

Submission by Peterborough City Council on Council Size to the Local Government Boundary Commission for England

1. Introduction and Background

This document sets out Peterborough City Council's submission to the Local Government Boundary Commission for England (LGBCE) on council size.

On 21 May 2012, the LGBCE advised the council that it intended to carry out a Further Electoral Review of the council due to a number of imbalances in the councillor: elector ratios resulting in both over-represented and under-represented areas. In eight of the city's 24 wards the electoral variance is in excess of 10 per cent from the average for the city as a whole and in one ward (Orton with Hampton), the variance is greater than 30 per cent.

This submission has been developed by a cross-party group of councillors and has been agreed at a meeting of the Full Council on 10 July 2013.

The submission has been informed by:

- Briefings provided by the LGBCE to all councillors, including parish councillors and key officers
- Current and projected electorate figures
- The work of the cross-party Councillors Electoral Review Group, who met on a number of occasions between March and June 2013

The last Review on the electoral arrangements for Peterborough local authority area was carried out by the Boundary Committee for England (BCFE) and completed in July 2002. The main final recommendations of that review were that: "Peterborough City Council should have 57 councillors, the same as at present; there should be 24 wards, the same as at present."

At the time of that review, the electorate totalled 109,100 (February 2001), and was estimated to grow to 117,990 by 2006. The actual 2006 electorate figures exceeded this and grew to 119,757 (September 2006).

By March 2013 the electorate had grown to 135,283 and is projected to increase by a further 12.5 per cent by 2019 to 152,193. With the existing number of councillors, this will produce a councillor: elector ratio of 1 to 2,670. This is above the national average and with both planned and organic growth in the population of Peterborough up to 2031; the council believes this to be a major factor to be taken into account by the LGBCE in determining the council size.

The size of the electorate is estimated to increase by almost 40 per cent from 2001 up to 2019 and according to the council's population and dwelling forecasts, published in December 2011; an increase in excess of 50 per cent in population is anticipated by 2031.

2. The Council's Submission

This section sets out a summary of the case supporting the Council's submission that the number of councillors should be increased from 57 to 60. The detailed evidence supporting this submission is contained in Section 3 of this report, which provides a substantial and compelling case for the increase.

The basis of the Council's submission is as follows:-

- (a) The Council has seen rapid population growth over the past 10 years which is set to continue. This increase in population will add to the workload of councillors. The increase in the Council's population, as well as the projected increase, is evidenced by:-
- The recent Census figures;
 - The Council's ambitious agenda for growth, the number of planning permissions granted to support the agenda and the number of sites identified for future development in its site allocations policy;
 - The Council's support for economic development and attracting new jobs and investment to the city;
 - The rate of births in the city;
 - The rate of economic migration into the city and the constant churn in this population.
- (b) Peterborough's growth in population is not only matched by its diversity but also by the many challenges faced by some of the city's population who live in the more deprived areas. Some of the council's priorities and schemes also create community challenges requiring councillors to actively involve themselves in campaigns to support their residents. As a result of all of this, the caseload of councillors has grown, not only in size, but in complexity, requiring a considerable amount of work to be devoted to their representational and ward work.
- (c) Over and above the demanding workloads councillors have in their representational and community roles, councillors also have considerable workloads through their work as executive members, as non-executive members on regulatory and scrutiny committees and through their appointments to outside bodies. In summary the council's case is as follows:-
- Cabinet Members meet together to make decisions about 12 times each year. They meet informally for at least two hours each fortnight and they use Cabinet away days to formulate budget proposals. Cabinet Members also take a large number of individual decisions requiring detailed briefing and consideration.
 - The council has a very active scrutiny function which demands considerable commitment from the councillors concerned, not only in preparation for meetings, but in their attendance at scheduled meetings and through in-depth scrutiny reviews by 'task and finish' groups.
 - The work of Regulatory Committees has also increased as a result of, for example, the Council's growth agenda and the heavier workload on the Planning Committee. Licensing Committee has also seen an increase in its work, for example, in alcohol licensing as new shops and businesses are set up in some of the city's urban areas.
 - The schedule of councillor appointments to outside bodies also demonstrates the considerable commitment of councillors to strategic and community organisations which further add to their workloads.

3. Evidence to Support the Submission

3.1 Context

3.1.1 Location

Peterborough is a unitary authority area in the East of England. It borders Cambridgeshire, Lincolnshire, Northamptonshire and Rutland and the local authorities of Fenland and Huntingdonshire (in the East of England), and East Northamptonshire, Rutland, South Kesteven and South Holland (in the East Midlands).

With excellent transport links, Peterborough is only 75 miles (125km), or a 50-minute train journey, north of London and only 36 miles from Cambridge. It comprises of the city of Peterborough itself, and 25 villages set in countryside extending over an area of approximately 344 square kilometres. The city stands athwart the River Nene, which flows into the North Sea approximately 30 miles to the north-east.

The East Coast Main Line railway gives Peterborough excellent links with London but also the north and other historic cities such as York, Leeds, Durham and Edinburgh.

Modern Peterborough is a thriving city, a regional centre for commerce, industry, transport and leisure. It is one of the fastest growing cities in England and has seen one of the country's steepest increases in population in the past decade.

Designated as a New Town in the 1960s the city core expanded rapidly in the 1970s and new townships followed that became part of Peterborough including Bretton and Ravensthorpe, Werrington, the Ortons, and most recently Hampton.

3.1.2 Population make-up

The Office for National Statistics (ONS) categorises Peterborough as a 'new and growing town'. However, our thriving city also has a rich and fascinating heritage and a history of welcoming new settlers from all over the world. After the Second World War, Italian families came and settled here, working in the many brickyards.

In the 1950s the city welcomed arrivals from the West Indies, and in the 1960s people from Pakistan and India came to Peterborough to work and decided to stay. Groups of Ugandan Asians and Vietnamese boat refugees came in the 1970s and most recently migrant workers from Poland, Lithuania, Slovakia and the Czech Republic have settled in Peterborough.

According to the 2011 Census about 20 per cent of the current population were born outside of the UK – 3,366 of our newest residents arrived in Peterborough in 2010/11. Although this figure was less than in the previous two years, it means Peterborough still has more migrants than anywhere else in the country proportionally. The latest Census figures also show that 10.5 per cent of people living in Peterborough were born in other EU countries – around twice the England average of 4.3 per cent. A further ten per cent of the population were born outside of Europe. Today, more than 14,000 of the city's current residents came here from EU accession countries including Poland and Lithuania.

Peterborough is a multicultural city – but that diversity brings challenges.

More than 60 nationalities live side-by-side in our city today. More than 100 different languages are spoken in Peterborough schools and in one Peterborough School – Gladstone Primary in the Central Ward - every pupil has English as an additional language.

These language challenges and cultural differences mean our councillors must work harder to help new residents integrate into the city. As Peterborough grows and more new communities settle in Peterborough, the role of our elected councillors is only set to grow.

The 2011 Census ward profiles for Peterborough show that overall mix of ethnic groups across the city indicates that the Asian/British population makes up 11.7 per cent of the total population. The 'Other White' (predominantly European) population is currently 10.6 per cent. However, the growth in electors from eastern European countries, namely Czech, Hungarian, Latvian, Lithuanian, Polish and Slovakian, now account for 8.5 per cent of the electorate (as against 4 per cent in 2008) and more notably in the wards of Central (23 per cent), East (20 per cent) and Park (19 per cent). As this figure is predicted to grow significantly year-on-year, ward councillors will be more involved in helping to deal with the educational, social and welfare issues that will inevitably increase.

However, the impact of new communities settling in the city is not the only factor that adds to the complexity and level of councillors' workloads.

In 2012, the city's Register Office recorded 5,000 births in one calendar year – giving Peterborough the sixth highest birth rate in the country. This means the council is constantly juggling complex needs with difficult financial decisions to ensure there are sufficient school places and other services for these children and their families as they grow up.

Peterborough is growing but so is the proportion of elderly residents. Whilst Peterborough's population is expected to grow 11 per cent between 2010 and 2021, the number of people aged 85 and over is set to increase by more than 50 per cent. There are almost 15,000 people living in the city with a disability and during the coming year 20,000 people are expected to suffer from some kind of mental health issue.

It means that residents are increasingly having more complex needs leading to councillors often having to deal with multiple agencies, such as health bodies, the council, police, social housing providers or charitable organisations to help them resolve their issues.

While Peterborough has its more affluent areas there are also wards and specific neighbourhoods within them with particularly high levels of deprivation. Between 20 and 25 per cent of children and young people in Peterborough are living in poverty. Dogsthorpe ward, for example is among the 20 per cent most deprived wards in the country but also there are specific areas within this ward that are among the five per cent most deprived nationally. Paston Ward has areas within it that range from being in the 70 per cent most deprived to the seven per cent most deprived.

Families living in the city's more deprived areas often require high levels of support from the council and other agencies and can result in councillors becoming involved in often complex case work with multiple council departments and other agencies.

3.1.3 Growth Agenda

In the past decade the number of people living in Peterborough has increased by 20 per cent to almost 184,000 residents. According to leading economists, The McKinsey Global Institute, the city is predicted to expand by 40 per cent by 2025, faster than anywhere else in the UK. By 2031 that figure is expected to reach almost 240,000.

These statistics alone place Peterborough in the top 15 fastest growing cities in Britain in terms of population and fourth highest outside London.

The city's ambitious growth agenda sets out how this expansion will continue over the next two decades. The Peterborough Core Strategy, forms part of the Statutory Development

Plan for Peterborough, known as the Local Development Framework (LDF). It is our overall plan for the development of Peterborough to 2026 setting out our exciting plans to create an additional 20,000 new jobs and 25,500 homes in the next two decades.

