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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 12 APRIL 2017 at 7.00 pm

AGENDA

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2. **Declarations of Interest**
3. **Minutes of the meeting held on 8 March 2017** **3 - 30**

COMMUNICATIONS

4. **Mayor's Announcements**
5. **Leader's Announcements**

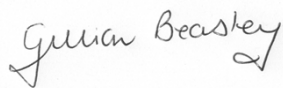
QUESTIONS AND PETITIONS

6. **Questions from Members of the Public**
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 - (a) **Presented by Members of the Public**
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 - (a) **To the Mayor**
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EXECUTIVE BUSINESS TIME

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Chief Executive

4 April 2017
Town Hall
Bridge Street
Peterborough

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**MINUTES OF THE COUNCIL MEETING
HELD WEDNESDAY 8 MARCH 2017
COUNCIL CHAMBER, TOWN HALL, PETERBOROUGH**

THE MAYOR – COUNCILLOR DAVID SANDERS

Present:

Councillors Aitken, Ali, Allen, Ash, Ayres, Barkham, Bisby, Bond, Brown, Bull, Casey, Cereste, Coles, Davidson, Dowson, Ellis, Elsey, Ferris, Fitzgerald, Fuller, Fower, JR Fox, JA Fox, Goodwin, Harper, Hiller, Holdich, Hussain, Amjad Iqbal, Johnson, Khan, King, Lane, Lillis, Martin, Murphy, Nadeem, Nawaz, Okonkowski, Over, Peach, Rush, Saltmarsh, Sanders, Sandford, Seaton, Serluca, Shaheed, Sharp, Sims, Smith, Stokes, Sylvester, Walsh, and Whitby

1. Apologies for Absence

Apologies for absence were received from Councillors Lamb, Azher Iqbal, Shearman, Clark, and Jamil.

2. Declarations of Interest

No declarations of interest were received.

A minute's silence was held in memory of the late David Thorpe, former Councillor and Mayor of Peterborough City Council.

3. Minutes of the Meeting held on 25 January 2017

The minutes of the meeting held on 25 January 2017 were approved as a true and accurate record.

COMMUNICATIONS

4. Mayor's Announcements

The Mayor advised that he had a number of announcements to make.

Civic Awards

The Mayor advised that it was the third year of the Civic Award scheme, these being awards which recognised residents, groups, organisations and businesses that had made a difference in their local community. The following nominees had been selected to receive a Civic Award:

Community Involvement Civic Award:

- Mr Frank Martin
- Mr Geoff Smith
- Mr Andy Simmonds
- Mr Stuart Simmonds
- Mr John Sharman
- Mrs Jennifer Farnham
- Mrs Patricia Goulty
- Mr Tom Rodulson
- Mrs Margaret Palmer (Cllr Barnack Parish Council)
- Mrs Frieda Gosling (Cllr Ufford Parish Council)
- Mr Bill Green
- Miss Nikki Griffiths
- Mrs Joan Pickett (Cllr Ailsworth Parish Council)

Sports Civic Award:

- Miss Nikki Griffiths
- Mr Richard Leech

Environment Civic Award:

- Mr Bill Green

Business Civic Award:

- Mr Lee Clarke

The Lifetime Achievement Award:

- Mrs Joan Pickett
- Mr David Lowndes
- Mr Peter Lumley
- Mrs Carolyn Lumley
- Mr Brian Pearce
- Lt (scc) Colin Marshall Royal Naval Reserve Rtd.

The winners were to be presented with their awards at a ceremony due to be held on Tuesday, 18 April 2017, at the Town Hall. Further details of the awards would be announced at the ceremony and would be available to view on the Council's website.

Investors in the Environment Awards

The Mayor advised that the Council had been awarded a Green level accreditation at the Investors in the Environment Awards. These awards were designed to recognise organisations who were demonstrating a significant commitment to the environment.

5. Leader's Announcements

The Leader advised that central government had announced that additional funding

would be available for Adult Social Care. However, no further information had been provided on how this would be distributed. As such, there would be no impact on the budget.

Group Leaders responded to this announcement and raised the following points:

- The announcement from the government was welcomed.
- There was little in the way on detail, and that no further action could practically be taken until this information was forthcoming.

QUESTIONS AND PETITIONS

6. Questions with Notice by Members of the Public

Questions from members of the public were raised in respect of the following:

1. Drink Spiking; and
2. Eye Village proposals in the Local Plan.

The questions and responses are attached in **APPENDIX A** to these minutes.

7. Petitions

(a) Presented by Members of the Public

There were no petitions presented by members of the public.

(b) Presented by Members

There were no petitions presented by Members.

8. Questions on Notice

(a) To the Mayor

(b) To the Leader or member of the Cabinet

(c) To the Chair of any Committee of Sub-Committee

The Legal Officer advised that the order in which questions were asked was determined by ballot.

Questions (b) to the Leader or Member of the Cabinet were raised and taken as read in respect of the following:

1. Reserving land for transport interchange hubs;
2. The Section 151 Officer;
3. Broadband connections in the city;
4. The Use of St Michael's Gate accommodation;
5. The central reservation of Bourges Boulevard;
6. The roll out of the Prevention and Enforcement Service; and
7. Advertising for cultural events.

The questions and responses are attached in **APPENDIX A** to these minutes.

RECOMMENDATIONS AND REPORTS

9. Executive and Committee Recommendations to Council

(a) Cabinet Recommendation – Medium Term Financial Strategy (MTFS) 2017/18 – 2026/27

Cabinet, at its meeting of 27 February 2017, received a report as part of the Council's formal budget process, as set out within the constitution, and as per legislative requirements to set a balanced budget for 2017/18. The report enabled Cabinet to consider the feedback from the consultation undertaken to date with Scrutiny, residents, partner organisations, businesses and other interested parties, in order to make a recommendation to Council on 8 March 2017.

Councillor Seaton introduced the report and moved the recommendation. Thanks were passed on to officers in the finance and communications teams, to Members of the Scrutiny Committees, the Cross Party Budget Working Group, and to those who had responded to the consultation. The MTFS updated the financial picture of the Council and outlined how challenges would be tackled, as well as including the feedback received. It was noted that to delay the approval of the budget until after the central government budget had been announced was not appropriate, as statutory deadlines were in place for this agreement. Peterborough was subject to one of the lowest Council Tax rates in the country. This was due to effective managing of the budget, and it was noted that a balanced budget required monitoring. Central government was called upon to understand the needs of the local authorities, and that further provision needed to be made available for adult social care. It was also highlighted that culture and leisure provision was just as important, as this attracted new business to the area and helping to regenerate the city. The development of the digital front door was a key part of the proposals, and an example of Peterborough leading the way. Other key schemes within the proposals included the continuation of the Councils energy tariff, investment in Operation Can Do, and the development of Fletton Quays and North Westgate.

Councillor Cereste seconded the motion and reserved his right to speak.

Councillor Ellis moved a motion to suspend Council Standing Order 22.1, "A motion or amendment to rescind a decision made at a meeting of Council within the past six months cannot be moved unless the notice of motion is signed by at least five members." In moving his motion, Councillor Ellis encouraged Members to allow for an opportunity to get the Council's priorities right. It was considered that the decision to increase Members' Allowances was wrong, and that this money should be diverted to where it was truly needed.

Councillor Murphy seconded the motion and advised that the motion was simple. The Council had previously agreed to spend £175,000 on themselves, when this could have been spent supporting the homeless. It was noted that the budget would probably receive unanimous support without the inclusion of the Members' Allowances Scheme.

Members debated the amendment and in summary the points raised included:

- It was questioned why this motion was not moved during the first phase of the

budget process.

- Suggestion was made that decisions on Members' Allowances should not be made by Members themselves, but through an independent panel, similar to the process for Members of Parliament.
- It was suggested that, based on information from the minutes of a Labour Group meeting, some members of the Group did not support the proposal to reverse the increase in Members Allowances.
- Concern was raised that the minutes of the Labour Group meeting were private. They had been circulated to Members in error, and a request had been made to Members to ignore the email.
- It was noted that Members could return their allowances if they wished.
- The Council was advised that the motion had not been proposed until now in order to wait for the full picture of the budget to be published.
- Comment was made that some Members had felt uncomfortable voting in favour of increasing Members' Allowances in October, in light of the low increase in staff wages. Suggestion was made that an increase in line with pay increase would have been more appropriate.

Councillor Ellis summed up as mover of the motion and advised that the £175,000 increase in Members' Allowances should be invested back in the Peterborough communities, and to help support the Adult Social Care crisis.

A vote was taken (16 voted in favour, 30 voted against, 9 abstained from voting) and the motion was **DEFEATED**.

Members debated the original recommendations and in summary the points raised included:

- The affordable homes provision had dropped by 2/3rds and concern was expressed about this and the £2 million overspend on temporary accommodation.
- It was suggested that the level of borrowing undertaken by the Council was at a dangerous level.
- A number of the items within the budget papers were, it was considered, lacking in specific detail.
- The work of the Cross Party Budget Working Group was welcomed.
- The issue of grass cutting was highlighted as an example of when the Council priorities had been ignored, and had resulted in the reversal of the decision at a later date. It was suggested that the Council was not thinking about the long term implications of decisions.
- Questions were asked in relation to the withdrawal from the Amey contract and what the implications of this were.
- Concern was raised in relation to the Peterborough Lottery proposals, and whether this would promote gambling. It was noted that this would raise money for good causes and the Council if the scheme went well.
- Suggestions were made that the presentation of the proposals could be undertaken in an easier to follow manner.
- The suggested lack of engagement on the proposals was criticised.
- It was raised that the effectiveness of the Budget Working Group was limited, as members of the Group were unable to share the matters discussed at the meetings with the rest of their Group.
- The public experience, it was claimed, was not one of 'no cuts'.
- It was considered that the Council had not sufficiently planned for matters that

were known in advance. For example, Health Inequalities.

- It was questioned what would happen if the 2017/2018 budget failed to deliver required savings and how this would impact on the 2018/2019 budget gap.
- Attention was drawn to proposals including Can Do investment, fly tipping, street cleaning, the digital front door, a parking review, affordable housing, and Fletton Quays.
- Comment was made that money had been allocated to inappropriate priorities, including ICT.
- It was considered that the number of online responses to the consultation, at 41, was low. Questions were raised as to the percentage of Council staff who had responded.
- It was questioned why £300k was allocated to Athene communications when the Council had an in-house communications team at its disposal.
- It was clarified that negotiations with Amey had resulted in mutual consent to terminate the contract.
- Pension and Salary Schemes were discussed, and it was queried why the Council still supported the final Salary Scheme.
- Concern was raised in relation to proposals surrounding the university, and where precisely the students would live.
- Comment was made that the Council should be proud the city and the recent improvements made to it.
- The Council, it was suggested, had an enviable record in the manner of which it had made its savings. This had not been through cuts, but through alternative methods of delivery.
- It was advised that the Council did not have any input into the level of Business Rates imposed on businesses in the area.
- The Council had taken a 'business-like' approach to capital borrowing.
- Comment was made that the Budget Working Group were able to discuss issues with their Group, however, were not permitted to disclose information to outsiders.
- It was noted that no significant alternative proposals had been put forward to the budget as presented.
- It was suggested that, although Peterborough did have one of the lowest levels of Council Tax in the country, this had some detrimental impact on other areas.

Councillor Cereste exercised his right to speak and commented that it would be fantastic to regenerate Millfield. Suggestions like this, however, needed to also identify where the funding would come from within the budget. It was felt that Peterborough was one of the best places in the country to live, and had successfully delivered a balanced budget for the past 10 years. It was believed to be the investment in the city that was generating further growth and ability to deliver services.

Councillor Seaton summed up as mover of the motion and suggested that if the Council stopping borrowing funds, then the Council would also have to stop delivering projects. It was noted that only the grant equalisation reserve was new, all other reserves had previously been in place. It was advised that the Section 151 officer had to sign off on the budget and, as such, the figures included were not a result of guesswork, but evidence based.

A recorded vote was taken:

Councillors For: Aitken, Allen, Ayres, Bisby, Brown, Bull, Casey, Cereste, Coles,

Eley, Fitzgerald, Fuller, JR Fox, JA Fox, Goodwin, Harper, Hiller, Holdich, King, Lane, Nadeem, Nawaz, Okonkowski, Over, Peach, Rush, Sanders, Seaton, Serluca, Sims, Smith, Stokes, Walsh, and Whitby

Councillors Against: Ali, Ash, Barkham, Bond, Davidson, Dowson, Ellis, Ferris, Fower, Hussain, Amjad Iqbal, Johnson, Khan, Lillis, Martin, Murphy, Saltmarsh, Sandford, Shaheed, and Sylvester

Councillors Abstaining: Sharp

Following the vote (34 voted in favour, 20 voted against, 1 abstained from voting) and it was **RESOLVED**:

That Council noted:

1. The advice of the Chief Finance Officer per Schedule A, the continuing uncertainty of national public finances, and the risks surrounding forecasts and budget proposals;
2. The feedback on the budget proposals from residents, staff and community groups detailed in Appendix A;
3. The outcome of the Final Local Government 2017/18 Finance Settlement.
4. The transport levy arrangements with the combined authority included in the budget

That Council approved:

5. The draft Medium Term Financial Strategy 2017/18-2026/27 (including Phase two budget proposals), as set out in the attached Schedules which comprised:
 - a. Report of the Chief Finance Officer,
 - b. Forecast Revenue Outturn 2016/17,
 - c. Budget Proposals, Key Figures & Cash Limits (including fees & charges proposals),
 - d. Treasury Strategy, Prudential Code & Minimum Revenue Provision,
 - e. Asset Investment Strategy, Acquisition Strategy, Capital Programme & Disposals 2017/18 – 2026/27,
 - f. Asset Management Plan, and
6. A Social Care precept of 3% for 2017/18 and 3% in 2018/19, as well as the Council tax increase of 2% for 2017/18 and future years, already agreed as part of the 2016/17 budget strategy.

10. Questions on the Executive Decisions Made Since the Last Meeting

Councillor Holdich introduced the report which detailed Executive Decisions taken since the last meeting including:

1. Decisions from the Cabinet Meeting held 6 February 2017.
2. Decisions from the Cabinet Meeting held 27 February 2017.
3. Call In by Scrutiny Committee.
4. Special Urgency and Waiver of Call In provisions.
5. Cabinet Member Decision taken during the period 17 January 2017 to 27 February 2017.

Questions were asked about the following:

Modern Day Slavery

Councillor Davidson asked what the obligations of the Council were in relation to the protection of modern day slavery victims.

Councillor Holdich advised that a working group was being formed to draft a policy in relation to Modern Day Slavery, and that Councillor Davidson could input into this group. Further information on this group would be provided to Councillor Davidson following the meeting.

Academy Conversion of Maintained School – JAN17/CMDN/06

Councillor Khan asked whether the academy conversions included the school playing fields.

Councillor Holdich advised that they were.

To Grant a 12 Year Lease to the Green Backyard for the London Road Former Allotment Site – JAN17/CMDN/08

Councillor Fower asked whether there was a reason the lease had been granted for 12 years, specifically. It was also questioned what had changed with the scheme, as the Council had been previously looking to sell the Green Backyard site.

Councillor Walsh advised that she was not aware of the particular reason behind the 12 year lease period, but would provide a further response to Councillor Fower following clarification. The Green Backyard had submitted a business plan to the Council where it had been demonstrated that the site had considerable social value.

Shared Trading Standards Service – FEB17/CMDN/11

Councillor Ash sought assurance that with the move towards more shared services, the Council was not losing its unitary status and merging with Cambridgeshire County Council.

Councillor Holdich advised that in this instance, Peterborough City Council were taking over Cambridgeshire County Council's services, and that Peterborough were still in control.

Acquisition of Freehold Investment Property in Peterborough – JAN17/CMDN/10

Councillor Fower asked why the detail of the decision could not be released to the public.

Councillor Seaton advised that the Council had made a decision to purchase a site, however the price of this purchase could not be disclosed until the purchase of the site had been completed. This was due to a number of other people or organisations that may also wish to purchase this particular site.

Sale of Lindens, Lincoln Road – FEB17/CMDN/13

Councillor Davidson asked for clarification on whether the sale of Lindens included the whole site, or just the front. It was believed that the rear of the site already belonged to Cross Keys. Concern was raised that the site may be demolished, and it was suggested that listing should be applied for.

Councillor Holdich advised there was a particular criteria that sites had to meet in order to be considered for listed status. If Lindens met these criteria, then Councillor Holdich would be happy to support such an application. As part of the sale, it was required that the site be kept in public use.

Enter into a Section 75 agreement with the Cambridgeshire and Peterborough Foundation Trust – FEB17/CMDN/18

Councillor Murphy requested further detail on what the Section 75 agreement would be used for.

Councillor Holdich advised that the Corporate Director of People and Communities would provide this information.

Section 256 Agreement CCG – FEB17/CMDN/19

Councillor Murphy asked for further information on the Section 256 Agreement.

Councillor Fitzgerald advised that the detail of the decision was included in the Cabinet Member Decision Notice, which was available online. The Corporate Director of People and Communities would, however, provide further information on this decision.

COUNCIL BUSINESS TIME

11. Notices of Motion

1. Motion from Councillor Cereste

The Motor Neurone Disease Association (MND) was chosen by the Mayor in May as one of his charities for his year in office. The Association is unique in its work, focusing on caring for those with motor neurone disease, researching and campaigning.

Following on the vastly successful 'Ice Bucket Challenge' funding has been put in place for the AMBRoSIA project. This project could bring us closer to faster diagnosis, earlier treatment, a better understanding of the types of motor neurone disease, better help for patients according to their needs, new drugs testing relating to the different causes for the disease, and work towards developing preventative treatments.

The risk of a person developing motor neurone disease in their lifetime is up to 1 in every 300. In Peterborough, this means that over 635 residents may be diagnosed

with the disease during their lives. As such, the work the Association undertakes in Peterborough is invaluable.

The value of this work was highlighted earlier this year when Pam Wilkie, previous Cambridgeshire Branch Chairman, was presented with the Annual Volunteer Award from the Peterborough Council for Voluntary Services.

The Association has initiated a campaign 'Champion the Charter', which seeks for council's to adopt the Motor Neurone Disease Charter in order to help influence the lives of people living with MND in their communities. Adopting the Charter will help ensure that Peterborough City Council is better informed and understands the needs of people with MND.

The Council is therefore called upon to:

- 1) Acknowledge the work of the Motor Neurone Disease Association and to extend its thanks to the Association for providing support to the Peterborough residents, and their families, affected by the disease; and*
- 2) Adopt the Motor Neurone Disease Charter comprising five points:*
 - The right to an early diagnosis and information;*
 - The right to access quality care and treatments;*
 - The right to be treated as individuals and with dignity and respect;*
 - The right to maximise their quality of life; and*
 - Carers of people with MND have the right to be valued, respected, listened to and well-supported.*

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

2. Motion from Councillor Harper

That Council acknowledges the significant public concern around dog fouling in various areas of Peterborough which, apart from being an anti-social nuisance, is associated with various health risks (particularly in children) and blights our green open space that the city is so proud of.

That Council resolves to:

- 1) Ensure that the city council demonstrates its commitment to providing safer and cleaner communities by promoting responsible dog ownership to reduce the nuisance and health problems associated with dog fouling through an ongoing education and awareness raising programme.*
- 2) Ensure that, where education is not effective, the city council's Prevention and Enforcement Officers fine and if necessary prosecute owners that fail to clear up after their dog under current legal powers by way of Fixed Penalty Notices under relevant legislation.*
- 3) Investigate the use of Public Space Protection Orders to deal with anti-social behaviour associated with irresponsible dog ownership where there is proven dog fouling issue on green open space land or other dog fouling problem*

areas. The PSPO could provide enforcement officers with the ability to fine a dog owner not in possession of a bag to clear up after their dog, similar to PSPOs being introduced in some other council areas.

- 4) Investigate the placing of additional waste bins (for general and dog waste) at strategic locations to further assist and encourage dog owners to clear up after their pets, and to have somewhere to dispose of the waste easily, safely and promptly.

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

3. Motion from Councillor Fower

Near the end of 2016, there were nearly 500 people on the Council's Housing waiting list, aged between 16-24.

81% of these were identified as British, nearly 30% identified themselves as Christian.

21% had been on the waiting list between 7 months to a year. 36% had been on the list for over a year.

At present the Government intends to withdraw Housing Benefit entitlement for 18-21 year olds from April 2017.

Some have argued that the proposed withdrawal of Housing Benefit (or what will be the housing costs element of Universal Credit, by 2017) will only have a limited effect in numerical and expenditure terms on those young people aged 18 to 21 years who are claiming it.

However, while the scope for applying the measure may be limited, the impact on the lives of those who will be affected is likely to be profound.

Therefore, this Council calls on the leader of the City Council to write a formal letter on behalf of this authority to the Prime Minister and Secretary for State, calling for an end to the Government's policy of removing the entitlement to housing benefit for 18-21 year olds.

In moving his motion, Councillor Fower suggested that the proposals to withdraw Housing Benefit for young people undermined attempts to fight homelessness. Although the impact would only have limited application, the impact to individuals would be profound and contrary to the intention of the Housing Benefit policy.

Councillor Sharp seconded the motion and reserved his right to speak.

Members debated the motion and in summary the points raised included:

- There was some confusion over the definition of a 'young person' as this varied for different areas.
- It was suggested that exceptions would be made for such a restriction. For example, where young people had a dependent, or if they were unable to live with their parents.
- It has been calculated that only around 60 individuals would be impacted by the

withdrawal of benefit.

- It was suggested that the proposals could, in fact, lead to an increase in costs to the Council in the long term.
- Comment was made that if those affected became homeless as a result, this would result in increased costs.
- It was considered that if young people were old enough to pay taxes, then they should be allowed the support that went along with this.
- It was noted that no decision had been taken on this matter by government, and the proposals may not be implemented.
- Suggestion was made that this would only impact on those young people who could, but choose not to live with their parents.
- Questions were raised as to how the concept of 'choice' would be defined in such scenarios.

Councillor Sharp exercised his right to speak and noted that around 60 people in Peterborough would be at a disadvantage if this withdrawal was enacted. Having taken part in the Rough Sleeping Task and Finish Group, it was suggested that this could lead to the Council facing costs further down the road. This was an opportunity for the Council to express its concern.

Councillor Fower summed up as mover of the motion and expressed disappointment that some Members would not be supporting the motion that was looking to help protect vulnerable people.

A vote was taken (25 voted in favour, 28 voted against, 1 abstained from voting) and the motion was **DEFEATED**.

12. Reports to Council

(a) Combined Authority (Mayoral Elections) Order 2017 – Appointment of Returning Officer

Council received a report which requested the Council to appoint the Returning Officer for the election of the Cambridgeshire and Peterborough Mayor.

A vote was taken (unanimous) and it was **RESOLVED** that Council appointed Gillian Beasley, Chief Executive, as the Returning Officer (Peterborough City Council) for the Cambridgeshire and Peterborough Mayoral Elections to be held in May 2017.

(b) Change of Polling Place for Polling District HAH4

Council received a report which sought for the designation of a polling place under the Representation of the People Act 1983.

Councillor Holdich introduced the report and advised that the Ward Councillors for Hargate Hempsted were happy with the proposals. It was noted that officers had now been asked to review a polling place in Park Ward as well.

Councillor Fitzgerald seconded the motion and reserved his right to speak.

Members debated the recommendations and in summary the points raised included:

- Support was expressed for this motion, however, it was suggested that the

proposals only addressed part of the problem.

- A question was raised as to whether Polling Places could be shared, or whether this would cause voting confusing.
- It was noted that the electors within Polling District HAH1 still had to travel a significant distance. It was questioned whether this could also be addressed.
- It was advised that this change had resulted from requests from the Polling District residents.

A vote was taken (unanimous) and it was **RESOLVED** that Council agreed to designate Orton Hall Hotel as the Polling Place for Polling District HAH4.

(c) Pay Policy 2017/18

Council received a report in relation to the Pay Policy 2017/18, approval for which was required by the Localism Act 2011 for each financial year.

A vote was taken (unanimous) and it was **RESOLVED** that Council agreed the 2017/18 Pay Policy.

(d) Draft Programme of Meetings 2017-18

Council received a report which presented for the consideration of Council the draft annual programme of meetings for 2017/18.

A vote was taken (unanimous) and it was **RESOLVED** that Council approved, in principle, the draft programme of meetings for 2017/18.

The Mayor
7.00pm – 10:35pm

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FULL COUNCIL 8 MARCH 2017

QUESTIONS AND ANSWERS

Questions were received under the following categories:

<u>PUBLIC PARTICIPATION</u>	
6. <u>Questions from members of the public</u>	
1.	<p>Question from Mr Callum Robertson</p> <p>To Councillor Walsh, Cabinet Member for Communities and Environment Capital</p> <p>In relation to the issue of the spiking of drinks in clubs, what are the steps that can be taken by the Council to stop this occurring again?</p> <p>Councillor Walsh responded:</p> <p>We have spoken with our Police licensing colleagues who confirm that they're not aware of a significant problem with the spiking of drinks in licensed premises in Peterborough. However, we are far from complacent, and I am pleased to confirm that the city centre area has been identified as a Home Office sponsored 'Local Alcohol Action Area'. This offers the council, police and other agencies the opportunity to place a spotlight on issues in licensed premises and seek Home Office advice and support to implement an action plan. Preventing the spiking of drinks is included in this action plan.</p> <p>More generally, the council and police will continue to provide information to licence holders to educate them about their responsibilities and on what to look out for, and will encourage licence holders, bar staff and door staff to feed intelligence through to us so that action can be taken.</p>
2.	<p>Question from Mr Dale McKean</p> <p>To Councillor Hiller, Cabinet Member for Growth, Planning, Housing, and Economic Development</p> <p>Can the leader of the Cabinet Member please provide a breakdown of the main reasons and number of objections to the new growth for Eye Village proposed in the local plan consultation and a breakdown of the main reasons and number that agree to any further growth in Eye.</p> <p>Councillor Hiller responded:</p> <p>I'm afraid I can't, Mr McKean. Nearly 2,000 comments were received to the Local Plan consultation, Mr Mayor. All those comments are currently being analysed. It is estimated that the detailed breakdown will be available by the end of March.</p> <p>Mr Dale McKean asked a supplementary question:</p> <p>I find it very disappointing that a month after the consultation finished that we haven't got an answer. As Eye population has expanded by 2,000 residents to 5,160 since the 1991 census, and we don't know the number of residents objecting to any more growth, what will the Council be doing to stop any further growth in Eye given this is the second time significant numbers of residents have objected to further growth in the village of Eye. I personally handed in 331 objection letters alone, apart from those that would</p>

have come through online and through emails.

Councillor Hiller responded:

I'm not quite sure what the supplementary follow up question was to my original answer, but all the comments will be available for you to see on the Council website. I'm sure the Ward Councillors, which you are one, Mr Mayor, will liaise with both Mr McKean and any other Eye residents over any queries they might have. Thank you, Mr Mayor.

COUNCIL BUSINESS

8. Questions on notice to:

- i) The Mayor
- ii) To the Leader or Member of the Cabinet
- iii) To the Chair of any Committee or Sub-committee

1. **Question from Councillor Ash**

To Councillor Hiller, Cabinet Member for Growth, Planning, Housing, and Economic Development

When the development for the Southern Township (now known as Hampton), was first conceived in the early 1980's as previously noted at the last Council, a site was set aside for what might have been a parkway station. It was suggested at the time a site for a new station on the northern side of the City also be included in the development plans.

Now that proposals for the new junction at Werrington are being discussed does the Cabinet Member feel that it would be worthwhile resurrecting the idea and work with Network Rail to discuss allocating a site for a station to the north of the city? Does he agree that as the city grows we will need to consider reserving land for transport interchange hubs to ensure that the relatively free flowing traffic movement remains manageable and smooth running in the years to come?

Councillor Hiller responded:

I thank Councillor Ash for his question. I'm slightly confused as to the suggestion that the works proposed in Werrington should somehow encourage the creation of a station. I can tell Members Network Rail and the Government have no plans whatsoever to build a new station in this area. Indeed Government's current plans are to speed up travel times on the East Coast Mainline and an example of this is the planned Werrington project which, as Councillor Ash knows, because he was at the same Planning Committee as me when this was demonstrated in great detail. This will take freight trains under the East Coast Mainline, and will improve reliability, journey times and also increase the number of trains, which I think is great for Peterborough and think is great for passengers as a whole. Thank you, Mr Mayor.

Councillor Ash asked a supplementary question:

First of all, yes, indeed I was at the site visit and it was that and the application that did get me thinking in particular on the last question last time on Hampton. The reason why I asked it was that traffic is growing in the city and it did seem to me, looking at the site, that there may be room for a transport hub; perhaps a park and ride with local rail services. The line, as well as serving the East Coast Mainline – and I agree about speeding up – also serves the Midland Line through Stamford through to Leicester and the line to Spalding, which is a run by single rail car, so there are local services as well. I wonder if that could be considered, but, really, the issue is taking into account the growth of the city in ten, twenty, even longer years, when traffic may start to bring things to a grind.

Councillor Hiller responded:

I think there was a question there, Mr Mayor. I do thank councillor Ash, and I know he's particularly concerned about traffic flow in and around our city, as I am myself, and I'm sure most Members here tonight. Frankly, Mr Mayor, I think it's more important to focus on areas and policies which are actually achievable, and where we can secure

	funding for those improvements. Thank you, Mr Mayor.
2.	<p>Question from Councillor Sandford</p> <p>To Councillor Seaton, Cabinet Member for Resources</p> <p>Councillors have recently been advised that an interim service director of financial services has been appointed to take over when the current permanent occupant of the role leaves the Council at the end of the month.</p> <p>At the same time, councillors have been told that the Executive Director for strategic resources is to take on additional duties as Section 151 officer for East Cambridgeshire Council.</p> <p>Considerable concern has been expressed in the past about the Council taking on interim managers, directors and consultants and the budgetary implications of this, especially at times when severe spending reductions are having to be made.</p> <p>Could the relevant Cabinet Member explain why the necessary short term expertise could not have been found within the council in this particular instance and why an interim appointment was deemed to be necessary?</p> <p>Councillor Seaton responded:</p> <p>Thank you, Mr Mayor. The first point I raise is, Councillor Sandford says that considerable concern has been expressed about the Council taking on Interim Managers, Directors, and Consultations, and I think it's just worth reminding Councillors that this is fully reported to Audit Committee in some considerable detail on a regular basis.</p> <p>Turning to the question, the recruitment for a permanent replacement for the Service Director is underway, with initial interviews taking place this month. There is usually a time lag between one post holder finishing and the new one starting, given that a thorough recruitment process takes longer than notice periods.</p> <p>We will always consider whether there is an opportunity for an internal candidate to act up. However this in turn then means that that role has to be covered. There is simply not the capacity to absorb workload in this manner, in that team. In this case we have determined that a short term interim arrangement is the best approach, especially as being deputy Section 151 Officer is a specialist role.</p> <p>Cllr Sandford raises concerns about the financial challenges the Council faces, and he'll of course be aware that this role, and the team within Financial Services, are absolutely critical in helping this Council meet those challenges.</p> <p>Councillor Sandford asked a supplementary question:</p> <p>Thank you, Mr Mayor. One of the reasons I put this question forward was, I'm sure Councillor Seaton will be aware, that the employment of an interim person, however competent, at such a level of seniority, for a short term period, is a considerable cost for the Council. Could I ask him if he is also aware, as he certainly should be, that four or five years ago there was a working group that looked at the employment of consultants and interim managers by the Council? And one of the key recommendations was that departments should develop succession planning to cope with precisely this situation. So, could he tell us why succession planning has not been carried out in this particular department and why, at the same time as this is happening, is the Section 151 Officer being loaned out to another local authority?</p>

	<p>Councillor Seaton responded:</p> <p>Thank you, Mr Mayor. It may have said 'succession planning', Councillor Sandford. What it didn't say was 'keep lots of staff there just in case one of them has to act up'. As I said in my first answer, there is simply not capacity to absorb workload in this manner. Thank you, Mr Mayor.</p>
3.	<p>Question from Councillor Whitby</p> <p>To Councillor Hiller, Cabinet Member for Growth, Planning, Housing, and Economic Development</p> <p>I was concerned just prior to Christmas to receive a communication from a resident with regard to poor broadband speeds in one of the newer developments south of the river. I understand that BT are unable to offer a reasonable speed connection in this area. I am aware that you have had communication with regard to poor broadband speeds, could you advise what steps are being taken by what seems to be the monopoly supplier of Broadband connection in this area, and how we have a situation where a modern development is suffering from poor connection in a 'Digital City'.</p> <p>Councillor Hiller responded:</p> <p>I thank Councillor Whitby for his question. I agree that BT is the largest infrastructure provider, although broadband within Peterborough in our rural communities is supplied by a range of commercial internet service providers and where this is sometimes not possible, the Connecting Cambridgeshire programme has been rolling out superfast broadband to thousands of homes and businesses across Cambridgeshire and Peterborough. Phase one commenced 2013 with the programme targeted to be complete December 2018. It's anticipated that approximately 95%, sorry, even more than that, 97% of Cambridgeshire and Peterborough homes and businesses will have access to superfast broadband speeds by this time.</p> <p>In respect of your resident's concerns on poor broadband speeds in their particular development, I can confirm that your ward area obviously has existing commercial providers but, in addition, superfast broadband is planned in phase three of the programme, at a time leading up to the completion of that scheme. The programme is rolling out wholesale access broadband infrastructure which means any internet service provider, or ISP's as we popularly know them, can choose to offer a service. Thank you, Mayor.</p>
4.	<p>Question from Councillor Murphy</p> <p>To Councillor Walsh, Cabinet Member for Communities and Environment Capital</p> <p>I am aware that Luton Borough Council for example have said that they would not use Stef and Phillips. However it has been stated in email correspondence to an elderly tenant facing eviction that had we (PCC) not entered into that contract with Stef and Philips the accommodation would have been used by another local authority for their own homeless households adding even more pressure to the housing market. What proof is there from other councils confirming that they would have used these properties and if there is any can you explain how this would add more pressure to the housing market? There may have been pressure on services had another council used accommodation or possibly pressure in increased homelessness but I do not see how there would be any pressure on the housing market.</p> <p>Councillor Walsh responded:</p> <p>First, let me remind Council that Stef and Philips' business model is to secure vacant possession of properties they acquire - whether or not this Council entered into a lease</p>

