrawal of delegation from any person, body, committee or the Cabinet as a whole. The Monitoring Officer will present a report to the next Ordinary meeting of the Council setting out the changes made by the Leader.”

- 3.3 The Leader has therefore notified the Monitoring Officer of an amendment to the Delegations appointed to the Cabinet Member for Planning and Housing Services in that he now has the additional responsibility within his portfolio for Rural Communities. Council are asked to note this change as identified below at *h) Responsibility for Rural Communities*.

Lead Cabinet Member	Portfolio
Cabinet Member for Planning and Housing Services	<ul style="list-style-type: none"> a) Planning (Development Control), Highways and Transport, including car parking. b) Building Act 1984 c) Homelessness, housing options and supporting people. d) Flood risk management and planning e) Traveller sites f) Strategic policies linked to open space management including trees and biodiversity. g) Responsibility for Emergency Planning, Resilience and Health and Safety. h) <i>Responsibility for Rural Communities</i>

4. BACKGROUND DOCUMENTS

4.1 Peterborough City Council's constitution.

COUNCIL	AGENDA ITEM No. 13(b)
8 OCTOBER 2014	PUBLIC REPORT

Cabinet Member(s) responsible:	Councillor David Seaton, Cabinet Member for Resources	
Contact Officer(s):	Steven Pilsworth (Head of Strategic Finance)	Tel. 384564

UPDATE TO THE TREASURY MANAGEMENT STRATEGY

R E C O M M E N D A T I O N S	
FROM : Councillor David Seaton, Cabinet Member for Resources	
Council approves the updates to the Council's Treasury Management Strategy, providing the changes to approach to Minimum Revenue Provision statement to allow the Council to invest in Housing Associations and other bodies.	

1. ORIGIN OF REPORT

- 1.1 This decision is brought to Council by the Cabinet Member for Resources following consultation with Cabinet and senior council officers regarding options for investing in Housing Associations.
- 1.2 It will be necessary to retain two of the papers relating to an Executive Decision as exempt annexes because they contains information on the heads of terms agreed with Axiom Housing, as well as the legal advice relating to those arrangements. These exempt annexes are NOT FOR PUBLICATION by reason of paragraph 3 of Schedule 12A of Part 1 of the Local Government Act 1972. The public interest test has been applied to the exempt information and it is considered that the need to retain the information as exempt at this stage outweighs the public interest in disclosing it. This is because the information is considered to be commercially confidential, as to disclose may compromise the Councils ability to benefit from similar arrangements in the future.

2. PURPOSE AND REASON FOR REPORT

- 2.1 This report seeks the approval of the Council for an amendment to the Treasury Management Strategy, enabling an executive decision to be brought forward to allow the Council to invest directly into Axiom Housing, to further support the provision of housing in the area.

3. TIMESCALE *(If this is not a Major Policy item, answer NO and delete second line of boxes).*

Is this a Major Policy Item/Statutory Plan?	No	If Yes, date for relevant Cabinet Meeting	
---------------------------------------------	-----------	-------------------------------------------	--

- 3.1 This is not a major policy decision. This decision comes to Council as the Treasury Management Strategy does not allow the accounting treatment that would enable the Council to make such a loan. Council is the decision making body for any decisions affecting this strategy.
- 3.2 In order to provide clarity, Council is only being asked to make the decisions relating to the amendment to the Treasury Management Strategy. Many of the decisions referred to in this report are Executive Decisions, which by law can only be exercised by the Leader or those

persons to whom he delegates his powers. The draft decision regarding the investment in Axiom Housing is included to provide context for this decision.

4. BACKGROUND

4.1 The Council has a long history of helping to support economic growth and support the development of new homes within the City. This has included provision and support for provision of social housing within the area, including through its Housing Strategy.

4.2 The Council has used its financial covenant to support this approach where it can. For example it has invested £2m within Lloyds as part of the Local Authority Mortgage scheme (LAMS). As well as the Council receiving a return on the investment, the scheme has also helped nearly 70 first time buyers move into their first home since inception. The scheme was a model for the national help to buy scheme. In order to proceed with LAMS, the Council needed to amend its Housing Strategy. This was a decision for Full Council, whilst the scheme itself was an executive decision.

4.3 The Council has continued to review options for further supporting the development of housing. This has included discussions with Axiom Housing regarding investing directly into the Association. The Council would become one of the Association's lenders, providing finance for them to invest in housing provision. This approach provides two major benefits:

- Axiom can deliver more housing due to being able to secure lower cost finance through the Council
- The Council receives a return that it can use to help protect services

4.4 A number of Councils have proceeded with similar arrangements, including Warrington and East Lindsey.

4.5 As outlined above, the actual loan facility is an executive decision, and a draft CMDN is attached at Appendix 2. For the Executive to consider this, an amendment to the Treasury Management Strategy is needed. This is outlined in more detail in the next section.

5. Treasury Management Strategy

5.1 The Treasury Management Strategy (TMS) is approved as part of the Councils Medium Term Financial Strategy. It outlines the Councils approach to investment, borrowing and how it should account for borrowing that supports Capital Expenditure.

5.2 Within the Council's accounts, the investment with Axiom will be treated as Capital Expenditure. Within the definition of the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 (the "Regulations") section 25 states that expenditure of a local authority will be treated as capital expenditure if:

‘the giving of a loan, grant or other financial assistance to any person, whether for use by that person or by a third party, towards expenditure which would, if incurred by the authority, be capital expenditure’

Therefore, as the loan to Axiom will be used for the provision of housing, the Council will need to class the loan as Capital Expenditure.

5.3 The TMS includes the Minimum Revenue Provision Policy. When the Council borrows money to finance capital expenditure, this outlines how much provision the Council needs to make towards repayments. Even if a loan is only repaid at the end of the term, Councils would typically make provision over the life of the asset. It is similar to a depreciation charge, but focuses on the financing of the asset.

5.4 The Council has flexibility to determine the approach followed. Currently all approaches in the Policy statement mean the Council makes some provision each year. This makes

sense when the Council is investing in assets that will be used each year e.g. schools. In the case of the investment in Housing Associations or other bodies by the way of a secured loan, the Council does not need to make provision, as the loan will be repaid in full at the end of the term. Indeed to make provision would not match the profile of the loan, and would mean the Council incurs cost unnecessarily.

- 5.5 As such it is proposed to amend the Minimum Revenue Provision Policy statement within the TMS to allow such provision to align to the terms of the loan. As such para 3.3 of the TMS will be updated as follows, and a new para 3.4 will be added (the wording in italics is new):

3.3 The Council is recommended to approve the following MRP statement:

Capital Expenditure Incurred	MRP Methodology
Historic debt liability and expenditure funded by supported borrowing	Continue to be charged at the rate of 4% in accordance with existing practice outlined in former CLG regulations
Expenditure funded by unsupported borrowing reflected within the debt liability after the 31 st March 2008 and up to 31 st March 2009	Asset Life Method, equal instalments - MRP will be based on the estimated life of assets equally across each year
Expenditure funded by unsupported borrowing reflected within the debt liability after the 31 st March 2010	Asset Life Method, annuity method – MRP will be based on the prevailing PWLB interest rate for a loan with a term equivalent to the estimated life of the project.
<i>Expenditure investing in third parties via a loan which is fully secured and where repayment is in bullet form.</i>	<i>The Council considers the repayment of the loan negates the need for an amount of MRP to be charged each year as reliance can be placed on the capital receipt that will be generated when the loan is repaid or, in the event of a default, the realisation of the security</i>

- 3.4 *The Council intends to make secured loans to third parties. These loans are only made after the Council's formal decision making process has been followed, which includes formal approval by the Head of Strategic Finance. As part of the formal decision to grant the loan the security for the loan will be assessed as to its adequacy in the event of the third party defaulting on repayment.*

A fully updated version of the TMS is attached as Appendix 1.

- 5.6 Provided that the Axiom arrangement is approved and proves successful, then the Council could consider whether it can use its financial covenant to invest elsewhere to generate a return. Any such proposals would follow the Council's decision making process, as outlined in the TMS update in 5.5 above.
- 5.7 No other areas of the TMS are affected. As the arrangement is treated as capital expenditure, rather than a treasury loan, none of the elements relating to investment in counterparties are affected.

6. FINANCIAL IMPLICATIONS

- 6.1 There are no immediate financial implications from the amendments to the Treasury Management Strategy. The financial implications arising from the Cabinet Member Decisions are outlined within that decision notice.
- 6.2 If the Council were to consider any other options for external investment, then the full financial implications would be included in any report or decision notice. It is thought likely that any such proposals would be key decisions.

5. LEGAL IMPLICATIONS

- 5.1 The Local Authorities (Capital Finance and Accounting) (England) (Amendment) Regulations 2008 places a duty on the Council to make an amount of MRP which it considers prudent. It is considered prudent that the repayment of the loan (as the loan will have security over the housing stock of Axiom) will negate the need of an amount of MRP to be charged as reliance can be placed on the capital receipt that will be generated when the loan is repaid, or in the event of default, on the sale of the housing stock over which the Council has security.

6. CONSULTATION

- 6.1 Consultation has been held with Cabinet Members and the Leader of the Council.

7. ANTICIPATED OUTCOMES

- 7.1 Approval of this report's recommendations by Council will allow the Executive Decision for a loan to Axiom Housing to be considered. It will also enable the Council to consider further options for investment of this nature.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 Do nothing – the Council would not receive a return on its investment, and Axiom would potentially have to pay higher rates in the market, reducing their ability to invest in housing

9. BACKGROUND DOCUMENTS

Local Authorities (Capital Finance and Accounting)(England)(Amendment) Regulations 2008

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/251994/2008.pdf

The Prudential Code
&
Treasury Management Strategy
2014/15 to 2023/24

Including the Minimum Revenue Policy 2014/15

1. Introduction

1.1 Background

1.1.1 The Council is required to operate a balanced budget, which means that cash raised through the year will meet cash expenditure. The role of treasury management is to ensure cash flow is adequately planned so that cash is available when it is needed. Surplus monies are invested in low risk counterparties commensurate with the Council's low risk appetite ensuring that security and liquidity are achieved before considering investment return.

1.1.2 Another role of treasury management is to fund the Council's capital programme. The programme provides a guide to the borrowing needs of the Council and the planning of a longer term cash flow to ensure capital obligations are met. The management of long term cash may involve arranging short or long term loans or using longer term cash flow surpluses.

1.1.3 CIPFA defines treasury management as:

“ The management of the local authority's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”

1.2 Reporting requirements

1.2.1 The Council is required to receive and approve, as a minimum, three reports each year. These reports are to be scrutinised by the Audit Committee before being recommended to Council.

1.2.2 The Prudential Code and Treasury Strategy report will cover:

- the capital programme (including prudential indicators)
- a Minimum Revenue Provision (MRP) Policy
- the Treasury Management Strategy including treasury indicators; and

- an Investment Strategy

1.2.3 A mid-year Treasury Management Report will update members of the Audit Committee with the progress of the capital programme and amending prudential indicators as necessary.

1.2.4 Any revisions to the Treasury Strategy will need to be approved by Full Council.

1.2.5 An Annual Treasury Report will provide details of actual prudential and treasury indicators and actual treasury operations compared to the estimates within the strategy presented alongside the Statement of Accounts.

1.3 Treasury Management Strategy for 2014/15

1.3.1 The strategy for 2014/15 will cover

- | | |
|---------------------------------------------------|--------------------------------------------|
| • Policy on use of external advisors | • Borrowing Strategy |
| • Capital programme and the Prudential Indicators | • Policy on borrowing in advance of need |
| • MRP strategy | • Debt rescheduling |
| • Current treasury position | • Investment Strategy |
| • Treasury Indicators | • Creditworthiness Policy |
| • Interest Rates | • Treasury Management Scheme of Delegation |

1.3.2 These elements cover the requirements of the Local Government Act 2003, the CIPFA Prudential Code, the Communities and Local Government (CLG) MRP Guidance, the CIPFA Treasury Management Code and the CLG Investment Guidance.

1.4 Treasury Management Advisors

- 1.4.1 The Council uses Capita Asset Services, as its external treasury management advisors who have a contract until December 2014.
- 1.4.2 The Council recognises that responsibility for treasury management decisions remains with the organisation at all times and will ensure that undue reliance is not placed upon external advisors.
- 1.4.3 The Council also recognises that there is value in employing external providers of treasury management services in order to acquire access to specialist skills and resources. The Council will ensure that the terms of their appointment and the methods by which their value will be assessed are properly agreed and documented and subjected to regular review.

2. Capital Prudential Indicators 2014/15 to 2023/24

- 2.1 The Council's capital programme is the key driver of the treasury management activity. The output of the capital programme is reflected in the prudential indicators which are designed to assist member's overview and confirm the capital programme.
- 2.2 **Indicator 1 - Capital Expenditure** - this Prudential Indicator is a summary of the Council's estimated capital expenditure for the forthcoming financial year and the following nine financial years.

(1a) Capital Expenditure	2012/13 Actual £m	2013/14 Est. £m	2014/15 Est. £m	2015/16 Est. £m	2016/17 Est. £m	2017/18 Est. £m	2018/19 Est. £m	2019/20 Est. £m	2020/21 Est. £m	2021/22 Est. £m	2022/23 Est. £m	2023/24 Est. £m
Adult Social Care	1.4	0.3	1.3	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2
Chief Executives	0.2	0.7	0.6	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1
Communities	3.4	3.6	4.9	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4	2.4
Growth & Regeneration	12.3	25.0	35.8	26.2	15.0	12.0	8.9	7.6	7.6	7.6	7.6	7.6
Resources	91.7	83.7	124.9	115.8	43.5	11.9	8.2	5.5	4.5	5.2	5.4	5.4
Invest to Save	2.7	4.0	93.3	-	-	-	-	-	-	-	-	-
Total	111.7	117.3	260.8	144.7	61.2	26.6	19.8	15.8	14.8	15.5	15.7	15.7

2.3 The table below summaries the capital expenditure on the previous page and how it will be funded either from grants, contributions, or

capital receipts with the remaining 'net financing need for the year' to be sourced via borrowing.

(1b) Capital Expenditure & Financing	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
	<i>Actual</i> £m	Est. £m	Est. £m	Est. £m	Est. £m	Est. £m	Est. £m	Est. £m	Est. £m	Est. £m	Est. £m	Est. £m
Capital Expenditure	111.7	117.3	260.8	144.7	61.2	26.6	19.8	15.8	14.8	15.5	15.7	15.7
Financed by:												
Capital receipts	5.1	3.5	9.8	7.6	2.4	2.8	1.0	-	-	-	-	-
Capital grants & contributions	31.4	35.5	28.4	10.0	11.8	10.3	5.8	5.8	5.8	5.7	5.8	5.8
Net financing requirement	75.2	78.3	221.6	127.1	47.0	13.5	13.0	10.0	9.0	9.8	9.9	9.9

2.4 The Invest to Save scheme, Renewable Energy projects and the Energy From Waste plant are included in the tables that detail total capital expenditure and the funding resources to be used. However, these schemes will either generate income or generate savings or avoid additional costs e.g. landfill tax. Therefore the borrowing costs associated with these projects will have no overall impact on the Council's MTFs position. The generated income / savings are detailed in previous pages of this MTFs.

2.5 **Indicator 2** - Capital Financing Requirement (CFR) - the CFR is the total historic capital expenditure which has not yet been paid for from either revenue or capital resources. It is a measure of the Council's underlying borrowing requirement. Any capital

expenditure which has not immediately been paid for will increase the CFR.

2.6 The CFR includes any other long term liabilities (e.g. PFI schemes, finance leases) included on the Council's balance sheet following the IFRS conversion in 2010/11. Whilst this increases the CFR, and therefore the Council's borrowing requirement, these types of schemes include a borrowing facility and so the Council is not required to separately borrow for these schemes.

2.7 The following table shows the CFR estimates for the next ten financial years:

	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
(2) Capital Financing Requirement	Actual	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.
	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
CFR B/fwd	250.2	316.1	384.4	594.1	705.5	734.6	729.5	723.6	714.1	703.1	692.9	682.2
Borrowing	63.0	64.2	116.4	111.4	29.1	(5.1)	(5.9)	(9.5)	(11.0)	(10.2)	(10.7)	(11.7)
Invest to Save*	2.9	4.1	93.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
CFR C/fwd	316.1	384.4	594.1	705.5	734.6	729.5	723.6	714.1	703.1	692.9	682.2	670.5
Movement in CFR	65.9	68.3	209.7	111.4	29.1	(5.1)	(5.9)	(9.5)	(11.0)	(10.2)	(10.7)	(11.7)
Net financing requirement												
	75.2	78.3	221.6	127.1	47.0	13.5	13.0	10.0	9.0	9.8	9.9	9.9
Less MRP & other financing	(9.3)	(10.0)	(11.9)	(15.7)	(17.9)	(18.6)	(18.9)	(19.5)	(20.0)	(20.0)	(20.6)	(21.6)
Movement in CFR	65.9	68.3	209.7	111.4	29.1	(5.1)	(5.9)	(9.5)	(11.0)	(10.2)	(10.7)	(11.7)

* The cost of borrowing associated with this scheme will be offset by the income generated in accordance with the approved business case (see comment in 2.4)

2.8 **Indicator 3** - Actual and estimates of the ratio of financing costs to net revenue budget. This indicator identifies the proportion of the revenue budget which is taken up in

financing capital expenditure i.e. the net interest cost and the provision to repay debt.