The core strategy makes provision for new housing development at a wide variety of places across the local authority area, but with a distinct emphasis on locations within and adjoining the urban area of the city. These are generally the most sustainable locations and help to maximise the use of previously developed land.

The Peterborough Site Allocations Development Plan Document (DPD) also forms part of the LDF. It identifies the land required over the period to 2026 to deliver the scale of growth and development set out in the Peterborough Core Strategy. It was adopted by the city council on 18 April 2012.

In addition to the Council's approved allocation for residential development, under Policy SA1 for Urban Extensions, of 14,041 dwellings spread across the areas of Hampton, Paston Reserve, Stanground South, Great Haddon and Norwood, under Policy SA3, provision for a further 4,052 dwellings have been allocated within the Urban Area of Peterborough.

The City Centre Plan, which is also part of the LDF, gives in more detail how the city centre will grow in the next 15 years, including a major extension to the city's main retail area and a brand new 100-acre riverside development.

Construction is already well underway on the city's 300-home Carbon Challenge housing development on the south bank of the River Nene that aims to be the UK's most sustainable scheme.

The Council will also soon start the process to appoint a private sector partner to create a brand new riverside development in the city centre. The Fletton Quays site, also known as the Riverside Opportunity Area, is located on a key arterial route into the city.

The Council's vision is to transform Fletton Quays into a thriving high-quality quarter with many leisure, commercial and residential opportunities, not only allowing the area to be connected to the rest of the city centre but also, bringing more new residents to the south side of the city.

Today, Peterborough is an important regional centre, providing employment, shopping, health, education and leisure facilities for people across a wide catchment area. In 2012 alone almost 4,500 jobs were created in the city's diverse economy.

Two of the biggest employers are in the public sector and considerable numbers of people are employed in a range of service industries including insurance, publishing, travel, retailing and logistics.

Manufacturing still has a significant place in the economy, despite the general decline in this sector nationally, and a particularly important characteristic of Peterborough is the concentration of companies engaged in environment-related activities.

There is significant pressure for development to serve the logistics industry, taking advantage of the area's prime location beside the (north-south) A1 and (east-west) A47. Agriculture remains important to the economy, although the numbers employed on a full-time basis are relatively small. Unemployment levels in Peterborough tend to be marginally higher than those for the UK as a whole, but average figures mask particularly high pockets of unemployment, with a concentration in some inner city wards where other measures of deprivation are higher than average.

Alongside its ambitious growth agenda the Council also has significant priorities as part of its overall long-term vision for the city as outlined in the Medium Term Financial Strategy up to 2022/23.

These are:

- Improving educational attainment and skills for all of our children and young people, allowing them to seize the opportunities offered by new jobs and our university provision, thereby keeping their talent and skills in the city;
- Safeguarding children and vulnerable adults;
- The Environment Capital agenda including pursuing new income streams from solar energy and wind farm developments;
- Supporting Peterborough's culture trust, Vivacity, to continue to deliver arts and culture in the city;
- Keeping our communities safe and cohesive.

3.2 Governance and Decision-making arrangements

3.2.1 Full Council

The Full Council, involving all 57 councillors, meets approximately six times a year and meetings last up to four hours. There are decisions that only Full Council can make and these include setting budgets and spending programmes, setting Council Tax levels and approving major policies and priorities.

It is also the forum that all councillors can use to ask questions of other members of the council. For example they can ask the Leader, any of the Executive or Committee chairs questions about ward matters, they can submit petitions on behalf of residents and ask questions about the fire authority to those councillors who are representatives on the authority.

It also provides an opportunity for all councillors to ask questions on decisions taken by committees or the executive. The council's budget and Medium Term Financial Strategy is agreed at Full Council each spring, often after a lengthy debate.

Each year at its annual meeting, Full Council also appoints the Mayor, Deputy Mayor, Leader of the Council and Committee Chairs. The Cabinet and Committees report to and are accountable to Full Council. It is also the role of Full Council to appoint the Chief Executive. (Appendix 1 lists the functions reserved for Council)

3.2.2 Executive

Peterborough became a unitary authority on 1 April 1998 and subsequently adopted a Leader and Cabinet/Executive model of decision-making under the provisions of the Local Government Act 2000.

Peterborough City Council's executive is made up of the Leader and eight Cabinet Members and four Cabinet Advisors who are appointed by the Leader.

The Cabinet is responsible for most day-to-day decisions. It is responsible for the delivery of all strategic executive functions within the Council's Major Policy and Budget Framework and leads the Council's overall improvement programmes.

The Leader has allocated a "portfolio" to each Cabinet Member and delegated to each "Portfolio Holder" responsibility for the discharge of functions set out below:

- (a) To exercise the Executive powers and duties of the Council for strategic development, policy direction, partnership working, key decisions, programme and performance management, in accordance with the Council's procedure rules, for their portfolio areas.
- (b) To be responsible for ensuring the successful delivery of business transformation in relation to their portfolio areas.
- (c) To request the relevant Scrutiny Committee and/or Commission to review changes to policy and strategy within these service areas.
- (d) To be responsible for budget planning, monitoring and expenditure/savings over £500,000 in these service areas with Executive Directors and the Executive Director- Strategic Resources, ensuring that it remains within the cash limit, reporting any issues which cannot be resolved within the service budget to the Leader of the Council.
- (e) To act as the Council's lead spokesperson, representative on strategic bodies and member champion for these service areas and to respond to relevant consultations by Central Government and other agencies.
- (f) To make decisions on actions relating to contracts including:
 - i. Awarding, assigning and terminating contracts over £500k;
 - ii. Waiving or granting exemptions to Contract Regulations where contracts are over £500k

The Cabinet meets about 12 times a year in public, and more if necessary to take collective decisions on behalf of the council.

However, this is only a fraction of the work they do. The Cabinet also meets informally once a fortnight for two hours or more. Each individual Cabinet Member also has a large number of delegated powers and therefore meet regularly with heads of service and directors to sign decision notices, make key decisions, and work with their executive directors and the Executive Director of Strategic Resources to help plan and monitor the budgets for their portfolio areas and spending and savings programmes over £500,000.

Collectively the Cabinet take the lead in driving the strategic direction of the Council through the overall vision and priorities as outlined in the Medium Term Financial Strategy each year.

They are responsible for putting together proposals for the Council's overall budget. Each year, the Cabinet has about five or six full-day meetings to consider savings and investment proposals as part of the Council's budget-making process to put together each year's budget and Medium Term Financial Strategy.

The Cabinet Members are also the lead spokespeople for their portfolio areas and are often called upon to undertake media interviews, provide briefings for the rest of the councillors on emerging issues, and ensuring MPs, partner organisations and other key stakeholders are informed and involved in the Council's decision-making processes and understand the services the Council delivers.

The Cabinet comprises of:

- Leader and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement
- Cabinet Member for Resources
- Cabinet Member for Education, Skills and University
- Cabinet Member for Children’s Services
- Cabinet Member for Adult Social Care
- Cabinet Member for Community Cohesion, Safety and Public Health
- Cabinet Member for Environment Capital and Neighbourhoods
- Cabinet Member for Culture, Recreation and Waste Management
- Cabinet Advisor to the Leader on Business Engagement, Tourism and International Links
- Cabinet Advisor to the Leader on Planning and Housing
- Cabinet Advisor to the Cabinet Member for Community Cohesion, Safety and Public Health on community cohesion and safety issues
- Cabinet Advisor to the Cabinet Member for Culture, Recreation and Waste Management on culture and recreation

Each of the Cabinet Members can also request that cross-party advisory groups are set up to help advise them on a particular issue. In the past, a cross-party working group of councillors carried out a review of the possibility of introducing Emergency Stopping Places in Peterborough as a temporary place for travellers to stop when visiting Peterborough and a way of dealing with unauthorised encampments. The piece of work which has taken more than 18 months has been long and involved and has pulled together national experts, police, fire and a traveller representative to assess sites across the city for suitability. The Cabinet can commission reviews on any subject.

Cabinet Members are also called into scrutiny to defend any decisions that are called-in for their portfolio areas.

As councillors of the executive they are also required to sit on and attend meetings for a number of key partnership organisations including the Greater Peterborough Partnership Executive Board, and Vivacity, Peterborough’s culture and leisure trust.

The extent of work carried out by Cabinet Members to ensure that policies of the Council are delivered is immense. They take a leading role in promoting the economic, environmental and social well-being of the area; promote Peterborough’s Community Strategy and other key strategies; review Council changes in its Constitution and lead the delivery of Business Transformation with the Council. The above is not exhaustive but merely a sample of the work the Executive undertakes.

For more information see Appendix 2 for Part 3 of Peterborough City Council’s Constitution Section 3.2 ‘Functions of the Cabinet’ and 3.3 ‘Individual Cabinet Members’.

3.3 Regulatory

The Council has six regulatory committees and associated sub-committees responsible for the functions which, by law, the executive, cannot undertake or those that the council has agreed should not be considered by the executive. The committees are all cross-party and can include Cabinet Members.

The committee membership reflects the political makeup of the Council so the party with the majority also holds the most seats on committees.