	<p>with them for properties at St Michael's Gate, the tenants living there would have still been evicted.</p> <p>Now, how do we know this? It is widely publicised that London Boroughs in particular are using temporary accommodation outside of the capital to house homeless households and we know that Peterborough is an attractive option for them location wise.</p> <p>As has also been widely reported, as part of the due diligence process the Council undertook prior to entering into a lease for properties at St Michael's Gate, officers made contact with a number of local authorities who were already working with Stef and Philips.</p> <p>Officers did not ask them directly whether they were interested in using the accommodation at St Michael's Gate for fear of providing them with a direct opportunity to place their families there. Barnet Borough Council, however, did tell officers about the accommodation they were currently using at a Stef and Philips site with 48 units of accommodation in Luton.</p> <p>Mr Mayor, it is this Council's duty to ensure that services and facilities are protected for our own residents and we need to ensure that demand for services, including school places and health and social care, is managed. The risk that these services could be stretched even further was one we were simply not prepared to take. Thank you, Mr Mayor.</p> <p>Councillor Murphy asked a supplementary question:</p> <p>Thank you for your answer, which, quite frankly, isn't an answer. My question is taken from an email that a member of the public received from a very senior officer of this Council, where they talked about pressure on the housing market; clearly an error in drafting the email. I'm asking you what information you had that another Council was going to move here. I'm also asking you, did you hear your fellow Councillors on radio Cambridgeshire on that Friday, when Stewart Jackson was saying Councillor Holdich told him it was Luton. We all know Councillor Holdich didn't tell Stewart Jackson that. When we had Seaton be told (incoherent) saying that it was him that said it was Luton – Are you aware of that outrageous event on the BBC and can you tell us who told these lies about Luton?</p> <p>Councillor Walsh responded:</p> <p>Words almost fail me, Mr Mayor. Councillor Murphy is beginning to sound like a broken record. We've been over this again, and again, and again. I don't know which question I'm obliged to answer, I don't know how many supplementaries he is allowed to put to me, but, shall we just say, that we were very sure that had we not accepted Stef and Philips' offer, somebody else would. Now, what was said and what you say was said, that we can discuss on another occasion. I'm sure the Council has more serious business ahead of it. Thank you.</p>
5.	<p>Question from Councillor Fower</p> <p>To Councillor Hiller, Cabinet Member for Growth, Planning, Housing, and Economic Development</p> <p>I have been contacted by local residents who have raised several queries relating to the so called "art work", what I and others would describe as a barrier, that runs along the central reservation of the Bourges Boulevard, and appeared following the £4.5 million improvement scheme the other year.</p> <p>Could the relevant Cabinet Member furnish me with a response to the following points;</p> <p>How much did this piece of "art" actually cost? Where did we buy it from? Which</p>

	<p>Member of the Cabinet actually signed off this spend? And who precisely actually came up with the idea to have this “art work” in the first place?</p> <p>Councillor Hiller responded:</p> <p>I thank Councillor Fower for his question. Mr Mayor, I’m encouraged, I have to say, I am encouraged that Councillor Fower appears to be the go-to Councillor for residents seeking opinions on things art related. I imagine his knowledge of the subject makes him a popular guest on the local dinner party circuit, too.</p> <p>Regarding the local residents’ apparent complaints, I must say, that I’ve had nothing but many, many positive statements about this barrier. For that is what it is, Mr Mayor, not art work as he seems to think. It’s a road safety barrier, required as part of the specification laid down when the scheme was originally drawn up. And, Mr Mayor, if we have to have a barrier, why not make it aesthetically pleasing?</p> <p>I suggest the cost of the safety barrier needs to be looked at in the context of the whole scheme. The total cost of this project was £4.5 million of which £2.1 million was government funded and £0.6million was a contribution secured from the rather splendid Waitrose development alongside; approved, he might remember, by the cross party Planning Committee. The remaining £1.8 was from the Council, agreed by Members as an integral element of the budget at that time.</p> <p>The estimated cost to plant trees directly into the central reservation without the use of planters and the erection of standard specification, somewhat utilitarian, railings was originally priced at about £720,000 whereas the use of planters and bespoke railings now installed cost well under £600,000. Quite a saving, I’m sure you’ll agree.</p> <p>The barrier planters were manufactured by a local firm in Stilton, and the chosen material of Corten steel forms a stable rust-like appearance, eliminating the need for painting and reducing future maintenance costs. Another cost saving, practical decision. Thank you, Mr Mayor.</p> <p>Councillor Fower asked a supplementary question:</p> <p>Thank you, Mr Mayor, and thank you Councillor Hiller for that informative response. A very simple follow up question, Mr Mayor. Can Councillor Hiller please confirm whether or not that particular, what I consider to be art, and others call something else, can you confirm whether or not it’s scratch proof?</p> <p>Councillor Hiller responded:</p> <p>Do you know what? I’ve absolutely no idea. No, really, absolutely no idea, but if he wants me to accompany him up there and we can scratch away to our hearts’ content. Thank you, Mr Mayor.</p>
6.	<p>Question from Councillor Peach</p> <p>To Councillor Walsh, Cabinet Member for Communities and Environment Capital</p> <p>Many Councillors have been encouraged at the development of the Council’s Prevention and Enforcement Service to enable many of the nuisances that affect our residents to be managed. However, the visibility of the PES in wards outside the centre of town or Lincoln Road is not as evident.</p> <p>Can we please have an update on the roll out and actions to date of the Prevention and Enforcement Service across the authority area?</p> <p>Councillor Walsh responded:</p>

	<p>Yes, thank you, Mr Mayor, and I thank Councillor Peach for his question. The Prevention and Enforcement Service is a Peterborough-wide resource. For operational purposes, the city is divided into three sectors and there are dedicated Prevention and Enforcement Service staff assigned to each area who are both patrolling daily and dealing with long term issues.</p> <p>To give context and by way of an example, on a typical daily basis the Northern Sector lead officer will deploy up to 23 Prevention and Enforcement Service officers to the sector, made up of a Police Sergeant, 4 Constables, 9 PCSO'S and 9 Council PES officers. They may not be as obviously visible as those in the City Centre as generally their workload dictates they deploy to individual or very targeted issues.</p> <p>The entire service has a daily resource meeting which uses an evidence-based approach to target resourcing in response to issues and new and emerging demands. It is this meeting that allows officers to consider the need for more visible deployment in any part of Peterborough where the need demands it.</p> <p>I have asked the Director of Adults and Communities to ensure that the details of local officers and ways to contact them is widely known across all wards.</p> <p>Councillor Peach asked a supplementary question:</p> <p>Thank you very much, Mr Mayor, and thank you very, very much for that answer, Councillor Walsh. I am very pleased that - of the new Prevention Service, and I would only just ask, and I appreciate everywhere is a priority in Peterborough, that they do whatever they can, and Kingdom, the firm that's hopefully going to be doing enforcement duties for us as well, do whatever they can to prioritise the Millfield and Lincoln Road area and the roads either side of Lincoln Road, because there is an awful lot of problems in that area. It does cover three wards: Park Ward, Central Ward, and North Ward, and I'm sure if they do concentrate on that area people would certainly recognise it and it would give a much better feeling to the area. Thank you very much indeed.</p> <p>Councillor Walsh responded:</p> <p>Yes, thank you, Mr Mayor. Yes, the Kingdom pilot is a twelve month pilot and it's focused on the Can-Do area, only. The PES will deploy Kingdom staff based on evidenced need and it's our thinking that the bulk of their work will be along Lincoln Road and the side roads that come off from Lincoln Road. There are also some issues at the town end of Eastfield Road, which they'll also cover. If the pilot's a success, we'll be bringing forward proposals to extend it to other areas. The pilot had been agreed with Kingdom to bring a small amount of revenue to the Council and there are no costs to the Council for the pilot.</p>
7.	<p>Question from Councillor Coles</p> <p>To Councillor Goodwin, Cabinet Member for City Centre Management, Culture and Tourism</p> <p>There have been some obvious improvements in arts and cultural activity in Peterborough in recent years, with Vivacity and Metal delivering a variety of performances and events. Peterborough's voluntary arts organisations also make a great contribution to our cultural offer. The problem is in making local residents aware of the breadth of arts and cultural events in the City.</p> <p>Can the Cabinet Member advise me on what he is doing to encourage all sectors to work together so that events are both scheduled and advertised in a way that makes it easier for our residents to find out what cultural events are taking place?</p> <p>Councillor Goodwin responded:</p>

	<p>Thank you Councillor Coles, for your question. I believe Councillor Coles is correct in his observation that the city is becoming a livelier and more culturally exciting place to be. Looking back we've seen a year packed with great events.</p> <p>In 2016 Vivacity delivered a range of events including an exhibition by international artists Lucy and Jorge Orta in the City's Art gallery, "KeyFeste", an outdoor theatre festival, "#ParkTales" a sculpture based festival at Thorpe Meadows, "Circle of Light" a light spectacular linked to Diwali, the Green Festival for the first time supported by the Arts Council, Katharine of Aragon Festival, the Heritage Festival, attracting 37,500 people</p> <p>In addition to Vivacity's events, our own City Centre Management Team, under the leadership of Annette Joyce, deliver a series of events throughout the year. These events included the Polish Festival, the Portuguese Festival, the Motorcycles event, the Peterborough Beer Festival, Classic and Vintage Vehicle show, the Italian Festival, Perkins Great Eastern Run, which attracted 7,000 runners, and 3,000 spectators, the Diwali Festival, Black History Month, and the Christmas lights, to mention a few.</p> <p>Peterborough City Council, with its partners, have been working hard to make sure residents can access information of what events are taking place in the City.</p> <p>In order to achieve this, Peterborough City Council and Arts Council England together funded the development of 'Idea1', an events website which is hosted and managed by Metal.</p> <p>The Idea1 website identifies through a calendar of events which activities are taking place across the city. Local organisers are also invited to advertise their own local cultural events on Idea1, for all age groups.</p> <p>Vivacity also has a newly refreshed website that helps residents find cultural events that are taking place in the City.</p> <p>Visitor Information Centre, Visitor Guide Book, Moment Magazines, are all additional ways of promoting.</p> <p>I would like to say to Members that, also, if we want to advertise local organisations, it would be great for us to put details in our newsletters. That would be a really good way of getting information out. Thank you very much.</p>
8.	<p>Question from Councillor Davidson</p> <p>To Councillor Seaton, Cabinet Member for Resources</p> <p>Can the relevant Cabinet Member please clarify why Housing Benefit, which is now to be replaced by Universal Credit, is paid in arrears?</p> <p>Councillor Seaton may have responded:</p> <p>Payment of Housing Benefit is paid in arrears in accordance with current legislation.</p> <p>The main reason housing benefit is paid in arrears is to protect the public purse and reduce the likelihood of housing benefit being overpaid e.g. if it were paid in advance and the tenant vacated the property or had some other change in their circumstances then the council would have to take steps to recover any sum no longer due. It is therefore administratively sensible to pay in arrears as well as well as legally required.</p> <p>I'm also grateful for the question as it gives me an opportunity to remind members that Peterborough's benefits team was recognised last year when they won an award at the Institute of Revenues, Rating and Valuation national awards. They do an excellent job and we should be proud of them.</p>

9.	<p>Question from Councillor Nadeem</p> <p>To Councillor Hiller, Cabinet Member for Growth, Planning, Housing, and Economic Development</p> <p>It has been really positive to see that work is underway on Fletton Quays. Can we please be given an update on progress including the move of the Council offices?</p> <p>Councillor Hiller may have responded:</p> <p>I am very happy to report on progress with Fletton Quays. After many, many years of inactivity, false hopes and delay, our work with the Peterborough Investment Partnership over the last two years has led today to real delivery taking place.</p> <p>Construction work has now begun on both the main residential element - by Weston Homes - and the Council's new office - by Bride Hall Developments. The old concrete slabs that supported B&Q and Matalan have been broken up and will be reused on site as part of the delivery of the riverside apartments. Groundwork preparation by Bowmer and Kirkland, Bride Hall's contractor, is well underway, and we are on track to see the new Council offices delivered on time for occupation in July 2018.</p> <p>Over the next months, fellow Councillors and residents will see major construction activity across the site. The bulk of the scheme, including the proposed new creative arts centre in the former Whitworth flour mill, should be delivered by mid-2019.</p>
10.	<p>Question from Councillor Murphy</p> <p>To Councillor Seaton, Cabinet Member for Resources</p> <p>What would the increased amount on our budget for social care be if we had a similar sweetheart deal on adult social care as Surrey County Council have recently received from the government. Have we joined with many other councils in requesting that the Government provide a similar deal for all of those Councils in England with responsibility for adult social care?</p> <p>Councillor Seaton may have responded:</p> <p>Nothing. No.</p>
11.	<p>Question from Councillor Sandford</p> <p>To Councillor Hiller, Cabinet Member for Growth, Planning, Housing, and Economic Development</p> <p>When the phase 1 improvements were made to Bourges Boulevard a number of mature trees were planted along the central reservation and along the side of the road.</p> <p>However, during summer of 2016, it became apparent that at least five of the trees which had been planted were dead and had no leaves or other signs of life.</p> <p>Whilst recognising that dead trees have some value for biodiversity, they can become dangerous over time and can look unsightly in such a prominent location in the city.</p> <p>Could the relevant Cabinet Member tell me:</p> <ol style="list-style-type: none"> 1. When are the dead trees going to be replaced? 2. Could this be done before the end of March so as to ensure that the new trees have a good chance of getting established before the weather gets too dry and warm?

	<p>3. Will the contractor who planted the original trees be required to pay for replacement of the dead ones?</p> <p>Councillor Hiller may have responded:</p> <p>1. When are the dead trees going to be replaced?</p> <p>Eurovia will be replacing nine trees in the central reserve this spring although they have not yet provided a detailed schedule for this. It will be done overnight with lane closures of Bourges Boulevard.</p> <p>2. Could this be done before the end of March so as to ensure that the new trees have a good chance of getting established before the weather gets too dry and warm?</p> <p>Eurovia are well aware of their commitment to replace the trees before April 2017 and we will be insisting they achieve this.</p> <p>3. Will the contractor who planted the original trees be required to pay for replacement of the dead ones?</p> <p>Yes; Eurovia and their landscaping subcontractor are responsible for paying for and planting the replacement trees as required in the main works contract.</p>
12.	<p>Question from Councillor Bull</p> <p>To Councillor Goodwin, Cabinet Member for City Centre Management, Culture and Tourism</p> <p>Peterborough has a long and proud history from Jurassic through to Neolithic, Bronze, Roman, Anglo Saxon, Medieval, Tudor, Georgian and Victorian to the present day. Indeed, the city continues to expand and its leisure facilities add to its many attractions. The added value of our diverse population, cultural offerings and historic buildings cannot be underestimated. How does the Peterborough culture and tourism experience help to give residents, newcomers, visitors and workers alike, a sense of identity and belonging?</p> <p>Councillor Goodwin may have responded:</p> <p>Peterborough does have a long proud history of representing all of its residents and visitors, not only making Peterborough a great place to live and work but also give a sense of identity and belonging.</p> <p>The council endorsed the culture strategy last year which was developed as an ambitious statement of aspiration. The strategy positions culture and its residents at the centre of Peterborough's approach to improving quality of life and improving life chances. This is expressed through a clear 'vision statement' and underpinned by three inter-linked objectives:</p> <ul style="list-style-type: none"> • Increasing participation in cultural activity from all areas of the community • Developing, retaining and attracting people with talent from across the City • Making better use of the city's spaces – more places to go, more things to do, making Peterborough a vibrant and welcoming place.

13.	<p>Question from Councillor Ash</p> <p>To Councillor Elsey, Cabinet Member for Waste and Street Scene</p> <p>I am sure the Cabinet like all of us notices the amount of litter on the streets and footpaths.</p> <p>One of the key blighted areas are walking routes to and from some schools.</p> <p>Does the Cabinet agree that we need to encourage youngsters to bin litter and that one way of doing this is to provide more litter bins and ask schools to sponsor bins.</p> <p>Councillor Elsey may have responded:</p> <p>Thank you for your question.</p> <p>We are happy to work with schools and currently arrange assembly's where we talk about the benefits of recycling and the negative effects littering has on their area.</p> <p>We would also be happy to work with schools to arrange community litter picks and arrange a poster campaign that the students could design posters to be placed around their school area to deter littering.</p> <p>With regards to increasing litter bin provision, there is currently litter bins around schools however any major increase would need to be factored into the budget due to the ongoing revenue implication to empty each bin.</p>
14.	<p>Question from Councillor Bull</p> <p>To Councillor Hiller, Cabinet Member for Growth, Planning, Housing, and Economic Development</p> <p>It is appreciated that Peterborough remains one of the fastest growing cities in the country and that in itself leads to additional income for the council through things like the New Homes Bonus and business rates. Just how successful is the Peterborough Investment Partnership in supporting regeneration of city centre sites in the council's ownership including the South Bank/Riverside Opportunity Area?</p> <p>Councillor Hiller may have responded:</p> <p>PIP's main focus since its creation in January 2015 has been on bringing forward Fletton Quays, a site that has lain moribund for many years. Within its first year of operation, it submitted and received planning consent for an ambitious city centre scheme, and today, work is onsite to deliver that development. With an estimated gross development value in excess of £120m, delivering much-needed new homes and new office accommodation, Fletton Quays is not just a success for PIP, not just a success for the city, but also a validation of the Council's 'hands on' approach to making things happen in new and innovative ways. PIP will, of course, be looking to its next schemes, but in the short term its focus will remain of finishing what it has begun, and helping co-ordinate the different individual developments that will make Fletton Quays the successful, landmark riverside development we all want it to be.</p>
15.	<p>Question from Councillor Fower</p> <p>To Councillor Hiller, Cabinet Member for Growth, Planning, Housing, and Economic Development</p> <p>At the Elter Walk entrance, adjacent to the cycle barriers, at the Gunthorpe Road end, you'll no doubt be aware of a piece of woodwork, that cost local taxpayer hundreds of pounds to install. One local resident recently said to me, "The safety gate on Elter Walk</p>

	<p>serves no purpose as pedestrians and cyclists just go around causing damage to the green area adjacent,” another described it as “£800+ of taxpayer money completely wasted. Who is accountable?” and one other stated, “Could have been spent on a worthwhile project!”</p> <p>Could the relevant Cabinet Member please let me know as to what the Council plans to do to address this issue, who's decision was it to introduce this wooden barrier and how the damage will now be rectified?</p> <p>Councillor Hiller may have responded:</p> <p>The length of timber post and steel tube knee rail fencing was installed as a requirement of Road Safety Audit following the installation of a traffic signal controlled pedestrian crossing close to the entrance of Norwood Primary School, Gunthorpe Road. Cyclists using Elter Walk had been observed by-passing the staggered barrier erected in the footway for their safety before reaching the crossing. Unfortunately they have now chosen to by-pass the railing also (for convenience), thereby damaging the adjacent grass verge.</p> <p>The new pedestrian crossing was installed by the Council following a long campaign by the school and local parents to improve pedestrian safety at this location.</p> <p>Representatives from Skanska and Amey met last week to discuss a permanent solution to this issue. It has been agreed to replace the timber knee rail fence with a section of steel bow top fencing with an access gate. This will prevent cyclists by-passing the staggered footway barrier and will enable access to Elter Walk for landscape maintenance purposes. The verge damage will then be repaired.</p>
16.	<p>Question from Councillor Sims</p> <p>To Councillor Walsh, Cabinet Member for Communities and Environment Capital</p> <p>I would appreciate an update on work the Council is undertaking to address the internal problems within the housing at St Michael's Gate left by the previous landlords.</p> <p>Councillor Walsh may have responded:</p> <p>To date the council has placed 35 homeless households at St Michael's Gate in properties refurbished by the current owners.</p> <p>The Housing Enforcement Team remains involved with one property dealing with problems not managed by the previous owners. We have rehoused the tenant from this property, and Stef and Philips have addressed the majority of the defects. The property is due for refurbishment prior to the council using the accommodation for temporary housing which will address the remaining defects.</p> <p>A housing officer employed by Stef and Philips is on site most days to deal with any other immediate issues, and, as the council is now using almost half the properties, Stef and Philips will shortly be recruiting a resident site caretaker.</p> <p>Any new complaints about properties at St Michael's Gate will be directed in the first instance to Stef and Philips, and, if not resolved, will be dealt with via the council's normal housing enforcement procedures.</p>
17.	<p>Question from Councillor Rush</p> <p>To Councillor Walsh, Cabinet Member for Communities and Environment Capital</p> <p>The Green Backyard has recently highlighted the granting of a lease from the council for the piece of land they occupy.</p>

What was the justification for entering into a lease arrangement with the Green Backyard, instead of selling the land for development?

Councillor Walsh may have responded:

The Council agreed to allow the Green Backyard time to raise funds to purchase the site on London Road but they were unable to do so. Subsequently, we agreed to give the Green Backyard an opportunity to bring forward a viable business plan to remain in occupation on the site and supported them in doing so. The Council required that this business plan showed a clear social return on the Council's investment in the site to offset the loss of its value for development.

A great deal of time and effort was taken in producing the business plan and the Green Backyard now have a very clear sense of direction and ambition. The document makes links to the Council's strategic priorities and to wider national agendas with a clear governance structure and objectives to take the charity forward.

We recognise and commend the effective use of volunteers and the amount of time devoted to the site to enhance the project. The business plan demonstrates how the site can develop and increase the number of volunteers and participants using the site. Given the significant development taking place in the vicinity including Fletton Quays the site has the potential to offer a significant environmental and community resource for both existing and new residents.

There will no direct cost to the Council arising from the proposal; however there will be a revenue impact of £750,000 in 2016/17 from not achieving the sale receipt factored into the 2016/17 MTFs. This adjustment has been built into the Council's latest financial projections.

COUNCIL	AGENDA ITEM No. 9(a)
12 APRIL 2017	PUBLIC REPORT

EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL

(a) ENVIRONMENT POLICY AND ACTION PLANS (EAPS)

Cabinet, at its meeting of 20 March 2017, received a report, the purpose of which was to seek support for the Environment Action Plans (EAPs) by Cabinet and, if such support is forthcoming, for Cabinet to recommend the EAPs to Council for adoption.

It is recommended that Council adopt the 'Environment Action Plan: City-Wide' and 'Environment Action Plan: Peterborough City Council' documents.

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ITEM 9(a) – FOR INFORMATION

CABINET	AGENDA ITEM No. 7
20 MARCH 2017	PUBLIC REPORT

Cabinet Member(s) responsible:	Councillor Irene Walsh - Cabinet Member for Communities and Environment Capital	
Contact Officer(s):	Richard Kay – Head of Service - Sustainable Growth Strategy Charlotte Palmer – Environment Transport and Future City Manager	Tel. 863795 Tel. 453538

ENVIRONMENT POLICY AND ACTION PLANS (EAPS)

R E C O M M E N D A T I O N S	
FROM : Corporate Director of Growth and Regeneration	Deadline date : 12 April 2017
It is recommended that Cabinet recommends the ‘Environment Action Plan: City-Wide’ and ‘Environment Action Plan: Peterborough City Council’ documents to Council for adoption.	

1. ORIGIN OF REPORT

- 1.1 The Environment Action Plans (EAPs) have been prepared to outline how the city intends to deliver against the ‘Creating the UK’s Environment Capital’ strategic priority.
- 1.2 A public consultation has taken place (details in this report) which has helpfully informed the final EAPs being brought to Cabinet for approval prior to consideration by Council.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to seek support for the EAPs by Cabinet and, if such support is forthcoming, for Cabinet to recommend the EAPs to Council for adoption.
- 2.2 The current citywide (i.e. greater than just the City Council) Environment Capital Action Plan (adopted April 2014) expired at the end of 2016. Separately, the Environment Capital Major Policy was adopted in 2010 and as such is becoming outdated and no longer fit for purpose. Work has been undertaken, in consultation with the Cabinet Member for Communities and Environment Capital, to replace all existing environment related policies and plans with two new environment policy documents. The first is simply an updated version of the existing citywide document and the second is a document that focuses on the policy position, achievements and targets specific to just the Council (and which feeds off the citywide version). All targets contained within the second document have been provided by the relevant officers and as such will be a true reflection of what the Council is able to commit to within existing resources and anticipated grant funding.
- 2.3 This report is for Cabinet to consider under its Terms of Reference No. 3.2.9: *To commission reviews by and determine any changes of policy proposed by the Scrutiny Committees making recommendations to Council about proposed changes to the Council’s major policy and budget framework.*

3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	YES	If Yes, date for relevant Cabinet Meeting	20 MARCH 2017
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Date for relevant Council meeting	12 APRIL 2017	Date for submission to Government Dept	N/A
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4. ENVIRONMENT POLICY AND ACTION PLANS

- 4.1 The Creating the UK's Environment Capital Major Policy was adopted in 2010. The city's first Environment Capital Action Plan was adopted in 2014, which incorporated Council and city wide targets to 2016. A monitoring report detailing annual progress made against these targets is published on our website.
- 4.2 The two proposed documents, which are attached to this report in a recommended final format at Appendix B & C, are intended to set out the policy and plan for how the Council's Strategic Priority will be achieved by different city stakeholders. This approach demonstrates how delivering the Priority makes sense economically, how it makes the city more resilient to change and how it improves our health and wellbeing based on the internationally recognised concept of One Planet Living. This is a vision of a sustainable world where people lead healthy, happy lives within their fair share of the earth's resources covering ten different interconnected themes: Zero Carbon Energy; Sustainable Water; Land Use and Wildlife; Sustainable Materials; Local and Sustainable Food; Zero Waste; Sustainable Transport; Culture and Heritage; Equity and Local Economy and; Health and Wellbeing.
- 4.3 The documents are intended to be a true reflection of what the Council and city stakeholders are able to commit to within existing and anticipated resources and allow us to understand what these resources are. Crucially, whilst the documents are being led and developed by the Council, the city plan is owned by the city with the aim of delivering this shared priority. The adoption of these documents will allow us to move purposefully forward. The challenge thereafter will be to address how we collectively, as a city, fill the gap between 2020 and the 2050 vision. The documents are broken down into three key areas for each theme:

	Environment Action Plan: City-wide 2016 - 2020	Environment Action Plan: Peterborough City Council 2016 - 2020
A vision to 2050	Intended to be truly visionary. At this stage we do not know if this target is possible but after adoption we will continue to focus effort on undertaking more in depth research into each theme area establishing the trajectory and revising the vision if necessary.	This area remains the same across both documents.
Context	This section details some highlights of activities that have taken place throughout the duration of the first Environment Capital Action Plan.	This section includes facts that allow the theme to be seen in context and highlights some achievements by the Council so far. It also highlights existing policies and strategies adopted by the Council that directly or indirectly support the thematic area.
Targets to 2020	This section brings together targets that, in the vast majority of cases, already exist across partner organisations in the city.	These targets will be, in the vast majority of cases, those that exist already across the Council. If they are additional they focus on research or seeking funding which we aim to deliver by working with partners including local and national universities. Therefore these targets do not require additional resource. Note: This document also contains a clear and concise policy statement detailing the Council's commitment.

- 4.4 Should Council decide to approve the EAPs subsequent action will focus on three key areas. The first will be to work with partners to help deliver the targets within the plans. The second action will include monitoring progress which will be delivered by gathering

quarterly performance data and using this to produce an annual monitoring report which will be made publicly available. The third action will focus on continuing to work with organisations across the city to identify further targets that can be included in the plan going forward.

5. CONSULTATION

- 5.1 A consultation took place on the draft EAP's between 23 January and 12 February 2017. In addition officers attended the Growth, Environment and Resources Scrutiny Committee on 16 January 2017. A summary of the comments received and proposed alterations arising as a result of comments received can be found at Appendix A.
- 5.2 In short, however, having considered carefully the comments received, there appears no reason to fundamentally amend the approach, vision and targets as were set out in the draft EAPs. Instead, just a limited number of refinements to the EAPs have been made, as detailed in Appendix A.

6. ANTICIPATED OUTCOMES

- 6.1 It is anticipated that Cabinet will recommend the Environment Action Plans to Council for adoption.

7. REASONS FOR RECOMMENDATIONS

- 7.1 Cabinet is recommended to approve the Environment Action Plans. This is because the plans will help deliver the city's Environment Capital priority by providing clear strategic direction for the priority whilst creating a set of targets with which the progress of this priority will be measured.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 The alternative option of not producing a plan would mean that there would be no clear vision and targets associated with the Environment Capital priority making progress difficult to monitor and the effective allocation of resources difficult. Therefore the alternative option of not producing the Environment Action Plans was rejected.

9. IMPLICATIONS

- 9.1 Environmental – The plans have positive implications for the environment as they set out a strategic plan to deliver against the Environment Capital Priority.
- 9.2 Legal Implications - None.
- 9.3 Financial Implications - There are no immediate financial implications on the Council. Where applicable, all targets contained within the plans are currently planned to be achieved within existing resources and anticipated grant funding.

10. BACKGROUND DOCUMENTS

- 10.1 The first Environment Capital Action Plan was adopted in 2014 and can be viewed on the Council's website. The link is:
<https://www.peterborough.gov.uk/council/campaigns/environment-capital/>

11. APPENDIX

Appendix A – Summary of Responses to the Environment Action Plan Consultation
Appendix B – Environment Action Plan: City-Wide 2016 -2020
Appendix C – Environment Action Plan: Peterborough City-Council 2016 -2020

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Summary of responses to the Environment Action Plans Public Consultation

Introduction

Consultation on the draft Environment Action Plans took place between 23rd January and 12th February 2017. Thank you to all of those who took the time to write to us with comments. 12 individual responses were received.

The role of this report is to provide a summary of what was said. This report does not summarise every point made, but rather it tries to capture the most important or frequently mentioned issues. However, rest assured that all comments received have been read and have been considered before the proposals for changes have been presented for final approval by Full Council.

We have kept the comments as anonymous as possible because what is said is more important than who said it. However, if anyone feels we have substantially misinterpreted views, then please let us know.

Next steps

On 20th March 2017, Cabinet will consider the final draft of the plans and if they are satisfied they will recommend that Full Council adopt them on 12th April 2017. The challenge after adoption (and future reviews) will be to address how we collectively, as a city, fill the gap between 2020 and the 2050 vision.

Comments relating to the Environment Action Plan: City-Wide document, targets to 2020

The consultation began by asking respondents if they were aware of other targets that exist in organisations across the city that could be included in the ‘Environment Action Plan: City-Wide’ document, or if there are any other targets they would like to see incorporated in the plan.