3) Ratio of financing costs to net revenue budget	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
	Actual	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.
Total ratio *	5.2%	6.0%	7.1%	8.8%	10.2%	10.4%	10.5%	10.6%	10.6%	10.5%	10.6%	11.7%

- 2.9 **Indicator 4** - Actual and estimates of the incremental impact of capital investment decisions on council tax.
- 2.10 The calculation of this indicator is based upon the estimated amount of the capital programme that is to be financed from borrowing.

- 2.11 The calculation is based on the interest assumptions for borrowing and MRP charges that have been included in the previous and this MTFS for the capital financing budget.
- 2.12 This indicator shows the incremental impact on the 'adjusted' council tax base.

(4) Incremental impact of capital investment decisions on Council Tax	2012/13 <i>Actual</i>	2013/14 <i>Est.</i>	2014/15 <i>Est.</i>	2015/16 <i>Est.</i>	2016/17 <i>Est.</i>	2017/18 <i>Est.</i>	2018/19 <i>Est.</i>	2019/20 <i>Est.</i>	2020/21 <i>Est.</i>	2021/22 <i>Est.</i>	2022/23 <i>Est.</i>	2023/24 <i>Est.</i>
Incremental change in capital financing budget between MTFS's on Band D Council Tax (£)	(£71.88)	(£31.55)	(£72.33)	(£128.45)	(£51.39)	(£23.23)	(£9.85)	£3.15	£11.33	£16.34	£23.57	£36.61

3. Minimum Revenue Provision (MRP) Policy

- 3.1. Capital expenditure is generally expenditure on assets which have a life expectancy of more than one year e.g. buildings, vehicles, equipment, etc. Such expenditure is spread over several years in order to try to match the years over which such assets benefit the local community through their useful life. The manner of spreading these costs is through an annual Minimum Revenue Provision (MRP).
- 3.2. CLG Regulations require full Council to approve a MRP statement in advance of each year. A variety of options are provided to Councils to calculate this revenue charge and the Council must satisfy itself that the provision is prudent.

- 3.3. The Council is recommended to approve the following MRP statement:

Capital Expenditure Incurred	MRP Methodology
Historic debt liability and expenditure funded by supported borrowing	Continue to be charged at the rate of 4% in accordance with existing practice outlined in former CLG regulations
Expenditure funded by unsupported borrowing reflected within the debt liability after the 31 st March 2008 and up to 31 st March 2009	Asset Life Method, equal instalments - MRP will be based on the estimated life of assets equally across each year
Expenditure funded by unsupported borrowing reflected within the debt liability after the	Asset Life Method, annuity method – MRP will be based on the prevailing PWLB interest rate for a loan with a

Capital Expenditure Incurred	MRP Methodology
31 st March 2010	term equivalent to the estimated life of the project.
Expenditure investing in third parties via a loan which is fully secured and where repayment is in bullet form.	The Council considers the repayment of the loan negates the need for an amount of MRP to be charged each year as reliance can be placed on the capital receipt that will be generated when the loan is repaid or, in the event of a default, the realisation of the security

- 3.4. The Council intends to make secured loans to third parties. These loans are only made after the Council's formal decision making process has been followed, which includes formal approval by the Head of Strategic Finance. As part of the formal decision to grant the loan the security for the loan will be assessed as to its adequacy in the event of the third party defaulting on repayment.
- 3.5. The Council participates in the Local Authority Mortgage Scheme (LAMS). During 2011/12 the Council deposited £1m with Lloyds and a further £1m during 2013/14. The Council has the authority to make a total contribution of £10m but with the introduction of the Help To Buy scheme any future contributions will be given further consideration before any decisions are made.
- 3.6. Such deposits are treated as capital expenditure, as a loan to a third party. The CFR will increase by the total of these indemnities. Operation of the Scheme sees these deposits returned in full at maturity, period of five years, with interest paid annually. Once the deposit matures, and funds are returned to the Council, the funds are classed as a capital receipt (as it is a loan) and the CFR will reduce accordingly. As this is a temporary five year arrangement and the funds are anticipated to be

returned in full, there is no MRP application. However, the Council has agreed to place a proportion of the interest received on the deposit into an earmarked reserve to mitigate the impact if the indemnity is used over that period of the Scheme.

- 3.7. Repayments included in annual PFI and finance leases are applied as MRP, and the associated amounts are included in these Prudential Indicators.
- 3.8. For more detailed guidance on MRP see the CLG website https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/11297/2089512.pdf

4. Treasury Management Strategy

4.1 Treasury Management Policy

- 4.1.1 The treasury management function ensures that the Council's cash is managed in accordance with the relevant professional codes, so that sufficient cash is available to meet the Council's service requirements. This will involve both the management of cash flow and, where the capital programme requires, the organisation of appropriate borrowing facilities. This strategy covers the relevant treasury / prudential indicators, the current and projected debt positions, and the Annual Investment Strategy.
- 4.1.2 The Council's primary treasury management objectives are:
- to invest available cash balances with a number of high quality investment counterparties (see 4.7.1.2) over a spread of maturity dates in accordance with the Council's lending list;
 - to reduce the revenue cost of the Council's debt in the medium term by obtaining financing at the cheapest rate possible; and
 - to seek to reschedule debt at the optimum time.

below shows the actual external borrowing (Gross Debt) against the CFR.

4.2 Current Treasury Position

4.2.1 **Indicator 5** - The Council's treasury position at 31st March 2013, with estimates for future years, are summarised below. The table

(5) Gross debt & capital financing requirement	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
	<i>Actual</i>	<i>Est.</i>	<i>Est.</i>	<i>Est.</i>	<i>Est.</i>	<i>Est.</i>	<i>Est.</i>	<i>Est.</i>	<i>Est.</i>	<i>Est.</i>	<i>Est.</i>	<i>Est.</i>
	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>
External Borrowing												
Market Borrowing	132.9	208.9	279.0	488.5	604.2	635.0	635.0	635.0	635.0	635.0	635.0	635.0
Repayment of borrowing	0.0	(38.0)	(44.0)	(17.0)	(7.0)	(13.0)	(6.0)	0.0	0.0	0.0	(7.1)	0.0
Expected change in borrowing	76.0	108.1	253.4	132.7	37.8	13.0	6.0	0.0	0.0	0.0	7.1	0.0
Other long-term liabilities	41.2	39.4	37.4	35.6	34.0	32.6	31.3	30.0	28.7	27.8	26.9	25.8
Gross Debt at 31 March	250.1	318.4	525.8	639.8	669.0	667.6	666.3	665.0	663.7	662.8	661.9	660.8
CFR	316.1	384.4	594.1	705.5	734.6	729.5	723.6	714.1	703.1	692.9	682.2	670.5
% of Gross Debt to CFR	79.0%	82.8%	88.5%	90.7%	91.0%	91.5%	92.0%	93.1%	94.4%	95.6%	97.0%	98.5%

4.2.2 Within the prudential indicators there are a number of key indicators to ensure that the Council operates its activities within defined limits. One of these is that the Council needs to ensure that its total borrowing does not, except in the short term, exceed the total of the CFR in the preceding year plus the estimates of any additional CFR for 2014/15 and the following two financial years. This allows some flexibility for limited early borrowing for future years, but ensures that borrowing is not undertaken for revenue purposes.

4.2.3 The Executive Director Resources reports that the Council complied with this prudential indicator in the current year and does not envisage difficulties for the future. This view takes into account current commitments, existing plans and the proposals in this medium term financial strategy (MTFS).

4.2.4 **Indicator 6** - The Operational Boundary - this is the limit beyond which external borrowing is not normally expected to exceed. If the operational boundary was exceeded this would be reported immediately to the members of the Audit Committee with a full

report taken to the next committee meeting. In the current year it has not been exceeded.

	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
(6) Operational Boundary	<i>Actual</i>	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.
	<i>£m</i>	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
Borrowing	208.9	598.3	629.3	629.1	633.4	635.0	635.0	635.0	635.0	635.0	635.0	635.0
Other long term liabilities	41.2	39.4	37.4	35.6	34.0	32.6	31.3	30.0	28.7	27.8	26.9	25.8
Total	250.1	637.7	666.7	664.7	667.4	667.6	666.3	665.0	663.7	662.8	661.9	660.8

4.2.5 **Indicator 7** - The Authorised Limit for external borrowing - this represents a limit beyond which external borrowing is prohibited, and this limit needs to be set or revised by full Council.

option to control either the total of all Council's plans, or those of a specific Council, although this power has not yet been exercised.

- This is a statutory limit determined under section 3 (1) of the Local Government Act 2003. The Government retains an

- The Council is asked to approved the following Authorised limit:

	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
(7) Authorised Limit	<i>Actual</i>	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.
	<i>£m</i>	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
Borrowing	208.9	608.3	779.9	668.2	643.4	645.0	645.0	645.0	645.0	645.0	645.0	645.0
Other long term liabilities	41.2	39.4	37.4	35.6	34.0	32.6	31.3	30.0	28.7	27.8	26.9	25.8
Total	250.1	647.7	817.3	703.8	677.4	677.6	676.3	675.0	673.7	672.8	671.9	670.8

4.3 Prospects for interest rates

4.3.1 The Council utilises the treasury services of Capita Asset Services and part of their service is to assist the Council to formulate a view on interest rates to assist with borrowing and investment

decisions. The Capita Asset Services forecast for bank base rate and PWLB new borrowing is as follows (note that the PWLB Borrowing Rate includes the Certainty Rate adjustment):

Interest Rate (All rates shown as %)	Now	Mar 14	Jun 14	Sep 14	Dec 14	Mar 15	Jun 15	Sep 15	Dec 15	Mar 16	Jun 16	Sep 16	Dec 16	Mar 17
Bank Rate View	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.75	1.00	1.00	1.25
5yr PWLB Rate	2.50	2.50	2.60	2.70	2.70	2.80	2.80	2.90	3.00	3.10	3.20	3.30	3.40	3.40
10yr PWLB Rate	3.70	3.60	3.70	3.80	3.80	3.90	3.90	4.00	4.10	4.20	4.30	4.30	4.40	4.50
25yr PWLB Rate	4.40	4.40	4.50	4.50	4.60	4.60	4.70	4.80	4.90	5.00	5.10	5.10	5.10	5.10
50yr PWLB Rate	4.40	4.40	4.50	4.50	4.60	4.70	4.80	4.90	5.00	5.10	5.20	5.20	5.20	5.20
Budget Assumption	4.40		4.58				4.95				5.20			

4.3.2 The Council successfully applied to be one of the principal local authorities that would qualify for the Certainty Rate, during the period 1 November 2013 to 31 October 2014. This results in the Council being able to benefit from reduced interest rates on PWLB loans by 20 basis points (0.20%). The Council is assuming that there will be a similar scheme in place when this scheme expires. The Council will submit a new application to ensure it qualifies.

4.3.3 The MTFS assumes borrowing is taken at the 50 year period with an average taken across the quarters for that year but then adjusted with a range of borrowing periods and associated interest rates. The Chief Finance Officer believes this prudent as it mitigates some of the risk of PWLB rate rise.

4.3.2 Capita Asset Services interest rate forecasts, detailed above, are based on their views of the future economic climate, and below are some extracts taken from their economic forecasts:

- Until 2013, the economic recovery in the UK since 2008 had been the worst and slowest recovery in recent history. However, the economy has grown in quarter 1 and 2 of 2013. Growth prospects remain strong going forward in all three main sectors, services, manufacturing and construction.

- There is still some risk of Quantitative Easing (QE) if there is a dip in strong growth or the Monetary Policy Committee (MPC) take action to reverse the rapid increase in market rates.
- This economic outlook and structure of market interest rates and government debt yields have several treasury management implications:
 - Eurozone sovereign debt difficulties still cause concern and how the levels of debt will be managed over the next few years. Counterparty risks therefore remain elevated. This continues to suggest the use of higher quality counterparties for shorter term periods.
 - Investment returns are likely to remain low during 2014/15 and beyond.
 - Borrowing interest rates have risen significantly during 2013 and are on a rising trend.
 - There will remain a cost of capital - any borrowing undertaken that results in an increase in investments will incur a revenue loss between borrowing costs and investment returns.

4.4 Borrowing Strategy

4.4.1 The Council is currently maintaining an under-borrowed position, where CFR balance is greater than gross debt. (See table 4.2.) This is in line with the agreed strategy that the Council's cash balances be used to fund capital expenditure before additional borrowing is undertaken.

4.4.2 The MTFS is based on the following borrowing assumptions for the next ten years. However, the borrowing strategy is under constant review throughout the year as a result to changes in interest rates and borrowing opportunities. The proposed strategy for 2014/15 financial year is:

- a) To consider the rescheduling (early redemption and replacement) of loans to maximise interest rate savings and possible redemption discounts.
- b) If there was a significant risk of a sharp fall in long and short term rates e.g. due to a marked increase of risks around relapse into recession or of risks of deflation, then long term borrowings will be postponed, and potential rescheduling from fixed rate funding into short term borrowing will be considered.
- c) If there was a significant risk of a much sharper rise in long and short term rates than currently forecast, perhaps rising from a greater than expected increase in world economic activity or a sudden increase in inflation risks, then the portfolio position will be re-appraised with the likely action that fixed rate funding will be drawn whilst interest rates were still relatively cheap.
- d) Loans will primarily be arranged from the PWLB and other Local Authorities.

e) To maintain an appropriate balance between PWLB, Local Authority and other market debt in the debt portfolio and a balance in the maturity profile of debt.

f) To give full consideration to other debt instruments e.g. Local Authority Bonds as an alternative to PWLB borrowing. Due regard will be given to money laundering regulations. The Council is monitoring the development of the scheme and may participate if this proves beneficial.

4.4.3 There are three debt treasury indicators which ensure the activity of the treasury function remains within certain limits. This manages risk and reduces the impact of any adverse movement in interest rates. The indicators are:

- **Indicator 8** – Upper limit on fixed interest rate exposure. This identifies a maximum limit for fixed interest rates based upon the debt position net of investments. This has been set at 100% of the borrowing requirement.
- **Indicator 9** - Upper limit on variable rate exposure. This identifies a maximum limit for variable interest rates based upon the debt position net of investments. This has been set at 25% of the borrowing requirement.

Interest Rate Exposure (Upper Limits)	2012/13 <i>Actual</i> £m	2013/14 Est. £m	2014/15 Est. £m	2015/16 Est. £m	2016/17 Est. £m	2017/18 Est. £m	2018/19 Est. £m	2019/20 Est. £m	2020/21 Est. £m	2021/22 Est. £m	2022/23 Est. £m	2023/24 Est. £m
(8) Limits on fixed interest rates based on net debt	208.9	608.3	779.8	668.2	643.3	645.0	645.0	645.0	645.0	645.0	645.0	645.0
% of fixed interest rate exposure	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
(9) Limits on variable interest rates based on net debt	0.0	152.1	195.0	167.7	160.8	161.2	161.2	161.2	161.2	161.2	161.2	161.2
% of variable interest rate exposure	0%	25%	25%	25%	25%	25%	25%	25%	25%	25%	25%	25%

- **Indicator 10** - Maturity structure of borrowing. These gross limits are set to reduce the Council's exposure to large fixed rate sums falling due for refinancing.

(10) Maturity Structure of borrowing	Upper Limit
Under 12 months	40%
12 months to 2 years	40%
2 years to 5 years	80%
5 years to 10 years	80%
10 years and above	100%

4.5 Policy on Borrowing in Advance of Need (Future Capital Expenditure)

- 4.5.1 The Council will not borrow more than, or in advance of its needs, purely in order to profit from the investment of the extra sums borrowed. However, at any time the Council may obtain a loan or other financing at what are considered advantageous opportunities in anticipation of future capital expenditure, which can be invested temporarily. The Council may also borrow in the day to day management of its cash flow operations or as an alternative to redeeming higher yielding investments.
- 4.5.2 Any decision to borrow in advance of need will be within forward approved CFR estimates, and will be considered carefully to ensure value for money.
- 4.5.3 The Council will ensure there is a clear link between the capital programme across the future years and the maturity profile of the

existing debt portfolio which supports the need to take funding in advance of capital expenditure.

4.5.4 The Council will ensure the ongoing revenue liabilities created, and the implications for the future plans and budgets have been considered and factored into the MTFS.