The committees are listed below:

- **Appeals** – The Appeals (Services Issues) Committee meets once a year to look at the outcome of the appeals heard by the Appeals Sub-Committee throughout the year. This committee has 10 councillors. The Appeals Sub-Committee hears appeals against the refusal on the part of the local authority to provide transport to schools or colleges. This sub-committee is made up of three councillors, either from the main committee or chosen from a trained pool of councillors. In 2012/13, the sub-committee met eight times for meetings that lasted, on average, three hours.
- **Audit** - The Audit Committee has eight councillors and is scheduled to meet six times a year. Along with its more traditional role of overseeing the financial reporting process, providing independent scrutiny of the authority's financial and non-financial performance and how it affects the council's exposure to risk, it also now deals with complaints previously dealt with by the Standards Committee. Audit Committee meetings generally last for about an hour.
- **Employment Committee** – This Committee has seven councillors and last year had nine meetings, six of which were extraordinary meetings. This committee appoints directors, heads of service and determines terms and conditions of employment. It also implements the Council's equal opportunities policy. Scheduled meetings last between 10 minutes and an hour when dealing with policy issues. However, extraordinary meetings tend to be called as part of the council's recruitment process and can include formal employment interviews which mean they can last up to three hours.
- **Licensing Committee** - The Licensing Committee considers whether to issue, suspend, revoke, refuse to renew, or amend conditions to licences in the local authority area such as Hackney carriage and private hire vehicles, licensed shops and food premises, alcohol and entertainment licenses, or those with live animals, where those decisions have been not delegated to officers, or the relevant officer has referred the application to the Licensing Committee.

Licensing has become a key issue in Peterborough in recent years particularly in the Millfield/New England area because of the high number of alcohol-licensed premises. Following changes in the law, the introduction of a 'cumulative impact policy' has given this committee more power to refuse applications for additional licensed premises in that area of Peterborough including takeaways and off-licences where there is clear evidence that the high concentration of licensed premises is leading to crime and disorder or public nuisance issues.

The main Licensing Committee has 10 councillors and is scheduled to meet once a month. In 2012/13 it met seven times and meetings lasted about an hour. The Licensing Act 2003 Sub Committee, which is made up of three councillors of the main Licensing Committee, hears new premises license applications and reviews existing ones and variation applications. Last year, this sub-committee met 14 times and meetings lasted on average about two hours. Both the main committee and the sub-

committee can also ask for site visits prior to meetings to help them in their decision-making.

- **Planning and Environmental Protection Committee-** The Planning and Environmental Protection Committee decides planning applications for building development, including new homes, commercial buildings, alterations and change of use, where permission is not granted under delegated authority. There is also an enforcement function, where breaches of planning control are referred to the committee. The committee has 10 councillors and is scheduled to meet once a fortnight and meetings are sometimes up to five hours in length.

The Planning Committee also visits all of the sites where applications are coming forward to committee prior to that planning committee meeting. Last year the committee met 15 times. Current major developments within the Council's planning process include the Council's renewable energy park proposals to build wind and solar farms on three sites across the city. In the past four years the work of the Planning Committee has increased as the number, size and complexity of planning applications has increased in line with the council's growth agenda. The work of the Planning Committee is only set to increase as the council moves forward with the city's growth agenda in areas such as the Riverside Opportunity Area and the Station Quarter.

- **Planning Review Committee –** This committee meets to consider applications that have been determined by the Planning Committee. If 30 per cent of the councillors of the planning committee don't agree with the decision then these decisions can then be called-in for review by this membership. The committee has 10 councillors and is totally independent of the Planning Committee.

3.4 Scrutiny

3.4.1 Scrutiny Committees/Commissions

The Council places a strong emphasis on scrutiny in Peterborough. They not only review proposals that are already going through the decision-making processes, but they are also tasked with researching the viability of new proposals and policies.

There are three Scrutiny Committees and two Scrutiny Commissions in Peterborough and all of them review and scrutinise budgetary, policy, and service delivery decisions made by the Council's Cabinet and Cabinet Members and can be tasked to carry out reviews, write reports, advise and make recommendations, generally to Cabinet.

In the past two years they have reviewed the city's Citizen Power programme that was set up to use arts to increase community engagement and bring further investment in arts to the city, have been meeting social workers and other agencies monthly to challenge and review the Council's improvement plan in children's social care and are in the process of assessing the viability of introducing 20mph speed limits in the city. The scrutiny reviews are carried out by task and finish groups described below.

The five committees/commissions comprise of:

- Scrutiny Commission for Rural Communities
- Scrutiny Commission for Health Issues
- Creating Opportunities and Tackling Inequalities Scrutiny Committee
- Sustainable Growth and Environment Capital Scrutiny Committee
- Strong and Supportive Communities Scrutiny Committee

(Appendix 3 sets out the full scrutiny functions.)

Each of the committees meet six times a year for meetings of up to two hours in public – although in the past year because of the complex and controversial nature of some of the items on the meeting agendas some meetings have lasted up to three hours. Additional meetings have also been held for two call-ins and to scrutinise further the decision to close two care homes and the decision to introduce wind and solar farms in Peterborough.

The Scrutiny Commission for Health Issues undertakes a similar policy development and scrutiny role in relation to the health of the local community by working with all NHS bodies and the new Clinical Commissioning Groups in our area.

The work of the Scrutiny Commissions/Committees has significantly increased over the past three years and is expected to expand even more in the future.

3.4.2 Task and Finish Groups of Scrutiny Committees

Outside of these regular scrutiny meetings, a key part of the work of the scrutiny function is to set up task and finish groups (TFGs) to research, review and advise on specific areas of Council business.

These TFGs are often involved in lengthy and time-consuming pieces of research (often up to 12 months) to enable them to help the Cabinet or Full Council take a view on how to proceed on certain policies. The membership of the TFGs are drawn from all parties and usually consist of between four and six councillors.

The example referred to on page 10, relating to the benefits of introducing 20mph speed limits, has led to the setting up of a Task and Finish Group of seven councillors who will now conduct their investigation which may include visiting other local authorities who have and have not implemented similar schemes to understand the advantages and disadvantages of introducing the scheme together with the associated costs, challenges, opportunities and risks associated with it. They may speak to authorities that investigated it but didn't proceed with it to find out why and read published research on the issue. They could also meet key 'witnesses' such as the 20's Plenty for Us campaign which is campaigning for a 20mph default speed limit in residential streets nationwide.

3.5 Representational Role of Councillors in Their Wards

The role of councillors in Peterborough, just like in other towns and cities across England, is a varied and multi-faceted one and each of those councillors decide individually how they choose to manage their workload.

In Peterborough, the diversity and culturally rich make-up of the unitary authority area from its bustling inner city wards with dozens of nationalities living side-by-side and its quieter rural villages with their own distinct identities, mean that it is a carefully choreographed balancing act to make the right decisions for the city as a whole.

Councillors need to understand and juggle their many different individual and collective responsibilities.

If Peterborough is to achieve its vision for a bigger Peterborough that is a better city for everyone then it is vital that our elected councillors have manageable workloads to operate effectively.

They need to be able to successfully juggle their personal, collective and representative responsibilities to the residents of Peterborough through the many different issues they get involved in, the committees on which they make decisions and the outside bodies on which they sit and represent the city council. (See Appendix 4 for the council's membership and meetings schedule and Appendix 6 detailing councillors' attendance statistics).

Councillors have their individual responsibilities to helping local residents through their ward work whether it is dealing with complaints about parking on grass verges or a neighbour dispute they are asked to help resolve.

Many of our councillors also represent the Council on community groups and associations as well as their more traditional role representing their wider electorate by taking an active part in decision making at Full Council meetings. More is set out in the next section about these roles.

As part of their ward work, some councillors hold weekly or monthly surgeries at a formal time and place for their residents to raise issues, ask questions or make complaints.

Some councillors are also active on social media and interact with residents on this platform, providing regular updates about issues on Twitter and Facebook about the ward and other council work they are undertaking. Some 'report live' from meetings.

Depending on the issue, councillors may try to resolve their case work in a number of ways but this could involve:

- Meeting with officers, heads of service, directors to get a better understanding of the issue, raise concerns or try to find a solution for the constituent.
- Meeting with the resident to advise on how to access relevant council services or make a formal complaint if they are unable to resolve it.
- Organising meetings between the resident and relevant officers.
- Calling upon members' services officers to work with other officers across the council to resolve issues to enable them to report back to residents.

Some councillors write their own monthly ward newsletters for residents to keep them abreast of what is happening in their neighbourhood and to remind them of ways to contact their elected councillors or main Council services.

Although the nature of the casework differs greatly from ward to ward, the work of councillors in different wards can be equally complex and challenging. Some councillors have personally taken on active campaign work to represent their residents against proposals for example, the Council's wind and solar energy proposals, or the closure of care homes.

Whereas councillors in some of the inner city areas may be more actively involved in work to bring communities together and resolve cohesion issues where there are high levels of inward migration.

3.5.1 Representing the council on outside bodies and parish councils

There is an extensive list of external bodies on which councillors are nominated to represent the Council including:

- Key partnerships such as Greater Peterborough Partnership Executive Board, Safer Peterborough Partnership and the Community Cohesion Partnership.
- National organisations, such as the Local Government Association.
- Regional bodies such as the Regional Transport Forum and the East of England Regulatory Services Partnership.
- Local and cross-authority organisations such as the Cambridgeshire and Peterborough Joint Minerals and Waste Working Group, the Greater Cambridge and Greater Peterborough Local Enterprise Partnership, and the Cambridgeshire and Peterborough Road Safety Forum, Greater Cambridgeshire/Greater Peterborough Local Transport Body and well as other key local organisations such as Peterborough Culture and Leisure Trust (Vivacity), the University Board and the Opportunity Peterborough Board.

Councillors also represent the Council in a community engagement role through representation on organisations as diverse as Nene Park Trust, Peterborough Cathedral Trust and the Anglian (Northern) Regional Flood and Coastal Committee to Peterborough Racial Equality Council, Peterborough Association for the Blind and Railworld.

Finally, councillors also represent the Council on a whole host of local community associations, community centre management committees and other local liaison committees. As such they play prominent roles on those organisations acting as advocates of their communities and maintaining a vital link between the users and providers of public services and can ensure that community interests are taken into account in decision-making processes.