Targets to 2020	Summary of comments received and the council’s response
<p>Zero Carbon Energy</p> <ol style="list-style-type: none"> 1. Reduce per capita CO2 emissions to 4.5 tonnes. 2. Peterborough Environment City Trust (PECT) will provide energy advice support to 2,000 households. 3. 100% of schools in the area will be offered specialist support to embed sustainability via PECT. 4. Seek to take advantage of grant funding to increase energy efficiency and the uptake of renewable energy. 5. Queensgate will reduce its energy use by a further 5%. 	<p>General comment on how achievable the targets are and whether there is available funding.</p> <p>Council response: Where applicable, all targets contained within the plans are currently planned to be achieved within existing resources and anticipated grant funding.</p> <p>No change to the targets.</p>
<p>Sustainable Water</p> <ol style="list-style-type: none"> 1. New homes to be of the highest water efficiency standard. 2. Nenescape will deliver a programme of activity to protect and promote the nature and heritage of the Nene Valley. 3. Deliver physical and behaviour change activities within the Werrington Brook 	<p>No comments</p> <p>Council response: N/A</p>

<p>catchment to improve water quality.</p> <p>4. Anglian Water aim to reduce household water consumption to 125 litres per person per day and increase the number of Peterborough households on metered water supply to 86%.</p>	
<p>Land Use and Wildlife</p> <p>1. Increase the number of local sites in positive management to 82% and maintain going forwards.</p> <p>2. Plant 24,000 trees in specific parts of the city to increase canopy cover as part of the Forest for Peterborough project.</p> <p>3. Seek funding to develop a natural capital budget for the city.</p> <p>4. Subject to funding designate two new local nature reserves.</p> <p>5. Champion net biodiversity gain in new developments.</p>	<p>Comment on the use of tree planting for practical uses.</p> <p>Council response: The target is to plant trees in specific parts of the city to increase canopy cover.</p> <p>No change to the targets.</p>
<p>Sustainable Materials</p> <p>1. Support Peterborough’s ambition to become a circular city through active collaboration, partnership and shared insight.</p> <p>2. In Cambridgeshire and Peterborough 31% of total aggregates sales will be comprised of secondary and recycled aggregates.</p> <p>3. 80% of Skanska’s procurement will be from the Greater Cambridgeshire Greater Peterborough LEP area.</p>	<p>No comments</p> <p>Council response: N/A</p>
<p>Local and Sustainable Food</p> <p>1. Achieve and maintain Fairtrade city status.</p> <p>2. Seek funding to introduce a scheme to identify and promote restaurants and food outlets that offer local and sustainable food.</p> <p>3. Actively promote the conservation and wise use of productive land.</p>	<p>Comments focussed on concern for the use of public money for target number 2 and whether the food outlets could do this themselves.</p> <p>Council response: The target is to seek funding - it could be that funding is sought from retailers themselves.</p> <p>No change to the targets.</p>
<p>Zero Waste</p> <p>1. Build a new Household Recycling Centre.</p> <p>2. Seek funding to develop an action plan to reduce landfill of non-municipal waste (i.e. non-domestic).</p> <p>3. Seek to achieve zero waste to landfill.</p> <p>4. Queensgate will increase its recycling/reuse rate to 95%.</p>	<p>No comments</p> <p>Council response: N/A</p>
<p>Sustainable Transport</p> <p>1. Increase the number active business travel plans to 97 and school travel plans</p>	<p>The comments received focussed on concerns about the lack of buses and/or taxi licencing and diesel cars referred to in the plans.</p>

<p>to 43.</p> <ol style="list-style-type: none"> 2. Increase the number of people who walk and who cycle at least three times per week by 1% annually. 3. Increase the percentage of people satisfied with cycle routes and facilities in the city from 58% to 62%. 4. Seek to improve sustainable transport connections across the Greater Peterborough area. 	<p>Another comment suggested a target to allow concessionary fare Bus Pass holders to use their bus pass from 0900 hours.</p> <p>One comment suggested including segregated cycle lanes as a target as part of new housing developments.</p> <p>Council response: Target 4 seeks to cover all forms of transport and opportunities to make improvements, as appropriate, through the life of the plan. We continue to work with bus and taxi operators with regards to emissions and seek appropriate funding opportunities to support this.</p> <p>At present Peterborough City Council comply with the statutory minimum for Concessionary Fare Bus Pass holders. This allows pass holders to travel on any ‘off-peak’ services which effectively means that the only services that they are prevented from using are those that operate before 9.30am on weekdays. If the Council were to allow Concessionary Fare Bus Pass holders to travel on services before this time it is estimated there would be considerable, unbudgeted costs, for both the officer time required to develop the scheme, initial set-up and then ongoing carriage of eligible passengers.</p> <p>All new developments are required to undertake an assessment to ensure that appropriate provision has been made for safe, convenient and sustainable access to, from and within the site by all user groups in line with the city’s Local Plan and Local Transport Plan (4).</p> <p>No change to the targets.</p>
<p>Culture and Heritage</p> <ol style="list-style-type: none"> 1. The council will seek to celebrate heritage in all public realm and highway design schemes across the city. 2. Environmental charity PECT will give support to 10 community groups and engage 30,000 people a year on environmental issues. 3. Through the Culture Strategy raise the profile of culture, increase participation and visitor numbers. 	<p>No comments</p> <p>Council response: N/A</p>

<p>Equity and Local Economy</p> <ol style="list-style-type: none"> 1. Seek opportunities to commercialise Share Peterborough in order to sustain and grow the B2B platform. 2. PECT will engage with 1,000 organisations to make eco improvements and encourage 200 volunteers to get involved with their work. 3. Development proposals of 15 or more dwellings should provide a minimum of 30% affordable housing. 4. Peterborough will have an awarding university. 	<p>Comments suggested more needs to engage the business community/Chamber of Commerce.</p> <p>Council response: We have contacted the Chamber of Commerce and will continue to work with them, as appropriate, through the life of the plan.</p> <p>No change to the targets.</p>
<p>Health and Wellbeing</p> <ol style="list-style-type: none"> 1. Increase the proportion of physically active adults in Peterborough to match the performance for the rest of England. 2. Nene Park Trust will increase the percentage of visitors expressing benefits to their health and wellbeing through visiting the park from a baseline of 90% in 2016. 3. Reduce the proportion of children and adults with an unhealthy weight. 	<p>Comments received included a suggestion to include a target around homelessness.</p> <p>There was also a comment on the price of swimming and suggestion to maintain/designate more areas as parks.</p> <p>Council response: To include a new target – On a trend basis, seek to reduce the number of people who are declared homeless.</p> <p>Vivacity manage swimming facilities in Peterborough on behalf of the Council and offer competitive rates with discounts available.</p> <p>The new Local Plan puts in place measures to create new open spaces as well as maintain and improve existing provision.</p>

Comments relating to the Environment Action Plan: Peterborough City Council document, targets to 2020

Targets to 2020	Summary of comments received and the council's response
<p>Zero Carbon Energy</p> <ol style="list-style-type: none"> 1. Establish a CO2 baseline relevant to Fletton Quays and set a target for reduction relative to the city's growth aspirations. 2. Maintain our 'Green' rating with Investors in the Environment. 3. Fletton Quays office to meet BREEAM 'very good' standard. 4. Take advantage of funding streams and the Honeywell Framework to increase energy efficiency/ renewable energy. 	<p>A general comment on whether the targets are driving ambition and achievement.</p> <p>Other comment is to have less LED street lights, replacing three lights with one LED light.</p> <p>Council response: The targets are, in the vast majority of cases, those that exist already due to the need to be achieved within existing resources. However, there are some additional targets in the plan which focus on research or seeking funding which we aim to deliver by working with partners including local and</p>

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<p>5. Seek to procure 100% renewable energy. 6. Upgrade 17,000 street lights to energy efficient LEDs</p>	<p>national universities, helping to drive ambition where possible. The plans aim to provide clear strategic direction whilst creating a set of targets with which progress will be measured, helping to promote achievement by internal and external stakeholders.</p> <p>Overall, the investment (in LEDS lights) will save the council £8.6million over 20 years in saved energy costs. The upgraded lights are expected to achieve a reduction in the amount of energy used of up to 70 per cent. It is also thought that it will help to create safer, stronger communities by helping to reduce crime levels and the fear of crime. The parkway works will involve removal of some lights where appropriate and focus on lighting interchanges and slip roads. We are not looking to turn street lights off in residential areas.</p> <p>No change to the targets.</p>
<p>Sustainable Water</p> <p>1. Establish a baseline for the council’s water consumption relevant to Fletton Quays and set a target for reduction. 2. Seek to include SuDS in all appropriate public realm and highways design schemes across the city. 3. Skanska will establish a baseline for water consumption and set a target to reduce potable water. 4. Design the new offices at Fletton Quays to minimise water consumption e.g. low flow taps.</p>	<p>No comments</p> <p>Council response: N/A</p>
<p>Land Use and Wildlife</p> <p>1. Increase the number of sites in positive management to 82% and maintain going forwards. 2. Develop a biodiversity area at the Fletton Quays site. 3. Skanska are seeking to increase overall biodiversity levels across all of their highway schemes. 4. Subject to funding designate two new local nature reserves. 5. Support Nene Park Trust to develop their city centre offer.</p>	<p>Comments focussed on the need for less intensive grass cutting of verges and the need for more areas designated as parks.</p> <p>Council response: Many areas of the city are now cut less frequently as agreed by councillors as part of the 2015/16 budget. Where there are open spaces we try to ensure there is sufficient space for recreation and these areas receive eight cuts a year. Many other areas now receive three cuts a year. Last summer (2016) residents raised concerns about the length of grass in certain locations and as a result the council decided to review whether the number of cuts it currently provides is sufficient.</p> <p>No change to the targets.</p>
<p>Sustainable Materials</p>	<p>A comment suggested the council aims to use</p>

<ol style="list-style-type: none"> 1. Support the city to develop circular economy approaches and ascertain the feasibility of becoming the UK's first circular city. 2. 80% of Skanska's procurement will be from the Greater Cambridgeshire Greater Peterborough LEP area. 3. Develop a sustainable procurement policy and seek to increase opportunities for local SME's in our supply chain. 4. Seek to minimise the environmental impact of new ICT 	<p>recycled paving slabs.</p> <p>Council response: This is something that we are currently exploring. For example, Skanska are in the process of looking at recycled materials such as asphalt which incorporates a % of recycled plastic. In a broad sense this is also covered by target 1 (becoming a circular city).</p> <p>No change to the targets.</p>
<p>Local and Sustainable Food</p> <ol style="list-style-type: none"> 1. Seek funding to introduce a scheme to identify and promote restaurants & food outlets offering local and sustainable food. 2. 100% of the food purchased by Skanska will be Fairtrade and/or locally sourced. 3. Skanska will introduce food growing areas for staff. 4. Promote local and sustainable food to employees through the annual 'Boost your Wellbeing' campaign. 	<p>No comments</p> <p>Council response: N/A</p>
<p>Zero Waste</p> <ol style="list-style-type: none"> 1. Skanska will divert 95% of waste from landfill and will work with their supply chain to minimise waste. 2. Baseline the council's waste relevant to Fletton Quays and develop a target for reduction. 3. Run an annual zero waste week for staff. 4. Continue to offer used battery collection at key council offices. 	<p>Comments related to home composting facilities for new homes and to encourage home composting over the brown bin. Also not to supply larger black bins where there is less than a certain number of adults.</p> <p>Making it clearer that the 10% increase in recycling was for certain areas (included in the achievements section of the plan).</p> <p>Council response: The Council does encourage home composting on the brown bin section of the Council website as an option for recycling garden waste. This will also be included in the resident's action plan. Families of five or more people are able to apply for a larger black bin.</p> <p>The wording of this achievement already makes it clear that it only applies to some areas.</p> <p>No change to the targets.</p>
<p>Sustainable Transport</p> <ol style="list-style-type: none"> 1. Continue to seek funding to support citywide sustainable transport initiatives. 2. Undertake an annual staff travel survey. 3. Decrease the number of employees 	<p>The comments received focussed on better school transport, later bus services in rural areas and segregated cycle lanes.</p> <p>Council response:</p>

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<p>traveling to work in single occupancy cars by 5% from a baseline of 64%.</p> <p>4. Skanska will reduce the number of work-related single occupancy car journeys by 70% over the life of their contract.</p>	<p>The Environment Action Plan: City Wide document includes a target to increase the number of school travel plans to 43. As part of Local Transport Plan 4 the Council's objective is to also 'engage with all Peterborough schools supporting individual travel needs to increase sustainable and active travel on the school journey'. The Council recently invested an additional £100,000 in subsidised bus services. A Cross Party Working Group was established and recommended that improved services should be concentrated in the Fengate area to support access to employment as well as the evening economy in this area.</p> <p>The Environment Action Plan: City Wide document also has a target to 'seek to improve sustainable transport connections across the Greater Peterborough area'.</p> <p>No change to the targets.</p>
<p>Culture and Heritage</p> <ol style="list-style-type: none"> 1. Seek to celebrate heritage in all public realm and highway design schemes across the city. 2. Refurbish two listed rail buildings and develop the mill as a new hub for culture and the arts at Fletton Quays. 3. Continue to work with local stakeholders to be able to offer discounts to local events, venues and companies for Peterborough City Council staff. 4. We will promote environmental initiatives as appropriate. 	<p>No comments</p> <p>Council response: N/A</p>
<p>Equity and Local Economy</p> <ol style="list-style-type: none"> 1. Seek to promote the uptake of apprenticeships. 2. Support work placements and work experience opportunities, as appropriate, across the organisation. 3. Continue to pay the Peterborough Living Wage. 4. Maintain the Disability Confident accreditation. 5. Seek to actively participate in Share Peterborough. 6. Produce an Environment Action Plan for residents. 	<p>Comment to include to 30% affordable housing target in the PCC plan as well as the city plan.</p> <p>Council response: Because this target is already captured in the city plan there is no need to repeat here.</p> <p>No change to the targets.</p>
<p>Health and Wellbeing</p> <ol style="list-style-type: none"> 1. Lead implementation of the Health and Wellbeing Strategy 2016/19 and relevant metrics. 	<p>No comments</p> <p>Council response: N/A</p>

<ol style="list-style-type: none"> 2. Continue 'Healthy Peterborough' campaign. 3. Continue to deliver the annual 'Boost your Wellbeing' campaign to staff. 4. Consider supporting staff who wish to volunteer for a Peterborough community project one day each year. 5. Develop and roll out a programme of agile working. 	
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Comments on a Residents Environment Action Plan

Respondents were then asked a question on a potential 'Residents Environment Action Plan'. One of the targets within the 'Environment Action Plan: Peterborough City Council' document is to develop an Environment Action Plan for residents. The question asked respondents whether there were any targets they would like to suggest people in Peterborough could aim to undertake in order to become more sustainable.

Theme	Summary of comments received and the council's response
Zero Carbon	No comments
Sustainable Water	No comments
Land Use and Wildlife	<p>Comment that this is a sensible area for the council to set a target for residents as it is one where it interacts with residents so can most easily influence behaviours.</p> <p>Council response: This comment will be taken into account when developing a Resident's Environment Action Plan.</p>
Sustainable Materials	No comments
Local and Sustainable Food	No comments
Zero Waste	<p>Suggestion to include home composting</p> <p>Making it clearer that the 10% increase in recycling was for certain areas (included in the achievements section of the plan).</p> <p>Comment that this is a sensible area for the council to set a target for residents as it is one where it interacts with residents so can most easily influence behaviours.</p> <p>Council response: To include in a Residents Environment Action Plan.</p> <p>The wording of this achievement already makes it clear that it only applies to some areas.</p> <p>This comment will be taken into account when developing a Resident's Environment Action Plan.</p>
Sustainable Transport	Comment that this is a sensible area for the council to set a target for residents as it is one where it

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	interacts with residents so can most easily influence behaviours. Council response: This comment will be taken into account when developing a Resident's Environment Action Plan.
Culture and Heritage	Comment that this is a sensible area for the council to set a target for residents as it is one where it interacts with residents so can most easily influence behaviours. Council response: This comment will be taken into account when developing a Resident's Environment Action Plan.
Equity and Local Economy	No comments
Health and Happiness	Comment that this is a sensible area for the council to set a target for residents as it is one where it interacts with residents so can most easily influence behaviours. Council response: This comment will be taken into account when developing a Resident's Environment Action Plan.

Response to attending an informal local group to discuss green issues

Respondents were then asked if they would be interested in attending a local forum to discuss green issues. 50% of those who completed the survey expressed an interest in this, suggesting that there is some appetite for such a group.

Additional amendments

The following targets/achievements have also been amended to the draft plans in order to ensure the most up to date information is included at the time of recommending the plan for approval.

Current target/achievement	Proposed amendment/comments
Seek to procure 100% renewable energy.	This was discussed recently as part of the budget setting process and it was agreed not to proceed any further.
Peterborough currently produces around 90,000 tonnes of waste per year, around 45% of which is currently recycled.	Peterborough currently produces around 90,000 tonnes of waste per year, around 45% of which is currently recycled. Our goal is to achieve in excess of 65% recycling by 2020.

Finally, a glossary style document will be developed to sit alongside the Environment Action Plans online in order to provide a definition of key terms and/or scheme names within the plan.

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Environment Action Plan: City-Wide

This plan highlights the targets of different stakeholders working together in Peterborough.

Theme / 2050 Vision	Achievements to date	Our targets to 2020
<p>Zero Carbon Energy</p> <p>No net carbon emissions from energy consumption, achieved through high energy efficiency and renewable energy.</p>	<ul style="list-style-type: none"> Peterborough's per capita CO2 emissions have reduced from 8.1 (2005) to 5.7 tonnes (2014). We have the 4th highest number of domestic solar PV installations in Great Britain. More than 500 homes have taken advantage of a free solar PV scheme saving an average of £200. Charity PECT's Eco Framework for schools helps embed knowledge of sustainability issues into classes. 97% of schools in Peterborough currently deliver eco education activities. The Vista housing development in Peterborough city centre was highly commended in the 'Best Low or Zero Carbon Initiative' category at the Housebuilder Awards in 2015. Queensgate has reduced its energy consumption by 45% over the last 5 years. 	<ul style="list-style-type: none"> Reduce per capita CO2 emissions to 4.5 tonnes. Peterborough Environment City Trust (PECT) will provide energy advice support to 2,000 households. 100% of schools in the area will be offered specialist support to embed sustainability via PECT. Seek to take advantage of grant funding to increase energy efficiency and the uptake of renewable energy. Queensgate will reduce its energy use by a further 5%.
<p>Sustainable Water</p> <p>We will have high quality water environments, the annual risk of flooding will be less than 1 in 100 in the urban area and we will each use 80 litres of water or less daily.</p>	<ul style="list-style-type: none"> The council's Flood and Water planning guidance is promoted by the Environment Agency as best practice. The Werrington Brook Improvements programme has delivered two stretches of physical river improvements and has seen around 200 hours of volunteer activity. The Water Innovation Network has over 50 members who are aiming to drive innovation in the water industry, led by Allia, Anglian Water and Opportunity Peterborough. Anglian Water's water saving home visits have helped households reduce their water use by up to 50 litres per day. 	<ul style="list-style-type: none"> New homes to be of the highest water efficiency standard. Nenescape will deliver a programme of activity to protect and promote the nature and heritage of the Nene Valley. Deliver physical and behaviour change activities within the Werrington Brook catchment to improve water quality. Anglian Water aim to reduce household water consumption to 125 litres per person per day and increase the number of Peterborough households on metered water supply to 86%.
<p>Land Use and Wildlife</p> <p>A network of naturally diverse, wildlife-rich, accessible places which are valued and enjoyed locally.</p>	<ul style="list-style-type: none"> Forest for Peterborough has planted a total of 93,609 trees in Peterborough, half way to the project target of 180,000. The Boardwalks Local Nature Reserve has reopened following replacement of flood-damaged bridges and walkways and is now managed by charity Froglife. Peterborough's Buzzing is an exciting new Heritage Lottery Fund funded project led by Buglife in partnership with the council to transform a number of urban green spaces into wildflower meadows supporting a range of plants and insects. 	<ul style="list-style-type: none"> Increase the number of local sites in positive management to 82% and maintain going forwards. Plant 24,000 trees in specific parts of the city to increase canopy cover as part of the Forest for Peterborough project. Seek funding to develop a natural capital budget for the city. Subject to funding designate two new local nature reserves. Champion net biodiversity gain in new developments.
<p>Sustainable Materials</p> <p>All building materials purchased in the city will be from sustainable sources and wherever possible sourced locally.</p>	<ul style="list-style-type: none"> Peterborough launched its ambition in November 2015 to become the UK's first circular city. Peterborough DNA's Smart Supper event in 2015 challenged young people to come up with innovative solutions to circular city challenges. Peterborough Reuse, an organisation that received kick-starter funding from Peterborough DNA, takes used coffee hessian and jute sacks from Mastroast, a local roasting and packing firm, and turns them into shopping bags. 	<ul style="list-style-type: none"> Support Peterborough's ambition to become a circular city through active collaboration, partnership and shared insight. In Cambridgeshire and Peterborough 31% of total aggregates sales will be comprised of secondary and recycled aggregates. 80% of Skanska's procurement will be from the Greater Cambridgeshire Greater Peterborough LEP area.
<p>Local and Sustainable Food</p> <p>80% of food consumed will be produced and processed within 100 miles of the city.</p>	<ul style="list-style-type: none"> FoodCycle, a national charity that combines volunteers, surplus food and spare kitchen spaces to create tasty, nutritious meals for people at risk of food poverty and social isolation, has launched in Peterborough with support from Cross Keys Homes. The Green Backyard is working in partnership with Parsnips and Pears to offer fresh, locally grown veg boxes delivered direct to the door for homes in and around Peterborough. Metal Peterborough's Harvest Festival in 2015 brought 500 residents together for dinner. There are 1,450 allotments in the city covering an area of 367,630m3. 	<ul style="list-style-type: none"> Achieve and maintain Fairtrade city status. Seek funding to introduce a scheme to identify and promote restaurants and food outlets that offer local and sustainable food. Actively promote the conservation and wise use of productive land.

<p>Zero Waste</p> <p>Annual household waste will decrease to 250kg per person and 100% will be recycled, reused, composted or recovered.</p>	<ul style="list-style-type: none"> The Waste Electrical and Electronic Equipment (WEEE) Re-Use facility reprocesses and reconditions electrical goods for recycling and resale into the community, aiming to divert both large and small electrical items from landfill. The city's Energy Recovery Facility formally opened in March 2016 and can process up to 85,000 tonnes of waste per year providing electricity to power over 16,000 homes. The 'Love Peterborough: Love your Community' recycling rewards scheme has seen recycling increase by up to 10% in some areas of the city. The weekly food waste service has been improved by providing free bin liners to residents. 	<ul style="list-style-type: none"> Build a new Household Recycling Centre. Seek funding to develop an action plan to reduce landfill of non-municipal waste (i.e. non-domestic). Seek to achieve zero waste to landfill. Queensgate will increase its recycling/reuse rate to 95%.
<p>Sustainable Transport</p> <p>A pedestrian, public transport and cycle first city and 90% of all journeys will be zero emission.</p>	<ul style="list-style-type: none"> Peterborough Travelchoice work with schools, businesses and residents to encourage more people to reduce their reliance on cars and instead walk, cycle, use the bus and car share. Personalised Travel Planning in businesses resulted in a 3.2% increase in car sharing, 10% increase in cycling, 21.1% increase in walking and a 42.2% increase in public transport use. Over 1300 pupils in the city received Bikeability training in 2015. Skanska is now using a GPS system in all of its fleet to encourage efficient fuel consumption and better green driving techniques. The council is delivering a £500k grant from the DfT to promote sustainable transport. 	<ul style="list-style-type: none"> Increase the number active business travel plans to 97 and school travel plans to 43. Increase the number of people who walk and who cycle at least three times per week by 1% annually. Increase the percentage of people satisfied with cycle routes and facilities in the city from 58% to 62%. Seek to improve sustainable transport connections across the Greater Peterborough area.
<p>Culture and Heritage</p> <p>We will be recognised as a high quality culture and heritage destination with active residents.</p>	<ul style="list-style-type: none"> The Arts Festival and the Heritage Festival each attract over 30,000 visitors annually. Flag Fen now hosts eight prehistoric Bronze Age log boats, found near the site at Must Farm. The Cathedral has received a grant from the Heritage Lottery Fund for £2.4 million to enable them to celebrate their 900th anniversary. The Green Backyard have, over the last 6 years, delivered hundreds of sessions on arts, crafts, gardening and confidence building to over 1,000 people. Voluntary group Nene Coppicing & Crafts formed together with the aim of connecting people with the natural and cultural heritage of woods and to help revive ancient skills. 	<ul style="list-style-type: none"> The council will seek to celebrate heritage in all public realm and highway design schemes across the city. Environmental charity PECT will give support to 10 community groups and engage 30,000 people a year on environmental issues. Through the Culture Strategy raise the profile of culture, increase participation and visitor numbers.
<p>Equity and Local Economy</p> <p>A 'high skilled / low poverty' economy aided by the highest concentration of environmental businesses in the UK.</p>	<ul style="list-style-type: none"> Peterborough was awarded Smart City of the Year in 2015, beating competition from cities such as Moscow, Dubai and Buenos Aires. Peterborough DNA's Smart Supper programme asks young people to develop innovative approaches to solve city challenges. Over 8,000 net new jobs have been created in the last 6 years and net business creation is 43% above the UK average. Peterborough is also one of the UK's most innovative cities. 83% of Queensgate's stores took part in its Growing Greener initiative. 	<ul style="list-style-type: none"> Seek opportunities to commercialise Share Peterborough in order to sustain and grow the B2B platform. PECT will engage with 1,000 organisations to make eco improvements and encourage 200 volunteers to get involved with their work. Development proposals of 15 or more dwellings should provide a minimum of 30% affordable housing. Peterborough will have an awarding university.
<p>Health and Wellbeing</p> <p>We will live longer, healthier, more fulfilling lives, with health equality for all residents.</p>	<ul style="list-style-type: none"> More than 8,000 people have run over 300,000km as part of Peterborough's Park Run. Total attendances in Vivacity's sport and physical activities stands at over 1.5m per annum. Sailability, a volunteer-led initiative, offers disabled people the opportunity to go sailing. With just 6 participants in 2006, now more than 150 people with physical or learning difficulties regularly enjoy this social outdoors activity at Ferry Meadows. Inspire Peterborough promotes sport/leisure activities for disabled people and their carers. Multi-agency Partnership Boards are delivering the Health & Wellbeing Strategy (2016/19). 	<ul style="list-style-type: none"> Increase the proportion of physically active adults in Peterborough to match the rest of England. On a trend basis, seek to reduce the number of people declared homeless. Nene Park Trust will increase the percentage of visitors expressing benefits to their health and wellbeing through visiting the park from a baseline of 90% in 2016. Reduce the proportion of people with an unhealthy weight.



Environment Action Plan: Peterborough City Council

We are committed to environmental leadership, decision-making and continuous improvement. We will achieve this by:

Theme / 2050 Vision	Context, achievements and supporting policies	Our targets to 2020
<p>Zero Carbon Energy</p> <p>No net carbon emissions from energy consumption, achieved through high energy efficiency and renewable energy.</p>	<ul style="list-style-type: none"> In 2015/16 the council generated 645,126 KWh of renewable energy. In addition, the Energy Recovery Facility has generated 53,000MWh of renewable energy per annum. All council employees are required to take a mandatory sustainability e-learning module. 369 homes have benefitted from external wall insulation across the city. <p>Examples of supporting policies:</p> <ul style="list-style-type: none"> Carbon Management Action Plan, adopted 2010 	<ul style="list-style-type: none"> Establish a CO2 baseline relevant to Fletton Quays and set a target for reduction relative to the city's growth aspirations. Maintain our 'Green' rating with Investors in the Environment. Fletton Quays office to meet BREEAM 'very good' standard. Take advantage of funding streams and the Honeywell Framework to increase energy efficiency/ renewable energy. Upgrade 17,000 street lights to energy efficient LEDs.
<p>Sustainable Water</p> <p>We will have high quality water environments, the annual risk of flooding will be less than 1 in 100 in the urban area and we will each use 80 litres of water or less daily.</p>	<ul style="list-style-type: none"> In a single year the council's estate uses approximately 256,946m3 of water. The council were highly commended in the leadership category of Anglian Water's 'We Love What You Do' Business Awards in 2014. Peterborough's SuDS team were highly commended in the Institution of Civil Engineers awards for delivering a regeneration scheme tailor-made for the community it serves. <p>Examples of supporting policies:</p> <ul style="list-style-type: none"> Local Flood Risk Management Strategy, adopted 2016 The Peterborough City Council Emergency Management Plan, adopted 2015 	<ul style="list-style-type: none"> Establish a baseline for the council's water consumption relevant to Fletton Quays and set a target for reduction. Seek to include SuDS in all appropriate public realm and highways design schemes across the city. Skanska will establish a baseline for water consumption and set a target to reduce potable water. Design the new offices at Fletton Quays to minimise water consumption e.g. low flow taps.
<p>Land Use and Wildlife</p> <p>A network of naturally diverse, wildlife-rich, accessible places which are valued and enjoyed locally.</p>	<ul style="list-style-type: none"> The council manages a rich asset of approximately 105,000 trees predominantly on highways, parks and open spaces, and an estimated further 1.4m trees making up the councils 280 hectares of woods, providing benefits to public health and the environment. Amey, on behalf of the council, maintain over 5.6million m² of grass (the same size as 800 football pitches). <p>Examples of supporting policies:</p> <ul style="list-style-type: none"> Peterborough's Biodiversity Strategy, adopted 2010 	<ul style="list-style-type: none"> Increase the number of sites in positive management to 82% and maintain going forwards. Develop a biodiversity area at the Fletton Quays site. Skanska are seeking to increase overall biodiversity levels across all of their highway schemes. Subject to funding designate two new local nature reserves. Support Nene Park Trust to develop their city centre offer.
<p>Sustainable Materials</p> <p>All building materials purchased in the city will be from sustainable sources and wherever possible sourced locally.</p>	<ul style="list-style-type: none"> Peterborough launched its intention in 2015 to create a circular city and is one of nine cities to be part of the Ellen MacArthur Circular Cities Network. The council, in partnership with Opportunity Peterborough have developed 'Share Peterborough' a platform that allows businesses to share products, services and resources. <p>Examples of supporting policies:</p> <ul style="list-style-type: none"> Circular Peterborough Commitment, launched 2016 Peterborough City Council's Procurement Strategy, adopted 2015 	<ul style="list-style-type: none"> Support the city to develop circular economy approaches and ascertain the feasibility of becoming the UK's first circular city. 80% of Skanska's procurement will be from the Greater Cambridgeshire Greater Peterborough LEP area. Develop a sustainable procurement policy and seek to increase opportunities for local SME's in our supply chain. Seek to minimise the environmental impact of new ICT.
<p>Local and Sustainable Food</p> <p>80% of food consumed will be produced and processed within 100 miles of the city.</p>	<ul style="list-style-type: none"> There are 1,450 allotments covering an area of 367,630m3. The council supports Peterborough's aspiration to become a Fairtrade city. Via the council's internal catering contract with Amey, 75% of fresh produce and 40% of meat is from East Anglia - the majority of which is through school meals. <p>Examples of supporting policies:</p> <ul style="list-style-type: none"> Peterborough Local Plan, preliminary draft due for adoption 2018 	<ul style="list-style-type: none"> Seek funding to introduce a scheme to identify and promote restaurants & food outlets offering local and sustainable food. 100% of the food purchased by Skanska will be Fairtrade and/or locally sourced. Skanska will introduce food growing areas for staff. Promote local and sustainable food to employees through the annual 'Boost your Wellbeing' campaign.

<p>Zero Waste</p> <p>Annual household waste will decrease to 250kg per person and 100% will be recycled, reused, composted or recovered.</p>	<ul style="list-style-type: none"> Peterborough currently produces around 90,000 tonnes of waste per year, around 45% of which is currently recycled. Our goal is to achieve in excess of 65% recycling by 2020. Recycling rates have risen by over 10% in some areas of the city following the introduction of a recycling rewards scheme, 'Love Peterborough: love your Community'. <p>Examples of supporting policies:</p> <ul style="list-style-type: none"> Minerals and Waste Core Strategy, adopted 2011 Joint Municipal Waste Management Strategy for Cambridgeshire and Peterborough, adopted 2008 	<ul style="list-style-type: none"> Skanska will divert 95% of waste from landfill and will work with their supply chain to minimise waste. Baseline the council's waste relevant to Fletton Quays and develop a target for reduction. Run an annual zero waste week for staff. Continue to offer used battery collection at key council offices.
<p>Sustainable Transport</p> <p>A pedestrian, public transport and cycle first city and 90% of all journeys will be zero emission.</p>	<ul style="list-style-type: none"> 32% of council employees travel to work sustainably and of this 9% walk. This compares to Peterborough as a whole where 28% travel to work sustainably and 7% walk to work. 14% of employees live within 2 miles of the office and 41% live within 5 miles making walking and cycling realistic commuting options. The council have pool bikes for staff use and operate the national CycleToWork scheme. <p>Examples of supporting policies:</p> <ul style="list-style-type: none"> Long Term Transport Strategy, adopted 2011 	<ul style="list-style-type: none"> Continue to seek funding to support citywide sustainable transport initiatives. Undertake an annual staff travel survey. Decrease the number of employees traveling to work in single occupancy cars by 5% from a baseline of 64%. Skanska will reduce the number of work-related single occupancy car journeys by 70% over the life of their contract.
<p>Culture and Heritage</p> <p>We will be recognised as a high quality culture and heritage destination with active residents.</p>	<ul style="list-style-type: none"> Peterborough has over 1,000 listed buildings. Our city is diverse, with 20% of the population born outside of the UK. Flag Fen now hosts eight prehistoric Bronze Age log boats, found near the site at Must Farm. The Cathedral has received a grant from the Heritage Lottery Fund for £2.4 million to enable them to celebrate their 900th anniversary. <p>Examples of supporting policies:</p> <ul style="list-style-type: none"> Peterborough Culture Strategy 2015-2020, adopted 2015 	<ul style="list-style-type: none"> Seek to celebrate heritage in all public realm and highway design schemes across the city. Refurbish two listed rail buildings and develop the mill as a new hub for culture and the arts at Fletton Quays. Continue to work with local stakeholders to be able to offer discounts to local events, venues and companies for Peterborough City Council staff. We will promote environmental initiatives as appropriate.
<p>Equity and Local Economy</p> <p>A 'high skilled / low poverty' economy aided by the highest concentration of environmental businesses in the UK.</p>	<ul style="list-style-type: none"> 5,500 households have taken advantage of the Peterborough Community Energy Tariff, saving an average £232 annually. All council employees have an annual performance and development review, identifying opportunities for training as appropriate. <p>Examples of supporting policies:</p> <ul style="list-style-type: none"> Visitor Economy Strategy 2015-2020, adopted 2015 Volunteer policy, due for adoption 2017 	<ul style="list-style-type: none"> Seek to promote the uptake of apprenticeships. Support work placements and work experience opportunities, as appropriate, across the organisation. Continue to pay the Peterborough Living Wage. Maintain the Disability Confident accreditation. Seek to actively participate in Share Peterborough. Produce an Environment Action Plan for residents.
<p>Health and Wellbeing</p> <p>We will live longer, healthier, more fulfilling lives, with health equality for all residents.</p>	<ul style="list-style-type: none"> A new 'Healthy Peterborough' campaign which will help residents prevent and tackle common health problems and live healthily for longer is being led by the City Council. The council has an occupational health advisor and an employee assistance programme. The council coordinates an 'Our Space' employee panel to seek views and feedback on corporate change programmes and staff communication. <p>Examples of supporting policies:</p> <ul style="list-style-type: none"> Health and Wellbeing Strategy 2016-19 The council has a number of employee policies in place to support health and wellbeing 	<ul style="list-style-type: none"> Lead implementation of the Health and Wellbeing Strategy 2016/19 and relevant metrics. Continue 'Healthy Peterborough' campaign. Continue to deliver the annual 'Boost your Wellbeing' campaign to staff. Consider supporting staff who wish to volunteer for a Peterborough community project one day each year. Develop and roll out a programme of agile working.

Signed by:

Councillor John Holdich OBE
Leader of the Council

Councillor Irene Walsh
Cabinet Member for Communities and Environment

Gillian Beasley
Chief Executive

COUNCIL	AGENDA ITEM No. 9(b)
12 APRIL 2017	PUBLIC REPORT

EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL

(b) THE DRAFT PETERBOROUGH HOUSING STRATEGY 2016 TO 2021

Cabinet, at its meeting of 20 March 2017, received a report, the purpose of which was to seek support for the Peterborough Housing Strategy 2016 to 2021 and for Cabinet to recommend its adoption by Council.

The Strategy set out the Council's priorities and commitments for the period 2016-2021 for a broad range of Housing matters, including rural housing issues. The Housing Strategy had been widely consulted on to ensure that all stakeholders and partners had had an opportunity to influence the final report.

It is recommended that Council adopt the Peterborough Housing Strategy, which incorporates the amendments set out in the supplementary Cabinet report, attached as Appendix A.

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ITEM 9(b) – FOR INFORMATION

CABINET	AGENDA ITEM No. 8
20 MARCH 2017	PUBLIC REPORT

Cabinet Member(s) responsible:	Councillor Peter Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development.	
Contact Officer(s):	Anne Keogh, Housing and Strategic Planning Manager Caroline Hannon, Senior Housing Strategy and Enabling Officer	Tel. 863815 Tel. 863818

THE DRAFT PETERBOROUGH HOUSING STRATEGY 2016 TO 2021

R E C O M M E N D A T I O N S	
FROM Corporate Director of Growth and Regeneration	Deadline date: N/A
It is recommended Cabinet support the Peterborough Housing Strategy as attached at Appendix A and agree to recommend it to Council for adoption.	