4.5.5 Consideration will be given to the alternative interest rate bases available, the most appropriate periods to fund and repayment profiles to use.

4.6 Debt Rescheduling on Existing Debt Portfolio

4.6.1 As short term borrowing rates will be considerably cheaper than longer term fixed interest rates there may be potential to generate savings by switching from the existing long term debt to short term debt. However, these savings will need to be considered in the light of the current treasury position and the size of the cost of debt repayment (premiums incurred). Debt rescheduling will only be carried out on current debt portfolio as future borrowing will be carried out as per this strategy and over shorter periods of time.

4.6.2 The reasons for rescheduling will include:

- the generation of cash savings and/or discounted cash flow savings;
- helping to fulfil the treasury strategy;
- enhance the balance of the debt portfolio.

4.6.3 All rescheduling will be reported to the Audit Committee at the earliest opportunity.

4.7 Annual Investment Policy

4.7.1 The Council's investment policy has regard to the CLG's Guidance on Local Government Investments ("the Guidance") and the 2011 revised CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes ("the CIPFA TM Code").

4.7.2 The Council's investment priorities are the security of capital and the liquidity of investments. The Council will aim to achieve the optimum return on its investments commensurate with proper levels of security and liquidity.

4.7.3 Investment instruments identified for use in the financial year are listed in Appendix 1 under the 'Specified' and 'Non-Specified' Investment categories. Counterparty limits will be as set through the Council's Treasury Management Practices.

4.7.4 Investment Counterparty Selection Criteria and Investment Strategy

4.7.5 As the Council has run down its cash balances, surplus cash will be generated from cash flow movements e.g. a grant received in advance of spend or from borrowing in advance of need. Therefore investment activity will be kept to a minimum.

4.7.6 However, where it is necessary for investments to be undertaken in order to manage the Council's cash flows, the Council's primary principle is for the security of its investments. After this main principle the Council will ensure that:

- It maintains a policy covering both the categories of investment types it will invest in, criteria for choosing investment counterparties with adequate security and monitoring their security.
- It has sufficient liquidity in its investments. For this purpose it will set out procedures for determining the maximum periods

for which funds may prudently be committed. These procedures also apply to the Council's prudential indicators covering the maximum principal sums invested.

4.7.7 The Executive Director Resources will maintain a counterparty list in compliance with the following criteria and will revise the criteria and submit them to Council for approval as necessary.

4.7.8 The Council's minimum criteria will apply to the lowest available rating for any institution. For instance, if an institution is rated by the three credit agencies and two meet the Council's criteria and the other one does not, the institution will fall outside the lending criteria. This complies with a CIPFA Treasury Management Panel recommendation in March 2009 and the CIPFA Treasury Management Code of Practice.

4.7.9 In order to minimise the risk to investing, the Council has clearly stipulated the minimum acceptable credit quality of counterparties for inclusion on the lending list. The Council uses the creditworthiness service provided by Capita Asset Services which uses ratings from all three rating agencies, Fitch, Moody's and Standard and Poor's, as well as Credit Default Swap (CDS) spreads. Capita Asset Services monitors ratings on a real time basis and notifies clients immediately on any rating changes or possible downgrades.

4.7.10 All credit ratings will be monitored weekly. The Council is alerted to changes to ratings of all three rating agencies by Capita Asset Services.

- If a downgrade results in the counterparty or investment scheme no longer meeting the Council's minimum criteria it will be removed from the Council's lending list immediately.

- In addition to the use of credit ratings the Council will be advised of information in movement in CDS's against the iTraxx (brand name for the group of credit default swap index products) benchmark and other market data on a weekly basis. Extreme market movements may result in the downgrade of an institution or removal from the Council's lending list.

4.7.11 Sole reliance will not be placed on the use of Capita Asset Service's advice. The Council will also use market data, market information, information on government support for banks and the credit ratings of that government support.

4.7.12 The criteria for providing a pool of high quality investment counterparties (both Specified and Non-Specified investments), and is shown in the order of use by the Council, follows:

- UK Government (including gilts and the Debt Management Account Deposit Facility (DMADF)).
- Bank of Scotland call account (part of the Lloyds Banking Group).
- UK Local Authorities.
- Barclays Bank, the Council's own banker. If Barclays fall below the criterion in 4.7.15 then the following strategy will be followed:
 - The Council would withdraw any money held in the call account, current limit £5m, and place with the Debt Management Office, Bank of Scotland or UK Local Authorities.
 - As the Council will still require to use the Barclays accounts for transactional purposes, a minimum balance of £300k (increased from £100k to ensure adequate cash

flow management ability) will be left overnight to prevent the account becoming overdrawn and incurring overdraft fees

- An amendment to the Treasury Strategy could be proposed to lower the minimum ratings and would be taken to both Audit Committee and Council for approval. This could also be an option if all the UK banks were downgraded at the same time and not just Barclays.
- Seek advice from Capita Asset Services.

The above approach has been developed following consideration of:

- that the Council needs banking facilities to process daily banking transactions, and such activity presents a lower risk profile compared to investment activity
- the significant impact, resource requirement, and risk exposure of changing bank provider
- the possible state and stability of the banking sector and viable alternative suppliers
- Local Authority Mortgage Scheme. Under this scheme the Council has placed funds of £2m with Lloyds Bank for a period of five years. This is classified as being an indemnity arrangement and therefore accounted for as a capital expenditure transaction, rather than a treasury management investment. Therefore LAMS is outside the Specified/Non specified categories but is included in this Strategy for completeness. The Council can place a further £8m into LAMS and the limit per counterparty is £2m. Any other counterparty used will fall outside the Specified/Non specified categories as per the reason stated above. Therefore the minimum credit criteria need not apply to the LAMS scheme.
- Banks Group 1 - Part nationalised UK banks - Lloyds Banking Group Plc. (Bank of Scotland and Lloyds) and Royal Bank of

Scotland Group Plc. (National Westminster Bank, The Royal Bank of Scotland and Ulster Bank Ltd). These banks can be included if they continue to be part nationalised and / or they meet the ratings below.

- Banks Group 2 – good credit quality - the Council will only use banks which are UK banks and have, as a minimum the following credit ratings: (See Appendix 3 for explanation of the credit ratings)

Agency	Short Term	Long Term	Viability / financial strength	Support
Fitch	F1	A	a	1
Moody's	P-1	Aa	C	
Standard & Poor's	A-1	A		

- Building Societies – if they meet the ratings above
- Money Market Funds - AAA rated
- Bill Payment Service – The Council currently has a contract with Santander UK who collect payments of Council Tax through the post office via various methods of payment such as Paypoint. The funds that are collected are transferred to the Council daily thus minimising the risk of Santander UK holding the Council's cash. This arrangement for the bill payment service falls outside the investment criteria for investments therefore any downgrade of Santander UK will not affect this service. However this arrangement will be closely monitored to ensure funds continue to be transferred daily.

4.7.14 The Council's lending list will comprise of the institutions that meet the investment criteria above. Each counterparty on the list is assigned a counterparty limit as per the table in Appendix 1.

Counterparties that no longer meet the investment criteria due to a credit rating downgrade will be removed from the list and any changes will be approved by the Executive Director Resources. Approval will also be required if any new counterparties are added to the lending list.

4.7.15 Capita Asset Services approach to assessing creditworthiness of institutions is by combining credit ratings, credit watches, credit outlooks and CDS spreads to produce a colour coding system which the Council uses to determine the duration of investments. The Council will use counterparties within the following maximum maturity periods, in order to mitigate the risk of investing in these institutions:

Capita Asset Services Banding	Description
Blue	1 year (only applies to nationalised/semi nationalised UK banks)
Orange	1 year
Red	6 months
Green	3 months
No colour	The Council will not invest with these institutions

4.7.16 The proposed criteria for Specified and Non-Specified investments are shown in Appendix 1 for approval. During this time of significant economic uncertainty due regard will be taken of the selection criteria outlined in 4.7.15, when using the options outlined in Appendix 1.

4.7.17 Investment returns expectations - Bank Base Rate is forecast to remain unchanged at 0.50% before starting to rise from quarter three in 2016. Bank Rate forecasts for financial year ends are:

Financial Year	Bank Base Rate	Forecast
2013/14	0.50%	There is an upside risk to these forecasts (i.e. if increases in Bank Rate occurs sooner than forecast) if economic growth remains strong and unemployment falls faster than expected. However there is also a downside risk if the pace of growth falls back particularly if the Bank of England inflation forecasts for the rate of unemployment prove to be too optimistic.
2014/15	0.50%	
2015/16	0.50%	
2016/17	1.25%	

4.7.18 **Indicator 11** - Upper limit for total principal sums invested for over 364 days. This limit is set with regard to the Council's liquidity requirements and to reduce the need for an early sale of an

investment, and is based on the availability of funds after each year-end and up-dates are reported to the Audit Committee at midyear. These upper limits are to provide approved flexibility for future LAMS contributions.

(11) Interest Rate Exposure (Upper Limits)	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
	<i>Actual</i>	<i>Est.</i>	<i>Est.</i>	<i>Est.</i>	<i>Est.</i>	<i>Est.</i>	<i>Est.</i>	<i>Est.</i>	<i>Est.</i>	<i>Est.</i>	<i>Est.</i>	<i>Est.</i>
	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>
Principal sums invested > 364 days	1.0	2.0	4.0	6.0	8.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0

4.7.19 At the end of the year, the Council will report on its investment activity as part of its Annual Treasury Report to the Audit Committee.

4.7.20 The Executive Director Resources may appoint external fund managers to access markets not available to the in-house treasury team, diversify the investment portfolio and to optimise investment income returns. Fund Managers will only be used if the Executive Director Resources is satisfied the risk of loss is minimised and they can provide material out-performance when compared against comparative cash benchmarks. Fund Managers must comply with the Annual Investment Strategy.

4.8 Peterborough's Growth Delivery Project

4.8.1 The following model has been established and agreed in the paper submitted to Cabinet on the 24th February 2014 <http://democracy.peterborough.gov.uk/documents/s19284/5.%20Funding%20Peterboroughs%20Future%20Growth.pdf>

4.8.2 A Joint Venture Company (JVCo) 50:50 owned and controlled by the Council and an investment fund called the Peterborough Fund which will work to create commercially viable schemes. Once a scheme is approved by the JVCo board it will pass to the Peterborough Investment Fund, which will create a Special Purpose Vehicle (SPV) to oversee the scheme implementation.

4.8.3 As projects are developed the Council will sell sites previously earmarked for disposal at their current market value to the fund for development. The Council may receive cash or units in the Fund in consideration. The Council will only be able to receive units in the Fund in relation to this project, and this decision may be subject to a further Cabinet Member Decision, it will not be allowed to use the Fund for general investment purposes.

4.8.4 The Peterborough Fund will be registered in Guernsey, regulated by the Guernsey Financial Services Commission and will be VAT registered in the UK. It is expected that the Fund will initially raise £130 million using international and UK investors.

4.9 Treasury Management Scheme of Delegation

4.9.1 The following is a list of the main tasks involved in treasury management and who in the Council is responsible for them:

Full Council / Audit Committee

- Receiving and reviewing reports on treasury management policies, practices and activities.
- Approval of Annual Strategy.

Audit Committee / S151 Officer (Executive Director Resources)

- Approval of / amendments to the Council's adopted clauses, Treasury Management Policy Statement and Treasury Management Practices.
- Budget consideration and approval.
- Approval of the division of responsibilities.
- Receiving and reviewing regular monitoring reports and acting on recommendations.

Section 151 Officer (Executive Director Resources) / Head of Strategic Resources / Financial Manager-Corporate Accounting

- Reviewing the Treasury Management Policy and procedures and making recommendations to the responsible body.
- Recommending clauses, treasury management policy/practices and making recommendations to the responsible body.
- Submitting regular treasury management reports.
- Submitting budgets and budget variations.
- Receiving and reviewing management information reports.
- Reviewing the performance of the treasury management function.
- Ensuring the adequacy of treasury management resources and skills, and the effective division of responsibilities within the treasury management function.
- Ensuring the adequacy of internal audit, and liaising with external audit.
- Recommending the appointment of external service advisors.

Specified and Non-Specified Investments

APPENDIX 1

Specified Investment:

- Offer high perceived security such as placements with Central Government Agencies, Local Authorities or with organisations that have strong credit ratings
- They offer high liquidity i.e. short term or easy access to funds
- Are denominated in £ sterling
- Have maturity dates of no more than 1 year
- For an institution scheme to qualify as a ‘Specified Investment’ it must have a minimum rating (see 4.7.9)

APPROVED "SPECIFIED" INVESTMENTS				
Investment Type	Maximum Maturity period	Minimum Credit Criteria	Collective Limit £m	Individual Limit £m
Debt Management Agency Deposit Facility	Currently only accepts deposits up to 6 months duration.	UK Government backed	N/A	75
Term deposits with UK Government & Local Authorities	6 months	Sovereign risk / high security although not credit rated	100	20
Term deposits & Certificates of Deposit with Banks Group 1	6 months	Minimum ratings - F1(Fitch - short term) AAA (long term)	100	15
UK Government & Local Authority Stock Issues	6 months	Sovereign risk / high security although not credit rated	100	20
Term deposits & Certificates of Deposit with Banks Group 2	6 months	Minimum ratings – F1 (Fitch-short term) A (long term)	50	10
Deposit accounts with regulated UK building societies	6 months	Minimum ratings - F1 (Fitch short term) A (long term)	50	10
Money Market Funds	Repayable on call, without notice.	Minimum rating – AAA (Fitch)	50	10

APPROVED "SPECIFIED" INVESTMENTS				
Investment Type	Maximum Maturity period	Minimum Credit Criteria	Collective Limit £m	Individual Limit £m
Commercial Paper (short term obligations issued by banks, corporations & other issuers).	6 months	Minimum short term rating - F1 (Fitch) (Held by custodian)	10	10
Gilt & Bond Funds (open ended mutual funds investing in Gov. & corporate bonds)	Highly liquid, may be sold at any time.	Minimum rating - AAA-(Fitch, S&P A-1 etc.)	10	10
Reverse Gilt Repos (Gilts bought with commitment to sell on a specified date or on call, at agreed price)	6 months	UK Government backed (Held by custodian)	10	10
Treasury Bills	Maturities of up to 6 months Issued through a bidding process at a discount to face value	UK Government backed (Held by custodian)	10	10
Bonds issued by a financial institution guaranteed by UK Government	6 months	UK Government backed (Held by custodian)	10	10
Bonds issued by multilateral development banks	6 months	Minimum rating – AAA (Fitch, S&P A-1etc)	10	10

Non-Specified Investment:

- With the same institutions classified as “specified” investments but have maturity dates in excess of one year, or
- Are offered by organisations that are not credit rated or the credit rating does not meet the criteria set out above
- In the current economic climate the Council has run down its cash balances as an alternative to borrowing and investments have been made short term and the Council would not consider using investments that fall under the ‘Non-Specified’ Investments category at this time.