In total, the Council is represented by more than 130 councillors on more than 80 organisations. (See Appendix 5 for more details.)

Peterborough has 27 parish councils and some of our ward councillors are parish councillors too.

3.5.1 Engaging with young people

The Council has a very active Youth Council which councillors consult with, particularly in relation to policy or services changes that may affect young people.

Each year as part of the budget consultation, the Cabinet meets with the Youth MP and deputy and councillors of the Youth Council to brief them on the proposals and offers other opportunities to find out more information about any they are particularly interested in.

4. Conclusion

Since the Boundary Committee for England (BCFE) last reviewed the electoral arrangements for Peterborough local authority area in July 2002 the city has changed dramatically.

As evidenced earlier in this submission, the population has grown rapidly making Peterborough one of the fastest growing cities in the UK. But an increase in numbers is only part of the story because the make-up of Peterborough's population has also become increasingly diverse.

More than 60 different nationalities live side-by-side in the city and while Peterborough is proud of its multicultural make-up, keeping the city cohesive has only added to councillors' casework and workloads as they try to help residents from different countries settle in and play an active role in their community.

Peterborough's ambitious growth agenda means that some of the schemes create community challenges requiring councillors to actively involve themselves in campaigns to support their residents. While in the more deprived areas, councillors are often dealing with multiple agencies and organisations to help resolve their residents' issues.

Over and above their ward work, councillors also have considerable workloads as executive members taking decisions individually, collectively and representing the council locally, regionally and nationally on outside bodies, as non-executive members on regulatory committees and through appointments on local organisations to maintain vital links between the users and providers of public services.

The council's very active scrutiny function carries out detailed reviews to help shape new policies and scrutinise decisions taken by the executive, and this detailed and time-consuming research only adds to the workloads of non-executive members.

In summary, taking into account the above rationale it is therefore felt that a Council size of 60 is needed in order for the Council to continue to operate strong governance arrangements whilst supporting the council's planned growth over the next 15 years.

This view has been formally endorsed by Full Council at its meeting on 10 July 2013.

**Peterborough City Council Constitution
Part 3 Section 1 – Functions Reserved to the Council**

1.1 Policy Functions

1.1.1 To make, amend, revoke or re-enact bye-laws, and to promote or oppose local or personal Bills.

1.1.2 To make an order identifying a place as a designated public place for the purposes of police powers in relation to alcohol consumption.

1.1.3 To determine matters that are the responsibility of the Executive, which are outside the agreed policy framework or budget and are not covered by one of the exemptions listed in the Executive Procedure Rules, set out in Part 4 of this Constitution.

1.1.4 To adopt, approve and revoke the following plans and strategies, which comprise the Council's Major Policy Framework:

Plans included under statutory guidance

- (a) The Corporate Plan
- (b) Sustainable Community Strategy
- (c) Crime and Disorder Reduction Strategy (includes community safety strategies and programmes including CCTV and emergency planning, in line with Home Office/other Government guidelines)
- (d) Youth Justice Plan
- (e) Local Transport Plan
- (f) Housing Strategy
- (g) Local Agenda 21 Strategy
- (h) Plans and strategies which together comprise the statutory development plan (Development Plan Documents within the Local Development Framework)
- (i) Authorising applications to the Secretary of State for transfer of housing land
- (j) Lifelong Learning Development Plan
- (k) Quality Protects Management Action Plan
- (l) Statement of Licensing Policy under s5 of the Licensing Act 2003
- (m) Licensing Authority Policy Statement under s349 of the Gambling Act 2005

Plans included by local choice

- (a) Environmental Strategy and Corporate Environmental Policy Statement
- (b) Energy Policy
- (c) Trees and Woodlands Strategy
- (d) Waste Management Strategy
- (e) Local Cultural Strategy and Sports Strategy
- (f) The Housing Allocations Policy
- (g) Economic Development and European Strategy
- (h) Endorsement of strategies to improve/redevelop areas of the city
- (i) Maintenance strategy for the Council's property portfolio
- (j) Strategic land use and transport planning issues
- (k) Homelessness Strategy
- (l) Biodiversity Strategy
- (m) Home of Environment Capital Policy 2010
- (n) Neighbourhood development plans and neighbourhood development orders

1.1.5 To instigate major reviews of policy and co-ordinate the work of the Executive and Committees, for example through a corporate strategy.

1.1.6 To manage and review the performance of the Council within stated policy.

1.2 Budget and Financial Functions

1.2.1 To approve the Annual Budget, including:

- (a) the budget strategy for both revenue and capital spending,
- (b) capital and revenue estimates in accordance with the budget strategy,
- (c) the annual review of fees and charges,
- (d) the annual council tax and related matters in respect of the tax base and Collection Fund.

1.2.2 To determine statutory borrowing limits and the Council's Investment strategy.

1.2.3 To determine the choice of the Council's main bank.

1.2.4 To determine matters relating to local government pensions, where these are not delegated to officers, in accordance with regulations made under the Superannuation Act 1972.

1.2.5 To make proper arrangements for the administration of the Council's financial affairs, where these are not delegated to officers, in accordance with section 151 of the Local Government Act 1972.

1.2.6 To approve the Statement of Accounts, in accordance with Regulation 8 of the Accounts and Audit Regulations 1996.

1.3 Constitutional, Operational and Ceremonial Functions

1.3.1 To adopt and review this Constitution and determine any changes to it (other than consequential changes which may be made by the Monitoring Officer).

1.3.2 To determine the scheme of payment of allowances to Councillors.

1.3.3 To make any appointments to other bodies not approved through delegated authority.

1.3.4 To make appointments to Committees, other than those covered by other delegations.

1.3.5 To appoint the Leader.

1.3.6 To appoint the Mayor and Deputy Mayor.

1.3.7 To appoint, discipline or dismiss the Chief Executive.

1.3.8 To appoint 'proper officers' for particular purposes including the Head of Paid Service, the Monitoring Officer and the Chief Finance Officer.

1.3.9 To confer the title of Honorary Alderman, or award the Freedom of the City.

1.3.10 To adopt the Petitions Scheme and determine any changes to it.

1.4 Election and Parish Functions

1.4.1 To appoint an electoral registration officer.

1.4.2 To appoint a returning officer for local government elections.

1.4.3 To determine functions in relation to parishes and Parish Councils.

1.4.4 To conduct reviews of parishing arrangements, including dissolving small Parish Councils, making orders for (or dissolving or separating) groups of parishes or creating parishes, or changing the name of a parish.

1.4.5 To divide constituencies and electoral divisions into polling districts.

1.4.6 To pay expenses properly incurred by electoral registration officers.

1.4.7 To fill electoral vacancies in the event of there being insufficient nominations.

1.4.8 To determine whether to submit an application to the Secretary of State for a pilot electoral scheme for local elections.

1.4.9 To determine any proposals to change the name of the Council.

1.5 Delegations to Officers

1.5.1 The Chief Executive is authorised to undertake functions in respect of holding elections, to assign officers in relation to requisitions of the electoral registration officer and to appoint deputy electoral registration officers.

1.5.2 The Chief Executive is required to provide assistance at European Parliamentary elections.

1.5.3 The Chief Executive is authorised to:

- (a) declare a vacancy in office in certain cases,
- (b) give public notice of a casual vacancy
- (c) make temporary appointments to Parish Councils

1.5.4 The Chief Executive is authorised to make payments or provide other benefits, in consultation with the Cabinet, and either the Scrutiny Committees / Commissions or Council (as appropriate), in cases of maladministration.

1.5.5 The Solicitor to the Council is authorised to determine fees and conditions for the supply of copies of, or extracts from, electoral documents.

1.5.6 The Solicitor to the Council is authorised to make appointments to partnerships and outside organisations where they have been agreed in accordance with the Council's approved procedure set out at Part 4 of this Constitution.

Peterborough City Council's Constitution Part 3 Delegations**Functions of the Cabinet**

- 3.2.1 To take collective responsibility for the delivery of all strategic Executive functions within the Council's Major Policy and Budget Framework and lead the Council's overall improvement programmes to deliver excellent services.
- 3.2.2 To promote the Council's role as community leader, giving a 'voice' to the community in its external relations at local, regional and international level, and fostering good working relationships with the Council's partner organisations, Parish Councils and the relevant authorities for Police, Fire, Probation and Magistrates' Courts Services.
- 3.2.3 To take a leading role in promoting the economic, environmental and social well-being of the area.
- 3.2.4 To promote the Council's corporate and key strategies and Peterborough's Community Strategy and approve strategies and cross-cutting programmes not included within the Council's major policy and budget framework.
- 3.2.5 To review and recommend to Council changes to the Council's Constitution, protocols and procedure rules.
- 3.2.6 To lead the delivery of Business Transformation within the Council.
- 3.2.7 To be responsible for the Council's overall budget and determine action required to ensure that the overall budget remains within the total cash limit.
- 3.2.8 To determine any conflicts of opinion or decision which may arise between two or more Cabinet Members exercising delegated executive functions.
- 3.2.9 To commission reviews by and determine any changes of policy proposed by the Scrutiny Committees and Commissions making recommendations to Council about proposed changes to the Council's major policy and budget framework.
- 3.2.10 To determine responses to (and/or make recommendation to the Council, as appropriate) reports from the Monitoring Officer, external inspections and the Local Government Ombudsman.
- 3.2.11 To scrutinise auditors' reports and letters, to consider reports from the Council's external auditor and internal auditor, where appropriate, and determine appropriate responses.