1. ORIGIN OF REPORT

- 1.1. This report is submitted to Cabinet following recent changes to Government’s policy and procedures towards housing, and following the end of the current Peterborough Housing Strategy 2011 to 2015 and following the conclusion of the recent public consultation on the draft version of the Housing Strategy

2. PURPOSE AND REASON FOR REPORT

- 2.1. The purpose of this report is to seek support from Cabinet for the attached Peterborough Housing Strategy 2016 to 2021 and for Cabinet to recommend its adoption by Council.
- 2.2. On adoption the Peterborough Housing Strategy will be a major policy item for the Council. The Strategy sets out the Council’s priorities and commitments for the period 2016-2021 for a broad range of Housing matters, including rural housing issues. The Housing Strategy has been widely consulted on to ensure that all stakeholders and partners have had an opportunity to influence the final report.
- 2.3. This report is for Cabinet to consider under its Terms of Reference No. 3.2.9: *To commission reviews by and determine any changes of policy proposed by the Scrutiny Committees making recommendations to Council about proposed changes to the Council’s major policy and budget framework.*

3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	YES	If Yes, date for relevant Cabinet Meeting	20 MARCH 2017
Date for relevant Council meeting	19 JULY 2017	Date of submission to Government Dept.	N/A

4. KEY ISSUES

4.1 Style of the Strategy

4.1.1 The Strategy has been prepared as a document that is:

- Succinct, yet informative
- Written in an easy reading style that will make it accessible to a range of audiences
- Clear as to what the Council wants to achieve and what measures it will take to get there

4.2 Structure of the Strategy

4.2.1 The Strategy consists of four main parts:

- An introduction to the Strategy and a brief summary of the outcome of the consultation
- An overview of the National and Local legislative and policy context and the opportunities and challenges they presents for housing in Peterborough
- A set of four priorities, each with their own set of specific measures that the Council will implement to achieve them
- Key snapshot facts and figures and case studies relevant to identified priorities

4.3 The Housing Strategy Priorities

4.3.1 Priority one - **How we will support substantial and sustainable growth.** A range of key measures are identified to contribute to the delivery of growth in Peterborough. These include preparing a new Local Plan to ensure Peterborough is equipped to meet our growth needs, but also to ensure that growth is sustainable and responds to the demand for all types of housing including rural housing that is affordable to local residents. Supporting other important initiatives such as Peterborough's new housing Joint Venture with Cross Keys Homes which will deliver new housing of all types and tenures including affordable homes, and ring-fencing funding to support affordable housing providers to meet affordable housing needs in Peterborough.

4.3.2 Priority two - **How we will increase the supply of homes that people can afford.** The key measures identified in this section are; ensuring a balanced mix of property types and tenures particularly recognising the likely reduction in the provision of new rented affordable homes as a result in changes to national policy and funding priorities; ensuring the sustainability of rural communities through affordable housing provision to address local need; supporting community led housing solutions in rural neighbourhoods such as rural exception sites; and ensuring that allocation policies and tenure policies for social housing promote mixed and sustainable communities in the light of Government's social housing and welfare reforms.

4.3.3 Priority three - **How we will improve housing conditions to support health and wellbeing.** This priority focuses on utilising a range of preventative and proactive measures that will improve living conditions in Peterborough's existing homes. The key measures identified are tackling empty homes, addressing serious disrepair in the private sector through grants and through enforcement and providing aids and adaptations to enable frail elderly people and people with disabilities to remain safely in their homes. Maximising the energy efficiency of existing housing particularly in rural areas where there are a significant number of off-gas heated homes, is also identified as an important area for tackling indoor cold and fuel poverty.

4.3.4 Priority four - **How we will ensure that a range of supported and specialist accommodation is available.** The key measure identified to contribute to achieving this priority is ensuring the suitability of accommodation for households with specific housing needs both within the existing stock and within future stock by supporting the provision of a range of property types that will cater for different specialist needs. This involves

partnership working with key stakeholders including Adult and Children's services, private sector housing and care providers, affordable housing registered providers and health.

5. CONSULTATION

- 5.1 The Housing Strategy and Enabling team (part of Sustainable Growth Strategy service area within the Growth and Regeneration Department) has coordinated the preparation of the Strategy in association with the relevant service areas within the Council, which reflect the wide range of issues which the Strategy covers. Therefore officers across the Council have been consulted with and involved in the development of areas of the Strategy that reflect their service areas. Following approval of the draft Housing Strategy at Cabinet on 7 November 2016, the document was subject to a 6 week public consultation process from 28 November 2016 to 16 January 2017.
- 5.2 Details of the consultation on the draft Housing Strategy were published on Peterborough City Council's Website
- 5.3 A wide range of key stakeholders including all Registered Providers with housing stock in Peterborough were sent electronic notification of the consultation period, electronic copies of both documents with a representation form and a link to Council's online consultation survey as a means of providing their feedback.
- 5.4 On completion of the consultation process, issues raised during that consultation period were fully considered and changes have been made to the Housing Strategy where appropriate. Further details of the consultation responses received can be found at Appendix B.
- 5.5 We received some useful comments and suggestions alongside considerable support for the Strategy including from key stakeholders. Sustainable Growth Scrutiny will further debate the post consultation version of the Strategy on 15 March.
- 5.6 In response to the consultation, the following notable amendments have been incorporated into the final version of the Housing Strategy:
- The National Context has been updated to reflect changes to Government policy and include the new Housing White Paper
 - Expansion of the commentary relating to the City Council's approach to tackling homelessness to reflect the successful bid for additional DCLG funding under the homelessness prevention trailblazer scheme.
 - Neighbourhood Plans have been acknowledged as key local documents that will inform and underpin the Housing Strategy and therefore added to the diagram illustrating the local policy context for Peterborough
 - Numerous other minor amendments and updates have been undertaken to the document as a result of feedback from the consultation and progress on national policy delivery and local delivery targets.

6. ANTICIPATED OUTCOMES

- 6.1 It is anticipated that Cabinet will support the Peterborough Housing Strategy 2016 to 2021. Subject to Cabinet approval, as this is a Major Policy Item, Council will be asked to formally adopt the Strategy.

7. REASONS FOR RECOMMENDATIONS

- 7.1 The stated lifespan of the existing Peterborough Housing Strategy is from 2011 to 2015. Plans to renew the Strategy were delayed to await the outcome of the Housing and Planning Act 2016. The major anticipated announcements have now been made by Government, so the timing to publish our own local housing strategy is very timely.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 A 'do nothing' option (where no new Housing Strategy is developed and the existing Housing Strategy is not updated) was considered. However such an approach would mean that Peterborough would have an out of date Strategy which did not reflect the significant changes to national housing and welfare policy and how we as a Council plan to respond to them. A refresh of the Strategy was necessary to ensure that we have a fit for purpose Housing Strategy.

9. IMPLICATIONS

- 9.1 **Financial:** Preparation of the Housing Strategy only involved staffing resource costs that are met within existing budgets. However, the Housing Strategy, once adopted, will commit the Council to undertaking various activities in the future, each of which have varying cost implications. These tasks however, will have been agreed with the applicable service areas, and therefore it is anticipated that the budgets will be in place in order to achieve the measures proposed. As such, there will be no new financial implications directly arising from the Strategy, other than those already accounted for in existing budgets.
- 9.2 **Legal Implications:** Local Authorities in England are no longer required to have a Housing Strategy (Deregulation Act 2015 amendments apply) However, Local Authorities continue to provide Housing Strategy as they are a useful planning tool identifying the needs of diverse, changing and growing communities. The Equalities Act 2012 requires local authorities to consider the needs of diverse communities. The Housing Strategy will enable the Council to identify and plan for current and future needs
- 9.3 **Environment Capital:** Sections of the Strategy relate to environmental issues, such as tackling fuel poverty and bringing empty housing back into use. Overall, the Strategy can be regarded as having a positive impact on tackling environmental issues and our aspirations to create the UK's Environment Capital.

10. BACKGROUND DOCUMENTS

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

- 10.1 None.

11. APPENDICES

- 11.1 Appendix A – Peterborough Housing Strategy
- 11.2 Appendix B – Consultation Responses

ITEM 9(b) – FOR INFORMATION

CABINET	AGENDA ITEM No. 8
20 MARCH 2017	SUPPLEMENTARY REPORT

Cabinet Member(s) responsible:	Councillor Peter Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development.	
Contact Officer(s):	Anne Keogh, Housing and Strategic Planning Manager Caroline Hannon, Senior Housing Strategy and Enabling Officer	Tel. 863815 Tel. 863818

THE DRAFT PETERBOROUGH HOUSING STRATEGY 2016 TO 2021 – FURTHER AMENDMENTS TO ADD TO THE HOUSING STRATEGY FOR ENDORSEMENT

1. Adding some text to priority 4 on page 16 of the housing strategy on the housing needs of people who are offenders or misuse drugs and alcohol. Suggested text below:

“Adults with chaotic lifestyles due to offending and drug and alcohol misuse

Peterborough’s residents like all cities, include people that experience a combination of problems such as drug and alcohol misuse, mental health problems and offending. These issues can lead to difficulty in maintaining accommodation and significantly increases the risk of becoming homeless.

The Council provides funding to Peterborough NACRO (National Association for the Care and Resettlement of Offenders) to provide housing related support to prolific and persistent offenders and those at risk of becoming persistent offenders due to drink, drug or substance misuse. They support individuals in maintaining their tenancy as well as re-engaging in education, training and employment. As part of this role, NACRO has established a successful working partnership with local registered providers that enables them to work with their tenants who have been given a short custodial sentence, to maintain their tenancies to return to after completing their sentence. NACRO has also formed links with a bank of private landlords operating in the City and work closely with them to address the issue of finding and maintaining accommodation.

NACRO recognises the importance of a flexible approach to providing their services. They provide outreach service at Peterborough Aspire Drug Treatment Service, Council offices, the library and local coffee shops in an effort to engage with an often hard to reach client group.”

2. Updating the strategies and policies listed in the diagram under the heading Local Context on page 7 of the housing strategy to reflect very recently adopted documents. This will involve removing The Aids and Adaptations Policy and Repairs Assistance Policy and replacing them with the Housing Renewals Policy 2017-19 and updating the Empty Homes Strategy 2012-15 with the dates of the newly adopted strategy which spans 2017-19
3. Removing bullet point 6 under the actions for priority 4 on page 18 to reflect the decision that this initiative relating to expansion of the Shared Lives Scheme will no longer be pursued.

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Peterborough Housing Strategy

2016 to 2021



Foreword

by Councillor Peter Hiller

Welcome to our new Peterborough Housing Strategy. Housing has certainly been a topical issue both nationally and locally in recent times, and it is a widely shared view amongst political parties, businesses, pressure groups and other leading voices that we are experiencing a national housing crisis. It is not just about increasing the supply of homes, but also about ensuring that people can access decent homes at a cost they can afford.

Peterborough City Council recognises these national concerns, and is aware it needs to tackle its own housing challenges. This Strategy sets out our priorities for housing in Peterborough over the next five years. Our priorities are not that surprising:

- Supporting substantial and sustainable growth
- Increasing the supply of homes that people can afford
- Improving housing conditions
- Ensuring that a range of supported and specialist housing is available

There are common themes which also span across our headline local priorities: creating the UK's Environment Capital; improving the health and wellbeing of our residents; maximising access to a range of homes that meet the demands and needs of our diverse communities; and supporting our rural communities in addressing their particular housing issues.

We do not underestimate the challenges ahead, and we will work creatively and collaboratively with our partners to achieve the targets we have set ourselves.

We are aware that we are in a period of significant ongoing change nationally, and through this strategy we try to reflect how we are responding to these changes within the financial constraints that we, like all local authorities, must operate.

We know that we will see further legislative and social changes during the lifespan of this strategy. We will regularly review the priorities we have set monitor our progress with achieving them, to ensure that this document continues to reflect how we as a Council is responding to new housing agenda issues that affect the residents of Peterborough.

We would like to thank everyone who contributed to the shaping of this Strategy. A full draft of the Housing Strategy was published for public consultation between 28 November 2016 and 16 January 2017. A report summarising the key and most frequently raised issues arising from the consultation can be viewed at www.peterborough.gov.uk/HousingStrategyConsultation

We look forward to turning this Strategy into action and are committed to working with our partners to achieve the objectives set out in this document.

Councillor Peter Hiller

Cabinet Member for Growth, Planning, Housing and Economic Development



The National Context

It is widely reported that we face a national housing crisis, with not enough homes being built to meet ever growing demand. The housing sector is undergoing significant changes and faces a number of new challenges and opportunities. National planning, housing and welfare reforms are impacting on traditional operating practices for local authorities, developers and social housing providers. Peterborough's policy and strategy documents including this Housing Strategy, will need to reflect these changes and respond to the challenges and opportunities that they present.

Below is a summary of the key legislative changes relevant to the housing sector and how they will impact on our capacity to respond to housing needs and demand in Peterborough.

While not yet legislation, it is worth mentioning that on the 7th February 2017, the Government published a new Housing White Paper 'Fixing our broken housing market'. To monitor the delivery of this housing strategy, we will produce an annual report, which amongst other things will provide an update on changes in legislation affecting the housing sector. Therefore once these proposals become legislation we will update the Strategy to reflect these changes and their impact on our housing agenda.

Starter Homes (Introduced in the Housing and Planning Act 2016)

Starter Homes are newbuild homes which are available for sale to first time buyers aged 23-39 at up to 80% of the open market value. They are a new form of affordable tenure and Local Authorities, subject to confirmation by government, will have a duty to promote the supply of Starter Homes. Further government regulation may require the provision of a specific number of Starter Homes on each new housing development.

Opportunity: the sale of new homes at 80% of open market value will make homeownership a more realistic possibility for some first time buyers.

Challenges: Not everyone is eligible or will be able to afford a Starter Home. Setting a minimum requirement for Starter Homes provision on all new sites is likely to reduce the

deliverability of other affordable housing products such as affordable rented housing and shared ownership housing.

National Funding Programmes

The Homes and Communities Agency has a range of funding programmes aimed at enabling the development of new homes. These programmes include loan and grant initiatives and depending on the terms of the funding initiative, can be accessed by Registered Providers, Local Authorities, and large and small scale commercial developers. To reflect government's shift in focus towards home ownership, much of the funding allocated in the Affordable Homes Programme for 2016 -2021 was initially aimed at supporting new homes for Purchase. However in the Autumn Statement the Government opened up the programme, relaxing restrictions on funding so providers can build a range of homes including for affordable rent.

Opportunities: Funding is being made available to a wider range of housing providers with the aim of encouraging more bids to support delivering more homes.

Challenges: Despite the increased flexibility towards funding for rented homes, the government has stated that while it would allow affordable rented homes to 'underpin swift build out' it still expected 'the majority of expenditure' to support homeownership this continued focus on funding for home ownership tenures will result in a significant reduction in new homes offering rented tenures. This will reduce the housing options available to households unable to afford to buy. The reduction in the provision of affordable housing for rent is likely to impact on our capacity to meet the demand for affordable housing on the Housing Register.

Vacant buildings credit (introduced by Ministerial statement November 2014 with legal effect from May 2016)

This guidance indicates that where a vacant building is brought back into use, or is demolished to be replaced by a new building, the local authority should offer the developer a financial credit equivalent to the existing floorspace of the building when the local planning authority calculates the affordable housing contribution which will be sought.

Opportunity: this policy provides an incentive for brownfield development on sites containing vacant buildings and may lead to more housebuilding.

Challenges: this policy will lead to a reduction in the number of affordable homes which can be delivered on sites. The reduction in the provision of affordable housing is likely to impact on our capacity to meet the demand for affordable housing on the Housing Register.

Office to Residential Accommodation Conversion

Since 2013 there has been a permitted development right which allows developers to create residential units from offices without the need for a planning application, and

introduced new duties on local authorities to keep, and have regard to, registers of people seeking land for self-build and custom housebuilding. The Housing and Planning Act 2016 goes one step further and requires local authorities to grant sufficient suitable development permissions on serviced plots of land to meet the demand for self build and custom housebuilding in their area as evidenced by the register.

Opportunity: Individuals and groups wishing to build their own homes will have greater access to serviced plots to facilitate their projects.

Challenges: The duty on local authorities to grant sufficient permissions to meet demand evidenced on their register



without the requirement of affordable housing provision and other financial obligations. The temporary measures were due to expire on 30 May 2016 but have now been made permanent with effect from 6 April 2016. The permanent permitted development rights are subject to a new requirement for a noise assessment. This is intended to allow local planning authorities to consider noise mitigation from surrounding commercial uses.

Opportunity: Surplus to requirement office accommodation can be quickly converted into housing to help meet the current shortage of new homes.

Challenges: The newly converted homes may be in locations that lack the infrastructure and facilities associated with planned residential development.

The lack of planning obligations will impact on the number of affordable homes built and the funding available for infrastructure.

Self-Build and Custom Housebuilding

The Self-Build and Custom Housebuilding Act 2015

may be difficult to achieve, particularly when applicants can register a speculative interest on numerous different local authorities' self-build and custom build registers.

Neighbourhood Planning

Neighbourhood planning allows local residents and businesses to influence the development of their area by creating localised plans and policies which accord with the Local Plan. Drafting a Neighbourhood Plan is the responsibility of the community. However, local authorities have a responsibility to support communities who wish to engage in the neighbourhood planning process and have a responsibility to use the policies and orders produced.

Opportunity: Neighbourhood planning enables communities to play a much stronger role in shaping their area and provides the opportunity to set out a positive vision for how they want their community to develop.

Challenges: Communities may have unrealistic expectations of what can be achieved through neighbourhood planning given that the neighbourhood plan cannot supercede the policies of the Local Plan.

Measures to tackle rogue landlords in the private rented sector (Introduced in the Housing and Planning Act 2016)

Local authorities will be able to apply for a banning order to prevent a landlord/letting agent operating for a minimum period of 12 months where they have committed certain housing offences (once regulations have determined what constitutes a banning order offence). Tenants or local authorities can apply for a rent repayment order where a landlord has committed certain offences. If successful the tenant may be repaid up to 12 months' rent. The Act also introduces a statutory requirement for a national database of rogue landlords/letting agents to be maintained by local authorities. Again regulations are awaited to determine what information should be included on the database.

Opportunity: increases the tools available to tackle poor housing management in the private rented sector and provides a means for local authorities to share data on rogue landlords through the national database.

Challenges: Largely relies on local authorities to take a proactive role so implementation may vary between areas depending on available resources.

Right to Buy for Registered Provider tenants (Introduced in the Housing and Planning Act 2016)

The Right to Buy programme which has been available to local authority tenants since 1980 will be made available to tenants of Registered Providers. This will enable tenants to buy their home at significantly below market value, once they have been a tenant for a qualifying period of time. Following the sale, the landlord will receive compensation by way of a grant from Government which they must invest in the provision of new housing.

The roll out of this policy has been delayed following the extension of the initial pilot studies into a larger regional pilot. It is anticipated that the scheme will be rolled out Registered Providers nationally by 2018 at the earliest.

Opportunity: This policy will make homeownership a realistic possibility for many households who would otherwise be unable to purchase their own home.

Challenges: The sale of affordable homes could lead to a reduction in the number of homes which are available to new households in housing need. Although compensation for the loss of the home will be paid to landlords there may be strict criteria for spending the grant which could prevent the delivery of new homes. Additionally, there is no certainty that the homes which are sold will be replaced in the same location by a property which is the same size, type and tenure.

Fixed term tenancies (Introduced in the Housing and Planning Act 2016)

Since 2012 changes introduced by the Localism Act have meant that local authorities and Registered Providers have had the option to offer fixed term agreements for new tenancies. From April 2016 the Housing and Planning Act 2016 now requires that all new local authority tenancies must be granted for a fixed term of between two and ten years. Indefinite term secure tenancies cannot be granted to new local authority tenants. Although there is no local

authority stock in Peterborough, some local Registered Providers already exercise their existing rights to offer fixed term tenancies to their tenants and this practice may become more widespread to reflect the new requirements for local authorities.

Opportunities: This policy is likely to reduce the incidence of households occupying accommodation when they could afford to secure market housing or when their existing home does not match their housing need. This is likely to free up and create greater turnover of social housing.

Challenges: Requiring tenants to move out of their homes could unsettle households and communities and result in households reapplying to the Housing Register for suitable alternative accommodation.

Reducing regulation of social housing (Introduced in the Housing and Planning Act 2016)

Legislation has been amended to make it easier for Registered Providers to dispose of land and properties. It is no longer necessary to require the consent of the Social Housing Regulator prior to disposing of assets. Additionally the requirement for RPs to allocate the funds only as directed by the Social Housing Regulator, has been abolished.

Opportunities: Registered Providers will be free to dispose of properties which due to their condition or location are expensive to manage freeing up their resources.

Challenges: This policy allows Registered Providers to dispose of stock in locations where the local authority may consider there is a significant demand for housing. This could also lead to a loss of specific dwelling type which it would be difficult to replace leading to a reduced housing offer within the social sector stock. Additionally, if Registered Providers dispose of dwellings into the private sector due to their poor condition this does not support the Council in their efforts to improve the overall housing stock in the city. It may lead to a cost implication for the council if the condition of the property is not subsequently maintained and enforcement action becomes necessary at some future date.

Rent reduction (Welfare Reform and Work Act 2016)

This policy requires Registered Providers to reduce social housing rents including social rents and affordable rents by 1% each year for four years from 1st April 2016. There are some exclusions to this policy for certain types of supported accommodation including a one year deferral for applying this policy to supported housing rents until April 2017.

Opportunities: Reduced rent charges make social housing even more affordable for tenants.

Challenges: This policy has had a significant negative impact on Registered Providers' revenue meaning that there may be fewer resources available to invest in the management and maintenance of existing stock and the provision of new affordable homes.

Housing Benefit capped at Local Housing Allowance rate for social housing tenants (introduced in the Comprehensive Spending Review – November 2015)

This policy will restrict Housing Benefit for social housing tenants to a maximum rate equivalent to the Local Housing Allowance

(LHA) rate from April 2018. The policy for general needs tenancies is applicable for all tenancies entered into from April 2016 onwards although the restriction in benefit will not apply until April 2018. The policy has been deferred for supported housing tenancies until April 2019 but will be applicable to all existing and new tenancies from this date. In response to concerns about the impact of this policy on supported housing provision, the government has said that an amount of funding will be devolved to local authorities to provide ‘top up’ funding to providers to reflect the higher than average cost of offering supported housing. The policy also limits the amount of Housing Benefit which can be paid to social housing tenants aged under 35 to a single room rate of benefit. This will mean that even if they are benefit dependent and in accommodation which has been deemed to be appropriate for their needs, they will not be able to have their full rent covered by Housing Benefit.

Opportunities: The policy may be an incentive for tenants to find work and reduce their reliance of Housing Benefit.

Challenges: As the LHA rate hasn't increased in line with market rates this policy is likely to mean that Registered Providers will have a significant reduction in rental income. Additionally, some more vulnerable people living in social housing who may experience difficulty finding employment, will have to make a contribution towards their rent from their own resources which may already be stretched. There is a high likelihood that the number of tenants with rent arrears will increase meaning a potential increase in evictions and homelessness. Supported housing is likely to be impacted by this policy with many providers expressing concern that the ‘top up’ funding to local authorities for supported housing will not be sufficient to support all schemes in the local authority area. In this event, a funding gap could lead to scheme closures with no suitable alternative accommodation available for tenants to move to and prevent new supported housing schemes from coming forward.

Universal Credit (Welfare Reform Act 2012)

Universal Credit is a single monthly benefit payment to individuals, couples and families who are out of work or on a low income. It provides financial support for housing, children and childcare, people who have a disability or health condition

and people who care for disabled people. It replaces a range of other benefits including Housing Benefit. In Peterborough it is currently only applicable to new, single claimants but in due course it will be fully rolled out across the city.

Opportunities: Universal Credit will give people the support to move into work or to earn more. It is expected to make it easier to transition into short-term or part-time work than the current welfare system.

Challenges: Whilst Housing Benefit can be paid directly to landlords, Universal Credit will be paid directly to tenants. This places a greater responsibility on tenants to ensure their rent is paid on time and could lead to additional incidence of rent arrears where tenants do not have the relevant skills to manage their income. Additionally, Universal Credit is not paid for the first seven days following each claim meaning that one weeks rent will always go unpaid at the commencement of any Universal Credit claim.

Benefit Cap (Welfare Reform Act 2012)

The benefit cap limits the total amount of benefits which each household (exemptions apply) can receive if they are working age and are entitled to benefit to support them to pay for their housing. A household whose income from benefits is assessed to be above the benefit cap will receive a reduction in the level of Housing Benefit or Universal Credit that they receive. The level of the cap is subject to change by regulations.

Opportunities: The policy may be an incentive for tenants to find work and reduce their reliance on welfare.

Challenges: This policy could lead to an increase in poverty levels as incomes are restricted. Any restriction on benefits is likely to lead to an increase in rent arrears as people may struggle to meet all of their outgoings potentially leading to an increase in evictions by landlords and homelessness.

Under occupancy charge / Spare Room Subsidy (Welfare Reform Act 2012)

This policy (also known as Bedroom Tax) restricts the level of Housing Benefit which can be paid to social housing tenants by imposing an under occupation penalty where the tenant is



deemed to have larger accommodation than they need. The Council has adapted its Housing Allocations Policy to ensure allocations to social housing properties reflect the occupancy criteria of Housing Benefit.

Opportunities: This policy is likely to encourage some tenants who are living in larger accommodation than they need to downsize into accommodation which matches their need. This could result in a greater turnover of social housing stock allowing more offers of accommodation to applicants on the Housing Register.

Challenges: Tenants who cannot quickly be offered suitable alternative accommodation will have their Housing Benefit restricted and may not be able to meet the shortfall potentially leading to rent arrears, evictions and homelessness. The policy and the subsequent change to the Peterborough Allocations Policy has led to a significant increase in the demand for smaller properties and there is a mismatch between the size/type of housing which people need and the accommodation which is available. At present there is significant shortfall in the supply of 2 bedroom properties which has slowed down the turnover of households on the housing register and led to an increase in the number of households in temporary accommodation.

The Care Act 2014

The Care Act provides a statutory duty on local authorities to promote wellbeing and introduces a new universal eligibility criteria for accessing social care support services. A key focus of promoting welfare in the Act is prevention and re-ablement; investing in services that prevent the deterioration in individual's

welfare and supporting people to regain their independence through intensive short-term support. In terms of housing, local authorities are required as part of its statutory assessment of wellbeing, to consider the suitability of a person's living accommodation and to generally support access to appropriate housing and related services. This could range from ensuring access to housing benefits to ensuring access to suitable housing options, depending on the individual's needs.

Opportunity: The Act requires partner agencies to work together to respond to the needs of each individual accessing social care support services resulting in a more holistic approach that includes their housing needs and enabling the most efficient use of Council resources.

Challenges: The extended statutory requirements of this Act add to the pressure already on existing Council resources.

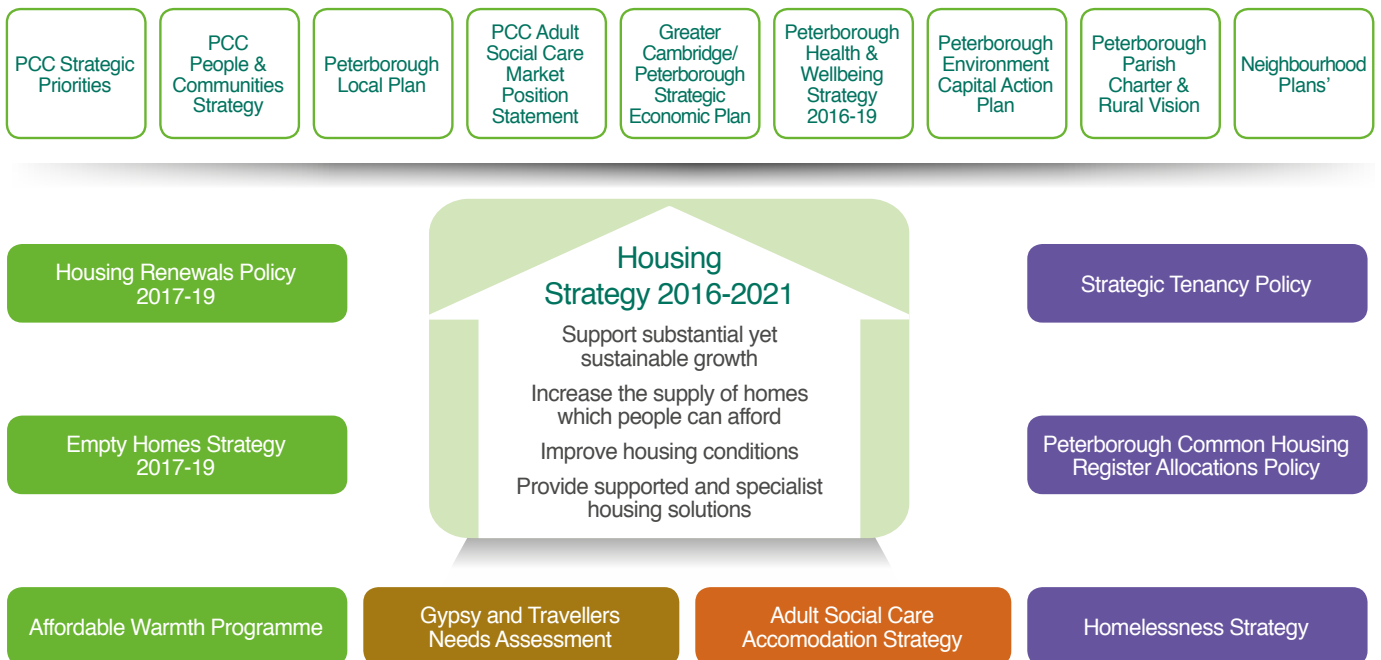
These significant and far reaching changes to national planning, housing and welfare policies have implications for a wide range of housing related issues and will impact on Peterborough's residents. Some measures will create opportunities for Peterborough to further its housing growth ambitions in particular with new market homes available for purchase. Other measures are likely to impact negatively on the delivery of new affordable homes and in particular, homes to rent. Some measures (once implemented through awaited regulations) will provide additional means of tackling poor housing management in the private rented sector, while other welfare reforms will present more challenges for households reliant on benefits in both the private and social rented sectors.

The Local Context

There are several key themes in local policies, strategies and plans that contribute and feed into different aspects of the housing agenda in Peterborough. This Housing Strategy forms a central part of a strategic framework in Peterborough. It forms the link between government policy and the local

strategic approach to addressing a range of housing related issues. The Housing Strategy is an overarching document that focuses and co-ordinates a number of other housing related strategies and plans enabling us to address the housing needs of the city.

The diagram below identifies the key local documents that inform and underpin this Housing Strategy:



The priorities for Peterborough's housing agenda

This Housing Strategy identifies four key priorities for Peterborough's housing agenda. Each priority is underpinned by actions that the Council will take to deliver these priorities. They include actions that seek to maximise the potential benefits of the wide ranging housing reforms that the housing sector is currently undergoing, as well as actions that seek to minimise the possible adverse consequences.

The Council is committed to creating the UK's Environment Capital and the priorities of this strategy play a role in contributing towards the delivery of some of the themes within the Environment Capital Action Plan (ECAP). At the start of the related chapter for each of the four priorities of the Housing Strategy, we have identified the specific themes from the ECAP that the priority supports.

The ECAP is broken down into 10 themes which are set out below. They aim to provide a clear vision for how Environment Capital will be delivered. The themes each contain a vision to 2050 and interim targets to 2016 which detail how the city will change the way it does things to live within the resources of one planet by 2050. A new version of the ECAP is currently being prepared and is due to be published in early 2017. This will include interim monitoring targets to 2020.

Zero Carbon



Sustainable Water



Land Use and Wildlife



Sustainable Materials



Local and Sustainable Food



Zero Waste



Sustainable Transport



Culture and Heritage



Equity and Local Economy



Health and Wellbeing



Priority One: Supporting Substantial and Sustainable Growth



Key Peterborough Snapshot Facts:

- The population is expected to increase from 183,961 in 2011 to 227,890 in 2036.
- 1005 new dwellings are needed each year to meet current and projected population growth.
- 4637 new homes were built between 2011 and 2016 of which 28% were affordable housing dwellings. 25% of these affordable homes were shared ownership dwellings.
- There are over 85,000 dwellings in Peterborough.
- 60% of all homes in Peterborough are owner occupied. Of these 1% are Shared Ownership homes

Peterborough continues to successfully grow as city. In January 2016 it was ranked as the third fastest growing city in the UK by population (1.5% annual growth) and as having the fourth highest housing stock growth (at 1.1% annually) with over 2,000 new homes built in the last 2 years. Housing demand is buoyant and it is likely this demand will continue.

We recognise that partnership working is key to supporting substantial and sustainable growth and we play an active role in the Greater Cambridge Greater Peterborough Enterprise Partnership (LEP). The LEP's function is to help drive forward sustainable economic growth within its wider geographical area. It brings together local businesses, education providers,

voluntary organisations and social enterprises, and the public sector to tackle key barriers to growth such as infrastructure, housing, skills and employment and funding. Peterborough's ongoing involvement in the LEP forms an important part of our ambitious plans to secure greater inward investment and influence major infrastructure decisions that affect the area's economic wellbeing.

Devolution offers another potential opportunity to support Peterborough's growth through joint working. It incentivises collaboration between local councils by devolving power, funding and decisions currently made by central government.

In response to the government's devolution initiatives, all Cambridgeshire local authorities together with Peterborough and the GCGP LEP, have worked together to put forward a proposal to create a Combined Authority.

A Combined Authority can work together to make decisions based on their agreed priorities, not national priorities. If following public consultation, the Cambridgeshire and Peterborough devolution deal is supported by residents and approved by government, it will secure decision-making powers and significant funding for areas such as housing, adult education and skills, transport and major rail and road infrastructure schemes. Devolution will provide Peterborough with a further opportunity to work in partnership with other local councils on strategic growth issues that are more effective when delivered together. The devolution proposal includes £170m towards delivering affordable housing (with £70m ring-fenced for Cambridge) as well as £20m per year, for 30 years to support infrastructure.

To ensure that Peterborough is equipped to meet our growth needs, the Council is currently preparing a new Local Plan which will set out how the city and surrounding villages will grow and develop. This will replace the Council's existing Local Plan which makes provision for 25,500 new homes and 22,000 new jobs in Peterborough between 2009 and 2026.



Case Study: Supporting substantial growth

The Peterborough Investment Partnership have identified an area close to the South Bank of Peterborough, known as Fletton Quays, for development. Fletton Quays is the first of several city centre sites to be brought forward by the Partnership for redevelopment.

The planning application was submitted in September 2015 with outline consent approved in December 2015. The proposed development will deliver much needed homes, offices and a new leisure offering on the banks of the River Nene in the centre of Peterborough.

The plans include the refurbishment of the existing listed rail buildings, providing a link to the heritage of the site whilst also looking to meet the community's future needs.



The emerging Plan is setting new targets to provide 27,625 new homes and 22,024 new jobs between 2011 and 2036 and will allocate sufficient suitable land to meet our housing demand and our employment growth needs.

These targets in the emerging Plan are informed by evidence in the Peterborough Sub Regional Housing Market Assessment Update 2015 (SHMA) which takes into account factors such as population growth, household formation rates, migration and economic growth to calculate how many new homes and what types of new market and affordable housing is needed to meet the growth needs of our city.