APPROVED "NON - SPECIFIED" INVESTMENTS				
Investment Type	Repayable / Maturity Period	Minimum Credit Criteria	Collective Limit £m	Individual Limit £m
Term deposits with UK Government & Local Authorities	Maturities of 1 - 5 years	Sovereign risk / high security although not credit rated	20	20
Term deposits & Certificates of Deposit with Banks Group 1	Maturities of 1 - 5 years Certificates of Deposit are tradable	Minimum ratings - F1(Fitch - short term) AAA (long term)	10	10
UK Government & Local Authority Stock Issues	Maturities of 1 - 10 years but tradable	Sovereign risk / high security although not credit rated	10	10
Term deposits & Certificates of Deposit with Banks Group 2	Maturities of 1 - 5 years Certificates of Deposit are tradable	Minimum ratings – F1 (Fitch-short term) A (long term)	20	10
Deposit accounts with regulated UK building societies	Maturities of 1 – 5 years	Minimum ratings - F1 (Fitch short term) A (long term)	5	5
Foreign Government Stock Issues (priced in £ Sterling)	Maturities of 1 - 10 years but tradable	Minimum rating – AAA (Fitch, S&P A-1etc) (Held by custodian)	5	5
Term deposits with UK building societies without formal credit ratings	Maturities of up to 1 year	Financial position assessed by Executive Director Resources	5	5
Bonds issued by a financial institution guaranteed by UK Government	Maturities of 1 - 10 years but tradable	UK Government backed Minimum rating – AAA (Fitch, S&P etc.)	5	5
Bonds issued by multilateral development banks	Maturities of 1 - 10 years but	Minimum rating - AAA (Fitch, S&P A-1etc)	5	5

APPROVED "NON - SPECIFIED" INVESTMENTS				
Investment Type	Repayable / Maturity Period	Minimum Credit Criteria	Collective Limit £m	Individual Limit £m
	tradable			
Floating Rate Notes (fixed term but interest rate varies quarterly)	Maturities of 1 - 5 years but tradable	Financial position assessed by Executive Director Resources. Requires capital or revenue financing as share or loan capital.	5	5
Bonds issued by corporate issuers other than sovereign bonds	Maturities of 1 - 10 years but tradable	Minimum rating – AAA (Fitch, S&P A-1etc) Requires capital or revenue financing as share or loan capital	5	5

Summary of capital and treasury prudential indicators

Summary of capital & treasury prudential indicators	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
	Actual	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.
(1) Capital expenditure (£m)	£111.7m	£117.3m	£260.8m	£144.7m	£61.2m	£26.6m	£19.8m	£15.8m	£14.8m	£15.5m	£15.7m	£15.7m
(2) Capital Financing Req. (CFR) (£m)	£316.1m	£384.4m	£594.1m	£705.5m	£734.6m	£729.5m	£723.6m	£714.1m	£703.1m	£692.9m	£682.2m	£670.5m
(3) Ratio of financing costs to net revenue budget	5.2%	6.0%	7.1%	8.8%	10.2%	10.4%	10.5%	10.6%	10.6%	10.5%	10.6%	11.7%
(4) Incremental impact of capital investment on Council Tax (£) Adjusted	(£71.88)	(£31.55)	(£72.33)	(£128.45)	(£51.39)	(£23.23)	(£9.85)	£3.15	£11.33	£16.34	£23.57	£36.61
(5) % of gross debt to the CFR	79.0%	82.8%	88.5%	90.7%	91.0%	91.5%	92.0%	93.1%	94.4%	95.6%	97.0%	98.5%
(6) Operational boundary for External Debt (£m)	£250.1m	£637.7m	£666.7m	£664.7m	£667.4m	£667.6m	£666.3m	£665.0m	£663.7m	£662.8m	£661.9m	£660.8m
(7) Authorised Limit for External debt (£m)	£250.1m	£647.7m	£817.3m	£703.8m	£677.4m	£677.6m	£676.3m	£675.0m	£673.7m	£672.8m	£671.9m	£670.8m
(8) Upper limit for fixed interest rate exposure (£m)	£208.9m	£608.3m	£779.8m	£668.2m	£643.3m	£645.0m	£645.0m	£645.0m	£645.0m	£645.0m	£645.0m	£645.0m
(9) Upper limit for variable interest rate exposure (£m)	£0.0m	£152.1m	£195.0m	£167.7m	£160.8m	£161.2m	£161.2m	£161.2m	£161.2m	£161.2m	£161.2m	£161.2m
(10) – Maturity Structure of Borrowing – See Section 4.4.3 for details												
(11) Interest Rate Exposure (Upper Limits) >364 days	£1.0m	£2.0m	£4.0m	£6.0m	£8.0m	£10.0m	£10.0m	£10.0m	£10.0m	£10.0m	£10.0m	£10.0m

Explanation of credit ratings

APPENDIX 3

Agency	Short Term	Long Term	Viability/financial strength	Support
Fitch	F1 -Highest short-term credit quality. Indicates the strongest intrinsic capacity for timely payment of financial commitments; a “+” may be added to denote any exceptionally strong credit feature.	A -High credit quality. ‘A’ ratings denote expectations of low credit risk. The capacity for payment of financial commitments is considered strong. This capacity may, nevertheless, be more vulnerable to adverse business or economic conditions than is the case for higher ratings.	a - High fundamental credit quality. ‘a’ ratings denote strong prospects for ongoing viability. Fundamental characteristics are strong and stable, such that it is unlikely that the bank would have to rely on extraordinary support to default .This capacity may, nevertheless, be more vulnerable to adverse business or economic conditions than is the case for higher ratings.	1 -A bank for which there is an extremely high probability of external support. The potential provider of support is highly rated in its own right and has a very high propensity to support the bank in question. This probability of support indicates a minimum Long Term Rating floor of ‘A-’.
Moody's	P-1 -superior ability to repay short-term debt obligations	Aa -high quality and are subject to very low credit risk	C -Possess intrinsic financial strength. Typically, they will be institutions with more limited but still valuable business franchises. These banks will display either acceptable financial fundamentals within a predictable and stable operating environment or good financial fundamentals within a less predictable and stable operating environment.	
Standard & Poor's	A-1 -The obligor's capacity to meet its financial commitment on the obligation is strong. Within this category, certain obligations are designated with a plus sign (+). This indicates that the obligor's capacity to meet its financial commitment on these obligations is extremely strong.	A -more susceptible to the adverse effects of changes in circumstances and economic conditions. However the obligor's capacity to meet its financial commitment on the obligation is still strong.		

DECISION TITLE: Invest to Save – investing in Housing
Councillor Marco Cereste, Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement
October 2014
Deadline date: October 2014

Cabinet portfolio holder: Responsible Director:	Councillor Marco Cereste, Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement John Harrison: Executive Director of Resources
Is this a Key Decision?	YES If yes has it been included on the Forward Plan : YES Unique Key decision Reference from Forward Plan : KEY/17OCT/02
Is this decision eligible for call-in?	YES
Does this Public report have any annex that contains exempt information?	YES It will be necessary to retain two of the papers as exempt annexes because they contain information on the heads of terms agreed with Axiom Housing, as well as the legal advice relating to those arrangements. These exempt annexes are NOT FOR PUBLICATION by reason of paragraph 3 of Schedule 12A of Part 1 of the Local Government Act 1972. The public interest test has been applied to the exempt information and it is considered that the need to retain the information as exempt at this stage outweighs the public interest in disclosing it. This is because the information is considered to be commercially confidential, as to disclose may compromise the Councils ability to benefit from similar arrangements in the future.
Is this a project and if so has it been registered on Verto?	No

RECOMMENDATIONS

The Cabinet Member is recommended to:

1. Approve the Council entering into a £30 million, 30 year loan agreement with Axiom Housing Association Ltd
2. Delegate to the Executive Director Resources the preparation and conclusion of the legal agreement between the Council and Axiom Housing Association Ltd in respect of the loan.

1. SUMMARY OF MAIN ISSUES

- 1.1 The Council has a long history of helping to support economic growth and support the development of new homes within the City. This has included provision and support for provision of social housing within the area, including through its Housing Strategy.
- 1.2 The Council has used its financial covenant to support this approach where it can. For example it has invested £2m within Lloyds as part of the Local Authority Mortgage scheme (LAMS). As well as the Council receiving a return on the investment, the scheme has also helped nearly 70 first time buyers move into their first home since inception. The scheme was a model for the national help to buy scheme. In order to proceed with LAMS, the Council needed to amend its Housing Strategy. This was a decision for Full Council, whilst the scheme itself was an executive decision.
- 1.3 The Council has continued to review options for further supporting the development of housing. This has included discussions with Axiom housing regarding investing directly into the Association. The Council would become one of the Association's lenders, providing finance for them to invest in housing provision. This approach provides two major benefits:
- Axiom can deliver more housing due to being able to secure lower cost finance through the Council
 - The Council receives a return that it can use to help protect services
- 1.4 A number of Councils have proceeded with similar arrangements, including Warrington and East Lindsey. Other Councils have entered into agreements to support other services in their areas e.g. Northumberland County Council refinancing the local Hospital PFI, and Northampton BC investing in the University of Northampton
- 1.5 This CMDN follows approval by Council at their meeting of 8th October 2014 of an amendment to the Treasury Management Strategy providing the relevant accounting treatment to allow for the loan.

2. PURPOSE OF THIS REPORT

- 2.1 *This report is for the Cabinet Member for Resources to consider exercising delegated authority under paragraph 3.4.8 of Part 3 of the constitution in accordance with the terms of their portfolio at paragraph (g).*
- 2.2 The attached Exempt Annexes are NOT FOR PUBLICATION in accordance with paragraph 3 of Schedule 12A of Part 1 of the Local Government Act 1972 in that it contains information relating to financial and business affairs, namely the Heads of Terms agreed with Axiom, as well as the legal advice on those Heads of Terms.
- 2.3 The public interest test has been applied to the exempt information and it is considered that the need to retain the information as exempt at this stage outweighs the public interest in disclosing it. This is because the information is considered to be commercially confidential, as to disclose may compromise the Councils ability to benefit from similar arrangements in the future.

3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	NO
---------------------------------------------	-----------

4. CONSULTATION

4.1 Consultation has been held with Cabinet Members and the Leader of the Council

5. AXIOM HOUSING

5.1 Axiom Housing Association was established in 1967. Their mission is to make a positive difference to people's lives. Axiom currently:

- Own more than 2,200 homes across Peterborough, Cambridgeshire and Lincolnshire, and provide housing and services to over 5,500 people
- Supported services provide support for vulnerable people, those leaving care, people with learning difficulties and with mental and physical health needs.
- Axiom Academy, provides quality learning, training and skills development for learners from 16 to 80 years old.
- Employ more than 200 people.
- Are a Sunday Times Top 100 Best Employer and have achieved the top Gold award for Investors in People putting them in the top 2% of employers in the UK.
- Provide a range of high-quality homecare services through Axiom Crossroads Care.
- Develop new homes through the Blue Skies development consortium

5.2 Further details, including the latest annual report can be found at the link below:

<http://www.axiomha.org.uk/publications>

5.3 As part of the discussions with Axiom, some initial proposals have been suggested for the possible use of the loan funding. This could potentially include:

- Axiom has been very successful in securing HCA grant for a number of schemes across the Peterborough housing sub region. Within the HCA funded programme is a 60 unit extra care scheme in Whittlesey which comes within the Peterborough/Cambridgeshire Borderline Clinical Commissioning Group. The CCG have been very supportive of the scheme and Axiom has agreed that Peterborough City will have nominations to 5 units of accommodation in the scheme to be developed in 2016.
- Axiom are in advanced discussions with Peterborough and the NHS on developing the NHS owned site in Alma Road, which will assist in alleviating the social issues in the area and provide an additional extra care/respite facility in partnership with both the Council and the NHS.
- Axiom has also secured HCA funding for a number of general needs homes for rent in Peterborough. Axiom is part of the Blue Skies development consortia with Longhurst Group, and are looking to exploit the opportunity to acquire and develop a number of strategic sites within Peterborough over the next five years to provide a combination of affordable housing for rent and shared ownership homes to meet local housing need.

6. KEY DETAILS OF THE LOAN FACILITY

- 6.1 The full Heads of Terms agreed between the Council and Axiom are included in exempt annex 1. Following approval of the CMDN, these will be worked up into a formal legal agreement covering the loan facility.
- 6.2 The Council will borrow from the Public Works Loans Board (PWLB). Provided that the borrowing level is within the Council's approved Treasury Management limits and expenditure with the appropriate budget (usually capital programme), then the Council can borrow from PWLB (these issues are covered further under financial implications). The Council will then invest this money in Axiom, depending on draw down requests from Axiom.
- 6.2 The key elements of the loan facility are as follows:
- An initial loan facility of £10m will be provided – with an option to extend to £30m in total
 - Axiom can draw down sums within the overall facility as required
 - The facility will be available for 30 years (but funding will need to be drawn down by March 2020)
 - The Council would gain a margin on the lending. This will be set at the higher of either a specific minimum level, or with reference to market benchmarks.
 - Axiom will cover Council costs, plus arrangements fees for the two tranches of the facility
 - The loans will be secured on an identified section of Axiom stock (The Council will not be the only lender to Axiom, so the security is not the entire stock)
 - The geographical coverage for the facility allows Axiom to use the funding for operations within Peterborough and the surrounding Councils. It is considered that the Council will still benefit from development in the surrounding area, as it can help alleviate housing pressure and support those who may work within the immediate Peterborough area. It also provides the flexibility to support Axiom in their development plans (without this flexibility the margin gained would probably be less)

7. DUE DILIGENCE AND RISKS

- 7.1 As well external legal advice, the Council engaged the services of a former Housing Association Finance Director to support the internal team. Specific due diligence undertaken included a review of Axiom accounts and financial plans and an assessment of the terms being considered compared to market norms
- 7.2 The review of the accounts was positive, including the following:
- A net surplus of £908k was achieved in 2013/14
 - Only 12% of debt is on variable rates so they are at low risk from any interest rate increases which are expected at some time
 - Debt is £23.2k a unit which is not unduly high
- 7.3 The Council queried some elements of potential pension liabilities with Axiom, who in turn provided details of the sensitivity analysis undertaken within business planning for potential liability scenarios. This additional information proved satisfactory.
- 7.4 The Regulator for Housing Associations is the Homes and Communities Agency which is an agency of CLG. The HCA publishes its ratings for an association's Viability and Governance and earlier this year these were confirmed for Axiom as V1 and G1 which are the highest ratings.

7.5 Security/Asset Cover

The loan will be secured by a first charge over properties with an assessed valuation equivalent to 105 - 125% of the amount loaned. This valuation approach reflects the nature of the stock, including covenants and tenancy arrangements, and is not a simple open market value of the stock. The contract with Axiom also contains a provision for the properties to be revalued every five years, which mitigates the risk of fluctuations in property values.

However, even with this level of security, the loan cannot be entirely without risk. In the event that Axiom ceased to continue as a Registered Provider, and there was a fall in the value of property greater than the amount of surplus asset cover provided for, the authority could face a possible loss on the investment.

In such a scenario the following is likely to happen:

- The Council would look to transfer stock to another provider, with a continuation of the loan liability (meaning no loss to the Council)
- The Council may need to sell some stock depending on the valuation at that time to maximise value and ensure there are no losses. These sales would tend to be of empty properties on the open market, meaning they would no longer be utilised as social housing

7.6 Loan Interest Repayments

Axiom have to agree to loan covenants to keep income above interest costs on loan. Any default must be reported to the Council.

Axiom, along with other Registered Providers, are reliant mainly upon rental income in order to cover their annual operating costs, which will include their interest liability to the Council. Although they carry out detailed forward budgeting procedures, there are factors which could affect their income that are particularly difficult to assess at present. In addition to continuing economic uncertainty, and the possible affect upon tenant employment, changes are being made to the welfare benefit system. This is recognised as a factor which could affect rent arrears, and in turn bad debts and available income/cash flow.

An inability of Axiom to make its interest payment on time would result in the Council's income/cash flow suffering a reduction or, at worst, total loss, at least for a period of time until matters such as asset value cover were settled. In broad terms, the maximum amount of annual revenue loss that would result from a failure for any loan interest repayments to be made would be some £1.2m per annum. This assumes that the Council was paying interest on its loan, but receiving no payment from Axiom. However it is considered very unlikely that such a position could continue for long, and alternative arrangements would need to be made.

7.7 Axiom are subject to a regulatory and legal framework administered by the Homes and Communities Agency as Social Housing Regulator. This process includes the annual submission of audited accounts, and confirmation of ongoing financial viability.

8. ANTICIPATED OUTCOMES

- 8.1 Approval of this report's recommendations will allow the Council to make loans to Axiom Housing, providing a return to the Council (noting that first the Council would progress to full loan agreement and valuations before any drawdown can take place).

9. ALTERNATIVE OPTIONS CONSIDERED

- 9.1 Do nothing – the Council would not receive a return on its investment, and Axiom would potentially have to pay higher rates in the market, reducing their ability to invest in housing

10. FINANCIAL IMPLICATIONS

- 10.1 Within the Council's accounts, the investment with Axiom will be treated as Capital Expenditure. Within the definition of the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 (the "Regulations") section 25 states that expenditure of a local authority will be treated as capital expenditure if:

‘the giving of a loan, grant or other financial assistance to any person, whether for use by that person or by a third party, towards expenditure which would, if incurred by the authority, be capital expenditure’

Therefore, as the loan to Axiom will be used for the provision of housing, the Council will need to class the loan as Capital Expenditure.

- 10.2 The capital expenditure will be funded through the invest to save capital budget. As the Council will make a margin (plus fees) on the loan, this use will meet the criteria for use of that budget.
- 10.3 This CMDN follows approval by Council at their meeting of 8th October 2014 of an amendment to the Treasury Management Strategy providing the relevant accounting treatment to allow for the loan. It is considered that the repayment of the loan (as the loan will have security over the housing stock of Axiom) will negate the need of an amount of MRP to be charged as reliance can be placed on the capital receipt that will be generated when the loan is repaid, or in the event of default, on the sale of the housing stock over which the Council has security.
- 10.4 The Council will make margin and fees on the loans. This income will be fed into the MTFs, enabling the Council to make savings and protect services.
- 10.5 The potential financial risks relating to the loan are specifically covered within section 7 of this report.

11. LEGAL IMPLICATIONS

- 11.1 The Council must be satisfied that it has appropriate legal powers to make the loan described in this report. The Council has taken formal external legal advice from Pinsent Masons on the matter. Their full advice is included in exempt annex 2
- 11.2 The Council has the power under section 24 of the Local Government Act 1988 to make loans for the purpose of a wide range of activities associated with the construction and acquisition of property which is to be privately let as housing accommodation. Advice taken from Pinsent Masons provides assurance that the Council's lending powers may be used for the intended purpose by reliance upon a combination of section 24 of the Local Government Act 1988 and the Localism Act 2011.