3.3 Individual Cabinet Members

- 3.3.1 The Leader has allocated a “portfolio” to each Cabinet Member and delegated to each “Portfolio Holder” responsibility for the discharge of functions set out below.
- 3.3.2 All Cabinet Members have the following delegations in relation to their portfolios and the service areas for which they are responsible, as set out in the table below.
- 3.3.3 To exercise the Executive powers and duties of the Council for strategic development, policy direction, partnership working, key decisions, programme and performance management, in accordance with the Council’s procedure rules, for their portfolio areas
- 3.3.4 To be responsible for ensuring the successful delivery of business transformation in relation to their portfolio areas
- 3.3.5 To request the relevant Scrutiny Committee and/or Commission to review changes to policy and strategy within these service areas.
- 3.3.6 To be responsible for budget planning, monitoring and expenditure/savings over £500,000 in these service areas with Executive Directors and the Executive Director-Strategic Resources, ensuring that it remains within the cash limit, reporting any issues which cannot be resolved within the service budget to the Leader of the Council.
- 3.3.7 To act as the Council’s lead spokesperson, representative on strategic bodies and Member Champion for these service areas and to respond to relevant consultations by Central Government and other agencies.
- 3.3.8 To make decisions on actions relating to contracts including:
 - (a) Awarding, assigning and terminating contracts over £500k;
 - (b) Waiving or granting exemptions to Contract Regulations where contracts are over £500k

Lead Cabinet Member	Portfolio
<p>Leader and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement</p>	<ul style="list-style-type: none"> a) Determination of the Council's scheme of delegation of Executive functions, and any financial thresholds within it above which the potential decision-maker must refer the matter up for determination (eg from officer to member, and from Cabinet Member to Cabinet). b) Appoint Cabinet Members, determine their remits and monitor their performance, and Chair Cabinet meetings. c) Determine and ensure the publication of the Notice of Intention to Take Key Decisions. d) Lead in providing political leadership for the Council, and develop and implement the Administration's policy programme. e) Co-ordinate the Council's overall strategic direction, programme and performance management. f) Advise relevant Executive Director or Chief Executive about the filling of vacancies on the establishment via an external advertisement between Scale 9 and Head of Service level. g) Portfolio areas: <ul style="list-style-type: none"> a) Strategic Planning Authority including minerals and waste (this applies to policy formulation and development) b) Planning (Development Control), Highways and Transport, including car parking c) Building Act 1984 d) Strategic Housing & Affordable Housing e) Homelessness, housing options and supporting people f) The City Council's Economic Development and Regeneration g) Infrastructure development, Strategic Transport and Local Transport Plan h) The City Council's Growth Strategy

Lead Cabinet Member	Portfolio
	<ul style="list-style-type: none"> i) Environmental protection and trading standards including functions undertaken as the Weights and Measures authority. j) Approve Food Law Enforcement & Health & Safety Law Enforcement Plan (Council 14 October 2009). k) Flood risk management and planning. l) Traveller sites m) Strategic policies linked to open space management including trees and biodiversity. n) Senior Management Arrangements. <p>h) Attend regional and sub-regional partnership meetings across a range of Council activities and represent the Council on the major Peterborough based strategic partnerships and provide regular update to Cabinet on the effectiveness of these partnership arrangements.</p> <ul style="list-style-type: none"> i) Determine disputed appointments to external organisations and review the list of organisations to which appointments are made in accordance with Section 6 of the Council's Delegations Document. j) Responsibility for Emergency Planning and resilience issues. k) Lead member for attracting national, regional and European funding to aid economic prosperity and regeneration into the City. l) Lead member for business engagement and development m) Tourism n) City Centre Management (including CCTV, fairs and markets) o) Council representative at national, regional and local forums to promote the city as a centre for business growth. p) International links
Cabinet Advisor to the Leader (Business Engagement, Tourism and International	Advice and support to the Leader as Lead member for business engagement and development in the following areas of his portfolio:

Lead Cabinet Member	Portfolio
Links)	<ul style="list-style-type: none"> a) Ambassadorial role to attract business development & inward investment. b) Champion creation of jobs & small business incubation. c) Encourage & support entrepreneurship, enterprise & innovation in the city. d) Tourism. e) City Centre management (including CCTV, fairs and markets). f) Council representative at national, regional and local forum to promote the City as centre for business growth. g) International Links.
Cabinet Advisor to the Leader (Planning and Housing)	<p>Advise and support to the Leader in the following areas of his portfolio:-</p> <ul style="list-style-type: none"> a) Planning (Development Control), Highways and Transport, including car parking b) Building Act 1984 c) Homelessness, housing options and supporting people d) Environmental protection and trading standards including functions undertaken as the Weights and Measures authority. e) Approval of Food Law Enforcement & Health & Safety Law Enforcement Plan (Council 14 October 2009). f) Flood risk management and planning. g) Traveller sites h) Strategic policies linked to open space management including trees and biodiversity.
Cabinet Member for Environment Capital and	<ul style="list-style-type: none"> a) Responsibility for the Council's aspirations to become Environment Capital by:

Lead Cabinet Member	Portfolio
Neighbourhoods.	<ul style="list-style-type: none"> (i) overseeing policy alignment across service areas to promote environmental considerations. (ii) establishing positive work relationships with environmentally themed organisations and driving the Sustainable Community Strategy objective, of creating the country's Environment Capital. (iii) promoting nationally, regionally and locally the City's Environmental aspiration in the media by developing a coherent public relations strategy. <p>b) Responsible for neighbourhood support including strategic long-term problem solving and operational community issues.</p>
Cabinet Member for Culture, Recreation & Waste Management	<ul style="list-style-type: none"> a) Responsibility for the Council's functions in relation to Peterborough Museum, working with, and overseeing the work of Vivacity. b) Culture and Recreation (including sports and leisure). c) Libraries and Archives. d) Arts and Museums. e) Cemeteries and Crematoria f) Registrar and Coroner's Service g) Strategic waste management, including refuse collection, recycling and disposal. h) Street cleaning, public conveniences and graffiti. i) Building and grounds maintenance j) Maintenance of green and open spaces k) Overseeing the work of Enterprise Peterborough, Vivacity and Viridor in respect of items above.
Cabinet Advisor to the Cabinet Member for Culture, Recreation and Waste Management (Culture and Recreation)	<p>Advise and support to the Cabinet Member in the following areas of his portfolio:</p> <ul style="list-style-type: none"> a. Responsibility for the Council's functions in relation to Peterborough Museum, working with, and overseeing the work of Vivacity. b. Culture and Recreation (including sports and leisure).

Lead Cabinet Member	Portfolio
	<ul style="list-style-type: none"> c. Libraries and Archives. d. Arts and Museums.
Cabinet Member for Education, Skills & University	<ul style="list-style-type: none"> a) In conjunction with the Lead Member for Children's Services to deliver the education functions of the authority, as set out in s18(2) of the Children Act 2004 b) To deliver the functions, powers and duties for which the Council is responsible as the Local Education Authority, in consultation with the Lead Member for Children's Services, including, but not limited to school improvement and educational excellence. c) Property maintenance and asset management (excluding disposal). d) Standing Advisory Committee on Religious Education, School Organisation Committee and Inspection Advisory Group (including appointment of Councillors, following consultation with political groups, with any disputes to be resolved by Council). e) Higher Education/University Provision. f) Functions of planning and commissioning in relation to the statutory responsibilities for Learning and Skills for post 16 and for 16-25 year old learners with learning difficulties or disabilities. g) Appointment of Council representatives to school governing bodies in accordance with agreed democratic arrangements and consultation with recognised Political Group Secretaries where the number of nominations exceeds the vacancies. h) Promoting the educational attainment of Looked After Children
Cabinet Member for Children's Services	<p>To act as the Lead Member for Children's Services with political responsibility for the leadership, strategy and effectiveness of Children's Services, and to discharge the education and children's services functions of the authority, as set out in s18(2) of the Children Act 2004, including, but not limited to:</p> <ul style="list-style-type: none"> a) Social care services for children, including all matters specifically provided by the Local Authorities (Social Services) Act 1970, personal social services and care in the community, together with the responsibilities under associated and ancillary legislation. b) Responsibility for Councils functions under section 7

Lead Cabinet Member	Portfolio
	<p>(4) and (5) of the NHS and Local Authorities Partnership Bodies Regulations 2000 in relation to joint commissioning and pooled funding in relation to social care for children.</p> <p>c) Lead, promote and create opportunities for co-operation with local partners, for example health, police, schools, housing services, early years, youth justice, probation, higher and further education, and employers, to improve the wellbeing of children and young people.</p> <p>d) Services for Looked After Children</p> <p>e) Youth Services, community education and careers services.</p> <p>f) Youth offending services.</p> <p>g) Children's Play Service.</p>
Cabinet Member for Resources	<p>a) Strategic Resources and Corporate Management (excluding Human Resources).</p> <p>b) Financial Strategy and Resources Planning.</p> <p>c) Annual Budget preparation.</p> <p>d) Annual Accounts.</p> <p>e) Internal and external Audit Arrangements.</p> <p>f) Capital Programme.</p> <p>g) Investment, Borrowing, Leasing and Treasury Management.</p> <p>h) Funding for individuals, voluntary and not-for-profit organisations/individuals.</p> <p>i) Council Tax and Benefits Administration.</p> <p>j) Procurement.</p> <p>k) Asset Management and property services - Any property transactions over £250,000 will be taken in consultation with the Leader of the Council.</p> <p>l) Insurance.</p> <p>m) Discretionary Rate Relief.</p> <p>n) Ensuring strategic development and delivery of the business transformation programme</p>