We know that we need all types of housing in Peterborough from high value homes that will enable business leaders to live locally, to affordable housing that meets the housing needs of the most vulnerable groups. We also need to meet the demand for mainstream market housing in the form of homes for purchase and access to a quality private rented sector. Peterborough's rural community makes up 12% of our population and has its own housing challenges. In common with many rural areas, the housing offer is focussed more towards larger owner occupied homes with lower levels of smaller properties and affordable housing than in urban areas. A more balanced mix of property sizes and tenures is needed to meet local demand in many of Peterborough's village locations.

The Council has taken the decision to play a much greater role in the growth and regeneration of the city. In January 2015 the Council established its first development joint venture with a private sector partner. Through this joint venture we will realise more opportunities for growth in Peterborough by bringing forward surplus land in the

Council's ownership to deliver new office, retail, housing and leisure facilities to the city. The Peterborough Investment Partnership has already demonstrated the benefits of the Council's direct engagement in development delivery. Planning permission has been obtained for a landmark regeneration scheme on a site at Fletton Quays which includes the delivery of 280 homes. Construction is expected to begin on site towards the end of 2016.

Separately, in July 2016 the creation of a specifically housing focussed Joint Venture between the Council and Cross Keys Homes was agreed with the objective of delivering new housing of all types and tenures. This will shift the Council's role from 'enabler' to a direct developer of housing. A £20m capital budget has been set aside as potential funding for the Council to invest in the joint venture project and £14.6m of corporate affordable housing capital funding has been allocated specifically to support affordable housing provision in projects that the joint venture, Medesham Homes, will bring forward in Peterborough.

We will continue to support other affordable housing providers to meet affordable housing demand by investing our funds accumulated from developer financial contributions paid to the Council in lieu of providing on-site affordable homes. These funds are ring-fenced for the provision of affordable housing in Peterborough. To ensure we gain maximum benefit for the city from this resource, the Council will explore a range of options with affordable housing providers including grant allocations, loans or equity investment, to determine the type of support that the Council can offer on a case by case basis.



Case Study: Peterborough's most eco-friendly housing development

Vista is the Morris Homes zero carbon housing regeneration development of 302 homes on the South Bank area of Peterborough, which includes 120 affordable homes owned by Cross Keys Homes.

These homes have been built using the latest cutting edge, sustainable technology, with energy efficient elements such as solar thermal panels, features to reduce water consumption and an advanced boiler that recovers waste heat - lowering homeowners' household bills. This site brings the largest development of its kind in the UK to Peterborough.



To achieve substantial and sustainable growth we will:

- Keep the Local Plan up to date, with the emerging Local Plan seeking to deliver 27,625 new homes by 2036.
- Support good design which provides a mix of housing, including homes for purchase and affordable homes, to support a wide variety of households in both urban and rural areas and encourage community cohesion within neighbourhoods.
- Support employment growth by ensuring the right number of homes of the right tenure in the right places at the right price for workers.
- Influence the local housing market and contribute to the delivery of our priorities for new affordable housing through the Council's new housing joint venture partnership with Cross Keys Homes, Medesham Homes.
- Support housing providers in the delivery of our priorities for new affordable housing through funding allocations from the Council's affordable housing commuted sums.
- Support the Neighbourhood Planning system to ensure communities have a greater say on the future of the places where they live.
- Collaborate with the development industry to encourage housing sites to be brought forward quickly to improve supply and minimise the gap between the number of new households forming and new homes being built.
- Collaborate with the construction industry to deliver new homes using new techniques and technologies which deliver homes which better meet the objectives of the Environment Capital Action Plan.
- Continually review our understanding of the local housing market to ensure we respond to emerging trends and can meet future needs.
- Encourage the supply of prestige homes through the planning process to support the strategy for long-term economic growth and regeneration in Peterborough.

Priority Two: Increase the supply of homes which people can afford



Key Peterborough Snapshot Facts:

- 1211 new affordable homes have been built since 2011 of which 75% have been homes available for rent.
- 20% of all housing is in the social sector.
- Average property prices are lower than the regional and national average.
- Average earnings are below the regional and national average.
- A higher than average proportion of the population are in lower skilled occupations.
- In rural areas, housing need as a proportion of supply is ten times higher than it is in the urban area of the city.
- 40% of households are unable to afford to buy a home on the open market.
- 620 additional affordable dwellings are needed each year to meet current and future housing need.
- The number of households in temporary accommodation is increasing nationally and locally.
- The number of households accepted as being statutorily homeless is increasing nationally and locally.
- Since 2011 2273 new applicants applied to join the Housing Register. 1547 applicants were accepted as homeless. 2096 people were prevented from becoming homeless

The population of Peterborough is expected to rise from around 184,457 in 2011 to 227,890 in 2036. With this increase in population comes a range of opportunities and challenges for housing provision. Everyone needs a home to live in at a price which they can afford and it is a priority of this Housing Strategy to ensure that as Peterborough grows the range of new housing which is built meets the range of needs of new households. The emerging Peterborough Local Plan will set a target for 27,625 new homes to be built by 2036 and 22,024 new jobs created. Average income in Peterborough is below the national average and house prices are also lower than the national average. However, the SHMA indicates that around 620 Peterborough households a year will be in housing need because they are unable to afford private rented housing or purchase a market dwelling. We recognise that measures must be taken to ensure the availability of housing which is affordable for these households.

Tackling empty homes is another means of increasing the supply of housing available to residents. We are committed to reducing the number of empty properties in the city, and dealing with the issues associated with long-term empty homes. Homes that lay empty for long periods are a waste of a scarce resource, and we recognise that more use has to be made of the existing housing stock. We aim to utilise the existing housing stock, whilst reducing the impact of empty homes on neighbouring residents, and highlighting the benefits of reuse to the vacant property owners.

As has already been identified, recent planning, housing and welfare reforms are likely to reduce the supply of new affordable homes for rent. New measures such as the 'Higher Rents for High Income Tenants' policy and the 'Housing Benefit cap to LHA rate' may also restrict the ability for existing tenants to afford their accommodation. There is already a higher proportion of residents in Peterborough living in deprivation than the average for England and around 22% of children and young people in Peterborough are currently living in poverty.



Case Study: Bringing empty homes back into use

The Council successfully applied for and Empty Dwelling Management Order on a property in 2014. The property was refurbished to an extremely high standard under the supervision of the Care & Repair team, and has been let to tenants since completion.



The Council's costs associated with the refurbishment will be recouped through the rental income, and the property returned to the owner after a seven year period.

Although around 20% of stock in Peterborough is affordable housing, the number of households accepted as 'statutory homeless' resulting in a duty for the Council to offer them temporary accommodation and assistance with re-housing, is higher than the average for England, despite the national picture also showing increases. According to DCLG statistics compiled from local authority returns, on 30th June 2016 the number of households in temporary accommodation in England had increased by 9%, when compared to the figures from 12 months earlier. The number of households being accepted as statutorily homeless also showed a significant increase nationally: for the quarter between 1 April and 30 June 2016, acceptances were up 3% on the previous quarter and 10% on the same quarter of the previous year.

Although we work extensively with households to try and prevent homelessness by providing advice and assistance on their housing situation and alternative housing options, the number of households accepted as statutory homeless increased from 251 in 2013/14 to 440 in 2015/16 and there is currently a significant number of households in temporary accommodation. Research indicates that when people are forced to move in to temporary accommodation their health can suffer. The uncertainty of their situation, often combined with poor living conditions, impacts both physically and mentally on individuals and families.

In January 2017 Peterborough and the other Cambridgeshire Local Authorities secured funding of £736,000 to help them develop more effective ways of tackling homelessness. The funding comes from a new £20 million "Trailblazer" fund set up by the Government to establish "a network of ambitious areas across England" aimed at tackling the root of the problem.

The areas that have been selected to pilot the new approach will look to engage with a wider group of people, not just those who

are owed a statutory duty. They will work with the Government to identify what works best and to share best practice.

The primary focus will be on spotting any early warning signs and improving coordination between all the various agencies to enable them to intervene earlier and provide the appropriate support. Emphasis will also be placed on working closely with landlords to help them maintain tenancies, resolve any problems with tenants and avoid evictions wherever possible. And more attention will be given to making people at risk of becoming homeless aware of the various means of support that are available.

The SHMA has identified that in rural areas, 76% of households are owner occupiers and there is a lower proportion of households living in rented accommodation both in the affordable and private sector. In the smallest villages and hamlets there is a significantly lower proportion of properties for affordable rent. Rural communities tend to have higher house prices and the tenure profile can create problems for younger households in accessing housing which they can afford. Additionally rural areas are dominated by properties with 3 bedrooms or more meaning that not only is there a more limited supply of affordable housing, it is also more difficult to access entry level market housing. A survey undertaken as part of the 2010 Peterborough Strategic Housing Market Assessment found that whilst incomes and savings of persons in rural areas are overall generally higher than in urban areas, given the low level of affordable housing and the limited entry level housing, there can be particular issues in accessing affordable housing locally.



Case Study: New affordable homes for residents

This project in Peterborough, was delivered in partnership by Longhurst & Havelok Homes and Westleigh Developments. This small estate of 90 homes delivered 43 affordable homes including 2 wheelchair accessible homes.

The site had previously been derelict and the scheme transformed the land into a much-needed residential area, with community green space available for all local people to use.



To increase the supply of homes which people can afford we will:

- Through implementation of the Council's planning policy we will support the provision of new affordable homes on sites of 15 or more dwellings.
- Ensure a mix of housing tenures are provided on new housing development sites including Starter Homes, shared ownership properties and affordable homes for rent to meet the needs of households with a variety of income levels.
- Work in partnership with Registered Providers to support the provision of affordable housing on sites which they own/ acquire by reducing the infrastructure requirements in line with the Council's Community Infrastructure Levy Charging Schedule.
- Work with developers and Registered Providers to ensure an ongoing supply of new build affordable housing for rent to meet the needs of households who cannot access home ownership affordable housing tenures
- Work with developers and Registered Providers to ensure that new build affordable rented homes provide the appropriate mix of house types to contribute to rebalancing the affordable housing stock to better meet the housing needs of applicants on the Peterborough Housing Register.
- Work with Registered Providers to encourage any capital raised from the sale of affordable homes as a result of Right to Buy or the reduced regulation of social housing providers to be reinvested to provide new affordable homes for rent in Peterborough.
- Work with Parish Councils and Registered Providers to support the delivery of rural exception sites which contribute to meeting the housing needs of households in rural areas and aids the ongoing sustainability of those communities.
- Reduce incidences of poverty by supporting tenants to reduce their energy costs through a mixture of providing new homes which are thermally efficient and promoting the installation of thermal improvements to existing properties.
- Work proactively with landlords and provide mediation services to prevent incidences of tenants becoming homeless including social housing tenants who may be losing their accommodation as a result of their fixed term tenancies ending in accordance with the end of lifetime tenancies for social housing tenants.
- Work with landlords and tenants to ensure that residents are supported as they transition from Housing Benefit to Universal Credit to prevent rent arrears from accumulating.
- Maintain good relationships with landlords to increase the opportunities for people on lower incomes to access private rented accommodation.
- Utilise Direct Housing Payments to support people to secure appropriate accommodation for rent by offering loan/grant payments for rent in advance and tenancy deposits.
- Support existing tenants of social housing properties, including those affected by the 'Bedroom Tax' to downsize into smaller affordable properties to ensure that they are not accruing unnecessarily large rent and energy costs, by offering them an increased priority on the Peterborough Housing Register in line with the Common Allocations Policy.
- Encourage landlords to support tenants who are adversely affected by the Benefit Cap to ensure that they make the necessary rent payments to avoid rent arrears and maintain their tenancies.
- Support tenants aged up to 35 years of age who are living in flats and houses to respond to the changes in the Housing Benefit legislation which may mean that from April 2018 their maximum Housing Benefit/Universal Credit (Housing) entitlement will be restricted to the Local Housing Allowance Rate for shared accommodation.
- Explore the opportunity of offering Empty Homes Assistance to owners of empty properties in order to carry out refurbishment work to enable the property to be brought back into use and offered to families in housing need.
- Increase the amount and type of temporary accommodation which is available to people to whom the Council owes a duty to rehouse as a result of homelessness legislation.



Priority Three: Improve housing conditions to support health and wellbeing



Key Peterborough Snapshot Facts:

- 1,346 Disabled Facilities Grants have been provided since 2011.
- 699 enforcement interventions taken in the private rented sector since 2011.
- A Selective licensing scheme will be implemented on 1st December 2016.
- 20% of all homes are privately rented.
- 3% of homes are in disrepair.
- 13% of owner occupied households and 20% of private rented households are in fuel poverty.
- Life expectancy is lower in Peterborough than the national average. 2096 people were prevented from becoming homeless.

Affordable, warm, dry, secure housing is associated with better health outcomes and helps communities to thrive. Poor housing can contribute towards the prevalence of many preventable diseases and is connected to injuries due to falls particularly in older people. Household overcrowding can result in an increased risk in the spread of infection. Poor housing conditions have also been identified as having an adverse effect on mental health. Fuel poverty and indoor cold is linked with excess winter deaths and cardiovascular problems. The highest concentration of fuel poverty and excess cold in the private sector in Peterborough are found in the urban wards of Central and Park and the rural wards of Barnack, Eye and Thorney and Northborough.

The Health and Wellbeing Strategy estimates that poor housing conditions are responsible for over 651 harmful events requiring medical treatment every year in Peterborough. The estimated cost to the local NHS of treating these is £2.2M annually.

Selective Licensing was introduced in designated areas of Peterborough on 1 December 2016. The Housing Act 2004 gives councils the power to require residential landlords to obtain a licence in order to let property to tenants within a designated area. Its aim is to improve the quality of life for all local residents by ensuring a consistent high standard of management of private rented homes in that area. Private rented homes account for just under 40% of the homes in Peterborough's selected licensing areas. Through Selective Licensing we aim to not only improve housing conditions where defects/hazards are identified, but also to improve the image and perception of the area to encourage more settled communities.

Registered Providers in Peterborough have significantly invested in their stock to ensure all dwellings meet the national Decent

Homes standard. However some properties in the private sector are in poorer condition. The estimated number of dwellings in Peterborough's private sector stock with levels of disrepair classed as a serious hazard under the Housing Act 2004 is 7,952. The estimated average cost of mitigating hazards per dwelling is £3,548 resulting in a total cost of £28.2m.

Improving housing conditions in Peterborough will enable better living conditions, reduce illness and promote higher levels of achievements for residents, particularly in education and employment. The Council's proactive approach to improving health and tackling poor housing standards is demonstrated through:

- Working in partnership to utilise a £2.7m grant from the Green Deal Community Fund to provide external wall insulation, loft insulation, boiler and window replacements in 'hard to treat properties' in the city;
- Creating a partnership with Empower Community Management to offer free solar PV to all private sector residents in Peterborough;
- Launching the UK's second Council branded community tariff 'Peterborough Energy' allowing households to switch provider with overall average savings of around £248 per annum;
- Enforcement action against private sector landlords to address unsafe living conditions;
- Implementing a selective licensing scheme from 1st December 2016 which will affect around 6205 privately rented properties raising the standard of private rented accommodation and therefore improving the health and well-being of those tenants;
- supporting disabled, vulnerable, old and frail people by providing adaptations, handy person jobs, repairs and maintenance work to enable people to live safely in their homes; and
- introducing assistive technology to enable people to be more independent, remain in their own homes and participate more in communities.



Case Study: Free solar panels for Peterborough residents

The Council entered into a strategic partnership with social enterprise Empower Community Management LLP in December 2014.

Commencing a solar panel installation programme from March 2015 in targeted areas of Peterborough and rolling out across all areas of the city from October 2015.



Adaptation and repair work can prevent falls and accidents, reduce the need for, or extent of, domiciliary care, prevent premature moves into residential care and assist hospital release by allowing care to be delivered at home.

Adapting and repairing homes and improving thermal efficiency is a key priority both in improving health outcomes and contributing to the Peterborough Environment Capital Action Plan.



Case Study: External wall insulation for Park Homes

The programme of providing external wall insulation for park homes is funded by the Repairs Assistance Housing Capital grant funding.

Households benefitting from this scheme are identified as fixed income, older people likely to be in fuel poverty. The programme started in 2015 and is continuing until all local sites have been appraised and the appropriate work undertaken.



To improve housing conditions to support health and wellbeing we will:

- Deliver a new Home Service Delivery Model which brings together Therapy Services, Re-ablement, Assistive technology and the Care and Repair Improvement Agency, to make grant delivery more effective and customer focussed.
- Provide mandatory Disabled Facilities Grants for adaptations so that people living in all tenures of housing can live independently in their own home.
- Provide support to assist people to move to more suitable accommodation if their existing accommodation is unsuitable for adaptation.
- Explore ways in which the extra Disabled Facilities Grants allocation within the Better Care Fund can be utilised to provide discretionary funding for works that will reduce hospital admissions, readmissions and enable people to be discharged from hospital more quickly.
- Provide minor Aids and Adaptations to assist people to maintain their independence.
- Provide a Handyman service for vulnerable people to undertake small labour tasks that help to keep them safe at home and to prevent falls and accidents.
- Reduce the number of hazards in homes especially those associated with risk of injury or adverse health conditions through the Repairs Assistance Programme.
- Take housing enforcement action to tackle poor standards within the private rented sector by ensuring landlords provide safe, warm and decent accommodation for their tenants.
- Introduce a Selective Licencing scheme in designated areas of Peterborough on 1st December 2016 to ensure that all private rented properties within the designated area are managed to a satisfactory standard.
- Reduce the number of empty homes in Peterborough by engaging with homeowners, taking enforcement action and undertaking management orders.
- Respond to the measures in the Climate Change Act 2011 which prevent landlords from refusing a tenant's request to have energy efficiency measures installed and requires properties with the lowest energy efficiency ratings to be removed from private rented stock from 2018 onwards.
- Reduce fuel poverty by improving housing conditions and providing access to thermal efficiency measures.
- Target properties with excess cold by working with rural communities that have a large proportion of off-gas heated properties especially those households living in fuel poverty. Review the efficiency of homes and work with communities to improve standards.



Priority Four: Supported and Specialist Housing



Key Peterborough Snapshot Facts:

- The number of adults with a learning disability is forecast to rise by 10% by 2030
- The number of people with physical disabilities is forecast to rise by 14% by 2030
- The number of people aged over 65 years is expected to grow by about 28% between 2013 and 2023
- Registered Providers own over 2000 supported housing dwellings.
- Assistive technology has been provided to 1360 people since 2011.
- 79 dwellings in affordable Extra Care schemes have been provided since 2011.
- 45 new homes have been built by Registered Providers for people who come into contact with Adult Social Care services, since 2011.
- Registered Providers have built 517 new homes which meet the Lifetime Homes standard since 2011.
- Registered Providers have built 24 new wheelchair adapted homes since 2011.

The availability of appropriate good quality housing and housing services is key to supporting vulnerable people to live successful and independent lives.

The Council is committed to stimulating and shaping a diverse, active market where people with care and support needs, their families and carers are included and involved in community, economic and social life. Community based independent living can take a number of forms, from living in mainstream general needs housing with floating visiting support for people with low level needs, shared living in houses or bungalows with on-site support for those with higher needs and purpose built supported housing schemes.

As the population of Peterborough continues to grow, so too do the numbers vulnerable people and those with support and specialist housing needs. This increase poses a challenge to the Council both in terms of ensuring the availability of suitable accommodation and promoting the health and wellbeing of these households in response to the requirements of the Care Act 2014. The current Meeting Housing Needs policy in the adopted Local Plan seeks the provision of 30% of dwellings on sites of 15 or more to be provided as affordable housing. The policy indicates the tenure split between rented and shared ownership for the affordable housing provision subject to viability. Within the emerging Local Plan, this policy will be replaced with a new policy which will emphasise prioritising the provision of affordable housing which meets needs of the most vulnerable people living in Peterborough.

The Council's ring-fenced affordable housing capital funds paid to the Council by developers in lieu of providing on-site affordable homes under the requirements of the Meeting Housing Needs policy in the Local Plan, provides another opportunity for the Council to support housing for the most vulnerable members of the community. We will seek to prioritise investment of these funds in schemes providing supported and specialist homes in Peterborough.

Meeting the needs of Adult Social Care and Health and Wellbeing Services client groups

The accommodation needs of people who come into contact with Adult Social Care and Health and Wellbeing Services provided by the City Council have been documented in a portfolio of accommodation strategies. In recognition that these documents now need to be updated, and to provide a consolidated overview of the accommodation needs of all of the various client groups that Adult Social Care and Health and Wellbeing services support, the Council is now looking to produce a single Commissioning Accommodation Strategy. This document will provide headline information about the accommodation requirements for the following client groups and the tenures and accommodation types identified to meet their needs:

Client Groups

- Learning Disability and Autism
- Physical Disability and Sensory Impairment
- Mental Health
- Older People

Tenures

- Social Rented
- Private Rented
- Shared Ownership

Accommodation Types

- General Needs Rented Housing (with or without adaptations)
- Shared Accommodation (shared general needs accommodation)
- Supported Accommodation (bespoke and purpose built accommodation)
- Sheltered accommodation (older people)
- Extra Care Housing (older people)
- Residential and Nursing





Case Study: Housing with support for young people

Changemaker House is an Axiom Housing Association Scheme which provides 15 flats for young people aged 16-25 years of age, who are ready to live independently, but with some support in place.

Each flat has its own kitchen and bathroom. There are no shared facilities which makes this excellent 'move-on' accommodation: an option for young people on their journey into full independence.

Each resident has a named key worker who is based at Axiom's sister scheme, Peterborough Foyer, who spends time with them at Changemaker House.



An Adult Social Care Market Position Statement (MPS) has also been prepared by the Council. This tool will influence market activity in the development of additional supported accommodation and care services to meet the specific needs of those Adult Social Care and Health and Wellbeing services client groups. The MPS analyses the current provision of supported accommodation and the prevalence of each type of accommodation relative to the population. It provides a forecast of the future need for each type of accommodation and projected gaps in provision. In terms of the accommodation needs of people with learning disabilities, autism and mental health problems, there is also a focus on supporting people placed in out of area residential and hospital/secure settings to return to the city to live in community based independent settings.

The MPS clearly sets out that the Council's first priority is to support people to remain or regain their independence whenever possible. This means promoting preventative services including assistive technology to improve independence; holistic care interventions that avoid people being unnecessarily being admitted into hospital; and reablement services that promote earlier safe discharge from hospital. It is recognised, however, that while independent living is the desired outcome for many people, residential and/or nursing care remains important for those unable to live with or without support in independent settings.

The final adopted Commissioning Accommodation Strategy and the Market Position Statement will form part of the housing related strategic documents that sit behind this Housing Strategy.

Meeting the housing needs of other vulnerable groups

Rough Sleepers

One of the strategic aims of the Council's current Homelessness Strategy is to reduce and prevent rough sleeping. It includes a range of measures aimed at tackling and preventing rough sleeping including;

- Working with partner agencies to identify people at risk of rough sleeping
- Working with partner agencies to deliver the 'No Second Night Out' (NSNO) initiative which aims to take rough sleepers off the streets by offering immediate shelter and to support them into a more stable environment
- Working with the faith sector to develop service to empower rough sleepers to leave the streets and not sustain street based lifestyles

The Homelessness Strategy 2013-2018 which was adopted in November 2014, forms part of the housing related strategic documents that sit behind the Housing Strategy.

Adults with chaotic lifestyles due to offending and drug and alcohol misuse

Peterborough's residents like all cities, include people that experience a combination of problems such as drug and alcohol misuse, mental health problems and offending. These issues can lead to difficulty in maintaining accommodation and significantly increases the risk of becoming homeless.

The Council provides funding to Peterborough NACRO (National

Association for the Care and Resettlement of Offenders) to provide housing related support to prolific and persistent offenders and those at risk of becoming persistent offenders due to drink, drug or substance misuse. They support individuals in maintaining their tenancy as well as re-engaging in education, training and employment. As part of this role, NACRO has established a successful working partnership with local registered providers that enables them to work with their tenants who have been given a short custodial sentence, to maintain their tenancies to return to after completing their sentence. NACRO has also formed links with a bank of private landlords operating in the City and work closely with them to address the issue of finding and maintaining accommodation.

NACRO recognises the importance of a flexible approach to providing their services. They provide outreach service at Peterborough Aspire Drug Treatment Service, Council offices, the library and local coffee shops in an effort to engage with an often hard to reach client group

Young people and care leavers

Some young people and especially 16 and 17 year olds who present to the Council as homeless, require additional support to prepare for independence in adult life. A joint protocol between the Housing team and Social Care ensures that the appropriate services are offered to each young person. The Council works with Registered Housing Providers in Peterborough to ensure that there are a range of accommodation schemes available to meet the needs of young people. These schemes address related issues such as enable access to benefits employment and living skills and are available to young people aged under 25 years.

The Council recognises that suitable, safe housing underpins success in other areas of life. For those leaving the care off the local

authority it is particularly important that their housing needs are met promptly. The Housing team work closely with Social Care and other agencies to ensure an appropriate package of support. For care leavers ready to take responsibility for a tenancy, the highest priority for re-housing is awarded. Care leavers also have additional entitlement to Housing Benefit to mitigate the impact of changes to Housing Benefit entitlement for people aged under 35.

Other specialist housing needs

The housing needs of the following identified specialist housing needs groups is considered within the context of current and projected demand and need from these groups in Peterborough:

Gypsy, Traveller and Travelling Showpeople

The Council has worked in partnership with eight other Local Authorities and consultants to prepare an up to date Gypsy, Traveller and Travelling Showpeople's Accommodation Assessment which was published on 10th October 2016. The assessment takes into account the definition of Gypsies and Travellers as provided in the revised national Planning Policy for Traveller Sites which came into force in August 2015. This states that households who have ceased travelling permanently, will no longer meet the definition of a Traveller for the purposes of assessing accommodation needs in a Gypsy and Traveller Accommodation Assessment.

To inform the assessment a survey was undertaken which attempted to interview all known Gypsy and Traveller households in the study area. Based on the findings from the survey, and applying the updated planning definition, the assessment identified no additional 'known need' for Gypsy and Traveller sites in Peterborough or Travelling Showpeople sites and no 'known need' for Transit sites.

However, the assessment also took into account the potential accommodation needs of the number of households that did not participate in the survey, but may still meet the new planning definition. This 'unknown need' results in a potential need for up to 16 pitches between 2016 and 2036 in Peterborough. Local authorities are not required to identify pitches to meet this 'unknown need' but can use the information to inform their policy development. Therefore while the emerging Local Plan does not identify specific land for the development of Gypsy and Traveller sites to meet this potential 'unknown need' the proposed policy sets out the criteria that the Council will apply when considering individual planning applications for Gypsy and Traveller sites from households that meet



the new planning definition.

The accommodation needs of households that do not meet the new planning definition, i.e. households that have ceased travelling permanently, are now covered under provisions in the Housing and Planning Act 2016. The housing needs of these households will need to be assessed as part of the wider housing needs of the area through the Strategic Housing Market Assessment process and will form a subset of the wider need arising from households residing in park homes.

Armed Forces Personnel

Military service is a unique form of employment and a way of life which for some may have a lasting impact even after they have returned to civilian life. Leaving the military may mean having to relocate, move home, find new employment and undergo a change in lifestyle.

Within Peterborough there is one armed forces base at RAF Wittering which is home to around 1500 personnel. The Council recognises the difficulties which may be faced by armed forces personnel in seeking new accommodation. Accordingly, within the Peterborough Common Housing Register Allocations Policy serving and former members of the forces and bereaved spouses and civil partners of members of the forces who are eligible for rehousing will be given additional priority to ensure that their housing needs are addressed at the earliest possible opportunity.

Student accommodation

Appropriate and affordable student housing in the city is essential to meet the needs of this currently modest in number but important specialist group. Between 2013 and 2015, there has been growth in the provision of student accommodation in the city and this currently fulfills the needs of the student community. With Peterborough's ambitions for establishing a new independent campus style Peterborough University as part of the Devolution Deal, it will be important to respond to any changes or increases in the accommodation needs of students seeking to study in Peterborough. The vision for Peterborough's University is to have an undergraduate population of 12,500 students by 2035.

Key worker housing

Key worker housing is usually provided to key public sector employees who provide an essential service and who may find it difficult to access housing in the area where they work. Key worker housing initiatives can provide discounted home ownership, shared ownership or discounted market rent products in areas where market housing is unaffordable.

Average salaries for nurses, social workers and newly qualified teachers in Peterborough are equivalent to the average median household income in Peterborough.

The SHMA indicates that across the Peterborough Sub region, more than 40% of households have an income which is lower than the median household income in Peterborough and accordingly the provision of housing initiatives which are limited to key workers are not considered to be a higher priority than the general affordable housing policy.

Households which include a key worker are eligible to apply for affordable housing in Peterborough in line with the criteria in the Peterborough Common Housing Register Allocations Policy.



Case Study: Extra Care Housing

Kingfisher Court is Peterborough's most recently completed high quality extra care scheme. It is provided by Cross Keys Homes and consists of 79 one and two bedroom apartments.

The scheme also offers an on-site restaurant, a communal lounge, a hairdressing salon and landscaped gardens.

There is a dedicated care team on site 24 hours a day to respond to planned care needs and emergency situations.



To ensure that a range of supported and specialist accommodation is available in Peterborough we will:

- Work in partnership with service users and partners to commission coordinated, effective services and solutions that will prevent or delay escalating support and service needs.
- Continue to support the Personal Care and Support Framework to supply support in the home and in the community for people aged over 65, people with a learning disability and people with a mental health issue to ensure personalised support is provided that seeks to increase levels of independence and access to services enabling people to remain in their home.
- Support re-ablement services which provide intensive social care support aimed at maximising independence, health and wellbeing especially following a period in hospital to enable people to return to their homes.
- Identify housing solutions for adults with mental health needs, learning disabilities, autism and behaviours that challenge to return to Peterborough from out of area assessment and treatments.
- Maximise the opportunity of independent living with the installation and use of Assistive Technology in every setting.
- Explore opportunities to provide specialist registered accommodation for people whose needs are so complex that they cannot be met within a community based environment, to reduce the use of registered care placements because of the lack of appropriate accommodation and support.
- Work with Registered Providers and private landlords to ensure a range of local accommodation options are available to promote best outcomes for people on the autism spectrum, with a learning disability, mental health illness or a physical or sensory disability.
- Work with providers to re-model under used residential home accommodation for people with a learning disability and encourage the conversion to supported living accommodation.
- Encourage the provision of and access to crisis accommodation and a complex care facility for people with complex mental health needs as an alternative to hospital admission.
- Support the policy in the emerging Local Plan seeking the provision of dwellings as accessible and adaptable designed to Category 2 of Part M of the Building Regulations 2015.
- Support the policy in the emerging Local Plan seeking the provision of a proportion of dwellings as wheelchair user homes designed to Category 3 of Part M of the Building Regulations 2015 on identified new housing sites.
- Work with private sector partners to encourage the provision of additional residential and nursing care accommodation to increase the current provision in Peterborough to meet growing demand for this accommodation.
- Monitor the demand for extra care accommodation and sheltered accommodation to ensure that any increased level of need is identified at an early stage to provide sufficient timing for additional facilities to be developed.
- Work with Registered Providers to ensure that sheltered accommodation is fit for purpose and fully utilised by those with the greatest need.
- Support the provision of accommodation for Gypsy & Travellers in line with the findings of the emerging Gypsy & Traveller Needs Assessment review.

Monitoring delivery of the Housing Strategy

To ensure the priorities of the Housing Strategy remain current and appropriate throughout its lifespan, regular reviews will be undertaken and an annual report will be published which sets out:

- Progress towards each of the priorities
- Changes in legislation or local priorities affecting the housing sector
- A profile of new risks and opportunities which impact on the council's ability to meet local housing needs
- An update on any new actions arising

Glossary of terms

Neighbourhood Planning

Neighbourhood planning is a right for communities introduced through the Localism Act 2011. Communities can shape development in their areas through the production of Neighbourhood Development Plans, Neighbourhood Development Orders and Community Right to Build Orders. These tools empower local people to ensure that they get the right types of development for their community where the ambition of the neighbourhood is aligned with the strategic needs and priorities of the wider local area.

Statutorily homeless

A household will be considered as statutorily homeless by their local authority if they meet specific criteria set out in legislation. Broadly speaking, somebody is statutorily homeless if they do not have accommodation that they have a legal right to occupy, which is accessible and physically available to them and which it would be reasonable for them to continue to live in. In cases where an authority is satisfied that an applicant is eligible for assistance, is in priority need, and has become homeless through no fault of their own, the authority will owe a main homelessness duty to secure settled accommodation for that household. Such households are referred to as acceptances.

Community Infrastructure Levy Charging Schedule

The Community Infrastructure Levy (CIL) came into force in April 2010. It allows local authorities to raise funds from developers undertaking new building projects in their area. The money can be used to fund a wide range of infrastructure that is needed as a result of development. This includes new or safer road schemes, flood defences, schools, hospitals and other health and social care facilities, park improvements, green spaces and leisure centres. Local authorities implementing CIL must produce a charging schedule setting out the charge rates for different types of development in their area.

Domiciliary care

Domiciliary care is care provided to people who still live in their own homes but who require additional support with household tasks, personal care or any other activity that allows them to maintain their independence and quality of life.

Residential care

Residential care refers to long-term care given to adults or children who stay in a residential setting rather than in their own home or family home. There are various residential care options available, depending on the needs of the individual.

Thermal efficiency

The ability to use or produce heat without wasting materials, time, or energy

Supported housing

Supported housing is an umbrella term which is applied to a whole range of housing based solutions for vulnerable people. It caters for a wide range of client groups with diverse needs who require different levels of support in a range of accommodation models.

Extra Care Housing

Extra Care Housing is housing designed with the needs of frailer older people in mind and with varying levels of care and support available on site. People who live in Extra Care Housing have their own self-contained homes, their own front doors and a legal right to occupy the property.

Lifetime Homes

The concept of Lifetime Home design standard was created to make homes more easily accessible and adaptable homes for lifetime use, from young families to the elderly and individuals with temporary or permanent physical impairment. The Lifetime Homes Standard has been replaced by Part M of the updated Building Regulations introduced from October 2015 and includes requirements similar to the Lifetime Homes Standards.



Peterborough Housing Strategy 2016 – 2021

Report on comments received in respect of the Consultation Draft version (November 2016) and a response to the Key Issues raised

Foreword

This document sets out a summary of the comments and issues raised at the Consultation Draft stage (November 2016 – January 2017) of preparing the Peterborough Housing Strategy 2016 – 2021 together with the Council's response to the key issues raised.

This is a public document, and helps meet Peterborough City Council's commitment to consult and keep people informed of progress on the preparation of key policy documents that affect the authority area.

The Housing Strategy Team at Peterborough City Council has prepared this document.