State aid

- 11.3 Members are reminded that state aid is the unlawful practice of offering financial support to one party so that they have an advantage over others. This leads to competition in the commercial market being distorted.
- 11.4 The Council have received legal advice on this issue from Pinsent Masons. They are of the view that there is unlikely to be any State Aid issues in making the loan, primarily because it is made at a commercial rate of interest. Their full advice is included in exempt annex 2.

Consultation (officers/ward councillors) <i>Legal and finance should be consulted regarding the proposals. Ward Councillors, other Cabinet Members and officers should be consulted if the proposals will have an impact on their service area/ward.</i>	Section	Name	Outcome	Date
	Ward Councillors <i>(if decision is ward specific)</i>	Not Applicable	Not Applicable	
	Legal	Mike Rowan		
	Finance	Carole Coe		
	Democratic Services	Gemma George		
	Procurement Project Director <i>(if decision is contract/procurement related)</i>	Andy Cox		
	Head of Strategic Property <i>(if decision is property related)</i>	Not Applicable	Not Applicable	
Other Officers / Members	Not Applicable	Not Applicable		
Director's approval <i>Directors are requested not to sign if the above section is incomplete</i>				Date
Date sent to Cabinet Member if key decision	<i>To be inserted by Democratic Services</i>			
If key decision – date decision may be taken	<i>To be inserted by Democratic Services</i>			
Cabinet Member approval				Date
Reasons for making decision Please tick one of the Options	Option 1 I agree with the officer's reasons for recommending the decision.			
	Option 2 I agree with the officer's reasons for recommending the decision and have the following additional comments to make.			
Once signed by Director, please pass to Democratic Services. We will contact the Cabinet Member and arrange for signature.				

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COUNCIL	AGENDA ITEM No. 13(c)
8 OCTOBER 2014	PUBLIC REPORT

SUBMISSION TO THE LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND

RECOMMENDATIONS
FROM: Kim Sawyer, Director of Governance
It is recommended that the Council approve the submission to the Local Government Boundary Commission for England (attached at Appendix 1) for revised ward boundaries on behalf of the Peterborough City Council.

1. ORIGIN OF REPORT

- 1.1 The Local Government Boundary Commission for England (LGBCE) is responsible for conducting electoral reviews for principal councils. Electoral reviews consider whether the boundaries of wards or divisions within a local authority need to be altered. The LGBCE conducts these reviews to ensure fairer representation at local government elections, in particular taking into account the number of councillors, the number of wards or divisions and whether the wards or divisions should be represented by a single councillor, or jointly by two or three councillors.
- 1.2 The LGBCE initiated a review of Peterborough City Council in 2013. An Electoral Review Group (ERG) of members has been meeting to review the number of councillors representing Peterborough City Council and the ward boundaries within the City's area.
- 1.3 In April 2014 the Council submitted its proposals for ward boundaries for Peterborough. These proposals were amended by the ERG following the proposals of the LGBCE who did not agree the original submission.

2. BACKGROUND AND CONSULTATION

- 2.1 The first stage of the ERG began in September 2013 when the LGBCE consulted the public on increasing the number of councillors representing Peterborough City Council. The LGBCE announced in January 2014 that it considered 60 councillors was the appropriate number of members to represent the citizens of Peterborough. This is an increase from the current membership of 57 councillors.
- 2.2 The LGBCE began a public consultation on the warding arrangements for the City's area, which ran from the 14 January to the 1 April 2014. The Council submitted its proposals following the recommendations of the ERG.
- 2.3 The LGBCE did not agree with the Council's proposals, primarily because a single member ward was proposed for Barnack against the presumption that there should be three member wards within Peterborough.

- 2.4 The ERG met to consider the LGBCE's proposals and has concluded that the Council's earlier recommendations still provide the most suitable arrangements for warding the Peterborough area. It therefore met with a representative of the LGBCE so that it could understand how it might improve its earlier submission to provide better supporting evidence of those matters that the LGBCE take into account in deciding warding arrangements.

3. NEXT STAGES

- 3.1 The LGBCE consultation on its proposals will close on the 6 October. The Council has secured the permission of the LGBCE to submit these proposals following the Council meeting on the 8 October.
- 3.2 Once the LGBCE has considered all the representations submitted in response to the consultation it will publish its final recommendations for ward boundaries in early 2015.
- 3.3 A statutory instrument confirming the warding arrangements will be laid before Parliament which will confirm the date of the elections of all councillors to the new wards.

4. IMPLICATIONS

4.1 Finance

- 4.1.1 There are no expected financial implications arising from the changes to ward boundaries, other than the increase in member allowances from the additional number of members.
- 4.1.2 Once the LGBCE has finalised its recommendations the Council will be in a position to consider whether there are any further financial obligations arising from the revised boundaries.

4.2 Legal

- 4.2.1 Section 56 of the Local Democracy Economic Development and Construction Act 2009 requires that from time to time the LGBCE reviews and makes recommendations about the electoral arrangements for a principal council. Peterborough City Council is a principal council.
- 4.2.2 Schedule 2 of the 2009 Act sets out the statutory criteria which the LGBCE, and therefore the Council's submission, has to have regard to. These are
- the need to secure equality of representation.
 - the need to reflect the identities and interests of local communities; and
 - the need to secure effective and convenient local government.
- 4.2.3 The LGBCE begins its consideration with a presumption that local authorities which elect by thirds, as at Peterborough City Council, will operate under a uniform pattern of three member wards. The LGBCE will depart from that presumption where the recommended pattern would not meet the statutory criteria above.

5. BACKGROUND DOCUMENTS

5.1 Notes and agenda of the ERG.□

5.2 LGBCE Electoral reviews technical guidance July 2012

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Response to proposals and alternative submission to the Local Government Boundary Commission for England by Peterborough City Council on warding arrangements

1. Introduction and background

This document sets out Peterborough City Council's (PCC) response to the Boundary Commission proposals of July 2014 and its submission to the Local Government Boundary Commission for England (LGBCE) for alternative warding arrangements.

Peterborough City Council submitted its original proposals for new ward boundaries in April 2014. This proposal followed the earlier LGBCE decision that the council would increase its membership from the current 57 councillors to 60. The council formed a cross-party Electoral Review Group (ERG) whose members considered the LGBCE's guidelines for three-member wards for councils that elect its councillors three years out of every four, where a third of councillors are elected at each election, and the need for equity in the existing elector to councillor ratios across the proposed wards in the city. Of paramount consideration to the ERG has also been the natural boundaries that cross the council's area, as identified in the last review of the electoral arrangements for the PCC area in July 2002.

Peterborough can be divided into four distinct urban areas. These are the southern area (the area south of the River Nene, the western area (the area north of the River Nene and west of the railway line), the eastern area (the area north of the River Nene, east of the railway line and south of Soke parkway) and the northern area (the area east of the railway line and north of Soke parkway). The council's view is that communities have developed within the parameters of these boundaries and the ERG has weighed up the statutory rules and guidelines against its knowledge and understanding of the communities that exist within Peterborough

The ERG concluded in April that to best maintain these natural boundaries, preserve community identity and provide equality of representation, it would propose an additional single member ward at Barnack.

In its response to those proposals the LGBCE did not support this single member ward, which adds a further additional member to the number of councillors. The LGBCE therefore offered an alternative set of proposals, which are the subject of the current consultation.

The ERG has carefully reviewed the LGBCE proposals and has decided that it cannot support them. The council proposes, therefore, that the LGBCE reconsiders its proposals and reviews the council's earlier proposals as set out in this submission.

This proposal largely reflects the earlier submission made by the council to the LGBCE. It has, however, been modified to address those issues which it considers led to the LGBCE departing so markedly from the council's proposals. It will also deal, within each section, with its reasons for rejecting the LGBCE proposals and offer further evidence in support of the earlier proposals. The council accepts that its earlier proposal perhaps did not go far enough in explaining the community ties that exist within its well-defined boundaries. Therefore the LGBCE was asked to consider its earlier proposals in the absence of important evidential information.

2. The existing electorate

The table below shows the current wards with the projected 2019 electorate.

<u>Western rural wards</u>	
Barnack	2,570
Glington & Wittering	5,260
Northborough	2,360
	<hr/>
	10,190
<u>Eastern rural wards</u>	
Eye & Thorney	5,350
Newborough	2,330
	<hr/>
	7,680
<u>Northern urban wards</u>	
Paston	8,010
Walton	4,490
Werrington North	5,930
Werrington South	5,560
	<hr/>
	23,990
<u>Eastern urban wards</u>	
Central	8,110
Dogsthorpe	7,180
East	8,590
North	4,110
Park	7,370
	<hr/>
	35,360
<u>Western urban wards</u>	
Bretton North	7,280
Bretton South	2,380
Ravensthorpe	5,430
West	7,160
	<hr/>
	22,250
<u>Southern urban wards</u>	
Fletton & Woodston	8,700
Orton Longueville	7,300
Orton Waterville	7,620
Orton with Hampton	15,630
Stanground Central	9,140
Stanground East	2,180
	<hr/>
	50,570
	<hr/>
Total electorate	<hr/> <hr/> 150,040

3. The proposed electorate by new ward

If the decision is made to base these proposals on a membership of 61 councillors, the average councillor to elector ratio will be 1:2460 with 21 wards.

The new patterns of wards, with the proposed electoral variance, is shown in the table below. Electoral variance demonstrates the numbers below or above average representation for that ward.

Western rural wards

Ward name	Electorate 2019	Variance
Barnack	2,570	4.5%
Glington, Northborough & Wittering	7,620	3.3%

Eastern rural wards

Ward name	Electorate 2019	Variance
Eye, Newborough & Thorney	7,680	4.1%

Northern urban wards

Ward name	Electorate 2019	Variance
Gunthorpe	8,000	8.4%
Paston & Walton	7,810	5.8%
Werrington	8,086	9.5%

Eastern urban wards

Ward name	Electorate 2019	Variance
Central North	6,749	-8.5%
Dogsthorpe	7,180	-2.7%
East	6,590	-10.7%
North	7,471	1.2%
Park	7,370	0%

Western urban areas

Ward name	Electorate 2019	Variance
Bretton	7,280	-1.4%
Ravensthorpe	7,782	5.4%
West	7,188	-2.6%

Southern urban wards

Ward name	Electorate 2019	Variance
Fletton & Stanground	7,030	-4.7%
Fletton & Woodston	7,866	6.6%
Hampton Vale	6,670	-9.9%
Hampton and Hempstead	7,035	-4.7%
Orton Longueville	8,083	9.5%
Orton Waterville	7,856	6.4%
Stanground South	6,030	-18.3%

It should be noted that this has resulted in some variances in electorate size that are close to the tolerance normally accepted by the LGBCE. The Stanground South ward is significantly below the tolerance permitted, however, there have been further developments in proposed electorate which will be dealt with in the next section.

The council has also altered the description of one ward from its earlier submission. Please note that Central ward is now renamed Central North ward.

4. Response to the LGBCE proposals

It is important at the outset to note that the council considers there to be three overriding issues as to why it cannot accept the LGBCE proposals. Firstly, it sought to add an additional councillor, the LGBCE having already agreed to increase the existing number of councillors from 57 to 60. Secondly, it creates a single member Barnack ward against the general pattern of three member wards, and finally the electoral variance in Stanground South ward is significant.

It is important to address these issues at the outset.

Stanground South

The electoral variance in elector numbers for Stanground South is significant. However, the council will evidence in this submission (see page 15) that this variance will be considerably reduced within the next five years. Peterborough is the fastest growing city in the country by population (Source: Centre Outlook for 2014 published by Centre for Cities).

In particular, Stanground South is an area of significant new development and is home to the fastest selling housing development in the UK. At the time of the earlier submission, figures for the electorate were based upon anticipated residential planning development for that area. Development has since come forward at rates in excess of the planned numbers. The increasing density of development is therefore reflected in the increased number of electors within that ward.

Barnack ward

With regards to Barnack, if the council believed there was a viable alternative to increasing the number of councillors from 60 to 61, it would have supported that proposal. However, it has concluded that there is no successful proposal that both reflects community interests, provides for effective local government, and meets the requirement for 20 wards.

The best demonstration of this is the LGBCE proposal itself. In trying to deliver 20 three-member wards, the council believes that the LGBCE proposals have favoured electoral equality above the other criteria and created anomalous patterns of warding which ignore community identity and in many cases long-established strong connections between communities.

The proposal for the western rural area in particular results in a mix of urban and rural areas with no demonstrable community ties. The LGBCE states that "in order to provide for a uniform pattern of three member wards which have good electoral equality, it is necessary to have this mixture of urban and rural communities". The statement shows that this proposal does not even-handedly reflect all the statutory criteria. In fact, the community impact of this arrangement is not addressed. The council believes that other than achieving 20 three-member wards, there is no other supporting criteria in favour of this ward.

This proposed arrangement does not only impact upon the Barnack ward. A domino effect results, with several communities across the wider city being dissected as a result of having

to bring Barnack into a three member ward. Community interests are thought to play little or no importance in the overall proposals, which is a view widely held by council and Parish council members. Dissatisfaction with the LGBCE proposals is the one factor that has united all the members of the ERG and many of the local parishes. This dissatisfaction arises largely from the view that the proposals break local ties and do not make for effective local government in the rural areas.

Following receipt of the LGBCE proposals the ERG looked at several alternative proposals but eventually came back to its earlier submission that by creating a single member ward for Barnack, the council maintains good community identity across its whole area. Although this increases the number of councillors it is notable that Councillor Charles Swift (a member of the ERG) supports this proposal even though he made an initial representation to the LGBCE to reduce the overall number of councillors for Peterborough.

The council meets regularly with its parish councils and the view has been expressed at those meetings that parishes would prefer a single member ward pattern across the rural area. The council, whilst it would like to support the parishes, accepts that such a proposal is not in accordance with the statutory criteria. The council has therefore considered how each of its parish communities might be placed in a new warding arrangement to achieve three member wards wherever possible. As a result of those deliberations it still maintains that by placing Barnack into a single member ward, good electoral equality can be achieved, community interests can be served and effective and convenient local government is the result. This is the best possible outcome for Peterborough residents.

5. Proposals by ward

This section is divided into descriptions of each ward, how the new ward secures electoral equality, how it reflects the identities and interests of the local community and why it meets the need for effective and convenient local government.

It will also address how it believes the LGBCE proposals do not best serve the community.

Western rural wards

Barnack ward:

The proposal is for a single-member ward on the same boundaries as the existing ward. The ward has a higher than average ratio of councillor to electorate but the council considers this to be an acceptable variance.

The community identity of the Barnack ward is reflected in the earlier submission as comprising six villages and a number of smaller settlements together with isolated farms. There is no likelihood of any further growth in housing in this area in the foreseeable future and it is entirely a rural ward with specific interests and traditions that differ from other wards.

The ward has a long history, formerly as Barnack Rural District Council between 1894 and 1972 and subsequently as a single-member ward within Peterborough District Council and more recently, Peterborough City Council. In its day, Barnack Rural District Council sat in Stamford Town Hall. Village children go to one of the two local primary schools, although some students attend the secondary school in Glinton. However, a number go to The King's School, Peterborough, Stamford Endowed Schools and Oundle. Also, there are plans for a new Free School in Stamford that aims to recruit from the ward's villages.

Stamford is seen by many of villagers as their main shopping area.

The ward is geographically well defined with physical boundaries created by the railway in the east and north, the river Welland to the north, the A1 in the west, and the A47, an area of woods, agricultural land and part of another ward to the south. The B1443 runs across the middle of the ward. There is an hourly bus service to Stamford and Peterborough along this road and it is very well used. The ward's settlements are mostly small, in contrast to larger ones to the east in the A15 corridor, which have recently grown more rapidly.

The present Barnack ward has a strong community identity with two primary schools serving the children of the ward, local groups such as Helpston Tennis Club, play groups, Ufford Cricket Club and Barnack Bowls Club all providing a focus for the local community and are in part financially supported by the parish councils that form the Barnack ward group.

The council cannot support the LGBCE proposal as it believes that creating a ward stretching from Wittering in the west to Deeping Gate and Northborough in the east is based on no clear boundaries.

Currently the Barnack ward is bound by distinct physical boundaries including main roads, rivers and railway lines. The logic of these boundaries has been echoed by the Peterborough Diocese which has redrawn the Barnack Benefice to be largely co-terminus with Barnack ward.

In addition, the ward has a long-established history which has given it a strong community identity. The council believes this could be jeopardised by the proposed new warding arrangements.