Lead Cabinet Member	Portfolio
	<p>o) Strategic Commissioning</p> <p>p) Information Communication Technology</p> <p>q) Write off debts in excess of £10,000 deemed to be irrecoverable.</p> <p>r) Monitor Council's overall budgetary position and:</p> <ul style="list-style-type: none"> (i) discuss, negotiate where necessary and help problem solve any issues concerning budgets for particular service areas with the Cabinet Member responsible for that budget; (ii) through regular budget scrutiny, anticipate future pressures; (iii) make recommendations for Cabinet to determine in respect of all budgetary control issues; (iv) keep the Cabinet advised of budget deficits or surpluses; (v) determine applications for supplementary estimates, virements or allocation of the corporate contingency, within the limits set by Council for determination by the Executive. <p>s) Responsible for overseeing the work of SERCO as follows:-</p> <ul style="list-style-type: none"> - shared transactional services - property services - corporate procurement - business support - business transformation - Peterborough direct <p>t) Legal services and governance.</p>
Cabinet member for Adult Social Care	<p>a) Providing political leadership for all matters relating to adult social care, health improvement and reducing health inequalities in the city.</p> <p>b) Responsibility for all adult social care functions of the Council, including all matters specifically provided by the Local Authorities (Social Services) Act 1970, personal social services and care in the community, together with the responsibilities under associated</p>

Lead Cabinet Member	Portfolio
	<p>and ancillary legislation.</p> <p>c) Responsibility for the Council's functions under section 7(4) and (5) of the NHS and Local Authorities Partnership Bodies Regulations 2000 in relation to joint commissioning and pooled funding under the NHS Act 2006, including acting as a member of key bodies, and agreeing social services related partnership matters.</p> <p>d) Council's lead spokesperson for all matters relating to the commissioning and provision of health services by the NHS for Peterborough</p> <p>e) Lead representative on strategic bodies for Adult Social Care and Health including the Health and Wellbeing Board and any other joint boards that may be established.</p> <p>f) Responsibility for negotiating and recommending entering into agreements with NHS trusts for the provision of integrated commissioning or delivery of social care and health services.</p>
Cabinet Member for Community Cohesion, Safety and Public Health	<p>a) Community Cohesion.</p> <p>b) Community Safety.</p> <p>c) Drugs prevention.</p> <p>d) Human Resources Strategy, employee budgets and Trade Union Resources (consulting Employment Committee, where appropriate).</p> <p>e) Health and Safety.</p> <p>f) Lead the Council's engagement with the Greater Peterborough Partnership.</p> <p>g) Equality & Diversity</p> <p>h) Responsibility of all Public Health functions of the Council, including all matters specifically provided by the Health and Social Care Act 2012 and related legislation.</p> <p>i) Responsibility for leading and developing the Council's internal and external communications and marketing strategy by:-</p> <p style="padding-left: 40px;">i. Leading the development of an external communications strategy for the council.</p> <p style="padding-left: 40px;">ii. Leading the development of an internal</p>

Lead Cabinet Member	Portfolio
	<p>communications strategy for the Council.</p> <ul style="list-style-type: none"> iii. Establishing positive working relationships with media organisations locally and nationally. iv. Leading the development of targeted marketing campaigns aligned with the objectives of the Council. v. Enhancing the reputation of the Council locally and nationally. vi. Leading the work with Opportunity Peterborough and other stakeholders in marketing and promoting the city.
<p>Cabinet Advisor to the Cabinet Member for Community Cohesion, Safety and Public Health (Community Cohesion and Safety)</p>	<p>Advise and support to the Cabinet Member the following areas of her portfolio:-</p> <ul style="list-style-type: none"> a) Community Cohesion b) Community Safety c) Drugs prevention.

**Peterborough City Council Constitution
Part 3 Section 4 – Overview and Scrutiny Functions**

4.1 Creating Opportunities and Tackling Inequalities Scrutiny Committee

1.	To review and scrutinise the delivery of the Sustainable Community Strategy priority of creating opportunities, tackling inequalities. This will include reviewing and scrutinising the performance of other public bodies in their activities and performance in the delivery of the Single Delivery Plan.
2.	Hold the Executive to account for the discharge of functions in the following ways: <ul style="list-style-type: none"> • by exercising the right to call-in, for reconsideration, decisions made but not yet implemented by the Executive or key decisions which have been delegated to an officer. • by scrutinising Key Decisions which the Executive is planning to take, as set out in the Forward Plan • by scrutinising Executive decisions after they have been implemented, as part of a wider policy review.
3.	To review and scrutinise the planning, decisions, policy development, service provision and performance relating to the following service areas: <ul style="list-style-type: none"> • Adult Learning and Skills • Children’s Services • Education • Safeguarding Children
4.	To assist and advise the Council and the Executive in the development of its budget and policy framework by in-depth analysis of policy issues in relation to the terms of reference of the committee.
5.	Make recommendations to the Executive and/or Council arising from overview and scrutiny activity.
6.	Establish ad-hoc Task and Finish Groups to investigate specific topics on a time-limited basis.
7.	To consider any appeals from petition organisers who are not satisfied with the outcome of the Council’s consideration of their petition.

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4.2 Strong and Supportive Communities Scrutiny Committee

1.	To review and scrutinise the delivery of the Sustainable Community Strategy priority of creating strong and supportive communities. This will include reviewing and scrutinising the performance of other public bodies in their activities and performance in the delivery of the Single Delivery Plan.
2.	Hold the Executive to account for the discharge of functions in the following ways: <ul style="list-style-type: none"> • by exercising the right to call-in, for reconsideration, decisions made but not yet implemented by the Executive or key decisions which have been delegated to an officer. • by scrutinising Key Decisions which the Executive is planning to take, as set out in the Forward Plan • by scrutinising Executive decisions after they have been implemented, as part of a wider policy review.
3.	To review and scrutinise the planning, decisions, policy development, service provision and performance relating to the following service areas: <ul style="list-style-type: none"> • Cohesion • Cultural Services • Neighbourhood Services • City Centre
4.	To assist and advise the Council and the Executive in the development of its budget and policy framework by in-depth analysis of policy issues in relation to the terms of reference of the committee.
5.	Make recommendations to the Executive and/or Council arising from overview and scrutiny activity.
6.	Establish ad-hoc Task and Finish Groups to investigate specific topics on behalf of the Committee on a time-limited basis.
7.	To undertake all of the Council's statutory functions in accordance with Sections 19 & 20 and associated regulations of the Police and Justice Act 2006, relating to scrutiny of crime and disorder matters, including acting as the Council's crime and disorder committee.
8.	To consider any appeals from petition organisers who are not satisfied with the outcome of the Council's consideration of their petition.

4.3 Sustainable Growth and Environment Capital Scrutiny Committee

1.	<p>To review and scrutinise the delivery of the Sustainable Community Strategy priorities of truly sustainable growth and of creating the UK's environmental capital.</p> <p>To review and scrutinise the delivery of the underpinning Sustainable Community Strategy theme of value for money. This will include reviewing and scrutinising the performance of other public bodies in their activities and performance in the delivery of the Single Delivery Plan.</p>
2.	<p>Hold the Executive to account for the discharge of functions in the following ways:</p> <ul style="list-style-type: none"> • by exercising the right to call-in, for reconsideration, decisions made but not yet implemented by the Executive or key decisions which have been delegated to an officer. by scrutinising Key Decisions which the Executive is planning to take, as set out in the Forward Plan • by scrutinising Executive decisions after they have been implemented, as part of a wider policy review.
3.	<p>To review and scrutinise the planning, decisions, policy development, service provision and performance relating to the following service areas:</p> <ul style="list-style-type: none"> • Business Efficiency • Growth • Planning and Development • Regeneration • Strategic Resources • Environment, Transport & Engineering • Waste Strategy & Management
4.	<p>To exercise the powers of overview and scrutiny with regard to the Council's corporate functions.</p>
5.	<p>To receive and consider the Executive's annual budget proposals and make recommendations.</p>
6.	<p>To exercise the powers of overview and scrutiny with regard to over-arching policy framework documents, seeking the view of other scrutiny committees where appropriate. This will include the Corporate Plan; Sustainable Community Strategy and Single Delivery Plan.</p>

7.	To review and scrutinise the Council's performance in relation to budgetary management.
8.	To assist and advise the Council and the Executive in the development of its budget and policy framework by in-depth analysis of policy issues in relation to the terms of reference of the committee.
9.	Make recommendations to the Executive and/or Council arising from overview and scrutiny activity.
10.	Establish ad-hoc Task and Finish Groups to investigate specific topics on behalf of the Committee on a time-limited basis.
11.	To consider any appeals from petition organisers who are not satisfied with the outcome of the Council's consideration of their petition.

4.4 Scrutiny Commission for Rural Communities

1.	The Commission shall comprise 7 councillors and not more than 4 non-voting co-opted councillors.
2.	A member of the Cabinet shall not be appointed to the Commission.
3.	The quorum shall be 4 voting councillors.
4.	To discharge overview and scrutiny functions, excluding call-in, in relation to any area within the remit of the Scrutiny Committees which has potential for significant impact on the rural communities of Peterborough.
5.	To scrutinise the agencies, mechanisms and processes involved in delivering services to rural communities.
6.	To contribute to the development of policies, strategies and plans in relation to the delivery of services to rural areas.
7.	To advise on and monitor crime and disorder issues in rural areas.
8.	To establish time limited working groups to undertake specific enquiries.
9.	To consider any appeals from petition organisers who are not satisfied with the outcome of the Council's consideration of their petition.