Introduction

- 1.1. Peterborough City Council is very pleased with the response to the public consultation on the Draft Peterborough Housing Strategy 2016 – 2021. The consultation took place between 28 November 2016 and 16 January 2017. We particularly thank all those who took the time to write to us with your thoughts, ideas and concerns.
- 1.2. As part of the consultation, the draft Housing Strategy and an online consultation survey was published on Peterborough City Council's website. Emails were sent to a range of key stakeholders to make them aware of the consultation and inviting their feedback.
- 1.3. The purpose of this document is to highlight to everyone a summary of what was said and where possible how we propose to take these comments forward.
- 1.4. Some of the responses received were very detailed in nature. This document cannot summarise every point made, but rather it tries to capture the most important or frequently mentioned issues.
- 1.5. On the following pages, we set out in a standard format the comments received for each policy and explanatory text relating to it. We also incorporate any general comments made in regard to this document.
- 1.6. In most instances, we have kept the comments as anonymous because what is said is more important than who said it.

Draft Peterborough Housing Strategy 2016-21: Key Issues

Comments relating to question one: Does the draft Housing Strategy cover all the main national and local policies and strategies in the National and Local Context sections of the document?	
Summary of comments received	<ul style="list-style-type: none"> • The national and local context is well explained and clearly informs the four key priorities for the Peterborough housing agenda. • The document details the opportunities and challenges provided by a range of current legislative changes relevant to the housing sector and the expected impact on the housing needs and demand in Peterborough. • Some national policies have changed since this draft was written and these changes need to be reflected in the full strategy such as the Rents for High Income Tenants (Pay to Stay) policy and delays around the roll out of Voluntary Right to Buy to housing association tenants • The national priorities are misguided. Suitable housing for people in the 3rd age is completely missing. • National economic development needs to shift from the South East to the North and building should be focused on community not on just housing • Neighbourhood planning is currently is spin - local people have little opportunity to influence the developers who are just in it for profit. • Neighbourhood plans should form part of the key documents included in the diagram setting out the key local documents that inform and underpin the Housing Strategy – even though there are not any Neighbourhood Plans in place at present it is likely that they will begin to emerge within the life of the Housing Strategy
Response	<ul style="list-style-type: none"> • Support, concerns and comments noted. • Updates to the policy context will be updated to reflect changes since the publication of the draft Housing Strategy • Neighbourhood Plans will be added to the Key Local documents diagram

Comments relating to question 2: Do you agree with the four key priorities identified for the Peterborough housing agenda?	
Summary of comments received	<ul style="list-style-type: none"> • Agree. They are clearly linked to the expected continued economic and population growth in Peterborough from 183,961 to 227,870 by 2036 <p>Priority one: Supporting Substantial and Sustainable Growth</p> <ul style="list-style-type: none"> • Disagree. Over the last 10 years we have seen the population of the city grow and services reduced. To pay for the increased population council homes have been closed, services reduced, property sold off. The reduction of services for the existing community will continue to go downhill with an increasing population. • Disagree. Building more houses, particularly on agricultural land, increases the problem of self-sustainability for this country • Disagree. Sustainable housing is key transformation of society. Growth is the thing that is wrong. <p>Priority two: Increase the supply of homes that people can afford</p> <ul style="list-style-type: none"> • Affordable homes is not about 'Starter homes' that are inadequate for the needs of residents. Poorly designed housing has a real cost on a city's healthcare, crime and transport. • Housing rent allowances too low. <p>Priority Three: Improve housing conditions to support health and wellbeing</p> <ul style="list-style-type: none"> • This is a vital priority. Housing efficiency is a major climate change intervention. Any second home or rented property needs to add a lot more value to a city. The buy to let sector has created poor disconnected communities. • Energy Grants by the LA need to be offered to local persons i.e. pensioners or on benefits where no charge is applied. <p>Priority Four: Supported and Specialist Housing</p> <ul style="list-style-type: none"> • Specialist housing is important: the scale of development in this respect is inadequate. The elderly need a whole new sector of housing which helps with healthcare, prevents social isolation and frees up large homes with single occupants. It's not about old people's homes it is a new style of housing neighbourhoods that would attract retired

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	people to continue to be effective participants in society
Response	<ul style="list-style-type: none"> • Support, concerns and comments noted. • Peterborough will retain its growth ambitions. The evidence associated with our growth targets justifies this level of growth. • Free solar PV panels are available to private sector residents in Peterborough and Green Deal grant funding is available to improve the energy efficiency of properties to reduce energy bills. PCC offer Repairs Assistance funding when excess cold is identified as a hazard due to inefficient/broken down boiler and central heating systems. • Peterborough’s Market Position Statement seeks to address the housing needs of older people.

Comments relating to question three:	
Do you agree with the actions identified to achieve each of the four priorities?	
Summary of comments received	<p>Priority one: Supporting Substantial and Sustainable Growth</p> <ul style="list-style-type: none"> • Support the use of s106 commuted sums to fund affordable housing provision in the City but this money is best used to provide direct grant rather than loans. Given that 40% of households cannot afford market housing (rent or buy) it is particularly important to secure the provision of affordable rented homes that may otherwise fail to attract grant funding from national or regional budgets. In addition, grant should also be used to ensure the provision of supported housing that currently requires higher levels of grant per unit due to the impact of the implementation of the Local Housing Allowance on supported housing rents on most supported housing. • It is unclear whether any statistics for owner occupiers with mortgages includes shared owners. Given that this is currently the fastest growing tenure type it would be useful, to have these numbers separated out, in order to ensure the needs of shared owners and potential shared owners are being catered for with all strategic decisions, and numbers can be monitored going forwards. • Large sites are not deliverable in timescales of demand as has been seen. More smaller sites need to be allowed and developed creating local employment and support. Not profit for large house builders or land owners Site from 10 to 45 units are good sites that can be turned around and developed quickly. • Commercial property should not be allowed to remain vacant if it has already been vacant for over one year. Vacant commercial property is also an eyesore and will attract no-one to this city. • Less growth, more quality and more transformation. • Don't build more houses
Response	<ul style="list-style-type: none"> • Support, concerns and comments noted. • It is intended that S106 funds can still be allocated as grant, each funding request will be considered on a case by case basis • Statistics indicating levels of shared ownership will be added. • Site allocation is undertaken as part of the development of the Local Plan. Sites for 10 dwellings or more are included in the site allocation process.
	<p>Priority two: Increase the supply of homes that people can afford</p> <ul style="list-style-type: none"> • The action point to increase the amount and type of temporary accommodation could be strengthened. There is a real need to develop a comprehensive and proactive strategy to tackle homelessness that includes: emergency accommodation; longer term TA (move-on accommodation); and support and life-skills training to prevent homelessness; and the ‘revolving door’ effect of repeat homelessness. • There is concern that the need to ensure that Starter Homes are featured in all new housing developments as acknowledged, will exclude both those whom are not eligible to purchase and those who cannot afford this option and that provision of new Starter Homes will affect the provision of affordable rented or shared ownership housing.

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	<ul style="list-style-type: none"> • New funding programmes/initiatives being made available to deliver more homes for purchase is likely to result, as acknowledged, in a reduction in new homes offering rented tenures - these two developments are likely to affect vulnerable groups adversely and disproportionately. • There is concern that the statutory requirement to reduce social housing rents by 1% each year for four years will effect Registered Providers' revenue and that this may result in fewer resources being available to invest in the management and maintenance of existing stock and the provision of new affordable homes. • When the Housing Benefit capped at Local Housing Allowance rate for social housing tenants comes into effect, that more vulnerable people living in social housing who may experience difficulty finding employment, will be expected to contribute towards their rent from their own limited income. It can be anticipated that there will be an increase in those with rent arrears, or seeking loans and of potentially being at risk of and/or becoming homeless. Again, this is likely to affect vulnerable groups adversely and disproportionately. Welcome a response as to whether the increase in crisis presentations by people in regard to their ability to maintain their tenancy and/or potential increase in those presenting as homeless, has been scoped and addressed.
Response	<ul style="list-style-type: none"> • Concerns and comments noted. • Additional text in the National Context will refer to the new Housing White Paper. This indicates a shift in the government's new proposed policy position on Starter Homes • Additional text will be added to the strategy to reflect the council's recent successful bid for additional DCLG funding under the homelessness prevention trailblazer scheme. This funding will help to tackle homelessness by carrying out prevention activity earlier and working with a wider group of people – not just those who are owed the main homelessness duty.
	<p>Priority Three: Improve housing conditions to support health and wellbeing</p> <ul style="list-style-type: none"> • Cross Keys Homes strongly supports this priority. We would also be very interested expanding our own provision of a handyman service at preferential rates in partnership with PCC and continuing to expand the partnership working on assistive technology. • The aim to support health and wellbeing by various initiatives and partnership working is welcomed such as - by providing adaptations, assistive technology, repairs and maintenance work to enable people to live safely and more independently in their homes; and through the implementation of the Housing and Planning Act 2016 in tackling rogue landlords. • Can people if living in privately rented accommodation access adaptations to their homes if such adaptations, especially if structural, are resisted/declined by the landlord? If they are unable to access these adaptations, will the person be supported in finding more suitable housing? Providing aids and adaptations is often a central component to ensuring people can live independently for longer, avoid residential/nursing care and enable effective and timely discharge from acute health settings.
Response	<ul style="list-style-type: none"> • Support welcomed. • Funding for adaptations can be granted to people living in all tenures including private rented homes. If the accommodation is unsuitable for adaptation the household will be supported with moving to more suitable accommodation. Text will be added to the strategy to clarify this point.
	<p>Priority Four: Supported and Specialist Housing</p> <ul style="list-style-type: none"> • Very strong reservations about the proposal contained in the strategy and in the emerging local plan seeking all new build properties to comply with Category Two of Part M of the Building Regulations the following reasons: <p>a) Category One of Part M is sufficient in itself to meet the needs of the vast majority of anticipated residents over the life time of the building. There is no evidence to show that lifetime homes (or their equivalent under the new regulations) have been adapted in significant numbers to meet the needs of existing residents.</p>

b) It will increase the costs associated with providing new homes by an estimated 10-15% (due to the additional works required in designing and building a structure that can be adapted in the future).

c) Further costs will be incurred when building flat blocks, which will all require lifts regardless of the size of height of the block, or of the intended client group. This additional facility will also increase service charges for residents needlessly.

d) These additional costs and service charges will contribute to a worsening of scheme viability for affordable rented housing and is likely to lead to an overall reduction in the numbers of affordable housing provided in Peterborough, which is contrary to the other objectives contained in the strategy (and which may particularly be the case if it is more viable to deliver affordable housing in other local authority areas where this policy is not applied).

It is suggested that the Council work with developers and RPs to provide an overall proportion of new homes to be specifically designed for households with special needs. This need not be done across every site, but rather should be done in a strategic way, balancing opportunities for provision with assessed housing need for various client groups.

- Fully support the commitment to build homes for older people with care needs but concerned that the supply of housing suitable for the over 65s without a current support need may be overlooked. The active are often looking to downsize, thereby freeing up larger homes for families, but we need to ensure there is suitable properties available to them, without resorting to sheltered accommodation.
- The impending cap on supported housing rents to LHA levels has the potential to have severe impacts on both housing providers and tenants of existing schemes, and on new developments. There is a risk that social supported housing becomes unviable to providers and they seek different tenures when properties become void. There needs to be a clear strategy on how PCC will work with providers to support the existing supported housing and develop new, much needed specialist accommodation.
- Needs more clarity on providing specialised housing for those in most need i.e. those who receive NHS Continuous Health Care (CHC) and live in the community. Life-time-homes standard housing are being used inappropriately for people with severe disabilities.
- The strategy is well articulated and addresses supported and specialist housing needs for defined vulnerable groups including those with mental health issues. We await the Commissioning Accommodation strategy that will provide more detail and information about the tenure and accommodation needs of these vulnerable groups of people.
- Welcome the clear commitment, in line with the 5 year forward view for mental health and as referenced in the Market Position Statement (MPS) on supporting people placed out of area in residential and hospital/secure settings, to be able to return to the City to live in community based independent settings.
- In view of the expected growth in population, particularly people with support needs and the need to provide appropriate accommodation, it would be helpful to have comment regarding the links that are in place to address the effect on the City's infrastructure and facilities in supporting and sustaining such growth and expansion – from access to the necessary levels of primary and acute health provision, social care provision, education, and the impact on the transport system. Of particular concern is the expected development of office accommodation into residential developments which does not need a planning application which would have previously considered such infrastructure issues.
- Page 17 relating to Armed Forces Personnel; RAF Wittering is described as an army base There are Army bases close by outside Peterborough but it is likely that their personnel might feel a gravitational pull towards Peterborough as the nearest major town/city.

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Response	<ul style="list-style-type: none"> • Support, comments and concerns noted. • The proposals regarding extending Category Two of Part M of the Building Regulations to all new build properties will be considered as part of the outcome of the consultation on the emerging Local Plan. • The Local Plan considers infrastructure needs as part of the process of allocating sites for new housing. In the National Context section of the strategy we have highlighted the challenges that permitted development rights which allow conversion of office accommodation to residential present in terms of ensuring that homes are developed in areas with appropriate infrastructure. • The text relating to RAF Wittering will be corrected.
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Comments relating to question four:
Are there any key actions missing that would help deliver the priorities?

Summary of comments received	<ul style="list-style-type: none"> • Provide finance to educate and incentivise people to have fewer children. • The ability for people to work from home is a vital part of the emerging future - preventing the need to travel and creating more viable communities. It is not a housing strategy it is a community strategy - housing leads to development for profit as the priority. • The priority today is not more housing, it is about transforming communities to address the issue of climate change today, changing needs of young and old populations, radically reduce the cost of dwellings through factory fabrication methods and create communities that do not have the need to commute. • Peterborough needs to significantly improve its city walking and cycling. It may be better than many cities however it is a long way from what is possible and what is needed. • More detailed study needed of who is on the waiting list + closer working with NHS CHC team as to who is living in Peterborough that need more specialised housing and are not getting it. • I would like to see that disabled people and older people are given a chance to tell the council what they need and how their present accommodation is not working for them. I think the council would learn a lot. Education of council personnel on the key differences in the build standards between PrtM4(2) and what is really needed (3b) + some common sense re some of the min dimensions which are a joke in both for electric chair users. Peterborough has failed to provide adequate housing for the most in need in this city and I do not see anything in this document that will correct that failure. • In promoting health and wellbeing, and sustainable development it is often the case that the large social housing provider (Cross Keys) which took over the council's stock, provides a programme of enhancements such as external insulation; solar panels replacing old boilers and old windows and doors. It would be an excellent opportunity if the contractors and Cross Keys could also offer the same refurb or enhancement to the private houses at the same time as they are doing the social housing on the same estate. There would be savings for the owners and where these are private landlords, this would be beneficial for the private tenants. The look of the areas would be enhanced as there will be fewer 'tatty' looking homes amongst the refurbished Cross Keys homes, promoting a self of pride in an area (sadly lacking on many estates). It makes sense because the houses tend to be of standard design so there's an economy of scale which can be passed on to all concerned.
Response	<p>Comments and concerns noted.</p> <ul style="list-style-type: none"> • The council is taking a more active role in tackling long term empty sites to bring forward regeneration through the Peterborough Investment Partnership. • Good partnership working arrangements between the council and Cross Keys Homes means that where possible we try to ensure that complimentary funding opportunities are made available in neighbourhoods where improvement programmes are being undertaken.

Comments relating to question five:

Are there any comments that you would like to make on the draft Housing Strategy that are not covered in the previous questions?

Summary of comments received

- The only specific attention to rural areas is mention being made to rural exception sites and fuel poverty especially in Barnack Ward. The response to the latter is to improve housing conditions and providing access to thermal efficiency measures but this does not indicate how fuel poverty will be tackled only suggesting measures that will ameliorate but not resolve.
- An essential consideration of housing development in rural areas is infrastructure. Rural infrastructure both in terms of transport links and services may not be compatible with the desire to expand village boundaries to encourage development. The majority of the Strategy seems to be consumed with providing houses for those in need which is admirable in itself but appears not to recognise the needs of established communities especially those in rural areas.
- I would like to see more focus on middle aged to elderly people being assisted to downsize property as they age to free up family sized housing stock
- As one of the UK's fastest growing cities, a housing strategy for Peterborough must take into account derelict and vacant commercial property. PCC can take authority on this and should do so before any evictions of residents in order to build new housing.
- We are pleased that the specific problems of housing provision in rural areas have been acknowledged in the Strategy. We also concur with the comment that the Right to Buy for registered provider tenants could lead to a shortage of homes for needy households. The Housing Strategy suggests a number of ways in which the shortage of accommodation will be addressed, including the creation of Medesham Homes, the new joint venture between Peterborough City Council and Cross Keys Homes. We would welcome an explanation in the Strategy of how the partnership will achieve its aims. We are also interested in the City Council's reasons for preferring this approach over a return to the old policy of building council houses.
- The allocation of £14.6m to support affordable housing provision by Medesham Homes is good news, as is the proposal to ring-fence funds from developer contributions paid in lieu of providing affordable homes. We are also pleased that the devolution proposal for the new Combined Authority of Cambridgeshire and Peterborough includes £170m towards delivering affordable housing. A statement on how far these contributions will go towards satisfying the need for affordable housing in Peterborough would be appreciated.
- We support the undertakings in the draft strategy to ensure that new developments provide a mix of housing tenures; that new build affordable rented homes provide the appropriate mix of house types and to encourage capital raised as a result of Right to Buy or the reduced regulation of social housing providers to be reinvested, to provide new affordable homes for rent.
However, Barnack Parish Council has serious reservations about the undertakings to support the planning policy which sets the threshold for providing new affordable homes on sites at 15 or more dwellings and to support the delivery of rural exception sites. We feel that in rural areas there should be no minimum size stipulated for a development to qualify for support to include affordable housing. Instead, we would prefer the building of affordable homes to receive support no matter how small the development. This may mean offering proportionally larger economic incentives to small-scale developers of affordable dwellings in rural situations. We are concerned about the strong promotion of rural exception sites. We feel that this weakens the concept of the village building envelope. We would like to see a proviso added, to the effect that building affordable housing outside a village envelope is only acceptable where exceptional need is proven and this need cannot be met by building within the envelope.

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	<ul style="list-style-type: none"> Barnack Parish Council broadly endorses the draft Housing Strategy and congratulates Peterborough City Council on its analysis of the problems and its constructive approach to solving them.
Response	<ul style="list-style-type: none"> Support, comments and concerns noted. A more detailed description of how Medesham homes plans to achieve its aims can be found in the Cabinet paper of 25th July 2016.. Since the Large Scale Voluntary Transfer in 2004 of the council's housing stock to Cross Keys Homes we no longer has the in-house skills in housing management and development to take on the full landlord role again. Cross Keys Homes was a logical choice for partner for a housing joint venture, as the largest residential social landlord in Peterborough and a strategic partner the Council works with extensively already. The policy that determines the threshold for providing new affordable homes and the delivery of rural exception sites are part of the existing Local Plan and will be refreshed as part of the emerging Local Plan. Viability informs the threshold for affordable housing provision and therefore determines whether smaller sites can sustain an affordable requirement. The council's rural exception site policy already makes clear that a site will only gain permission where a strong local need is identified and where need cannot be met through the usual planning policy channels.

Comments relating to Question six:	
Is the strategy easy to read?	
Summary of comments received	<ul style="list-style-type: none"> Yes Detailed but accessible.
Response	<ul style="list-style-type: none"> Support welcomed.

Other Proposed amendments

The following section sets out other potential amendments to the Strategy, to ensure the Strategy is up to date and reflects the council's intentions i.e. these changes may or may not be being made as result of a specific consultation comment.

Amendment	Reason
Update text in National Context section to include reference to the new Government White Paper 'Fixing our broken housing market'	Since the publication of the draft Peterborough Housing Strategy, the Government has published this White Paper which although not yet a statutory document, will impact on the housing agenda for Peterborough once enacted. Confirmation added that the National context of the strategy will be reviewed on a regular basis to ensure it remains up to date
Update text in National Context section to reflect changes in government policy since the draft Housing Strategy was published.	The policy plans relating to 'Rents for High Income Tenants' will no longer be a requirement for Registered Providers and therefore reference to this policy will be removed. The roll out of the policy regarding 'Right to Buy for Registered Provider Tenants' have been delayed so the text has been amended to reflect this.
Update diagram in the Local Context to include Neighbourhood Plans in the list of local key documents that underpin the housing strategy	This amendment has arisen out of comments received through the consultation process on the draft Housing Strategy
Strategy text relating to Priority One: 'Supporting substantial and sustainable growth' under the heading 'Key Peterborough snapshot facts' add statistics regarding shared ownership	This amendment has arisen out of comments received through the consultation process on the draft Housing Strategy
Strategy text relating to Priority Two: 'Increase the supply of homes which people can afford' amended to include reference to the new homelessness prevention initiatives funded by successful DCLG bid	This funding has been awarded since the publication of the draft Housing Strategy. New text to explain the impact of the funding and respond to comments received through the consultation process on the draft Housing Strategy.
Strategy text relating to Priority Three: 'Improve housing conditions to support health and wellbeing' amended to include information about access to adaptations funding.	This amendment has arisen out of a query received through the consultation process on the draft Housing Strategy.
Strategy text relating to Priority Four: 'Meeting the needs of other vulnerable groups' under the heading Armed Forces Personnel corrected	This amendment has arisen out of a comment received through the consultation process on the draft Housing Strategy
Wording of strategy text that related to policy HS21 amended so that it better reflects Core Strategy policy CS8, specifically that viability will be taken into account when negotiating the percentage of affordable housing on a site by site basis	This amendment has arisen from comments received through the consultation process.

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COUNCIL	AGENDA ITEM No. 9(c)
12 APRIL 2017	PUBLIC REPORT

EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL

(c) CAMBRIDGESHIRE AND PETERBOROUGH CITY COUNCIL COMBINED AUTHORITY QUESTIONING PROCESS

Audit Committee, at its reconvened meeting of 3 April 2017, received a report, the purpose of which was to consider the proposed arrangements to require the Council's representatives to the Combined Authority and Overview and Scrutiny Committee to provide a briefing report to each meeting of Full Council, setting out the activities and any decisions of the Combined Authority, and to allow Councillors the opportunity to submit questions on notice to the Combined Authority Council representatives.

In accordance with Standing Order 29.2 any motion to vary Council Standing Orders will, when proposed and seconded, stand adjourned without discussion to the next ordinary meeting of Council.

It is recommended that Council:

- 1) Approve the Cambridgeshire and Peterborough City Council Combined Authority Questioning Process Protocol (Appendix 1) for inclusion within the Council's Constitution; and
- 2) Approve the amendment to Council Standing Orders (Appendix 2) to:
 - Allow for a report to be received by Council on the actions and decisions of the Cambridgeshire and Peterborough Combined Authority,
 - To allow Members the opportunity to submit questions on notice to the Combined Authority Council representatives, to be considered separately from questions on notice to the Leader, Cabinet Members, or Committee Chairman, and
 - For fifteen minutes to be allowed for questions on notice to the Combined Authority Council representatives.

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ITEM 9(c) – FOR INFORMATION

AUDIT COMMITTEE	AGENDA ITEM No.
27 MARCH 2017	PUBLIC REPORT

Report of:	Director of Governance	
Cabinet Member(s) responsible:	Councillor Seaton, Cabinet Member for Resources	
Contact Officer(s):	Pippa Turvey, Democratic and Constitutional Services Manager	Tel. 452460

CAMBRIDGESHIRE AND PETERBOROUGH CITY COUNCIL COMBINED AUTHORITY QUESTIONING PROCESS

R E C O M M E N D A T I O N S	
FROM: The Member Officer Working Group	Deadline date: N/A
<p>It is recommended that the Audit Committee recommend to Council:</p> <ol style="list-style-type: none"> 1. Approval of the Cambridgeshire and Peterborough City Council Combined Authority Questioning Process Protocol (Appendix 1) for inclusion within the Council's Constitution; and 2. Approval of the amendment to Council Standing Orders (Appendix 2) to allow for a report to be received by Council on the actions and decisions of the Cambridgeshire and Peterborough Combined Authority, and to allow Members the opportunity to submit questions on notice to the Combined Authority Council representatives. 	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to the Audit Committee following the resolution of Council on 17 November 2016 to:
- (i) agree in principle, for a protocol requiring the Council Leader and the representative on the Overview and Scrutiny Committee to report to each meeting of Council setting out the activities and decisions related to their respective roles within the Combined Authority; and
 - (ii) to request that the Member Officer Working Group develop the protocol through the Audit Committee with a view to inclusion of the protocol in the Council's constitution.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is for the Audit Committee to consider the proposed arrangements to require the Council's representatives to the Combined Authority and Overview and Scrutiny Committee to provide a briefing report to each meeting of Full Council, setting out the activities and any decisions of the Combined Authority, and to allow Councillors the opportunity to submit questions on notice to the Combined Authority Council representatives.
- 2.2 This report is for the Audit Committee to consider under its Terms of Reference No. 2.2.1.10: *To maintain an overview of the Council's constitution with the exception of those matters under the remit of the Executive or a regulatory committee.*

3. **TIMESCALES**

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

- 4.1 On 17 November 2016 the Council considered and consented to the establishment of a Cambridgeshire and Peterborough Combined Authority. At this time it was also agreed that an appropriate mechanism be put in place to allow for the Council's representatives on the Combined Authority and the Combined Authority Overview and Scrutiny Committee to report back to Council.
- 4.2 The current representative on the Combined Authority is Councillor Holdich and Councillors Over and Jamil are the current representatives on the Combined Authority Overview and Scrutiny Committee, appointed on 17 November 2016 and 25 January 2017 respectively.
- 4.3 In accordance with the November 2016 resolution of Council, the Member Officer Working Group considered how this mechanism could work in practice at its meeting on 1 February 2017.
- 4.4 Attached at Appendix 1 is a draft protocol that outlines the process for Combined Authority representatives to be able to submit reports to Council on recent decisions and other related matters. It also outlines the ability for all Councillors to be able to submit questions on notice to the Councillors representatives on recent decisions and other related matters.
- 4.5 The process outlined in the protocol will require changes to be made to Councils' Standing Orders. Accordingly, the Councils' Standing Orders have been amended and are attached at Appendix 2, underlining the appropriate changes.
- 4.6 These amendments provide for a report from the Combined Authority representatives. In practice this would be presented in a similar format to the 'Executive Decisions Since the Previous Meeting' report that is already provided to Council. It is proposed that the Mayor will, at a Council meeting, go through the report providing Councillors with the opportunity to ask questions.

5. **CONSULTATION**

- 5.1 The proposals as set out in this report were considered by the Member Officer Working Group at its meeting on the 1 February 2017. At this meeting additional suggestions to the protocol were made and have been incorporated into the protocol as presented to the Committee.
- 5.2 Group Leaders were briefed on the proposals at their meeting on 13 March 2017. During the discussion, it was suggested that the Audit Committee may wish to consider introducing a separate time limit for Questions on Notice from Combined Authority representatives. The current time limit for Questions on Notice as whole is 30 minutes.

6. **ANTICIPATED OUTCOMES OR IMPACT**

- 6.1 It is anticipated that the introduction of this protocol will ensure effective feedback from the Cambridgeshire and Peterborough Combined Authority to Peterborough City Council and greater transparency of Combined Authority actions and decisions in relation to their impact on Peterborough City Council.

7. **REASON FOR THE RECOMMENDATION**

- 7.1 The recommendations have been proposed in order to allow for an effective questioning process to Peterborough City Council on the actions and decisions of the Combined Authority and the Combined Authority Scrutiny Committee.

8. ALTERNATIVE OPTIONS CONSIDERED

To Maintain the Status Quo

- 8.1 This option is not recommended as this would not allow for an adequate questioning process from the Combined Authority representatives to Peterborough City Council, in a public forum.

To Allow for Questions Without Notice Only

- 8.2 This option was considered by the Member Officer Working Group, but was ultimately dismissed. It was felt that the provision of Questions on Notice to the Combined Authority representatives would allow for greater involvement from Councillors and would allow for questions to be submitted that were not directly related to recent decisions.

9. IMPLICATIONS

Financial Implications

- 9.1 There are no financial implications arising from this decision.

Legal Implications

- 9.2 There are no legal implications arising from this decision.

Equalities Implications

- 9.3 There are no equalities implications arising from this decision.

10. BACKGROUND DOCUMENTS

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

- 10.1 Peterborough City Council Extraordinary Meeting 17 November 2016 - Minutes

- 10.2 Peterborough City Council Meeting 25 January 2017 - Minutes

11. APPENDICES

- 11.1 Appendix 1 – Draft Cambridgeshire and Peterborough City Council Combined Authority Reporting Process Protocol

- 11.2 Appendix 2 – Peterborough City Council Constitution Part 4, Section 1 – Council Standing Orders (as amended)

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CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY
QUESTIONING PROTOCOL TO PETERBOROUGH CITY COUNCIL MEETINGS:

**QUESTIONS ON THE ACTIVITIES AND DECISIONS OF THE COMBINED
AUTHORITY SINCE THE LAST MEETING**

- **The Council’s representatives on the Combined Authority will prepare a short paper for inclusion in the agenda setting out the activities and decisions of the Combined Authority, except at extraordinary or special meetings of the Council and the first annual meeting of a new Council.**
- **Members will have an opportunity to ask questions of the Council’s representatives on the Combined Authority, in relation to the activities and decisions as set out in the report.**

QUESTIONS ON NOTICE

- **Members will also have an opportunity to submit questions on notice to the Council’s representatives on the Combined Authority, in accordance with Peterborough City Council’s standing orders.**

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1. ANNUAL MEETING OF THE COUNCIL

1.1. Timing and business

In a year when there is an ordinary election of councillors, the annual meeting will take place within 21 days of the retirement of the outgoing councillors. In any other year, the annual meeting will take place in March, April or May.

1.1.1 The Ceremonial Meeting (Mayor Making)

The Meeting will:

- i. elect a person to preside if the chair of Council (the Mayor) is not present;
- ii. elect the chair of Council (the Mayor);
- iii. elect the vice chair of Council (the Deputy Mayor); and
- iv. receive the retiring mayor's report.

1.1.2 The Business Meeting

The Meeting will:

- i. approve the minutes of the last meeting;
- ii. receive any announcements from the Mayor;
- iii. receive a report from the Returning Officer on the outcome of City Elections;
- iv. upon retirement of the previous Leader, which shall be at least once every four years, elect the Leader of the executive (the Cabinet)
- v. be notified by the Leader of the number of members to be appointed to the Cabinet, those Members' names and their intended portfolio of responsibilities;
- vi. appoint a licensing committee, a health and wellbeing board, at least one overview and scrutiny committee and such other committees as are required or the Council considers appropriate to deal with matters that are neither reserved to the Council nor are executive functions (as set out or will be set out in Part 3(2) of

this Constitution). No member of the Executive will be allowed to be a member of a Scrutiny Committee or Commission;

- vii. receive the Leader's scheme of delegation of executive functions (as set out at Part 3(3) of this Constitution);
 - viii. approve a programme of ordinary meetings of the Council for the year; and
 - ix. consider any business set out in the notice convening the meeting.
- 1.1.3 Unless otherwise determined by statute, the Mayor may vary the order of the agenda at his/her absolute discretion and may allocate or re-allocate an appropriate time for the transaction of each item.
- 1.2. Selection of Councillors on Committees and Outside Bodies
- 1.2.1 At the annual (business) meeting, the council meeting will:
- i. decide which committees to establish for the municipal year;
 - ii. decide the size and terms of reference for those committees;
 - iii. decide the allocation of seats to political groups in accordance with the political balance requirements;
 - iv. receive nominations of councillors to serve on each committee and outside body;
 - v. appoint to those committees, standing sub-committees and outside bodies except where appointment to those bodies has been delegated by the Council or is exercisable only by the executive; and
 - vi. appoint the Chairs and Vice-Chairs of all the Council's committees, other than those which the Council has decided should be appointed by the committee itself.
- 1.2.2 The Council may decide at subsequent meetings to dissolve committees, alter their terms of reference or to appoint new committees.
- 1.2.3 The Council shall always have the power to exercise any power delegated to a committee, sub-committee or an officer.

2. ORDINARY MEETINGS OF COUNCIL

2.1 Ordinary meetings of the Council will take place in accordance with a programme decided at the Council's annual meeting. The order of business at ordinary meetings will be as follows:

- i. elect a person to preside if the Mayor and Deputy Mayor are not present;
- ii. approve the minutes of the last meeting;
- iii. receive any declarations of interest from members;
- iv. receive any announcements from the Mayor and Leader (which, with the exception of the Mayor, will normally be limited to five minutes), followed by any question on the announcement from a leader of an opposition group (which will normally be limited to one minute);
- v. receive questions from, and provide answers to, the public in accordance with Standing Order 15;
- vi. receive petitions from the public and Members in accordance with Standing Order 16;
- vii. Receive questions from, and provide answers to, Members in accordance with Standing Order 17.2;
- viii. deal with any business from the last Council meeting;
- ix. receive reports from the Cabinet for consideration, including consideration of proposals from the Cabinet in relation to the Council's budget and policy framework and receive questions and answers on any of those reports;
- x. receive any reports from the Council's committees and overview and scrutiny committees for consideration and receive questions and answers on any of those reports;
- xi. receive reports about and receive questions and answers on decisions made by members of the Cabinet since the last meeting of Council;
- xii. receive any reports about and receive questions and answers on the business of joint arrangements and external organisations; [including the Combined Authority](#);
- xiii. consider motions; and

- xiv. consider any other business specified in the summons to the meeting.

3. ORDINARY MEETINGS OF COUNCIL AND COMMITTEES

3.1 Business

Unless otherwise determined by statute, the Mayor/Chairman may vary the order of the agenda at his/her absolute discretion and may allocate or re-allocate an appropriate time for the transaction of each item.

3.2 Urgency

The Mayor/Chairman may determine that an item of business that has not been open to public inspection, both as an item set out in the agenda and any accompanying published report, may be considered because he or she is of the opinion that, by reason of special circumstances, which shall be specified in the minutes, the item should be considered at the meeting as a matter of urgency.

4. EXTRAORDINARY MEETINGS AND VARIATIONS

4.1. Calling extraordinary meetings of Council

Those listed below may request the proper officer to call Council meetings in addition to ordinary meetings:

- (a) the Council by resolution;
- (b) the Mayor (or the Deputy mayor if the mayor is unable to act);
- (c) the Monitoring Officer; or
- (d) any five members of the Council if they have signed a requisition presented to the Mayor and he or she has refused to call a meeting or has failed to call a meeting within seven days of the presentation of the requisition.