An example of the community's strength is the Barnack Ward Group established in 2006 which has achieved a number of successes because of the commitment of its members. Successes have included a lorry ban on the B1443, planting of hundreds of trees and miles of reinstated hedges and the installation of historical information boards in each of the villages. In addition, a ward neighbourhood plan is currently being drafted.

Members of Barnack Ward Group fear that the proposed larger ward would undermine the community focus and spirit that has driven all of these successes. This is because the existing ward has no strong social interaction with homes east of the East Coast Main Line, which acts as a physical barrier. Residents fear that their rural voice will be lost if the ward boundaries are expanded, along with the detailed understanding of their ward by their current ward councillor.

Glinton, Northborough & Wittering ward:

The proposal is to merge the two existing wards of Glinton & Wittering (currently a two-member ward) and the single-member ward of Northborough. Glinton and Wittering are already situated in separate geographical locations but have worked well as a ward unit for many years. The addition of Northborough making up a three-member ward is considered to be the best solution.

Having recognised that a single three-member ward for the western rural area was not sustainable, given the location of Barnack to the west with its own strong community ties, it is logical that the existing ward of Glinton & Wittering be merged with Northborough, which adjoins it to the north to give good electoral equality across the proposed western rural wards.

This would also retain the same number of councillors for the ward as already exists.

Our proposal includes the villages of Thornhaugh, Wansford, Sutton, Upton, Castor and Ailsworth which currently sit in the Glinton and Wittering ward. We cannot support the

LGBCE proposal which places these villages into the new West ward together with parts of South Bretton and Longthorpe.

The council considers this to be an inappropriate mix of communities with South Bretton and Longthorpe having a diverse and distinctly separate community identity to the villages.

In addition, there is concern from the parishes that their views and interests could not be properly represented when the urban areas of Longthorpe and South Bretton account for 75% of the electorate and the villages just 25%.

The present Glington and Wittering ward is wholly rural with many local communities with strong connections. The villages share local clubs and groups with residents from each of the parishes attending each one. These facilities are not shared by residents of Longthorpe and South Bretton.

Children from the villages attend schools in the villages and in Glington – they do not use the schools in the urban areas like the children of Longthorpe and South Bretton.

The differences in issues affecting residents of rural communities are, in the main, quite different from those in more built up areas, such as public transport, farming and protecting village amenities such as the post office and local shop. These issues are different from those faced in urban areas. There is concern from the parishes that their ward members would not have the time to dedicate to the rural areas when the large majority of the ward is urban. In particular they are concerned that their ward councillors would not have the specialist knowledge of the rural areas that their current councillors have developed over a number of years.

A councillor representing a mixed urban/rural ward could have difficulty finding the time to become fully conversant with the minutiae of the issues in a rural environment, quite understandably. Rural communities fear that the focus would not be on matters arising in the rural areas, but in the more urban areas with the higher housing density where the majority of voters live. As a result there is a fear from the rural areas that their rural voice will be lost as a result.

Eastern rural wards

The proposal is to merge the two existing wards of Eye & Thorney with the ward of Newborough. This will create a single three-member ward covering a large rural area and whilst this covers a large geographical area, the same number of councillors would represent that electorate as at present.

There are no alternative proposals that would meet the commission's criteria of electoral equality and the council and the LGBCE are in agreement that this arrangement would support a presumption for three member wards.

Northern urban wards

The council and the LGBCE are largely in agreement regarding the northern urban wards. The proposals reduce the number of wards to three as opposed to the existing four wards of Paston, Walton, Werrington North and Werrington South. To retain four wards in this area would not meet the LGBCE's guidance and these proposals will reduce the existing number of councillors from 11 to 9 to make 3 new three-member wards.

With the projected development on what is known as Paston Reserve, which lies to the east of Paston parkway, there needs to be a re-adjustment of the neighbouring wards to reflect the above issues.

Gunthorpe ward:

The proposals for Gunthorpe ward are agreed. This creates a new ward from the existing Paston ward (polling districts PAS1, PAS2 and PAS4 (part lying to the east of Paston parkway) and polling districts SWE2 and SWE3 from the existing Werrington South ward. There are strong links between these areas in relation to the schools that serve both existing wards. The proposed name of the ward is merely to reflect the central area of Gunthorpe.

Paston & Walton ward:

The council and the LGBCE are largely in agreement regarding the Paston and Walton ward. The council's proposal is to create a new ward to include the polling districts PAS3 and PAS4 (part lying to the west of Paston parkway) from the existing Paston ward, and merge them with the existing Walton ward (polling districts WAL1 and WAL2). It additionally wanted to include that area of land including the mobile home park from polling district SWE1 (South Werrington), however the Brookfield and Dukesmead Residents' Association preferred the mobile home park to remain in the Werrington ward. The council makes no specific comment in relation to this other than it considered that the stream represented a better ward boundary. The electoral variance has to be adjusted accordingly.

Werrington ward:

The council and the LGBCE are again largely in agreement other than the adjustment made for the mobile home park which increases the voter to councillor ratio.

Eastern urban wards

The existing wards of Central, Dogsthorpe, East, North and Park currently have variances of 14%, 5%, 8%, 11% and 2.5%. As this is made up of four three-member wards and one two-member ward, it is proposed to adjust the electoral boundaries to facilitate five three-member wards. In order to increase the electorate for the new North ward, there has been a need to adjust both the Central and East ward boundaries to effect this change. The difficulty in finding an electoral balance in this block of wards is that the wards proposed to be changed all have variances below the electoral average. Alternatively, if it had been proposed to reduce the number of wards from five to four, the opposite would have happened, resulting in a far higher than acceptable elector to councillor ratio.

The council and the LGBCE are largely in agreement regarding these wards other than for Central ward. This is where the impact of the newly created West ward begins to become apparent within the wider city. The council considers that the changes necessary to the Central ward to facilitate the West ward are in direct contravention of the statutory criteria. The community identities and interests criterion refers to the desirability of fixing boundaries which are and will remain easily identifiable and which will not break local ties.

The LGBCE proposals break away from the easily identifiable and long held natural boundaries existing in this part of the city to create new boundaries, which do not follow such logical patterns. In addition there is significant impact upon community interests.

Central North Ward:

The council proposes a revised ward from the existing polling districts of CEN3 and CEN4 and encompassing Silverwood Road, Summerfield Road and Lincoln Road (west side) up to the junction of Cambridge Avenue, plus part of polling district EAS2 of the existing East ward (west of the Frank Perkins parkway). This area lies naturally within the centre of Peterborough ward.

This proposed warding arrangement reflects the long recognised natural boundaries of the railway to the west, the River Nene to the south and the A1130 to the east.

Given the LGBCE's proposed move of parts of Central ward into West ward, these natural boundaries are disturbed. The natural boundary of the railway line now cuts through the Central ward which makes it a difficult ward to serve.

In order to service this ward a councillor has to cross the railway line from Taverners Road and over Spital Bridge/Mayor's Walk. This is not a natural link between parts of the city and it does not make for effective and convenient local government.

The council not only fails to see how community identity is supported in a ward that merges some of the densest residential areas in the city with parts of the rural West ward, but also cannot justify the resulting impact on Central ward.

This ward, as its name suggests, has a natural affinity to the centralised urban development of the city centre. In joining parts of this area to the west, the east side of the city becomes dissected. Natural community ties with community centres and churches within the Central ward are disrupted. Currently Central ward sits within the parish of St Mark's and St Paul's and there is also a community centre at St John's Church hall which is used by the community. The churches and community centre are not used by residents living in the area to the south of the railway line, which the LGBCE proposes will become part of Central ward.

There are several initiatives in Central ward such as Gladstone Connect, the regeneration of the area from Bright Street to Occupation Road and the North Westgate regeneration site, many of which are supported by community projects which have no affinity with West ward. By splitting the ward into two areas to the east and west it divides the support for the projects across two wards which will cause difficulties.

In addition, there are community facilities which will be affected by the Central ward proposals. For example, Westwood Bowls Club which meets at Finchley Green off Alderman's Drive would transfer into the new Central ward from Ravensthorpe. This club has no affinity with Central ward as it is mostly used by residents of West Town which currently sits within Ravensthorpe ward.

There are also vast differences between the demographics of Central ward and West ward and the two areas have little affinity. Central ward comprises predominantly terraced Victorian houses, densely populated close to the urban centre. West ward, by contrast, is largely suburban with detached and semi-detached late 1960's housing.

Dogsthorpe ward:

The council and the LGBCE are in agreement regarding the proposed warding, which contains polling districts DOG1, DOG2, DOG3, DOG4 and DOG5.

East ward:

The council's proposal is to use the existing East ward polling districts of EAS1, EAS3, EAS4 and EAS5, but to only retain a small part of EAS2 (east of the Frank Perkins parkway). Whilst this will result in a variance of 10% below the average, a potential for further development exists in this area.

The council cannot support the LGBCE proposal as it believes it will result in large scale disruption for the East ward, caused by the changing of the Central and West ward boundaries.

Community interests are thought to play little or no importance in the overall proposals.

Our proposals will generate limited disruption to East ward.

North ward:

The council and the LGBCE are largely in agreement regarding this ward. The council's proposal is to create a new ward from the existing North ward polling districts of NTH1 and NTH2, plus polling districts CEN1 and CEN2 (excluding Lincoln Road, part of Silverwood Road and Summerfield Road) from the existing Central ward.

The LGBCE proposes to adopt a minor amendment to this ward to place the boundary along Lincoln Road and St Paul's Road. The council does not support this proposal. These roads have never been part of Park ward and it does not add anything to the electoral equality to move them from North ward.

Park ward:

The LGBCE's proposal mentioned above to adopt a minor amendment to North ward to place the boundary along Lincoln Road and St Paul's Road impacts on Park ward.

The council does not support this proposal. These roads have never been part of Park ward and it does not add anything to the electoral equality to move them from North ward.

Western urban wards

The existing wards of Bretton North, Bretton South, Ravensthorpe and West are all within a range of less than 10% variance but are currently served by two three-member wards, one two-member ward and one single-member ward. It is therefore, proposed to create three three-member wards. However, this cannot be achieved by a simple merger of the two wards that have a single member and the other two-member ward as their respective boundaries do not adjoin each other.

The council and the LGBCE fundamentally disagree on the warding arrangements within this area. The LGBCE proposes that an area of properties off Bretton Way are moved into West ward, again to improve electoral equality of that new ward without any regard to the settled community ties within the current Bretton area.

To compensate for the electoral inequality remaining in this ward, the LGBCE proposes that the village of Marholm is transferred into the new Bretton ward from the existing Glington and Wittering ward. The council disagrees with this decision as Marholm has no recognised affinity with the larger urban township of Bretton, whereas it does with the village of Castor and Milton Estates, which currently sit within the Glington and Wittering ward. However, we appreciate that to fully understand the detrimental impact this would have on residents of Marholm and the ability of the ward councillor to serve both the rural area of Marholm and the urban area of Bretton, further detailed evidence is needed, and is therefore provided in this submission.

Fundamentally, many of the services and facilities used by the residents of Marholm are either in the village itself or in nearby Castor. Residents do not use services in Bretton, other than the shops at the centre which are used by residents across the wider city.

Children of Marholm go to school in Castor and Glington and not Bretton. Therefore this proposal means that the schools used by the village would sit outside the remit of the ward councillor.

In addition, residents use community facilities such as the village hall and green space in Marholm and Castor and not Bretton, which in turn has developed well established and close social links between the two villages. The residents of the two villages attend each other's social events, for example dance nights and quizzes.

Marholm, Castor and the villages of Ailsworth, Sutton and Upton form one church benefice sharing the same priest. A number of years ago Marholm was transferred into the Bretton parish, however this decision was reneged upon five years later and Marholm returned to its former parish because of difficulties catering for the differing needs of residents in rural and urban areas.

In addition, many residents of Marholm farm land or work on the Fitzwilliam Estate. It would be difficult for different ward councillors to represent the estate and the Marholm village.

There is also concern as to whether a councillor representing 7,000 Bretton residents would have the necessary time to dedicate to the small number of Marholm residents. This would make it a difficult ward to serve and therefore fails to meet the criteria for effective and convenient local government.

Similar to comments made by other rural communities, residents fear that their rural voice will be lost, along with their current ward councillors' detailed understanding of their village.

The proposals also affect the Bretton community, which means the council cannot support the proposals. The Bretton wards are a stable, well-established area of the city and there is little justification for the changes proposed by the LGBCE. The Bretton township was designed and purpose built so that residents living there could access their needs within the township. The homes are all of similar design and layout and the township includes leisure facilities including a theatre and green open space in the form of Bretton Park. There is also the main shopping area at the centre of the township and smaller shopping areas throughout the township.

The LGBCE proposals would split some of these community facilities, such as the Court Snooker Club on Mallard Road, into a separate ward when the majority of its custom comes from Bretton.

Therefore the council believes that the ward is being split simply to achieve electoral equality with little regard for existing community ties. This is a well-established community that was designed and purpose built to be exactly that.

Bretton ward:

The council's proposal remains to retain the existing Bretton North, which contains polling districts BRN1, BRN2, BRN3 and BRN4, but to rename it Bretton ward.

Ravensthorpe ward:

The council's proposal is to retain the existing Ravensthorpe ward, which contains polling districts RAV1, RAV2 and RAV3, plus polling district WES1 from the existing West ward and Charlotte Way from polling district WES3.

West Ward:

The council's proposal is to create a new ward from polling districts WES2, WES3 (less Charlotte Way) and WES4 from the existing West ward, plus the current Bretton South ward

(polling district BRS). Bretton South was historically part of the West ward and is the only ward that currently goes over the parkway.

The council wants to create a West ward merged with part of Bretton South ward. This is a practical solution because there are good links across this part of the parkway between the two areas and there are good walking and cycleway links.

The council believes that the LGBCE proposals for West ward disregard the lack of public transport links within their new ward. This would make it difficult, if not impossible, for a councillor with no access to a car to effectively serve this ward. This fails to meet the criteria for effective and convenient local government.

In addition, the LGBCE proposed West ward would be traversed by the main arterial A47 road. The council disagrees that the A47 provides a good transport link, seeing it rather as a natural boundary between the parishes and the more urban areas of Bretton and Longthorpe.

The council does not consider that voter turnout will be encouraged where a councillor has to represent such diverse interests in the proposed West ward.

Southern urban wards

By 2019, 30% of the PCC electorate will be within the southern urban area. The current six wards of Fletton & Woodston, Orton Longueville, Orton Waterville, and Orton with Hampton, Stanground Central and Stanground East have variances in electorate sizes of 15.8%, 4.6%, 5%, 33.3%, 0.6% and 3.7%. The proposal is to increase the number of wards in this area from six to seven. Notwithstanding the current high imbalance, this area is subject to extensive growth, not only over the next five years, but beyond. Ideally, it would have been preferable to simply create new wards with the specific development areas to accommodate both the current and future growth. However, this would potential create 'ghost' wards in the short term and it would be difficult to elect councillors where very few electors would exist. Therefore, this has led to a proposal to adjust the boundaries of all the wards within this urban grouping.

The fundamental difference between the council and the LGBCE in this part of the city relates to the LGBCE proposal to put parts of the Fletton ward over the river. This traverses a natural, long established boundary within the city. Again, this impacts the established existing community which has traditionally fallen behind the river boundary, but in this regard the ERG also believes that the greatest impact is upon the ability to deliver effective and convenient local government. This is because voters will simply not turn out to vote where they have to cross the river in order to do so. This also impacts upon a councillor's ability to move easily around the ward.

Fletton & Stanground ward:

The council's proposal is to create a new ward from polling districts FLE1 (which lies to the east of the railway line from the existing Fletton & Woodston ward), plus polling districts STC1, STC2 and STC4 of the existing Stanground Central ward. This would create a more appropriate geographical ward, whereby the existing Fletton & Woodston ward is divided by the railway line and will also absorb the new development within Stanground.

The LGBCE proposed boundary between Fletton & Stanground and Stanground South does not make for a logical boundary. It cuts across a river and through the back of houses which is contrary to all LGBCE guidance which states that a ward should never cross a natural boundary, like a river.

This boundary would make it a difficult ward to serve as the road dissecting the two areas is a 70mph parkway with no crossing points and there is just one bridge across the river which is closed.

The council fully accepts that the electoral variance in the Stanground South area is too wide to support the statutory criteria. However, the council considers that the LGBCE proposals do not offer an acceptable solution, and asks the LGBCE to reconsider in light of the additional growth coming forward in the Stanground South area.

Fletton & Woodston ward:

The council's proposal is to retain the existing ward polling districts FLE2, FLE3 and FLE4, but to include part of ORH1 (north of Oundle Road) from the existing Orton with Hampton ward. This area sits adjacent to the existing Fletton & Woodston ward.