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4.5 Scrutiny Commission for Health Issues

1.	The Commission shall comprise 7 councillors and not more than 4 non-voting co-opted councillors.
2.	A member of the Cabinet shall not be appointed to the Commission.
3.	The quorum shall be 4 voting councillors.
4.	To discharge overview and scrutiny functions, including call-in, in relation to any area within the remit of the Scrutiny Committees which has potential for significant impact on the health of the communities of Peterborough.
5.	Hold the Executive to account for the discharge of functions in the following ways: <ul style="list-style-type: none"> • by exercising the right to call-in, for reconsideration, decisions made but not yet implemented by the Executive or key decisions which have been delegated to an officer. • by scrutinising Key Decisions which the Executive is planning to take, as set out in the Forward Plan • by scrutinising Executive decisions after they have been implemented, as part of a wider policy review.
6.	To review and scrutinise the planning, decisions, policy development, service provision and performance relating to the following service areas: <ul style="list-style-type: none"> • Adult Social Care • Public Health • Safeguarding Adults • Scrutiny of the NHS
7.	To scrutinise the agencies, mechanisms and processes involved in delivering services which have an impact on the health of communities.
8.	To contribute to the development of policies, strategies and plans in relation to the delivery of health services.
9.	To establish time limited working groups to undertake specific enquiries.
10.	To undertake all of the Council's statutory functions in accordance with section 244 of the National Health Service Act 2006,

	to review and scrutinise matters relating to the health service within the Council's area and to make reports and recommendations to local NHS bodies. This will include appointing councillors, from within the councillorship of the Commission, to any joint health overview and scrutiny committees with other local authorities.
11.	To consider any appeals from petition organisers who are not satisfied with the outcome of the Council's consideration of their petition.

The Council's Membership and Meetings schedule for 2012/2013 and 2013/2014 are listed below:

Council body	Councillors	Meetings 2013/2014
Full Council	57	6 + extra as needed
Cabinet Members	8	8
Cabinet Advisors	4	
Scrutiny Commission for Rural Communities	7	6
Scrutiny Commission for Health Issues	7	7
Strong & Supportive Communities Scrutiny Committee	7	7
Creating Opportunities & Tackling Inequalities Scrutiny Committee	7	7
Sustainable Growth & Environmental Capital Scrutiny Committee	7	6
Audit Committee	7	7
Employment Committee	7	5
Licensing Committee	10	10
Planning & Environmental Protection Committee	10	10 (+10 provisional)
Planning Review Committee	10	As required
Health & Wellbeing Board	5	4
Appeal Committee (Service Issues)	10	1
Parish Liaison	1	4
Diversity Working Group	3	6
Joint Committee to Appoint Council Representatives to Police Authority	2	0
Police & Crime Panel	2	5
Combined Fire Authority	4	4
Total Meetings		103

Note: The work of ward councillors is anticipated to increase as the Council continues in its approach to helping local communities and the Community Leadership Fund (CLF), which is set by the Council each year, is designed to help local groups for the benefit of the ward area as a whole. Individual ward councillors are responsible for the utilising the fund within their particular wards and are empowered to agree amounts within their allocated budget.

External Organisations

Peterborough City Council's Constitution Part 3 Section 5 – Appointments to External Organisations

5.1 Introduction

5.1.1 The Council has partnership links with many external organisations, dealt with in the Constitution as follows:

- | | |
|--|--|
| (a) Partnerships | Council representatives participate in joint arrangements in which the Council is one partner. |
| (b) Appointments to external organisations | Council representatives are appointed to organisations wholly external to the Council. |
| (c) Commercial partnerships | Contractual relationships with a partner undertaking work for the Council. |

5.1.2 These links may be statutory or discretionary. For example, the (statutory) constitution of Internal Drainage Boards requires that some Board councillors be appointed by the Council. Discretionary external appointments may arise by invitation to the Council or by the Council's own initiative. The council will always assess the value of participation - will it benefit directly? If not, would participation still be beneficial to the community (whether financially or in other ways, due to council representation and endorsement)? The Council aims to maximise the benefit to be obtained from participation, both for the Council and the community.

5.2 Requirements and categories for appointing external representatives

5.2.1 In deciding whether or not the Council should make an appointment to an external organisation, one of the following criteria must be met:

- (a) Is the appointment a statutory requirement?
- (b) Is the proposed involvement consistent with the corporate strategy?
- (c) Does the proposed involvement add value to the Council's activities?

5.2.2 Each external organisation to which the Council makes an appointment, and partnership in which it participates, will be placed into one of the following categories:

- (a) **Key partnerships** - defined by the Council's partnership framework.
- (b) **Strategic and executive** - participation contributes to the Council's strategic functions, priorities and community leadership role and/or assists the Council in fulfilling its executive responsibilities.
- (c) **Community engagement** - Not necessary to fulfil strategic or executive function but still beneficial in terms of leading, engaging and supporting the community. District-wide role.
- (d) **Local engagement** - Community engagement focussed at ward level.

5.3 Procedure for making external appointments

5.3.1 The determination of appointments to external organisations is legally a 'local choice' function which can be exercised by Council, a Committee, the Executive or a combination of these. To provide for transport and speedy appointments at the beginning of each municipal year, the Council's external and partnership

appointments will be determined by the Executive following the process below (which does not apply to officer participation).

5.3.2 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.

5.3.3 Where participation by a category of person is specified (such as 'all the ward councillors' or 'the relevant cabinet member'), then these appointments will be automatic by virtue of office. The relevant Cabinet Member(s) will be determined by the Leader, if not readily apparent.

5.3.4 Other external appointments will be made following this procedure:

- (a) As soon as possible after the local elections each year (or by early May in a year without elections), the Solicitor to the Council convenes discussion between the political groups operating on the Council. Where possible, they will agree informally the allocation of seats upon external organisations and partnerships taking into account the principles contained in this procedure. As a general rule, elected councillors will fill all formal appointments available, but it is recognised that non-Member involvement at local level can be a useful way of promoting community engagement provided that good links with, and feedback from, such representatives, are maintained.
- (b) For all seats in the **key partnerships category** (namely GPP and the six key partnerships), the Executive seats required by the partnership agreement will be filled automatically by the relevant cabinet member. Where the relevant person is not readily identifiable, the Leader will determine which councillors are appointed to fill the required number of seats. The non-Executive seats required by the partnership agreement will be totalled across these seven key partnerships and then allocated proportionally to the Council's various political groups using this appointments procedure.
- (c) For all seats in the **strategic and executive category**, the presumption will be that the Executive allocates them to the political Administration except where:
 - (i) the external organisation's constitution/partnership agreement states otherwise;
 - (ii) in the case of the Local Government Association, where wider representation is usual;
 - (iii) the Executive decides otherwise.
- (d) For seats in the **community engagement category**, excluding any allocated automatically by virtue of office, the total number of seats available across all organisations in the category will be calculated. Seats will then be allocated equitably amongst the Council's declared political groups, as far as is reasonably practicable reflecting the political balance of the Council. The final allocation does not have to be exactly proportional, provided that distribution is equitable.
- (e) Seats in the **local engagement category**, excluding any allocated automatically by virtue of office, will be allocated having regard to the political composition of the ward(s) most closely affected. The expectation is that local candidates will be considered ahead of other nominees for representation.
- (f) Where an appointment includes an option as to the **allocation of votes** (for example, at the Local Government Association assemblies), this appointments process will be used to determine vote allocation as well as named representation.

- (g) all seat and vote allocations made automatically, or agreed informally through this process by the political groups, will be authorised and implemented by the Solicitor to the Council.
- (h) any seat or vote allocation which is disputed must be reported by the Solicitor to the Council to the Leader of the Council for determination. Seat allocations will be deemed to be disputed if:
 - (i) either one or more political groups disagrees with the proposed allocation;
 - (ii) or no informal agreement is reached by the end of the second calendar week after the Annual Council Meeting (because it is essential to determine new appointments early in the municipal year, ahead of the annual conferences of the LGA and Eastern Regional Local Government Conference).
- (i) When determining disputed seats and votes, the Leader should have regard to the principles at a) to e) above although they are not absolutely binding. Any decision made contrary to these principles will be accompanied by an explanation as to why. The Leader's decision may be delegated to the Deputy Leader or the Cabinet. All such appointments are published Executive decisions, available for scrutiny.

5.3.5 If an appointment vacancy arises during the municipal year, it will be filled following the process above. The Solicitor to the Council will start the informal process as soon as possible after the vacancy arises. The views of the political groups may be sought by telephone, in writing or via a meeting. In the community engagement category, the replacement representative will usually be a nominee of the same political group as was the outgoing representative.

5.3.6 When a new appointment opportunity arises, the Leader of the Council will determine whether or not this should be accepted. His/her decision will have regard to the appointment criteria listed above. If approved, the Leader will also determine in which appointment category the appointment/participation should be listed, having regard to the descriptions above. This approval (or rejection) and categorisation will be a published Executive decision, available for scrutiny in the usual way.

5.3.7 The Leader may review the list of organisations to which appointments are made at any time, although the Council will not usually expect to change arrangements in-year unless there is a particularly strong reason for doing so. Any changes to participation will also be a published Executive decision.

5.3.8 All appointments will be listed in the Council's partnerships database.

5.4 Support for appointments to external organisations

5.4.1 **Lead officer:** A lead officer will be identified in the Council's partnership database for all appointments in the **key partnerships and strategic and executive** categories. This officer will work closely with the appointed Member(s) to provide briefings and support. In turn, representatives will brief the lead officer regularly about discussions at external meetings and any activities which the organisation is undertaking, particularly as they affect the Council.

5.4.2 **City Councillors appointed by non-Council routes:** The Council will take advantage of any appointments of its Councillors to national and regional bodies within the **strategic** and **executive** category, by means other than direct Council appointment. This may be, for example, via regional appointments from a pool of

Councillors to ensure politically balanced representation. These appointments will be recorded in the Council's partnership database, and a lead officer will be allocated to brief/support, and be briefed by, the representative.

5.4.3 **Briefings:** For organisations and partnerships in the **community and local engagements categories**, a lead officer will not be allocated unless the Director and/or relevant Cabinet Member for the service area deem that this will be beneficial. However, the representative may still seek support and briefings from Council officers.