4.2 Calling an Extraordinary Meeting of a Committee or Sub-Committee

In the case of Committee meetings, the Chairman of a Committee or Sub-Committee can, in consultation with the political group representatives, call an extraordinary meeting of the Committee at any time. A special meeting will also be called if three Members of the

Committee or Sub-Committee ask the Chief Executive in writing to call a meeting.

4.3 Business at an Extraordinary Meeting of Council or a Committee or Sub-Committee

The business to be conducted at an extraordinary meeting shall be restricted to the item of business contained in the request for the extraordinary meeting and there shall be no consideration of previous minutes or reports from committees etc. except that the Mayor/Chairman may at his/her absolute discretion permit other items of business to be conducted for the efficient discharge of the Council's business.

4.4 Variation to the meeting schedule, timings and cancellation of meetings

4.4.1 Variations to the meeting schedule will be determined by the Chairman after prior consultation with the Group representatives. The Mayor determines any variation to the Council schedule, in consultation with Group Leaders.

4.4.2 If there is disagreement about the timing of an additional meeting between the Chairman and Group representatives, the meeting will start at the normal time for meetings of that Committee as identified within the Annual Calendar of meetings approved by Council.

4.4.3 Any meeting may be cancelled if there is insufficient business to consider. This will be determined by the Chairman after prior consultation with the Group representatives. For Council, the Mayor will determine in consultation with Group Leaders.

5. PRIVATE MEETING TO NOMINATE THE MAYOR ELECT

5.1 The Chief Executive will invite Members to hold a private meeting each year to nominate the Mayor Elect. This meeting will usually be held in February or March. The notice of the meeting will not be published and the proceedings will have no legal effect.

5.2 There is a written protocol for the nomination of the Mayor Elect and this can be found within Part 5 Section 8 of the Council's Constitution.

6. APPOINTMENT OF MEMBERS OF COMMITTEES AND SUB-COMMITTEES IN YEAR INCLUDING SUBSTITUTE MEMBERS

6.1 Appointment of Chair or Vice Chair in year vacancy

The Council may remove the Chairman or Vice-Chairman or they can resign. In the event that the Chairman or Vice-Chairman resigns or for

some other reason becomes permanently incapacitated, the Council may appoint another Chairman or Vice-Chairman at its next meeting following the resignation or permanent incapacity and in the meantime the Committee may elect a temporary Chairman or Vice-Chairman until a new appointment is made by the Council. Unless otherwise stated in the Constitution, the Chair and Vice-Chair of a Committee or Sub-Committees shall be a Councillor.

6.2 Appointment of Members to Committees in year vacancy

If a vacancy arises on a Committee or Sub-Committee because a Member of a Committee or a Sub-Committee has resigned their seat by sending a written notice to the Chief Executive or because a Member has resigned, died or otherwise ceased to be a Member, the Chief Executive will appoint a Member to fill the vacancy if the relevant political group asks him or her to do so, in accordance with the seat allocations approved by Council under the Local Government and Housing Act 1989 and the Regulations made thereunder.

6.3 Substitute Members

6.3.1 Number

For each Committee or Sub-Committee, the Council may appoint the same number of substitutes in respect of each political group as that group holds ordinary seats on that committee or sub-committee, however the total number of substitutes made by a political group at a meeting may not exceed 50% of the political group's seat allocation on that committee.

6.3.2 Powers and duties

Substitute members will have all the powers and duties of any ordinary member of the committee but will not be able to exercise any special powers or duties exercisable by the person they are substituting.

6.3.3 Substitution

Substitute members may attend meetings in that capacity only:

- (a) to take the place of the ordinary member for whom they are the designated substitute;
- (b) where the ordinary member will be absent for the whole of the meeting; and
- (c) after notifying the monitoring officer by noon on the day of the meeting of the intended substitution.

- 6.3.4 When the ordinary member and a designated substitute are unable to attend a meeting, a nominated substitute member of the same group may attend the meeting after notifying the Monitoring Officer by 12 noon.

7. ATTENDANCE AT COMMITTEES OR SUB-COMMITTEES

- 7.1 The Mayor and the political group leaders can join the debate at any meeting of a Committee but they cannot vote at them.
- 7.2 A Cabinet Member can attend any meeting of a Scrutiny Committee or Scrutiny Commission at which a report under their portfolio is being considered, Cabinet Members can also be invited to attend a Scrutiny Committee meeting at the request of the Committee. The Member will not be allowed to vote.
- 7.3 A Member who has moved a motion at a Council meeting which has been referred to any Committee or Sub-Committee will have notice of the meeting when the motion will be considered, at which they will be entitled to introduce the motion. The Member will not be allowed to vote.
- 7.4 A Committee or Sub-Committee can invite any member who is not a member of the Committee to attend and speak at any one of their meetings. The Member will not be allowed to vote.
- 7.5 Members representing wards in respect of which a report containing exempt or confidential information relates, can attend the meeting at which the report is considered, unless the Chief Executive or the Monitoring Officer advises that the report must remain confidential and it is not necessary for Members (other than Members of the Committee or Sub-Committee) to be at the meeting in order to carry out their duties as a ward member.

8. COMMITTEE AND SUB-COMMITTEE POWERS AND DUTIES AND DELEGATION TO COMMITTEES AND SUB-COMMITTEES

- 8.1 The Monitoring Officer is responsible for maintaining and updating the terms of reference of all the Council's Committees.
- 8.2 All Committees can appoint a sub-committee from within its own membership and can delegate any of their powers and duties to the sub-committees, subject to any conditions the Committee sets for the Sub-Committee.

9. WORKING PARTIES FOR COMMITTEES

- 9.1 Committees can only appoint working parties where it would not be appropriate to refer the matter to a Scrutiny Committee or Scrutiny Commission. The Committee will decide how many Members and officers working parties will have, and their terms of reference which will be time limited. A working party will not have any powers, but will make recommendations and a report to the Committee that appointed it.

10. TIME AND PLACE OF MEETINGS

- 10.1 The time and place of meetings will be determined by the monitoring officer and notified in the summons.

11. NOTICE OF AND SUMMONS TO MEETINGS

- 11.1 The proper officer will give notice to the public of the time and place of any meeting in accordance with the Access to Information Standing Orders (Procedure Rules). At least five clear days before a meeting, the monitoring officer will send a summons signed by him or her by post to every member of the Council or leave it at their usual place of residence. The summons will give the date, time and place of each meeting and specify the business to be transacted (the agenda) and will be accompanied by the relevant reports.

12. CHAIR OF MEETING

- 12.1 The person presiding at the meeting may exercise any power or duty of the Mayor/Chairman.

13. QUORUM

- 13.1 The quorum of a meeting of Council will be one quarter of the whole number of members.
- 13.2 The quorum of an appointed Committee or Sub-Committee will be more than half of the Members present, apart from the Employment Committee and the Appeals Committee (Service Issues), where the quorum will be three.
- 13.3 During any meeting if the Mayor/Chairman counts the number of members present and declares there is not a quorum present, then the meeting will adjourn immediately. Remaining business will be considered at a time and date fixed by the Mayor/Chairman. If he or she does not fix a date, the remaining business will be considered at the next ordinary meeting.

14. DURATION OF MEETING

14.1 Meeting recess

The Mayor/Chairman will adjourn the meeting for a period of ten minutes at a convenient time after two hours.

14.2 Interruption of the meeting

Where four hours have elapsed after the commencement of any Council meeting (and in the case of an Extraordinary meeting when two hours have elapsed since commencement of the meeting) the Mayor/Chairman shall interrupt the meeting and call for the vote immediately on the item under discussion. Any Member speaking must immediately cease doing so and sit down. The vote will be taken without further discussion. This rule will not apply to meetings of a quasi-judicial or regulatory nature.

14.3 Motions and recommendations not dealt with

If there are other motions or recommendations on the agenda that have not been dealt with within the four hour period (or two hour period in the case of an Extraordinary meeting), they are deemed formally moved and seconded (together with any amendments). No speeches will be allowed on these items and the vote will be taken in the usual way. This rule will not apply to meetings of a quasi-judicial or regulatory nature.

14.4 Recorded vote

If a recorded vote is called for during this process it will be taken immediately.

14.5 Motions which may be moved

During the process set out in Standing Order 14.2 above, the only other motions which may be moved are that a matter be withdrawn or that a matter be delegated or referred to an appropriate body or individual for decision or report.

14.6 Close of the meeting

When all motions and recommendations have been dealt with, the Mayor/Chairman will declare the meeting closed.

15. QUESTIONS BY THE PUBLIC AT MEETINGS OF COUNCIL

15.1 General

15.1.1 Members of the public who are residents of the City may ask questions of Members of the Cabinet, the Chair of a Committee, the Chair of an Overview and Scrutiny Committee/Commission or a leader of a political group on the Council at meetings of the Council, other than the Annual Meeting and, except at the discretion of the Mayor, Extraordinary Meetings.

15.1.2 The total time allocated for Questions by the Public shall be limited to 30 minutes.

15.2 Order of questions

The order in which questions shall be presented to the meeting shall be determined by a draw for each section of the meeting. The draws shall be conducted by the monitoring officer (or senior officer appointed for this purpose). The draws may be attended by any Member of the Council by prior notice delivered in writing to the monitoring officer before the deadline for submission of questions.

15.3 Notice of questions

A question may only be asked if notice has been given by delivering it in writing or by electronic mail to the monitoring officer no later than midday five working days before the day of the meeting. Each question must give the name and address of the questioner and must name the member of the Council to whom it is to be put.

15.4 Number of questions

At any one meeting no person may submit more than two questions and no more than two such questions may be asked on behalf of one organisation.

15.5 Scope of questions

If the monitoring officer considers a question:

- is not about a matter for which the local authority has a responsibility or which affects the City;
- is illegal, improper, defamatory, frivolous or offensive;
- is substantially the same as a question which has been put at a meeting of the Council in the past six months; or
- requires the disclosure of confidential or exempt information

he or she will inform the Mayor who will then decide whether or not to reject the question.

15.6 Record of questions

The monitoring officer will enter each question in a book open to public inspection and will immediately send a copy of the question to the member to whom it is to be put. Rejected questions will include reasons for rejection.

Copies of all questions will be circulated to all members and will be made available to the public attending the meeting.

15.7 Asking the question at the meeting

The Mayor will invite the questioner to put the question to the member named in the notice. Three minutes are allowed for putting the question. If a questioner who has submitted a written question is unable to be present, they may ask the Mayor to put the question on their behalf. The Mayor may ask the question on the questioner's behalf, indicate that a written reply will be given or decide, in the absence of the questioner, that the question will not be dealt with.

15.8 Supplemental question

A questioner who has put a question in person may also put one supplementary question without notice to the member who has replied to his or her original question. A supplementary question must arise directly out of the original question or the reply. The Mayor may reject a supplementary question on any of the grounds in Standing Order 15.5 above. One minute is allowed for putting the supplementary question.

15.9 Answers

Three minutes are allowed for answering a question and two minutes are allowed for answering a supplementary question. Any question which cannot be dealt with, either because of lack of time or because of the non-attendance of the member to whom it was to be put, will be dealt with by a written answer.

15.10 Reference of question to the Cabinet or a committee

Unless the Mayor decides otherwise, no discussion will take place on any question, but any member may move that a matter raised by a question be referred to the Cabinet or the appropriate committee or sub-committee. Once seconded, such a motion will be voted on without discussion.

- 15.11 There are no speaking rights at committee meetings other than those laid out in the Planning Speaking Scheme, which is available to view within the Committees terms of reference at Part 3 Section 2 of the Constitution.

16. PETITIONS PRESENTED AT COUNCIL

- 16.1 Petitions may be presented to the Council. The person presenting the petition will be allowed to address the meeting briefly (not exceeding one minute) to outline the aims of the petition. The Mayor will refer the matter to another appropriate body of the Council within whose terms of reference it falls without discussion and in accordance with the Council's petition scheme, detailed in Part 5 Section 9 of the Constitution, unless a relevant item appears elsewhere on the Agenda.

17. QUESTIONS BY MEMBERS AT COUNCIL

- 17.1 On reports of Cabinet or Committees

At a meeting of the Council, other than the Annual Meeting, a Member of the Council may ask the Leader or the chair of a committee or any representative of the Council on the Combined Authority any question without notice upon an item of the report of the Cabinet or a committee or from the Combined Authority when that item is being received or under consideration by the Council.

- 17.2 Questions on notice at full Council

- 17.2.1 Subject to Standing Order 17.4, a member of the Council may ask:

- the Mayor;
- the Leader or member of the Cabinet; ~~or~~
- the chair of any committee or sub-committee; or
- any representative of the Council on the Combined Authority.

up to two questions on any matter in relation to which the Council has powers or duties or which affects the City.

17.2.2 The total time allocated for Questions under this item shall be limited to 30 minutes for questions to the Mayor, Leader or member of the Cabinet, or the chair of any committee or sub-committee, and a further 15 minutes for questions to any representatives of the Council on the Combined Authority.

17.3 Questions on notice at committees and sub-committees

Subject to Standing Order 17.4, a member of a committee or sub-committee may ask the chair of it a question on any matter in relation to which the Council has powers or duties or which affect the City and which falls within the terms of reference of that committee or sub-committee.

17.4 Notice of questions

A member may only ask a question under Standing Order 17.2 or 17.3 if either:

- a) they have given at least five working days notice in writing of the question to the monitoring officer; or
- b) the question relates to urgent matters, they have the consent of the Mayor to whom the question is to be put and the content of the question is given to the monitoring officer by noon on the day of the meeting.

17.5 Response

An answer may take the form of:

- a) a direct oral answer of up to three minutes;
- b) by reference to published material of the Council which is readily available to Members; or
- c) where the reply cannot conveniently be given orally, a written answer will be circulated later to the questioner.

17.6 Supplementary question

Every question, which will be limited to one part, will be asked and answered without discussion. Upon receiving the answer, the Member who put the question shall be allowed one supplementary question, of up to one minute, provided that it arises directly out of the original question or the reply and does not introduce any new subject matter.

The supplementary question will be asked and answered orally, but the person to whom the supplementary question has been asked will have up to two minutes to answer or may decline to answer.

18. MOTIONS ON NOTICE

18.1 Notice

Except for motions which can be moved without notice under Standing Order 19, written notice of every motion, must be delivered to [the proper officer] by ten o'clock six clear working days before the date of the meeting (not including the day of the meeting). These will be entered in a book open to public inspection.

18.2 Motion set out in agenda

Motions for which notice has been given will be listed on the agenda in the order in which notice was received, unless the member giving notice states, in writing, that they propose to move it to a later meeting.

18.3 Scope

If the monitoring officer considers that a motion:

- is not about a matter for which the local authority has a responsibility or which affects the City;
- is illegal, improper, defamatory, frivolous or offensive;
- is substantially the same as a question which has been put at a meeting of the Council in the past six months; or
- requires the disclosure of confidential or exempt information

he or she will inform the Mayor who will then decide whether or not to reject the motion.

19. MOTIONS WITHOUT NOTICE

19.1 The following motions may be moved without notice:

- a) to appoint a chair of the meeting at which the motion is moved;
- b) in relation to the accuracy of the minutes;
- c) to change the order of business in the agenda;

- d) to refer something to an appropriate body or individual;
- e) to appoint a committee or member arising from an item on the summons for the meeting;
- f) to receive reports or adoption of recommendations of committees or officers and any resolutions following from them;
- g) to withdraw a motion;
- h) to amend a motion;
- i) to proceed to the next business;
- j) that the question be now put;
- k) to adjourn a debate;
- l) that the meeting continue beyond 4 hours in duration (2 in the case of an extraordinary meeting);
- m) to suspend a particular standing order;
- n) to exclude the public and press in accordance with the Access to Information Standing Orders;
- o) to not hear further a member named under Standing Order 27.3 or to exclude them from the meeting Standing Order 27.4; and
- p) to give the consent of the Council where its consent is required by this Constitution.

20. STANDING ORDERS OF DEBATE

20.1 No speeches until motion seconded

No speeches may be made after the mover has moved a proposal and explained the purpose of it until the motion has been seconded.

20.2 Right to require motion in writing

Unless notice of the motion has already been given, the Mayor may require it to be written down and handed to him/her before it is discussed.

20.3 Secunder's speech

When seconding a motion or amendment, a member may reserve their speech until later in the debate.

20.4 Content and length of speeches

Speeches must be directed to the question under discussion or to a personal explanation, statement of accuracy or point of order.

No speech may exceed five minutes by the mover of the motion or by three minutes in all other cases without the consent of the Mayor.

20.5 Budget Meetings

Rule 20.4 above, in respect of the length of speeches, shall not apply to a debate on the Budget where speeches shall not be subject to any time limit.

20.6 When a member may speak again

A member who has spoken on a motion may not speak again whilst it is the subject of debate, except:

- a) to speak once on an amendment moved by another member;
- b) to move a further amendment if the motion has been amended since he or she last spoke;
- c) if his/her first speech was on an amendment moved by another member, to speak on the main issue (whether or not the amendment on which he or she spoke was carried);
- d) in exercise of a right of reply;
- e) on a point of order;
- f) by way of personal explanation and
- g) statement of accuracy.

20.7 Amendments to motions

- a) An amendment to a motion must be relevant to the motion and will either be:
 - (i) to refer the matter to an appropriate body or individual for consideration or reconsideration;
 - (ii) to leave out words;

- (iii) to leave out words and insert or add others; or
- (iv) to insert or add words.

as long as the effect of (ii) to (iv) is not to negate the motion.

- b) Except in relation to motions that can be moved without notice under Standing Order 19, written notice of every intended amendment to a motion or to recommendations from Cabinet or the Council's committees:
 - (i) must be delivered to the monitoring officer in its initial form not later than noon two working days before the date of the meeting (not including the day of the meeting) at which the motion is to be considered; and
 - (ii) must be delivered to the monitoring officer in its intended final form not later than noon one working day before the date of the meeting (not including the day of the meeting) at which the motion is to be considered. If no withdrawal, confirmation or change is received by the monitoring officer, it will be assumed that the amendment is to be considered in its initial form.

No other amendment may be moved at the meeting except where the Mayor may permit, at his or her absolute discretion and to ensure the efficient or proper discharge of the Council's business, a further amendment or amendments to be moved.

- c) Only one amendment may be moved and discussed at any one time. No further amendment may be moved until the amendment under discussion has been disposed of.
- d) If an amendment is not carried, other amendments to the original motion may be moved.
- e) If an amendment is carried, the motion as amended takes the place of the original motion. This becomes the substantive motion to which any further amendments are moved.
- f) After an amendment has been carried, the Mayor will read out the amended motion before accepting any further amendments, or if there are none, put it to the vote.

20.8 Alteration of motion

- a) A member may alter a motion of which he or she has given notice with the consent of the meeting. The meeting's consent will be signified without discussion.
- b) A member may alter a motion which he or she has moved without notice with the consent of both the meeting and the seconder. The meeting's consent will be signified without discussion.
- c) Only alterations which could be made as an amendment may be made.

20.9 Withdrawal of motion

A member may withdraw a motion which he or she has moved with the consent of both the meeting and the seconder. The meeting's consent will be signified without discussion. No member may speak on the motion after the mover has asked permission to withdraw it unless permission is refused.

20.10 Right of reply

- a) The mover of a motion has a right to reply at the end of the debate on the motion, immediately before it is put to the vote.
- b) If an amendment is moved, the mover of the original motion has the right of reply at the close of the debate on the amendment, but may not otherwise speak on it.
- c) The mover of the amendment has no right of reply to the debate on his or her amendment.

20.11 Motions which may be moved during debate

When a motion is under debate, no other motion may be moved except the following procedural motions:

- a) to withdraw a motion;
- b) to amend a motion;
- c) to proceed to the next business;
- d) that the question be now put;
- e) to adjourn a debate;
- f) that the meeting continue beyond 4 hours in duration (or two hours if an extraordinary meeting);

- g) to exclude the public and press in accordance with the Access to Information Standing Orders;
- h) to not hear further a member named under Standing Order 27.3 or to exclude them from the meeting under Standing Order 27.4; and
- i) that a specific standing order be suspended

20.12 Closure motions

- a) A member may move, without comment, the following motions at the end of a speech of another member;
 - (i) to proceed to the next business;
 - (ii) that the question be now put;
 - (iii) to adjourn a debate; or
 - (iv) to adjourn a meeting.
- b) If a motion to proceed to next business is seconded and the Mayor thinks the item has been sufficiently discussed, he or she will give the mover of the original motion a right of reply and then put the procedural motion to the vote.
- c) If a motion that the question be now put is seconded and the Mayor thinks the item has been sufficiently discussed, he or she will put the procedural motion to the vote. If it is passed he or she will give the mover of the original motion a right of reply before putting his/her motion to the vote.
- d) If a motion to adjourn the debate or to adjourn the meeting is seconded and the Mayor thinks the item has not been sufficiently discussed and cannot reasonably be so discussed on that occasion, he or she will put the procedural motion to the vote without giving the mover of the original motion the right of reply.

20.13 Point of order

A member may raise a point of order at any time. The Mayor will hear them immediately. A point of order may only relate to an alleged breach of these Council Standing Orders or the law. The member must indicate the Standing Order or rule of law and the way in which he or she considers has been broken. The ruling of the Mayor on the matter will be final.

20.14 Personal explanation

A member may make a personal explanation at any time. A personal explanation may only relate to some material part of an earlier speech by the member which may appear to have been misunderstood in the present debate. The ruling of the Mayor on the admissibility of a personal explanation will be final.

20.15 Statement of accuracy

A member may make a request to the Mayor to make a statement of accuracy at any time. If permitted, the statement will be limited to the accuracy of a fact cited by the member speaking and may not exceed thirty seconds. The ruling of the Mayor on the admissibility of a statement of accuracy will be final.

21. STATE OF THE CITY DEBATE BY COUNCIL

21.1 Calling of debate

The Leader may call a state of the City debate annually on a date and in a form to be agreed with the Mayor.

21.2 Form of debate

The Leader will decide the form of the debate with the aim of enabling the widest possible public involvement and publicity. This may include holding workshops and other events prior to or during the state of the City debate.

21.3 Chairing of debate

The debate will be chaired by the Mayor.

21.4 Results of debate

The results of the debate will be:

- (a) disseminated as widely as possible within the community and to agencies and organisations in the area; and
- (b) considered by the Leader in proposing the budget and policy framework to the Council for the coming year.

22. PREVIOUS DECISIONS AND MOTIONS

22.1 Motion to rescind a previous decision

A motion or amendment to rescind a decision made at a meeting of Council within the past six months cannot be moved unless the notice of motion is signed by at least five members.

22.2 Motion similar to one previously rejected

A motion or amendment in similar terms to one that has been rejected at a meeting of Council in the past six months cannot be moved unless the notice of motion or amendment is signed by at least five members. Once the motion or amendment is dealt with, no one can propose a similar motion or amendment for six months.

23. VOTING

23.1 Majority

Unless this Constitution provides otherwise, any matter will be decided by a simple majority of those members voting and present in the room at the time the question was put.

23.2 Mayor's/Chairman's casting vote

If there are equal numbers of votes for and against, the Mayor/Chairman will have a second or casting vote. There will be no restriction on how the Mayor/Chairman chooses to exercise a casting vote.

23.3 Show of hands

Unless a recorded vote is demanded under Standing Orders 23.4 and 23.5, the Mayor/Chairman will take the vote by show of hands, or if there is no dissent, by the affirmation of the meeting.

23.4 Recorded vote

If one quarter of members present and entitled to vote at the meeting demand it, the names for and against the motion or amendment or abstaining from voting will be recorded in writing and entered into the minutes.

23.5 Budget decision

At a budget decision meeting of the Council the names of the persons who cast a vote for the decision or against the decision or who

abstained from voting will be recorded in writing and entered into the minutes of the proceedings of that meeting

For the purposes of this Standing Order:

- (a) “budget decision” means a meeting of the Council at which it—
- (i) makes a calculation (whether originally or by way of substitute) in accordance with any of sections 31A, 31B, 34 to 36A, 42A, 42B, 45 to 49, 52ZF, 52ZJ of the Local Government Finance Act 1992; or
 - (ii) issues a precept under Chapter 4 of Part 1 of that Act,
- and includes a meeting where making the calculation or issuing the precept as the case may be was included as an item of business on the agenda for that meeting; and
- (b) references to a vote are references to a vote on any decision related to the making of the calculation or the issuing of the precept as the case may be.

23.6 Right to require individual vote to be recorded

Where any member requests it immediately after the vote is taken, their vote will be so recorded in the minutes to show whether they voted for or against the motion or abstained from voting.

23.7 Voting on appointments

If there are more than two people nominated for any position to be filled and there is not a clear majority of votes in favour of one person, then the name of the person with the least number of votes will be taken off the list and a new vote taken. The process will continue until there is a majority of votes for one person.

24. MINUTES

24.1 Signing the minutes

The Mayor/Chairman will sign the minutes of the proceedings at the next suitable meeting. The Mayor/Chairman will move that the minutes of the previous meeting be signed as a correct record. The only part of the minutes that can be discussed is their accuracy.

24.2 There is no requirement to sign minutes of previous meeting at extraordinary meeting

Where in relation to any meeting, the next meeting for the purpose of signing the minutes is a meeting called under paragraph 3 of Schedule 12 to the Local Government Act 1972 (an Extraordinary Meeting), then

the next following meeting (being a meeting called otherwise than under that paragraph) will be treated as a suitable meeting for the purposes of paragraph 41(1) and (2) of Schedule 12 relating to signing of minutes.

24.3 Form of minutes

Minutes will contain all motions and amendments in the exact form and order the Mayor put them.

25. RECORD OF ATTENDANCE

25.1 All members present during the whole or part of a meeting must sign their names on the attendance sheets before the conclusion of every meeting to assist with the record of attendance.

26. EXCLUSION OF PRESS AND PUBLIC

26.1 Members of the public and press may only be excluded either in accordance with the Access to Information Standing Orders in Part 4 of this Constitution or Standing Order 28 (Disturbance by Public).

27. MEMBERS' CONDUCT

27.1 Speaking and address system

When a member speaks at full Council they must stand and address the meeting through the Mayor. If more than one member stands, the Mayor will ask one to speak and the others must sit. Other members must remain seated whilst a member is speaking unless they wish to make a point of order, a point of personal explanation or a statement of accuracy. This rule will not apply to Committee or Sub-Committee meetings.

27.2 Mayor/Chairman

When the Mayor/Chairman speaks or stands during a debate or otherwise indicates that the meeting should come to order, any member speaking at the time must stop and sit down. The meeting must be silent.

27.3 Member not to be heard further

If a member persistently disregards the ruling of the Mayor/Chairman by behaving improperly or offensively or deliberately obstructs business, the Mayor/Chairman or another Member may move that the Member be not heard further. If seconded, the motion will be voted on without discussion.

27.4 Member to leave the meeting

If the Member continues to behave improperly after such a motion is carried, the Mayor/Chairman or another Member may move that either the Member leaves the meeting or that meeting is adjourned a specified period. If seconded, the motion will be voted on without discussion.

27.5 General disturbance

If there is a general disturbance making orderly business impossible, the Mayor/Chairman may adjourn the meeting for as long as he or she thinks necessary.

27.6 Conflicts of Interest

Members of the Council are under a duty to base their decision making on a consideration of the public interest. Members must avoid conflict between personal interest and the public interest, declare any personal interest when it arises and resolve any conflict between the two interests, at once, and in favour of the public.

28. DISTURBANCE BY PUBLIC

28.1 Removal of member of the public

If a member of the public interrupts proceedings, the Mayor/Chairman will warn the person concerned. If they continue to interrupt, the Mayor/Chairman will order their removal from the meeting room.

28.2 Clearance of part of meeting room

If there is a general disturbance in any part of the meeting room open to the public, the Mayor/Chairman may call for that part to be cleared.

**29. SUSPENSION AND AMENDMENT OF COUNCIL PROCEDURE
STANDING ORDERS**

29.1 Suspension

All of these Council Standing Orders of Procedure except Standing Order 23.5 and 24.2 may be suspended by motion on notice or without notice if at least one half of the whole number of members of the Council are present. Suspension can only be for the duration of the meeting.

29.2 Amendment

Any motion to add to, vary or revoke these Council Standing Orders of Procedure will, when proposed and seconded, stand adjourned without discussion to the next ordinary meeting of the Council.

30. PHOTOGRAPHY AND AUDIO/VISUAL RECORDING OF MEETINGS

- 30.1 Any member of the public may film, audio record, take photographs and use social media to report the proceedings of any meeting that is open to the public.

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COUNCIL	AGENDA ITEM No. 9(d)
12 APRIL 2017	PUBLIC REPORT

EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL

(d) DRAFT ANNUAL AUDIT COMMITTEE REPORT

Audit Committee, at its reconvened meeting of 3 April 2017, received a report which detailed the work of the Committee for the Municipal Year and, building on the lessons learnt, set out its plans for the future year.

It is recommended that Council notes the Annual Audit Committee Report.

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ITEM 9(d) – FOR INFORMATION

AUDIT COMMITTEE	AGENDA ITEM No.
27 MARCH 2016	PUBLIC REPORT

Cabinet Member(s) responsible:	Councillor Seaton, Cabinet Member for Resources	
Committee Member(s) responsible:	Councillor Fuller, Chairman of Audit Committee	
Contact Officer(s):	Karen S Dunleavy, Democratic Services Officer	☎ 452233

DRAFT ANNUAL AUDIT COMMITTEE REPORT

R E C O M M E N D A T I O N S	
FROM : Kim Sawyer, Director of Governance	Deadline date : N/A
Audit Committee are asked to approve the draft Annual Audit Committee Report for submission to Council as shown in Appendix 1.	

1. ORIGIN OF REPORT

1.1 This report is submitted to Audit Committee in line with the agreed Work Programme for the Municipal Year 2016 / 2017.

2. PURPOSE AND REASON FOR REPORT

2.1 The Audit Committee has been in operation since Annual Council in May 2006 (first meeting June 2006). The Committee has a wide ranging remit that underpins the Council's governance processes by providing independent challenge and assurance of the adequacy of risk management, internal control including internal audit, anti-fraud and the financial reporting framework. These are shown in its terms of reference.

2.2 Best practice recommended by relevant professional bodies is that audit committees should produce an annual report which details the work of the Committee for the Municipal Year, and sets out its plans for the future building on the lessons learnt.

2.3 This report is for Committee to consider under its Terms of Reference:

- 2.2.1.16 To consider the Council's arrangements for corporate governance and agreeing necessary actions to ensure compliance with best practice.

3. TIMESCALE

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

4.1 Audit Committee Members have been issued with an Audit Committee Handbook which identifies all the key activities and work delivered through the Committee. Best practice within this publication establishes a need to highlight to a wider audience the works undertaken by the Committee and to enhance its profile across the organisation. Following new guidance issued in January 2014 the Handbook has been revised.

- 4.2 The attached Draft Annual Report has been produced (**Appendix 1**). The report shows:
- Background to the Committee, its roles, responsibilities and membership;
 - An overview and coverage of its remit including Internal Audit, Accounts and Financial Management, External Audit, Risk Management, Control Assurance, Corporate Governance, and Fraud and Irregularities; and
 - Training provided to ensure that suitable challenge and scrutiny is adopted.

5. ANTICIPATED OUTCOMES

- 5.1 Publication of the report will enable the public to gain an insight into the role of the Committee and will ensure that the Committee can continue to progress and develop in the future. The City Council continues to evolve its Audit Committee in line with best practice to provide effective challenge to the governance arrangements adopted.
- 5.2 Subject to approval by Audit Committee, it is intended to present the report to Council for noting as part of the Committee's annual update in order to demonstrate the work carried out to improve the governance arrangements across the Council.

6. REASONS FOR RECOMMENDATIONS

- 6.1 To seek endorsement from Members that the Committee is delivering against its terms of reference and provided effective challenge to the organisation.

7. ALTERNATIVE OPTIONS CONSIDERED

- 7.1 None required at this stage.

8. IMPLICATIONS

- 8.1 This report contains no specific financial implications.

9. BACKGROUND DOCUMENTS

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

- 9.1 The Council's Constitution
- 9.2 Chartered Institute of Public Finance and Accountancy (CIPFA)

10. APPENDICES

- 10.1 Appendix 1 - Draft Audit Committee Annual Report

**(DRAFT) ANNUAL REPORT FROM
THE CHAIRMAN OF AUDIT COMMITTEE
2016 / 2017**

Assurance

Governance

Accountability

Risk Management

Independence

AUDIT COMMITTEE: ANNUAL REPORT 2016 / 2017

INTRODUCTION

MEMBERSHIP AND MEETINGS

KEY ACTIVITIES AND TRAINING DURING THE MUNICIPAL YEAR

PLANS FOR 2017 / 2018

FOREWORD FROM THE CHAIRMAN OF AUDIT COMMITTEE

I am pleased to provide the Audit Committee's Annual Report for the municipal year 2016 / 2017. The Council is requested to note the work carried out by the Audit Committee in improving the governance arrangements across the Council.

The report shows how the Audit Committee has continued to make a positive contribution to the Council's governance and control environments. These cover all aspects, such as internal control; risk management; internal audit; anti-fraud; external audit; and financial reporting. In addition, it also covers the remit of Member standards.

I would like to take this opportunity to give thanks to Committee Members and Officers for their contribution in supporting the Audit Committee's work during the year and my role as Chairman. Audit Committee Members have supported and challenged officers to ensure our risk, control and governance processes are effective and transparent. Officers have presented well-prepared reports and taken on suggestions to make sure the benefits of this Committee are passed onto our citizens.

Going forward, 2017 / 2018 will be a testing time for all Councils with the resources available becoming more important. How we risk manage our priorities, resources and partnerships will be vital, notwithstanding the risk of fraud. The Audit Committee holds a unique position to challenge and scrutinise the activities of the Council, with the support of Officers and my fellow Councillors, long may this continue.

INTRODUCTION

This is the 9th annual report produced by Peterborough City Council's Audit Committee. It is produced in accordance with latest best practice¹ and shows that the Council is committed to working as an exemplary organisation, operating the highest standards of governance. This report demonstrates how the Audit Committee has successfully fulfilled its terms of reference and has endeavoured to improve the Council's governance and control environments.

The Audit Committee was established by the City Council at its meeting in May 2006. Following its first year of operation, the membership was reduced from 10 to 7 members. The Membership had increased to 8 in 2015/16, but has since reduced in 2016/17 to 7.

The purpose of the Audit Committee is to provide independent assurance of the adequacy of the risk management framework and the associated control environment, independent scrutiny of the authority's financial and non-financial performance to the extent that it affects the Authority's exposure to risks and weakens the control environment, and to oversee the financial reporting process.