The LGBCE proposals do not meet the statutory criteria in the council's opinion. In order to effectively serve the ward the councillor would have to do a circuitous route. To get to the Drove, the councillor would have to cross the railway bridge, travel a short route along Thorpe Road and then over the parkway. This does not appear to be a logical boundary and makes the ward difficult to serve. In other parts of the LGBCE submission the railway is accepted to be a strong natural boundary but that is not applied consistently in this ward.

Hampton Vale ward:

The proposal is to create a new ward from polling districts ORH3 (part of, including Bank Avenue; Braymere Road; Delves Way; Harn Road; Osier Avenue and Torold Drive), ORH4 and ORH5 (part from the existing Orton with Hampton ward).

Hampton and Hempstead ward:

The proposal is to create a new ward from polling districts ORH1 (part of, including Landsdowne Walk and Shrewsbury Avenue), ORH2, ORH3 (part of, excluding Bank Avenue; Braymere Road; Delves Way; Harn Road; Osier Avenue; Torold Drive).

Orton Longueville ward:

The councils' proposal is agreed by the LGBCE subject to a minor amendment to improve electoral equality in Hargate & Hempstead ward.

Orton Waterville ward:

The council's proposal is agreed by the LGBCE.

Stanground South ward:

The proposal is to create a new ward from polling districts STC3 from the existing Stanground Central ward (including the Cardea development) and the existing ward of Stanground East (polling district STE), which naturally links to two areas together.

The electoral variance for Stanground South is significant in the council's earlier submission. However, the council can evidence that this variance will be considerably reduced within the next five years due to the fact Stanground South is an area of significant new development.

At the time of the earlier submission, figures for the electorate were based upon anticipated residential planning development for that area. Development has since come forward at

rates in excess of the planned numbers. The new Cardea housing development is the fastest selling housing development in the UK. The population is growing fast. In total 667 homes had been occupied by August 2014. Outline planning permission was granted in 2007 for 1,525 dwellings on this site. Planning permission was subsequently granted in June 2013 for an additional 138 dwellings on land that was formerly allocated for employment use. We are currently in receipt of a planning application for an additional 33 dwellings towards the top north west of the Cardea development area which has been accepted in principle.

In addition, the council is in negotiation with a developer to increase the density of the eastern side of Cardea and add a further 250 units. Although the council hasn't received a planning application for this as yet, there are good grounds to plan for future increased development on this site. We appreciate that this scheme is yet to reach a detailed stage, however we have used this to illustrate the capacity and desire of this area of the city to grow considerably in years to come.

Therefore, this area could have up to an additional 421 houses on top of the 1,525 originally approved in 2007, so based on 2.46 persons per household an extra 1,036 people could be living in that development area alone.

The increasing density of development is therefore reflected in the increased number of electors within that ward.

6. Conclusion

This submission is based upon consideration of the LGBCE's guidance for warding arrangements. Peterborough City Council elects its councillors three years out of every four where a third of councillors are placed into office at each election. This submission sets out proposals that seek, where possible, to deliver three member wards to best fit that election cycle. The council is requesting that the LGBCE considers the Barnack ward as a specific exception to this principle as it is justified on grounds of community interests and identities, and that the LGBCE consider community ties not only for this ward but to support community identity and interests across the entire Peterborough area. All wards have an electorate within the proposed acceptable ratio of member to electorate, other than Stanground South where the variance in the number of electors is justified on predicted growth of the city.

The council submits that these proposals will achieve effective and convenient local government with a ward pattern that reflects its electoral cycle.

COUNCIL	AGENDA ITEM No. 13(d)
8 OCTOBER 2014	PUBLIC REPORT

APPROVAL OF THE REMUNERATION FOR THE POST OF DIRECTOR OF PUBLIC HEALTH

RECOMMENDATIONS
FROM: Employment Committee
Council is recommended to approve the salary package for the post of the Director of Public Health.

1. ORIGIN OF REPORT

- 1.1 The Council's Employment Committee met on 3 September 2014 to consider the appointment of, and terms and conditions for a Director of Public Health. This process to be carried out jointly with Public Health England acting on behalf of the Secretary of State.
- 1.2 The Director of Public Health is a statutory chief officer of the Council and is a requirement introduced by the Health and Social Care Act 2012. Reference to the post in this report is to a medically qualified person with medical/clinical responsibilities.
- 1.3 This report follows the format of the papers submitted by the Executive Director Adult Social Care Health and Wellbeing to the Employment Committee on 3 September 2014.

2. PURPOSE AND REASON FOR THE REPORT

- 2.1 This report is for Council to consider under the Council's Pay Policy Statement for 2014/15 paragraph 5.5 as outlined in **Appendix 1**. Paragraph 5.5 outlines the responsibility of Council for approving salary packages of £100,000 in relation to a Chief Officer appointment.
- 2.2 Section 40 of the Localism Act 2011 ('Openness and Accountability in Local Pay: Guidance) requires that full Council should be given the opportunity to vote before large salary packages are offered in respect of a Chief Officer appointment. The Guidance states that the Secretary of State considers that £100,000 is the right level for that threshold, which the Council has followed in adopting its Pay Policy. For these purposes the salary package is deemed to include salary, any bonuses, fees or allowances routinely payable to the appointee, and any benefits in kind to which the officer is entitled as a result of their employment.

3. BACKGROUND

- 3.1 The Director of Public Health, as stated above, is a statutory role and currently reports to the Executive Director Adult Social Care, Health & Wellbeing. The post carries health protection responsibilities in the city for all of our citizens, including communicable disease outbreaks, infection control, immunisation and screening.
- 3.2 A recruitment process concluded on 3rd September with the Employment Committee making an appointment to this post as it is a chief officer role. In doing so, Employment Committee further considered a salary package for the successful candidate. The salary package for the role, as considered by Employment Committee, exceeds £100,000 and so Employment committee are required under the Councils pay policy to refer that package to Council for approval. The following paragraphs set out their rationale for recommending the salary package.

4. THE SALARY PACKAGE

- 4.1 Local Authorities across the country are experiencing significant difficulties in recruiting to senior public health roles and Peterborough is no exception. The reason for this appears to be two-fold. Firstly, there is only a small pool of prospective candidates for these roles so local authorities are competing with each other for these candidates. Secondly, NHS terms and conditions are more favourable than those in local government which relate to pay, sick pay, annual leave and the NHS pension.
- 4.2 The Local Government Association (LGA) is aware of these difficulties and has issued guidance to local authorities on how to address these issues. The guidance suggests local authorities recruit to these roles on NHS terms and conditions, because the prospective candidates will already be employed on NHS terms and conditions, and will be reluctant to move to Council terms and conditions.
- 4.3 The Employment Committee agreed to adopt the LGA guidance, which follows the route taken by many other Councils in the recent past to ensure that the Council can recruit to this critical post. The Employment Committee resolved to adopt NHS terms and conditions for the Director of Public Health post.
- 4.4 The LGA advice on pay is different to that on terms and conditions. The advice is that the posts should be graded in accordance with the councils pay policy to avoid potential equal pay claims from other employees of the Council
- 4.5 As a result of the above the Director of Public Health post was evaluated under the Councils HAY pay scheme for senior managers produced the following result

Post Title	Hay Point Score	Pay Band	Median +10%	50 th Percentile (Median)	Median -10%
Director of Public Health	954	Pay Band 5	£90,135	£81,941	£73,747

- 4.6 The usual practice of Employment Committee is to decide where to position the salary for this role which in this case would be between £73,747 and £90,135. The Executive Director for Adult Social Care, Health & Wellbeing, however, took advice as to the competitiveness of the pay in this pay band in the current market. The Director reported to the Committee that she had been advised that there are two factors in the 'market' which have a bearing on the salary for this post. Firstly, there is the NHS 'market' and the pay offered to equivalent Directors in the NHS and secondly, the 'market' in the local authorities who have been recruiting to these posts and the salaries those authorities have been setting. The evidence produced from examining these two markets is that the pay scale in Band 5 is, in some cases, considerably below what the market is paying.
- 4.7 In these circumstances the LGA advises Councils to consider paying a market supplement to address this discrepancy. Evidence of the two 'markets' are set out in **Appendix 2** which show the recent pay awards from other local authorities for this role as well as the equivalent pay range that candidates will be paid in the NHS. The table in **Appendix 2** makes reference to Clinical Excellence Award Payments in relation to one of the candidates for interview. These awards recognize and reward NHS Consultants and academic GPs who perform 'over and above' the standard expected of their role, and who have professional credibility and are established in their field. Non-medical Public Health Specialists are not eligible for these awards.
- 4.8 Employment Committee considered the evidence presented to them and agreed to award a salary based on the pay band awarded together with a market supplement. The Total salary agreed to be recommended to Council for this post is £117,988, a breakdown of the salary is outlined in **Appendix 3** attached to this report.

5. BACKGROUND DOCUMENTS

- 5.1 Used to prepare the report, in accordance with the Local Government (Access to Information) Act 1985.
- 5.2 Employment Committee Report dated 3 September 2014 (exempt report)
- 5.3 Council's Pay Policy Statement 2014/15.
- 5.4 NHS Terms and Conditions – "Director Terms and Conditions pre-2003". "Director Terms and Conditions 2003". Pay circular (M & D) 2/2014 – This Pay and Conditions circular informs employers of pay arrangements for staff covered by the national Medical and Dental terms and Conditions of service which apply between April 2014 and 31 March 2015.
- 5.5 Openness and Accountability in Local Pay: Supplementary Guidance – salaries on appointment,

6. IMPLICATIONS

6.1 Finance

- 6.1.1 The cost of this post can be met within existing budget.

6.2 Legal

- 6.2.1 Section 73A of the National Health Service Act 2006 (as amended) requires that the local authority must, acting jointly with the Secretary of State, appoint an individual with certain functions to be an officer of the local authority and that individual is to be known as its director of public health.
- 6.2.2. The Local Government and Housing Act 1989 is similarly amended by the Health and Social Care Act 2012 to make the post a statutory chief officer of the local authority and to make it a politically restricted post.
- 6.2.3 Employment Committee have approved the appointment to the role of Director of Public Health, subject to Council approval of the recommended salary package.

6.5 Equalities implications

- 6.6 The Council's Pay Policy is consistent with its obligations as an employer to comply with equality duties. It ensures that all employees are rewarded fairly and objectively, without discrimination, for the work that they undertake on behalf of the Council, and provides an objective mechanism to review pay dispersal throughout the Council.
- 6.7 The revised pay scale that has been adopted by the Council following consultation with Senior Managers at Peterborough City Council provides the Council with a framework for allocating pay equitably and transparently and minimising the risk of equal pay claims.
- 6.8 There are no implications in relation to the following:
- Environmental
 - Human Rights
 - Crime and Disorder/Community Safety
 - Human Resources
 - IVT
 - Property
 - Procurement
 - Or LAA target

PAY POLICY STATEMENT FOR 2014/15

1. Purpose of the Policy

- 1.1 The council is required by ss38 to 43 of the Localism Act 2011 to produce an annual pay policy statement. It must be approved by Full Council each year, and must then be published on the council's website.
- 1.2 The statement sets out the council's policy with regard to:
 - The remuneration of chief officers (as defined in 4.1);
 - The remuneration of the lowest paid employees (as defined in 6.2); and
 - The relationship between chief officers' remuneration and that of officers' (who are not chief officers).
- 1.3 Remuneration includes salary or payment under a contract for services, expenses, bonuses, performance related pay and severance payments.
- 1.4 The objectives of this policy are:
 - 1.4.1 To set remuneration at a level sufficient to attract and retain adequately experienced, trained and qualified individuals to deliver the council's priorities,
 - 1.4.2 To reflect fairness and equality of opportunity, and
 - 1.4.3 To set out the council's approach to remuneration in a fair and transparent manner.

2. Pay Framework

- 2.1 The Council's main pay framework was implemented in April 2007 in line with national joint council (NJC) guidance, with the grade for each role being determined by a job evaluation process. This followed a national requirement for all local authorities, and a number of other public sector employers, to review their pay and grading frameworks to ensure fair and consistent practice for different groups of workers with the same employer. As part of this the council determined a local pay framework for NJC posts, up to grade 15.
- 2.2 In exceptional circumstances, basic pay for any officer may be supplemented by a market supplement if market evidence on demand for these skills support it. The process and terms of these payments is clearly detailed within the Market Supplement policy.

2.3 This pay policy statement does not relate to:

- staff of local authority schools
- contractors
- companies wholly or partially owned by the council
- the receipt or distribution of any payments received by the Chief Executive in her role as Returning Officer

3. Pay Awards

3.1 The council's policy on pay awards for all employees, including chief officers, has been to follow national negotiations. During 2013 the following pay awards were implemented:

Terms and Conditions type	Increase awarded	Date effective
National Joint Council Single Status	1%	01 April 2013
NHS	1%	01 April 2013
Youth & Community JNC	1%	01 September 2013
Soulbury	1%	01 September 2013

However, the last national pay award for Chief Officers was in April 2008.

3.2 **The Council will implement any national settlement reached in respect of the financial year 2014/15, for staff on single status terms and conditions. Negotiations are not yet concluded.** Where staff have been transferred in to the council their contractual terms and conditions will be **static** at the point of transfer. This will apply in all cases **excluding** those where the council has the possibility of participating in the negotiation process of such collective agreements concluded after the date of the transfer. This will mean that any pay award negotiated after transfer will not be paid (providing the council had no possibility of participating in the negotiation process).

3.3 There is incremental progression for NJC evaluated posts where increments are paid in accordance with agreed council policy, usually on an annual basis. Incremental progression for NJC evaluated jobs is automatic within the pay range for the job, and takes place until the maximum incremental point within the pay range is achieved. Thereafter the employee is only eligible for any annual cost of living award negotiated by the appropriate bodies.

4. Definition of Chief Officer

4.1 As is required by the Localism Act, for the purpose of this policy, chief officers are defined as:

- Head of Paid Service (Chief Executive)
- Monitoring Officer (Director of Governance)
- s151 Officer (Executive Director of Resources)
- Statutory Chief Officers: Executive Director of Children's Services, Executive Director of Adult Social Care and Health and Wellbeing and Director of Public Health.
- Non-Statutory Chief Officers: Director of Growth and Regeneration. Director for Communities. Any post that reports directly to the Chief Executive (other than administrative posts)
- Deputy Chief Officers: anyone who reports directly to a statutory or non-statutory chief officer (other than administrative posts).
- Any self-employed individual engaged by the council in one of the categories above

A list of posts and officers included in this definition is attached at Appendix A.

5. Policy relating to remuneration of Chief Officers

5.1 Local government has changed radically; this council is no exception and many of our services are now provided externally. Evidence from recent recruitment campaigns has suggested that the pay scale did not have sufficient flexibility to attract and retain high calibre candidates for the most senior posts within the council. As part of the recent review of the council's senior management structure it was recognised that in addition to revising job descriptions, a review of senior manager pay scales was required to ensure salaries properly reflect the current market conditions.

5.2 Employment Committee agreed the following parameters in relation to the senior manager pay review:

- Senior manager role profiles should be evaluated independently under Hay, which is the council's chosen job evaluation system for senior managers.
- There will be seven pay bands going forward which are anchored at the 50th percentile (market median) and range between 10% below or 10% above this market anchor point. Application of the council's Market Supplement policy will be considered in cases where the market dictates a rate that is above the 50th percentile and evidence is provided to support this.
- Pay protection will be applied for those who see a reduction in their salary in accordance with the council's existing Redundancy Policy pay protection arrangements.
- Salary upon appointment will be set in accordance with the Guidance Document on Setting Senior Manager Pay.
- A pay progression proposal linked to performance (as assessed using the Council's Performance Development Review system) will be developed during 2014.

- 5.3 Full Council is responsible for approving the appointment of the Head of Paid Service (Chief Executive). Full Council is responsible for confirming the dismissal of the Chief Executive, and for confirming the dismissal of the Solicitor to the Council (Director of Governance) or the Chief Finance Officer (Executive Director of Resources) following the recommendation of such a dismissal by Employment Committee. All Cabinet members have a right to object to the appointment or dismissal before the recommendation is made.
- 5.4 Employment Committee is responsible for approving the appointment (including remuneration) or dismissal of all other Directors, Assistant Directors and Heads of Service, only some of whom are Chief Officers. All Cabinet members have a right to object to the appointment or dismissal.
- 5.5 Full Council is responsible for approving salary packages of £100,000 before they are offered in respect of a new appointment. Salary package includes salary, bonuses, fees or allowances routinely paid. Full Council is responsible for approving severance packages beyond £100,000 for staff leaving the organisation.
- 5.6 There is no Incremental progression for Chief Officers. Any increase previously paid was at the discretion of the Chief Executive and appropriate Cabinet Member, and linked to a change in responsibilities, or agreed on recruitment following an initial period in the role. The Chief Executive and Director in consultation with the relevant portfolio holder and the Executive Director of Resources are authorised to amend and update the job descriptions of Directors, Assistant Directors and Heads of Service.
- 5.7 Information relating to the remuneration of senior officers is published annually in the statement of accounts, and also in accordance with the Department of Communities and Local Government's (DCLG) Transparency Code. The Council will continue to follow these requirements when determining disclosure for Chief Officers. Information in relation to payments made under a contract for services (for Chief Officers who are self-employed) will be published at the same time.

6. Policy relating to remuneration of the council's lowest paid employees

- 6.1 The Localism Act requires the council to determine who its lowest paid employees are. It may adopt any definition which most appropriately fits local circumstances, providing it explains in the policy why that definition has been adopted.
- 6.2 For the purpose of this policy, the Council defines its lowest paid employees as those in the bottom 10% of employees by remuneration. As of February 2014 this covered 135 staff with a full time equivalent salary between £12,435 and £17,425. The average remuneration package for those employees is in the region of £15,779. For employees who work part-time, their salary is calculated pro rata to the full-time equivalent. The bottom point of the NJC salary tables was deleted from 01 October 2013 and the lowest paid staff on this point moved up to the second point of the grade.
- 6.3 The definition used to define the lowest paid workers is the same as the definition applied in the 2013/14 Pay Policy. This definition has been selected because it captures a meaningful number of employees and avoids the distortions that might occur with a very small group, or the excessive

averaging that would be required if a larger group was used, such as the lowest quartile. This definition has been agreed with the relevant trade unions.

- 6.4 Former council employees who have transferred to external contractors with whom the authority has contracted to perform services are excluded from this definition.

7. Policy relating to remuneration of all employees

- 7.1 The council's policy is to differentiate between remuneration of its employees by setting different levels of basic pay to reflect differences in responsibility, but not to differentiate on other allowances, benefits and payments it makes. The council has separate policies relating to travel and subsistence, redundancy, relocation, and other entitlements, and does not differentiate between chief officers and those who are not chief officers in respect of entitlement to these benefits. Similarly, all officers who work on elections are entitled to payment for specific roles such as count supervisor or count assistant, at rates agreed each year by the Returning Officer, and the rates agreed relate specifically to the election role undertaken, and not to the grade or employment status of the officer undertaking the role.

7.2 Mobile telephones

Officers (including chief officers) are entitled to be provided with a mobile telephone or other personal data device if it is necessary to carry out their duties. Personal use is permitted, but must be reimbursed in accordance with council policies, so this is not classified as a benefit in kind for tax purposes.

7.3 Policy on receipt of salary & pension

The Local Government Pension Scheme (LGPS) does not allow current employees to receive their pension at the same time as their salary unless it is under a flexible retirement arrangement. New starters may join who are already in receipt of a pension from previous service in the LGPS or another pension provider. It is also the council's policy not to re-engage officers who have left the council on a redundancy basis, except in exceptional circumstances where the Chief Executive considers it necessary for continuity of an essential service.

7.4 Enhancement of pension benefits

Most employees are eligible to join the Local Government Pension Scheme, which in certain circumstances provides for the exercise of discretion that allows retirement benefits to be enhanced. Pension regulations require the council to issue a written policy statement on how it will exercise the various discretions provided within the scheme, and this is published as a separate document entitled "Local Government Pension Scheme Discretionary Policy". That policy was approved by Employment Committee in March 2010. Under the policy, the council will consider each case on its merits, but its usual policy is not to enhance benefits for any of its employees, with no distinction made between chief officers and those who are not chief officers. Different rules apply to those in the Teacher's Pension Scheme and the NHS Pension Scheme.

7.5 Termination of employment

In relation to the termination of employment, the council will have due regard to the making of any appropriate payments where it is in the council's best interests. Any such payments will be in accordance with contractual or statutory requirements and take into account the potential risk and liabilities to the council, including any legal costs, disruption to services, impact on employee relations and management time. The council will have specific regard to the legal requirements which apply to the termination of employment of the Head of Paid Service (Chief Executive), the s151 Officer (Executive Director of Resources), and the Monitoring Officer (Director of Governance).

8. The relationship between the remuneration of the council's chief officers and those who are not chief officers

- 8.1 The Localism Act requires the council to state the relationship between the remuneration of chief officers and those who are not chief officers, and leaves the council the flexibility to determine how to express this. This was considered in the Hutton report, which was asked to explore the case for a fixed limit on pay dispersion in the public sector through a requirement that no public sector manager can earn more than 20 times the lowest paid person in the organisation. Hutton concluded that this was not helpful, and that the most appropriate metric is the top to median earnings. However, the council would not expect that the remuneration of its highest paid officer would exceed 20 times the remuneration paid to its lowest paid employee, except in exceptional circumstances, which must be specifically authorised by the Employment Committee and reviewed annually. The Chief Executive's remuneration is currently 10.78 times the remuneration of the lowest paid employees.

This is summarised below:

	Feb 12	Feb 13	Feb 14
Chief Execs salary	£170,175	£170,175	£170,175
Lowest salary (using bottom 10%)	£15,931	£15,011	£15,779
Ratio	10.68 to 1	11.34 to 1	10.78 to 1

- 8.2 Hutton considered that the most appropriate metric to track the pay dispersion across the organisation is the multiple of the remuneration of the Chief Executive to the average remuneration of the organisation's workforce. The table below shows both the mean and the median average

The current calculation and ratio is as follows:

	Feb 13		Feb 14	
	Median	Mean	Median	Mean
Chief Exec's salary	£170,175	£170,175	£170,175	£170,175
Average	£25,528	£28,320	£27,323	£29,990
"pay multiple" ratio	6.67 to 1	6.01 to 1	6.41 to 1	5.67 to 1

- 8.3 The 'average salary' is calculated as follows:

- Median – where the full time equivalent salaries of every employee are listed in order of value, and the value of the employee in the middle is used. In this case, in Feb 2014 the council had 1355 employees covered by this pay policy. When all of these salaries are listed in order, the total salary package of the 677th employee is £27,323.
- Mean - where the full time equivalent salaries of every employee are added together, and then divided by the total number of employees (in this case 1355). It should be noted that adding the salaries together is not the same as calculating the total pay bill. This is because full time equivalent salaries are used for these figures, but in the council a significant number of staff have part time contracts.

8.4 A graph showing pay dispersal across the council as at February 2014 is included at Appendix B. This is likely to fluctuate as the shape of the council changes, particularly if further services are transferred into, or out of the council's control. During the year the workforce has reduced due to the closure of the final residential home for older people, a voluntary redundancy programme, transfer out of adult social care administrative staff to Serco, and the transfer out of highways staff to Skanska. There has also been a transfer in of the public health staff. These changes impact on the salary structure along with the overall staff numbers.

8.5 The ratios comparing the Chief Executive's pay to average and lowest salaries has decreased. The cause is the changing structure of the organisation and the increase to pay of those covered by the national conditions. As there has been no change or increase to the Chief Executive's salary this has resulted in a reduced ratio.

9. Review of the Pay Policy Statement

- 9.1 This policy will be kept under review in the light of external best practice and legislation, internal data on recruitment and retention, and external pay data. Any changes will be discussed with all stakeholders including recognised trade unions before being presented to council for approval. Council will approve its Pay Policy Statement at least on an annual basis, normally at the council meeting when the council's budget is considered.
- 9.2 The transfer of further staff into or out of the council may have an impact on salary differentials in the future.

10. Notes

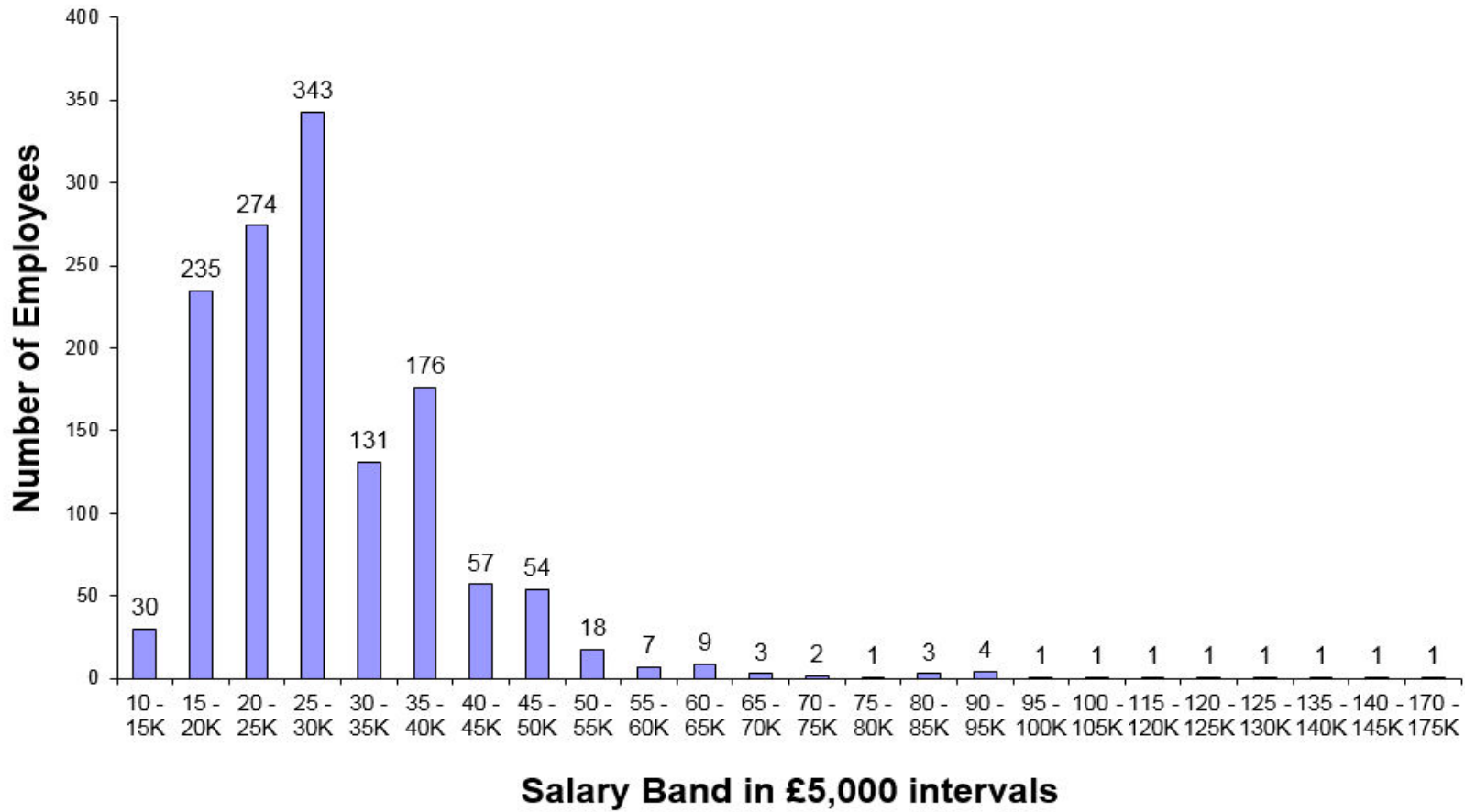
- 10.1 This pay policy statement is not intended to be a statement of terms and conditions for a chief officer's employment contract;
- 10.2 Nothing in this pay policy statement is intended to revoke other council policies related to pay, or terms and conditions of employment;
- 10.3 This pay policy statement has been prepared having regard to the guidance given by the Secretary of State in relation to sections 38 to 43 of the Localism Act 2011.

APPENDIX A: LIST OF ROLES INCLUDED IN THE DEFINITION OF CHIEF OFFICER AS DEFINED IN 4.1 OF THE PAY POLICY

ROLE	OFFICER IN POST AT FEB 2014
Chief Executive (Head of Paid Service)	Gillian Beasley
Director of Governance (Solicitor to the Council) (Monitoring Officer)	Kim Sawyer
Executive Director of Resources (s151 officer)	John Harrison
<u>Statutory Chief Officers:</u> Executive Director of Children's Services Executive Director of Adult Social Care and Health and Wellbeing Director of Public Health	Sue Westcott Jana Burton Dr. Henrietta Ewart (Interim)
<u>Non-statutory Chief Officers:</u> Director of Growth and Regeneration Director for Communities Head of Commercial Operations	Simon Machen Wendi Ogle-Welbourn Annette Joyce
<u>Deputy Chief Officers</u> (reports directly to Statutory Chief Officer): Head of Legal Services Head of Governance Head of Regulatory Services Head of Communications Head of Performance Management Head of HR Head of Strategic Finance Assistant Director Corporate Property and Children's Resources Head of Strategic Commissioning & Transformation Assistant Director Education Assistant Director Safeguarding Families and Communities Head of Quality, Information and Performance Assistant Director Care Services Delivery Assistant Director Adult Social Care Commissioning	Mike Rowan (Interim) Phil McCourt (Interim) Peter Gell Andy Carter (Interim) Vacant Lyn Neely (Interim) Steven Pilsworth Jonathan Lewis (substantive post) Ricky Fuller Jonathan Lewis (Temporary) Vacant Tina Hornsby Debbie McQuade (Acting up) Paul Grubic (Interim)
<u>Deputy Chief Officers</u> (reports directly to non-statutory Chief Officer): Head of Peterborough Delivery Partnership Head of Planning and Compliance Head of Resilience and Building Control Head of Strategic Planning, Housing and Environment Head of Peterborough Highway services Assistant Director for Communities and Targeted Services Assistant Director for Commissioning	Andrew Edwards Nick Harding Kevin Dawson Richard Kay Andy Tatt Adrian Chapman Lou Williams

APPENDIX B: DISTRIBUTION OF SALARIES ACROSS THE COUNCIL

Distribution of salaries across the Council [non schools]
at 1st February 2014



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APPENDIX 2

1. NHS AGENDA FOR CHANGE PAY SCALES

<p>Candidate 1 (Medical and Dental Pay Terms and Conditions). Based on 23 years' service. This is an Indicative Salary. Candidate is not likely to accept less than the indicative salary.</p>	<p>NHS Pay based on Medical and Dental Pay Scales = £101,451</p> <p>(Senior Manager Pay Band 5 based on the Median = £81,941. £101,451 - £81,941 = £19,510 this will be the Market Supplement)</p> <p>On call allowance 1% of £101,451 = £1,015</p> <p>Chief Office Supplement = £3522</p> <p>Clinical Excellence Awards (based on 4 clinical excellence awards) = £12,000</p> <p>Total =117,988</p>
<p>Candidate 2 (Agenda for Change Pay, Terms and Conditions) – Intelligence from the Executive Search Agent advises that the Candidate is not likely to move for less than £100,000. Indicative Salary.</p>	<p>Agenda for Change Pay Band 9</p> <p>53 = £93,944</p> <p>(Senior Manager Pay Band 5 based on the Median = £81,941. £93,944 - £81,941 = £12,003 this will be the Market Supplement)</p> <p>On call allowance 1% of £93,944 = £940</p> <p>Chief Officer Supplement = £3522</p> <p>Total = £98,406</p>

2. LOCAL AUTHORITY PAY AWARDS

This information is provided by Gatenby Sanderson through an analysis of adverts placed for this role

Organisation	Role	Year	Salary
NHS England	Director of Public Health, Offender Health and Military Health	2014	£102,500
Wiltshire County Council	AD Public Health and Protection	2014	£104,000
Calderdale Council	Director of Public Health	2013	£111,000
Leicestershire County Council	Director of Public Health	2013	£127,000
London Borough of Greenwich	Director of Public Health	2013	£110,000
London Borough of Havering	Director of Public Health	2013	£120,000
London Borough of Newham	Director of Public Health – Joint Appointment with Newham, Hackney and City of London	2013	£120,000
NHS South West London	Director of Public Health for Merton	2012	£100,000
NHS South West London	Director of Public Health for Sutton	2012	£100,000

3. ADVERT ANALYSIS

Organisation	Role	Year	Salary
Sandwell Metropolitan Borough Council	Director of Public Health	2014	£101,687
Redcar and Cleveland Borough Council	Director of Public Health	2014	£84,000
Gloucestershire County Council	Director of Public Health	2014	£95,881
Bath & North Est Somerset Council	Director of Public Health	2013	£100,455
Hull City Council	Director of Public Health	2013	£98,000
Leicestershire City Council	Director of Public Health	2013	£127,000

SALARY PACKAGE

NHS Pay based on Medical and Dental Pay Scales = £101,451

(Senior Manager Pay Band 5 based on the Median = £81,941.
£101,451 - £81,941 = £19,510 this will be the Market Supplement)

On call allowance 1% of £101,451 = £1,015

Chief Office Supplement = £3522

Clinical Excellence Awards (based on 4 clinical excellence awards) = £12,000

The successful candidate is entitled to clinical excellence awards. These awards recognise and reward NHS Consultants who perform 'over and above' the standard expected of their role, and who have professional credibility and are established in their field

Total =117,988

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