The key benefits of an Audit Committee can be seen as:

- Raising greater awareness of the need for internal control and the implementation of both internal and external audit recommendations;
- Increasing public confidence in the objectivity and fairness of financial and other reporting;
- Reinforcing the importance and independence of internal and external audit and similar review processes; and
- Providing additional assurance through a process of independent and objective review.

The Terms of Reference for the Audit Committee can be found at **Annex A** of this report.

¹ Best practice as contained in the Chartered Institute of Public Finance and Accountancy (CIPFA) document "A Toolkit for Local Authority Audit Committees"

This report sets out the work undertaken by the Audit Committee for 2016 / 2017 and specifically highlights those areas where its scrutiny and review process has made a difference to performance. The Audit Committee has overseen good progress in all areas under its supervision.

Audit Committee members have received training on key issues throughout the year, and further details of this can be found later in this report.

MEMBERSHIP AND MEETINGS

During 2016 / 2017, the Audit Committee met on the following dates:

- 29 June 2016
- 22 September 2016
- 21 November 2016
- 13 February 2017
- 27 March 2017

There is a cross representation of all parties in accordance with the make-up of the Council. The members for 2016 / 2017 were (excluding substitutes):

Table 1: Audit Committee Membership 2016 / 2017:

Conservative	Peterborough Independent Forum	Liberal Democrats	Labour
Fuller (Chair) Aitken (Vice Chair) Over Sims	Sharp	Shaheed	Murphy

Senior officers from the Council are also present, including the Director of Governance, Corporate Director Resources, Service Director Financial Services, Chief Internal Auditor and the Head of Resilience. Dependent on the subject matter on the agendas, other officers will attend in addition to external representation from the Councils' External Auditor and Relationship Manager.

KEY ACTIVITIES AND TRAINING DURING THE MUNICIPAL YEAR

Background

The Audit Committee's original terms of reference covers 7 main areas:

- Internal Audit
- Internal Control and Corporate Governance
- Annual Accounts
- Risk management
- External Audit
- Counter Fraud and Irregularities
- Members Code of Conduct

Internal Audit

2.2.1 Terms of Reference

- 2.2.1.1** To consider the annual report and opinion of the Corporate Director Resources and a summary of internal audit activity (actual and proposed) and the level of assurance it can give over the council's corporate governance arrangements.
- 2.2.1.2** To consider summaries of specific internal audit reports as requested.
- 2.2.1.3** To consider reports dealing with the management and performance of the providers of internal audit services.
- 2.2.1.4** To consider a report from internal audit on agreed recommendations not implemented within a reasonable timescale
- 2.2.1.9** To commission work from internal and external audit.
- 2.2.1.15** To consider the council's arrangements for corporate governance and agreeing necessary actions to ensure compliance with best practice.

29 June 2016

- *Effectiveness of Internal Audit.* Each year, as part of the production of the Annual Governance Statement which accompanies the Accounts, the Audit Committee also reviewed the effectiveness of the system of internal audit noting planned actions to address any areas of partial compliance. In addition, comparisons were made with the new Public Sector Internal Audit Standards.
- *Annual Audit Opinion.* Internal Audit produces an Annual Audit Plan which forms the basis of their audit activity. Progress is noted throughout the year and an independent annual report is produced highlighting assurances obtained across the organisation as well as any misgivings into the effectiveness of controls. The report also sets out the teams' performance. Where standards have not been maintained across the Council, Audit Committee are provided with Executive Summaries of Audit reports for further scrutiny. Internal Audit concluded that they were able to provide reasonable assurance based on the work reviewed in the year.

21 November 2016

- *Internal Audit Mid-Year Opinion.* The Audit Committee received a half year progress report highlighting internal audit performance against targets and quality assurance results to enable it to review and comment on the work and performance of internal audit. Any areas reviewed which are considered to be weak or requiring attention following Internal Audit activity can result in officers from across the Council being held to account. Similarly, this has been used for officers to explain the non-implementation of recommendations.

27 March 2017

- Annual Audit Plan. Audit Committee received the 2016/17 Internal Audit Plans.

Internal Control and Corporate Governance

2.2.1 Terms of Reference

- 2.2.1.1** To consider the annual report and opinion of the Corporate Director Resources and a summary of internal audit activity (actual and proposed) and the level of assurance it can give over the council's corporate governance arrangements.

- 2.2.1.5** To consider the external auditor's annual letter, relevant reports, and the report to those charged with governance.
Regulatory Framework
- 2.2.1.10** To maintain an overview of the Council's constitution in respect of contract procedure rules, and Financial Regulations.
- 2.2.1.11** To review any issue referred to it by the Chief Executive or a Director, or any Council body.
- 2.2.1.14** To oversee the production of the authority's Annual Governance Statement and to recommend its adoption.
- 2.2.1.15** To consider the council's arrangements for corporate governance and agreeing necessary actions to ensure compliance with best practice.

29 June 2016

- *Draft Annual Governance Statement.* A key role of the Audit Committee is to oversee the Authority's control environment and its associated system of internal controls and assurance processes. The Audit Committee must satisfy itself that the Authority's assurance statements, in particular the Annual Governance Statement, properly reflect the risk environment and any actions needed to improve it. This is done through receiving and scrutinising reports on the relevant areas and calling officers to account where necessary.
- Audit Committee reviewed the draft Annual Governance Statement on 29 June 2016, noting areas for improvement following a review of internal controls, risk management arrangements and significant governance issues. The Committee agreed to final changes to the Statement prior to its inclusion in the Statement of Accounts.

21 November 2016

- Use of Consultants. Following the review of consultants used by the Council in 2010 it was recommended and agreed that Audit Committee would monitor progress. The Committee received an update in November 2016. Following the update members agreed to raise items of interest in relation to the hourly payment rate of consultants with the Service Director Financial who would provide further feedback.

Annual Accounts

2.2.1 Terms of Reference

Accounts

- 2.2.1.16** To review the annual statement of accounts, specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the council.
- 2.2.1.17** To consider the external auditors report to those charged with governance on issues arising from the audit of the accounts.

29 June 2016

- *Budget Monitoring: Final Outturn 2015 / 2016 and Statement of Accounts.* Audit Committee reviewed and scrutinised the outturn and Statement of Account on 29 June 2016 prior to its submission to the external auditors for audit. The Committee reviewed and commented on the

Statement of Accounts prior to the Chief Finance Officer's (Sec 151 Officer) certification by the 30 June 2016.

22 September 2016

- Following scrutiny by External Audit, the *Audit of Statement of Accounts and Report to those charged with Governance* was submitted to the Audit Committee. The Committee received and approved the "Report to those charged with governance (ISA260) 2015/16 Audit" from Ernst & Young LLP, the Council's external auditors; and received and approved the audited Statement of Accounts 2015/16

21 November 2016

- *Treasury Management Update*. A separate report was submitted which outlined the council's approach to Treasury Management, in line with agreed practices identified in the Medium Term Financial Strategy. Further details are also set out in the outturn reports submitted in June each year.
- At its meeting on 16 March 2015 the Committee agreed to include a standing item on the future agendas of Audit Committee to receive information on the number of write-offs over the value of £10,000 (in line with the threshold in financial regulations), which would also include the procedure and approval process followed. To date there have been no write-offs made over the value of £10,000, reported to the Committee in the Municipal Year 2016/17.

Risk Management

2.2.1 Terms of Reference

Regulatory Framework

- 2.2.1.12** To monitor the effective development and operation of risk management and corporate governance in the council.

22 September 2016

- Risk Management Strategic Risk. Audit Committee received a report of the strategic risks impact on the Council and the mitigating actions to address these. At its meeting, the Committee noted the report and requested that the Head of Resilience would keep members apprised on those risks with a red rating.

27 March 2017

- *Risk Management: Strategic Risk*. The Committee received a report which outlined the Strategic Risks for the Council including the latest review of the Risk Register by Corporate Management Team.

External Audit

2.2.1 Terms of Reference

- 2.2.1.5** To consider the external auditor's annual letter, relevant reports, and the report to those charged with governance.

- 2.2.1.6 To consider specific reports as agreed with the external auditor.
- 2.2.1.7 To comment on the scope and depth of external audit work and to ensure it gives value for money.
- 2.2.1.8 To liaise with the Public Sector Audit Appointments Ltd (PSAA) over the appointment of the council's external auditor.
- 2.2.1.9 To commission work from internal and external audit.

29 June 2016

- Annual Audit Plan at its meeting the Committee considered the External Audit Plan for 2015/16 and points raised by Ernst and Young LLP in the document including:
 - Proposed scope, comfortable with the audit risks, and approach;
 - Considered and responded to matters relating to fraud;
 - Considered and responded to the Ernst and Young view on the value of misstatements; and
 - Noted the audit fees for the year
 - Provided comment on any amendments necessary.

22 September 2016

- Following scrutiny by External Audit, the *Audit of Statement of Accounts and Report to those charged with Governance* was submitted to Audit Committee. Following review the Committee approved and agreed the:
 - Received and approved the "Report to those charged with governance (ISA260) 2016/17 Audit" from Ernst & Young LLP (EY), the Council's external auditors; and
 - Received and approved the audited Statement of Accounts 2015/16

21 November 2016

- At its meeting the Committee were requested to consider the appointment of external auditors following the closure of the Audit Commission in March 2015. The Council's current auditor appointment was managed by PSAA under transitional arrangements. The Committee agreed to recommend to Council, the adoption of Public Sector Audit Appointments Ltd (PSAA) as the appointing person for the Council, subject to receiving a satisfactory invitation to opt into the PSAA's appointing person arrangements; and to delegate acceptance of the invitation to the Corporate Director: Resources, as the Council's Section 151 Officer. The decision for the appointment was made by Council on 14 December 2016.

13 February 2017

- Audit Committee scrutinised and endorsed the Annual Audit and Inspection Letter in respect of 2015 / 2016 and Annual Grant Claims Certification.

27 March 2017

- Annual Audit Plan.

Counter Fraud & Irregularities

2.2.1 Terms of Reference

Regulatory Framework

- 2.2.1.13** To monitor the effective development and operation of risk management and corporate governance in the council.

29 June 2016

- Audit Committee received an annual report highlighting counter fraud and irregularity work over the previous year. The Committee's review of the work and performance of the counter fraud team showed strong support and interest and requested to be provided with regular updates in terms of team resources.

29 June 2016 / 22 September 2016 / 21 November 2016 / 13 February 2017 / 27 March 2017

- *Use of Regulation of Investigatory Powers Act 2000 (RIPA)*. At its meeting held on 24 March 2014, Audit Committee considered and agreed an alternative reporting mechanism which introduced a standing information item on each Audit Committee agenda in respect of the Use of Regulation of Investigatory Powers Act 2000 (RIPA). This meant that only when the RIPA power was utilised by PCC would there be a report presented to Audit Committee. To date there has been no RIPA use to report to Audit Committee. Ultimately, this change in reporting mechanism has permitted the Committee to work more efficiently and has avoided the presentation of repetitive reports.

2.2.1 Terms of Reference

Regulatory Framework

- 2.2.1.1** To maintain an overview of the Council's constitution with the exception of those matters under the remit of the Executive or a regulatory committee.

27 March 2017

- The Audit Committee was asked to consider the proposed arrangements to require the Council's representatives to the Combined Authority and Overview and Scrutiny Committee to provide a briefing report to each meeting of Full Council, setting out the activities and any decisions of the Combined Authority, and to allow Councillors the opportunity to submit questions on notice to the Combined Authority Council representatives.

Member Code of Conduct

2.2.1.18 Promoting and maintaining high standards of conduct by Councillors and co-opted members;

2.2.1.19 Assisting the Councillors and co-opted members to observe the Code of Conduct;

2.2.1.20 Advising the Council on the adoption or revision of the Code of Conduct;

2.2.1.21 Monitoring the operation of the Code of Conduct;

2.2.1.22 Advising, training or arranging to train Councillors and co-opted members on matters relating to the Code of Conduct

2.2.2 Terms of Reference of the Hearing Panel (Sub-committee to the Audit Committee)

The Hearings Panel is a sub-committee of the Audit Committee. The Panel has the following functions:

- 1) When matters are referred by the Monitoring Officer granting dispensations to Councillors

- and co-opted members allowing them to (a) participate in the debate and / or (b) vote on any matter in which they have a disclosable pecuniary interest;
- 2) On matters being referred by the Monitoring Officer deciding whether complaints concerning members should be investigated;
 - 3) Hearing complaints that have been referred to them by the Monitoring Officer pursuant to the Complaints procedure;
 - 4) The agreement of relevant procedures for the undertaking of its functions, when appropriate to be included within the Constitution

Following the work of the Code of Conduct review group the Audit Committee selected the Department for Communities and Local Government (DCLG) model as the preferred code of Conduct option. The Audit Committee recommended the preferred code to Council, which was agreed at its meeting on 13 July 2016.

Code of Conduct Complaints

During the Civic year 2016/17 there were seven Council and one Parish council complaints received under the code of conduct.

Six of these complaints were concluded informally and one complaint has been referred for investigation. Following investigation one complaint was resolved informally by the Monitoring Officer. The remaining complaint remains with the Monitoring Officer and Independent Person for decision on whether to refer to the Hearings Panel.

21 November 2016

The Committee was asked to consider and grant general dispensation for a four year period as part of the Council's Monitoring Officer's statutory duties, in order to adhere to regulations under the Localism Act 2011. The dispensation was granted and a further report was requested to outline the legal requirements of granting a dispensation in respect of an allowance, payment or indemnity given to Members. A report was received on 13 February 2017 outlining the legal requirements which was considered and noted by the Committee.

Training

Throughout the year, the provision of ongoing training to Members has been the cornerstone of developing Members (new and existing). During the year, officers provided presentations on:

- The preparation and scrutiny of the Statement of Accounts and the impact of International Financial Reporting Standards on these;
- General overview of the committee covering Information Governance; Regulation of Investigatory Powers Act (RIPA); Risk Management; Code of Conduct; and Whistleblowing.

In addition, members have access to a committee handbook which provides additional support / information.

FUTURE DEVELOPMENTS AND PLANS FOR 2017 / 2018

Overall, the Audit Committee want to continue to develop and build on our current achievements. For 2017 / 2018 and this will involve:

- Continuing to drive up standards of corporate governance;

- Continuing to equip existing and any new Members to fulfil the Audit Committee's responsibilities by providing or facilitating training on all aspects of the Audit Committee's remit;
- Assisting and supporting officers to promote the work of the Audit Committee and the roles of internal audit, external audit and risk management;
- Supporting the continued production of high quality and compliant statutory accounts;
- Helping to further increase awareness within the Council of its governance arrangements, with particular emphasis on information and tackling fraud and corruption; and
- Providing effective challenge to officers, raising awareness for sound internal control arrangements and giving assurance to the Authority that its control arrangements are sound
- There is a proposed Code of Corporate Governance which the Committee will have to review
- It would be useful to undertake a review of the Terms of Reference following the introduction of the alternative governance procedures.

2.2 AUDIT COMMITTEE: TERMS OF REFERENCE²

2.2.1 Terms of Reference

- 2.2.1.1 To consider the annual report and opinion of the Corporate Director Resources and a summary of internal audit activity (actual and proposed) and the level of assurance it can give over the Council's corporate governance arrangements.
- 2.2.1.2 To consider summaries of specific internal audit reports as requested.
- 2.2.1.3 To consider reports dealing with the management and performance of the providers of internal audit services.
- 2.2.1.4 To consider a report from internal audit on agreed recommendations not implemented within a reasonable timescale.
- 2.2.1.5 To consider the external auditor's annual letter, relevant reports, and the report to those charged with governance.
- 2.2.1.6 To consider specific reports as agreed with the external auditor.
- 2.2.1.7 To comment on the scope and depth of external audit work and to ensure it gives value for money.
- 2.2.1.8 To liaise with the Public Sector Audit Appointments Ltd (PSAA) over the appointment of the council's external auditor.
- 2.2.1.9 To commission work from internal and external audit.

Regulatory Framework

- 2.2.1.10 To maintain an overview of the Council's constitution with the exception of those matters under the remit of the Executive or a regulatory committee.
- 2.2.1.11 To review any issue referred to it by the Chief Executive or a Director, or any Council body.
- 2.2.1.12 To monitor the effective development and operation of risk management and corporate governance in the council.
- 2.2.1.13 To monitor Council policies on "raising concerns at work" and the anti-fraud and anti-corruption strategy and the Council's complaints process.
- 2.2.1.14 To oversee the production of the authority's Statement on Internal Control and to recommend its adoption.
- 2.2.1.15 To consider the Council's arrangements for corporate governance and agreeing necessary actions to ensure compliance with best practice.

Accounts

² (Source: Constitution: Part 3, Delegations Section 2 - Regulatory Committee functions. Approved Annual Council)

- 2.2.1.16** To review the annual statement of accounts, specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the council.
- 2.2.1.17** To consider the external auditors report to those charged with governance on issues arising from the audit of the accounts.

Member Code of Conduct

- 2.2.1.18** Promoting and maintaining high standards of conduct by Councillors and co-opted members;
- 2.2.1.19** Assisting the Councillors and co-opted members to observe the Code of Conduct;
- 2.2.1.20** Advising the Council on the adoption or revision of the Code of Conduct;
- 2.2.1.21** Monitoring the operation of the Code of Conduct;
- 2.2.1.22** Advising, training or arranging to train Councillors and co-opted members on matters relating to the Code of Conduct

2.2.2 Terms of Reference of the Hearing Panel (Sub-committee to the Audit Committee)

The Hearings Panel is a sub-committee of the Audit Committee. The Panel has the following functions:

- 1)** When matters are referred by the Monitoring Officer granting dispensations to Councillors and co-opted members allowing them to (a) participate in the debate and / or (b) vote on any matter in which they have a disclosable pecuniary interest;
- 2)** On matters being referred by the Monitoring Officer deciding whether complaints concerning members should be investigated;
- 3)** Hearing complaints that have been referred to them by the Monitoring Officer pursuant to the Complaints procedure;
- 4)** The agreement of relevant procedures for the undertaking of its functions, when appropriate to be included within the Constitution

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COUNCIL	AGENDA ITEM No. 10
12 APRIL 2017	PUBLIC REPORT

RECORD OF EXECUTIVE DECISIONS MADE SINCE THE LAST MEETING

1. DECISIONS FROM THE CABINET MEETING HELD ON 20 MARCH 2017

i. Management of Rough Sleeping Review

Cabinet received a report, the purpose of which was to consider the recommendations approved by the Adults and Communities Scrutiny Committee from a cross party review of the management of rough sleepers.

Cabinet considered the report and recommendations from the cross party task and finish group formed to review the management of rough sleepers, and **RESOLVED** as follows:

- 1) That a strategic group be set up which meets regularly in order to identify duplication and gaps in current provision for rough sleepers and which includes representation from partner agencies including from the faith and voluntary sector. This group will develop a Rough Sleeper Strategy to be developed and approved by Council to support the work of officers and the wider partnership arrangements, and will monitor and respond to fluctuations in the delivery of the council's homelessness policy.
- 2) The creation of a multi-agency task and targeting group to work on a long-term plan to ensure that individual rough sleepers are supported to move away from a street-based lifestyle.
- 3) That the staff resource dedicated to supporting rough sleepers is increased beyond the current single officer by one full time additional officer to provide greater resilience and capacity, including provision for weekend outreach work in addition to the existing Monday to Friday service, subject to the availability of funding.
- 4) That, with a growing rough sleeping population, the availability of suitable all year round night shelter accommodation is maintained, or increased if demand increases, to ensure that those most vulnerable are able to get some shelter especially during severe weather conditions.
- 5) That night shelter accommodation is identified for rough sleepers with dogs where the rough sleeper would not be willing to allow the council to place the dog into kennels as is current practice, subject to the availability of funding

Additionally, work with organisations in the voluntary sector to develop pet-sitting or other similar projects to enable a rough sleeper with a dog to access services.

- 6) That consideration be given to establishing formal daytime drop-in advice and advocacy services for rough sleepers, in partnership with the voluntary and faith sectors, focussed on offering advice and guidance as well as case management for service users, with the caveat that this is not a daytime shelter.
- 7) That consideration be given to a flexible approach to activating severe weather emergency provision (SWEP), taking into account the good practice guidelines provided by Homeless Link.

- 8) That an urgent solution is found to the deficit of on-street drugs and alcohol support through renegotiating the existing contract the council holds with the provider.
- 9) That a focussed and ongoing communications campaign is undertaken to encourage the public to report rough sleeping to the council so that the most appropriate support can be provided.
- 10) To design and print business card sized information cards for rough sleepers with contact details for rough sleeper touch points and durable conveniently sized hand-outs, which can be personalised with key advice and action plans for rough sleepers to support them to leave the streets.
- 11) That, following a recent announcement from Government about potential support to roll out the Housing First model, further work is carried out to understand the detail behind this announcement with a view to extending local provision by at least two further beds.
- 12) That the current Chronically Excluded Adults (CEA) project which provides personalised support to rough sleepers and others with the most complex needs be mainstreamed into normal council business from 1 August 2017, the point at which existing grant funding ceases, subject to the availability of funding.
- 13) That the relationship between affordable housing and rough sleeping be further explored. If it is found that there is a direct correlation between volumes of rough sleeping and availability of affordable housing, that a full report is prepared for Cabinet that explains this connection to enable Cabinet to consider the consequences in the Local Plan.
- 14) That, following the conclusion of the task and finish group, the Adults and Communities Scrutiny Committee continue to provide oversight of the recommendations and support to officers by way of a report to the committee in September 2017.

ii. **Review of Emergency Stopping Place Provision for Travellers within Peterborough**

Cabinet received a report, the purpose of which was to consider the recommendations made by the Adults and Communities scrutiny committee following a cross party task and finish group review regarding provision of emergency stopping places for Gypsies and Travellers.

Cabinet considered the report and recommendations to try to alleviate any future issues caused by, and increases in, unauthorised encampments, and **RESOLVED** as follows:

- 1) That the Council converts the existing emergency stopping place in Dogsthorpe to a temporary stopping place by seeking full planning consent to enable the site to be used more than the current 28 days per year. The site will require some capital investment to bring it up to a reasonable standard.

That the site, with its extended usage, be trialled for at least 12 months before any other locations are identified to determine its effectiveness, to make particular reference to the use of the site by 2 or more families.

That this site is effectively managed and controlled to prevent abuse, including capturing occupant details, charging a nightly rate, and ensuring relevant legal processes to move occupants on after a pre-agreed period are followed.

- 2) To distribute a flow chart to all Councillors which details the process of dealing with unauthorised encampments from assessment to removal, and that the flow chart describes the new approach to Gypsy and Traveller management being finalised with the Prevention and Enforcement Service between the Council and the police.

iii. Environment Policy and Action Plans (EAPS)

Cabinet received a report, the purpose of which was to seek support for the Environment Action Plans (EAPs) by Cabinet and, if such support is forthcoming, for Cabinet to recommend the EAPs to Council for adoption.

Cabinet considered the report and **RESOLVED** to recommend the ‘Environment Action Plan: City-Wide’ and ‘Environment Action Plan: Peterborough City Council’ documents to Council for adoption.

iv. The Draft Peterborough Housing Strategy 2016 to 2021

Cabinet received a report, the purpose of which was to seek support for the Peterborough Housing Strategy 2016 to 2021 and for Cabinet to recommend its adoption by Council.

The Strategy set out the Council’s priorities and commitments for the period 2016-2021 for a broad range of Housing matters, including rural housing issues. The Housing Strategy had been widely consulted on to ensure that all stakeholders and partners had had an opportunity to influence the final report.

Cabinet considered the report and **RESOLVED** to support the Peterborough Housing Strategy as attached at Appendix A to the report, incorporating the amendments set out in the supplementary report, and agreed to recommend it to Council for adoption.

2. CALL-IN BY SCRUTINY COMMITTEE OR COMMISSION

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

3. SPECIAL URGENCY AND WAIVER OF CALL-IN PROVISIONS

Since the publication of the previous report to Council, the special urgency and waiver of call-in provisions had been invoked once. This was in respect of:

- i. The decision taken by the Cabinet Member for Growth, Planning, Housing and Economic Development on 13 March relating to ‘Planning Application Fee Increase’, due to the deadlines provided to the Council by central government. A delay in the implementation would mean the Council was no longer eligible to opt in to the 20% increase in planning application fees.

4. CABINET MEMBER DECISIONS

CABINET MEMBER AND DATE OF DECISION	REFERENCE	DECISION TAKEN
Cabinet Member for Communities and Environment Capital	MAR17/CMDN/24	Empty Homes Strategy The Cabinet Member approved the Empty Homes Strategy 2017 – 2019.

CABINET MEMBER AND DATE OF DECISION	REFERENCE	DECISION TAKEN
Councillor Irene Walsh 2 March 2017		
Cabinet Member for Growth, Planning, housing and Economic Development Councillor Peter Hiller 13 March 2017	MAR17/CMDN/25	<p>Planning Application Fee Increase</p> <p>The Cabinet Member agreed to the opt in 20% increase in planning application fees that has been offered to the City Council.</p>
Cabinet Member for Growth, Planning, housing and Economic Development Councillor Peter Hiller 17 March 2017	MAR17/CMDN/26	<p>DNA Programme</p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1. Approved continuation of the 'Peterborough DNA' programme up to September 2017 following receipt of a grant to the value of £3m from Innovate UK (formally the Technology Strategy Board) in March 2013; and 2. Authorised the award of a grant to Opportunity Peterborough Limited to the value of £286,000 for accumulated and prospective projects under the Peterborough DNA programme.
Cabinet Member for Children's Services Councillor Sam Smith 20 March 2017	MAR17/CMDN/31	<p>Children's Centre Services</p> <p>The Cabinet Member authorised the award of a 1 year contract with an optional 1 year extension to:</p> <ol style="list-style-type: none"> 1) Barnardos, the Service Provider of Children's Centres for the Central and East Locality from 1 April 2017 to 31 March 2018 for the sum of £812 663, and the optional extension for an estimated value of £812 663 from 1 April 2018 to 31 March 2019; and 2) Spurgeons, the Service Provider of Children's Centres for the South Locality from 1 April 2017 to 31 March 2018 for the sum of £177 080, and the optional extension for an estimated value of £177 080 from 1 April 2018 to 31 March 2019; and 3) Spurgeons for the Service Provider of Children's Centres for the North, West and Rural Locality from 1 April 2017 to 31 March 2018 for the sum of £413 360, and the optional

CABINET MEMBER AND DATE OF DECISION	REFERENCE	DECISION TAKEN
		extension for an estimated value of £413 360 from 1 April 2018 to 31 March 2019.
Cabinet Member for Communities and Environment Capital Councillor Irene Walsh 27 March 2017	MAR17/CMDN/32	Implementation of Public Space Protection Orders The Cabinet Member authorised implementation of a City Centre Public Space Protection Order under Section 59 of the Anti-Social Behaviour, Crime & Policing Act 2014.
Cabinet Member for Public Health Councillor Diane Lamb 31 March 2017	MAR17/CMDN/33	Transfer of Commissioning Responsibility for Healthwatch The Cabinet Member approved the transfer of commissioning responsibility for Healthwatch services from Peterborough City Council to Cambridgeshire County Council.
Deputy Leader of the Council and Cabinet Member for Integrated Adult Social Care and Health Councillor Wayne Fitzgerald 31 March 2017	MAR17/CMDN/34	Community Supported Living Services The Cabinet Member agreed to: 1. Award a contract for the delivery of a Community Based Supported Living service in Peterborough to Turning Point for a total value of up to £10,000,000 from 1 April 2017 until 31 March 2022 and a further option for the Council to extend for two 12 month periods; and 2. Authorise the Corporate Director: People & Communities to extend the contract for a further two 12 month periods at a cost of up to £2,000,000 per annum, should the Council exercise the option to extend.
Cabinet Member for Resources Councillor David Seaton 31 March 2017	MAR17/CMDN/35	Delivery of the Council's Capital Receipts programme through the sale of surplus farmland at America Farm, Fengate The Cabinet Member agreed to: 1. Authorise the Corporate Director – Growth and Regeneration, to negotiate and conclude terms for the sale of this surplus Farms Estate asset in order to support the Council's Medium Term Financial Plan (MTFP). The proposal is that the asset is sold by private treaty and terms have been agreed with a Purchaser. The sale of surplus farm assets is included in the Council's approved MTFP for sale during Financial Year 2016/17; and

CABINET MEMBER AND DATE OF DECISION	REFERENCE	DECISION TAKEN
		<p>2. In the event that the current proposed sale does not go ahead to authorise the Corporate Director – Growth and Regeneration to determine whether the asset is to be sold by private treaty or public auction and authority to negotiate and conclude terms as appropriate to complete the disposal of this Council owned asset.</p>
<p>Cabinet Member for Resources</p> <p>Councillor David Seaton</p> <p>31 March 2017</p>	<p>MAR17/CMDN/36</p>	<p>Delivery of the Council's Capital Receipts programme through the sale of surplus farmhouse, farm buildings and paddock at America Farm, Fengate</p> <p>The Cabinet Member has agreed to:</p> <ol style="list-style-type: none"> 1. Authorise the Corporate Director – Growth and Regeneration, to negotiate and conclude terms for the sale of this surplus Farms Estate asset in order to support the Council's Medium Term Financial Plan (MTFP). The proposal is that the asset is sold by private treaty and terms have been agreed with a Purchaser. The sale of surplus farm assets is included in the Council's approved MTFP for sale during Financial Year 2016/17; and 2. In the event that the current proposed sale does not go ahead to authorise the Corporate Director – Growth and Regeneration to determine whether the asset is to be sold by private treaty or public auction and authority to negotiate and conclude terms as appropriate to complete the disposal of this Council owned asset.

COUNCIL	AGENDA ITEM No. 11
12 APRIL 2017	PUBLIC REPORT

MOTIONS ON NOTICE

The following notice of motion has been received in accordance with the Council's Standing Orders:

1. Motion from Councillor Ed Murphy

The following motion requests that the Council take action to reverse a previous decision of the Council. This is in relation to the Members' Allowances Scheme, which was agreed by Council on 12 October 2016. This Scheme introduced an increase in the level of Basic Allowance paid to Members and, subsequently, an increase in the level of Special Responsibility Allowance. This decision was taken six months ago, to the date of the meeting on 12 April 2017. As notice of the motion has been received within 6 months of the previous decision, the motion is required to be signed by five Councillors.

The following undersigned Councillors agreed to this motion (in accordance with standing order 22.1).

Date	Councillor
30 March 2017	Councillor Mohammed Jamil
30 March 2017	Councillor Angus Ellis
30 March 2017	Councillor Ed Murphy
30 March 2017	Councillor Richard Ferris
30 March 2017	Councillor Alan Clark

It is requested that the Council:

- 1) Notes the difficult financial times currently faced by organisations within the public sector and the reduction in expenditure required in order to achieve the savings required for a balanced budget.
- 2) Agrees that saving be made equivalent to or greater than the amount of Special Responsibility Allowance paid to those Members with a Special Responsibility being reverted to a level equivalent to that in place during the 2015/2016 municipal year resulting in a minimum saving of £39,300;
- 3) Calls upon the Leader of the Council to make savings in excess of £39,300 by reducing the number of Cabinet Advisors and Cabinet Members within the Cabinet and/or reducing the level of Special Responsibility Allowance Payment or a combination of both, in order to reduce the overall amount Special Responsibility Allowance paid up to at least a further £10,700; and

- 4) Further, calls upon the Leader of the Council to create a discretionary fund with the savings achieved from the reduction in Special Responsibility Allowances to contribute to tackling homelessness in Peterborough and which may be applied where required as discretionary payments to people in severe distress due to homelessness, to the elderly, or to those leaving care.

2. Motion from Councillor Julia Davidson

There is evidence of an increase in exploitation of migrants in Peterborough, where unscrupulous employers are exploiting vulnerable new arrivals to the area. These employers are isolating migrants from the local community and controlling them by providing overcrowded housing and transport to work in the fast food industry

Subsequently, these victims then gain very little in return for their labour and the traffickers take a large proportion of the wages and sometimes passports in return. Workers then often end up in debt to their rogue bosses, giving them more leverage over the exploited workers and their money. This is often used to perpetrate fraud.

Recently convictions and arrests have been made in Peterborough relating to exploitation and trafficking, which have made the headlines. For example, Dutch Bangla Direct Ltd are accused of selling over 100 tonnes of low cost white meat to takeaways and shops.

This company has allegedly made £250,000 in profit by fraudulent actions and not making correct contributions to HMRC.

The Council therefore calls upon relevant Cabinet Members to:

- 1) Work in partnership with the Police and relevant Government and local agencies to protect migrants and others from these forms of exploitation; and
- 2) To provide Members with a report on this work, as well as providing information on the nature and scale of the problem to fight modern slavery across Peterborough and the progress which is being made.

3. Motion from Councillor Ansar Ali

The twenty thousand plus Muslim community of Peterborough were horrified by the events in Westminster, London on Wednesday 22nd of March, like the rest of our wonderfully diverse city of Peterborough and the country.

Our thoughts and prayers are with all those affected by these horrific events, wherever they occur in the world.

These acts of criminality can never be justified or condoned. However, when an act of terror takes place it not only causes deaths and injuries, it also facilitates the media and many others in positions of responsibility to relate the actions of these criminals to my beautiful faith of Islam by irresponsibly projecting that the individual was an Islamist, inspired by Islam and radicalised, without any evidence to support these ill-informed conclusions.

This deeply offends the significant Muslim community within this city, myself and no doubt all other right thinking people of our wonderfully diverse communities of Peterborough.

We, as a city, are rightly proud of our diversity and I believe a beacon for interfaith relations and dialogue for the rest of the country, built on mutual respect for "One Peterborough One Community".

This council urges our government to increase its efforts to combat irresponsible reporting and

statements from those in positions of influence which unfairly associate the peaceful religion of Islam with acts of terrorism and criminality.

These evil criminals don't represent any religion. Their motivation is to divide our communities and cause disharmony. They should not be allowed to succeed.

It is requested that Peterborough City Council, calls upon the support of our two members of Parliament, to urge our government to increase its efforts to:

1. Quell the increasing public climate of hate and fear;
2. Condemn Islamophobia and all forms of systemic racism and religious discrimination;
3. Develop a whole-of-government approach to reducing or eliminating systemic racism and religious discrimination including Islamophobia;
4. Discourage the use of the terms Islamic terrorism and other such pejorative language when referring to the crimes committed by psychopathic individuals who clearly do not represent Islam or any other faith; and
5. Collect data to contextualise hate crime reports and to conduct needs assessments for impacted communities.

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