5.4.4 **Induction:** Partner/external organisations are expected to provide an induction into their affairs for newly appointed Council representatives. In the case of **key partnership and strategic and executive** appointments, it is the lead officer's responsibility to ensure that an induction is arranged.

5.5 Councillors' role in external and partnership appointments

5.5.1 Councillors fulfilling external and partnership appointments (and non-councillors fulfilling that role in the place of an elected member) are, in general, expected to see themselves as upholding the Council's interests. Their role includes:

- (a) representing and reporting the Council's interests and activities to the organisation;
- (b) feeding back to the relevant officers of the Council, and the Executive or committees;
- (c) where the Council makes a decision which affects the organisation/partnership, contributing information from the perspective of being a member on that body;
- (d) monitoring how resources given or lent to the organisation/partnership by the Council are used, especially by comparison with any conditions or Service Level Agreement involved, and notifying the Council of any problems identified;
- (e) using their position as an elected public representative to influence and ensure that other public or charity money is spent wisely;
- (f) helping the organisation/partnership to understand the Council's and Community Strategy priorities, and how the organisation/partnership can best contribute to or benefit from them;
- (g) lending support and endorsement to the organisation's activities, in the role of community leader and spokesperson;
- (h) submitting an annual report to the Council of their activities within the appointment.

5.5.2 A Council representative may, depending upon the organisation's legal status, be required to act in the best interests of that organisation - for example, trustees. This can cause tensions for the representative, but need not conflict. For example, the member must always declare their personal interest in any matter decided by the Council which affects 'their' organisation, if they are present and participate in the debate and decision. Further, acting in the best interests of the organisation does not override the need to ensure that public money allocated by the Council (or any other resources of the organisation) are used with probity, wisely and in compliance with any conditions attaching to those resources.

- 5.5.3 Councillors appointed as Trustees are personally responsible to the Trust as a Trustee (quite distinct from their duties as elected councillors) and are liable for any mismanagement or breaches of Trust because they are required to act in good faith and for the benefit of the Trust at all times. There are strict requirements for Trustees to administer/manage the Trust property for the benefit of the Trust (and not for any other purposes) and in accordance with the express terms of the Trust document.
- 5.5.4 Every external appointee is required to complete a short report at the end of the municipal year, to be submitted to the Solicitor to the Council. This is to state the extent of their attendance and involvement during the year, what has been achieved and whether continuing representation is considered worthwhile in their opinion. This information will be made available to the political groups and Leader to inform their decisions about the next year's appointments. It will also be made available to other Councillors on request.
- 5.5.5 All external representatives are expected to attend that organisation's meetings regularly. If they become unable to maintain this level of involvement and support, they should inform the Solicitor to the Council so that an alternative representative can be identified as soon as possible.

KEY PARTNERSHIPS

For all seats in the **key partnerships** category (namely GPP and the six key partnerships), the Executive seats required by the partnership agreement will be filled automatically by the relevant cabinet member. Where the relevant person is not readily identifiable, the Leader will determine which councillors are appointed to fill the required number of seats.

The **non-Executive** seats required by the partnership agreement will be totalled across these key partnerships and then allocated proportionally to the Council's various political groups using the appointments procedure.

ORGANISATION	NO. OF REPS	2013/14 APPOINTMENTS
GPP Executive Board	2 Exec	
Community Cohesion Partnership	1 Exec	
	1 Non-Exec	
Safer Peterborough Partnership	1 Exec	

STRATEGIC & EXECUTIVE

For all seats in the **strategic and executive** category, the presumption will be that the Executive allocates them to the political Administration except where:

- (i) the external organisation's constitution/partnership agreement states otherwise;
- (ii) in the case of the Local Government Association, where wider representation is usual;
- (iii) the Executive decides otherwise.

National

ORGANISATION	NO. OF REPS	2013/14 APPOINTMENTS
Local Government Association	4	
LGA – Rural Commission	2	
LGA – Urban Commission	2	

Regional

ORGANISATION	NO. OF REPS	2013/14 APPOINTMENTS
East of England Regulatory Services Partnership	1	
Eastern Shires Purchasing Organisation (ESPO) Management Committee	2	
Great Fen Project / Steering Committee	1	
Greater Cambridgeshire Greater Peterborough Local Transport Body	1	
Greater Cambridgeshire Local Nature Partnership Board	1	
Regional Transport Forum	1	

Local

ORGANISATION	NO. OF REPS	2013/14 APPOINTMENTS
Cambridgeshire and Peterborough Joint Minerals and Waste Working Group	3	
Cambridgeshire and Peterborough Road Safety Forum	1	
Cambridgeshire and Peterborough Waste Partnership (Recap Board) - formerly Waste and Environment Forum	1	
Cross Keys Board	2	
Greater Cambridge and Greater Peterborough – Local Enterprise Partnership	1	
Opportunity Peterborough Board	2	

ORGANISATION	NO. OF REPS	2013/14 APPOINTMENTS
Opportunity Peterborough Audit Committee	1	
Pensions Committee – Cambridgeshire County Council	1	
Peterborough and Stamford Hospitals NHS Foundation Trust (Board of Governors)	1	
Peterborough Culture and Leisure Trust (Vivacity)	2	
Peterborough Museum Foundation	1	
Standing Advisory Committee for Religious Education	3	
University Board	1	

COMMUNITY ENGAGEMENT

For seats in the **community engagement** category, excluding any allocated automatically by virtue of office, the total number of seats available across all organisations in the category will be calculated. Seats will then be allocated equitably amongst the Council's declared political groups, as far as is reasonably practicable reflecting the political balance of the Council. The final allocation does not have to be exactly proportional, provided that distribution is equitable.

Not necessary to fulfil strategic or executive function but still beneficial in terms of leading, engaging and supporting the community: District wide-role.

ORGANISATION	NO. OF REPS	2013/14 APPOINTMENTS
Anglian (Northern) Regional Flood and Coastal Committee <i>(formerly the Anglian (Northern) Regional Flood Defence Committee)</i> Peterborough has voting rights for 2013/2014.	1	
Cresset – Council of Management	1	
Nene Park Trust	3	
North Level Internal Drainage Board	5	
Peterborough Association for the Blind	1	
Peterborough Cathedral Trust	1	
Peterborough Racial Equality Council	4	

ORGANISATION	NO. OF REPS	2013/14 APPOINTMENTS
Peterborough Workspace	3	
Railworld	1	
Welland and Deeping Internal Drainage Board	1	

LOCAL ENGAGEMENT

Seats in the **local engagement** category, excluding any allocated automatically by virtue of office, will be allocated having regard to the political composition of the ward(s) most closely affected. The expectation is that local candidates will be considered ahead of other nominees for representation.

Local engagement appointments are an opportunity for Ward Councillors and other Councillors to work closely with the communities that they represent. A limited number of the appointments are on the basis of statutory guidance, but the majority appointed following requests from local organisations

ORGANISATION	NO. OF REPS	2013/14 APPOINTMENTS
Charity consisting of cups etc of former 336 Field Battery RA (TA) Board of Trustees	1	
Dogsthorpe Landfill Local Liaison Committee	1	
Eye Quarry Local Liaison Committee	2	
James Bradfield Trust (Helpston)	1	
Maxey Quarry Local Liaison Committee	1	
Pode Hole Quarry Local Liaison Committee	2	
Thornhaugh 1 Local Liaison Committee	2	

LOCAL ENGAGEMENT – COMMUNITY ASSOCIATIONS

ORGANISATION	NO. OF REPS	2013/14 APPOINTMENTS
Dogsthorpe	1 Rep	
East	2 Trustees	
Gladstone District	1 Rep	
Glinton	2 Trustees	
Italian	1 Rep 2 Trustees	
Longthorpe	1 Rep	
Millfield	2 Trustees	
Millfield and New England Regeneration Partnership	1 Rep	
Newborough and Borough Fen	1 Rep	
North Bretton	2 Trustees 1 Rep	

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ORGANISATION	NO. OF REPS	2013/14 APPOINTMENTS
Northborough	1 Rep	
Pakistan	1 Rep	
Paston and Gunthorpe	1 Rep	
Residents of Ravensthorpe	2 Repts	
Riverside Residents Association	2 Repts	
South Bretton	1 Rep	
South Grove	1 Trustee	
Southfields	1 Rep	
Stanground	1 Rep	
Walton	2 Trustees	
Werrington	1 Rep	
Werrington	2 Trustees	
Werrington Neighbourhood Council	1 Rep	
Werrington Neighbourhood Council	6 Repts	
Westwood and Ravensthorpe (Stafford Hall Management Committee)	3 Repts	
Woodston (Belsize Community Centre)	1 Rep	

LOCAL ENGAGEMENT – COMMUNITY CENTRE MANAGEMENT COMMITTEES

Barn Youth Centre	1	
Bedford Hall (Thorney CA)	1	
Copeland Community Centre (Copeland Community Association)	1	
Dogsthorpe Community Centre	2	
Herlington Community Centre (Herlington Community Association)	1	
Hodgson Community Centre (Hodgson Community Association)	1	
Loxley Community Centre (Loxley Community Association)	1	
Manor Farm Community Centre (Eye Community Association)	1	
Matley Community Centre (The Salvation Army)	1	
Orton Goldhay	1	
Parnwell Community Centre (Parnwell Community Association)	1	
Riverside Community and Sports Centre Interim Committee	1	
St John's Hall, Mayors Walk (West Town Community Association)	2	
Thorney Community Centre	1	
Wistow Community Centre (Orton Wistow Community Association)	1	

Please note: Organisations where **all** Councillors of Council are appointed by virtue of office such as Cross Keys Area Forums, Police Neighbourhood Panels etc, have not been included in this list.

Attendance Summary Statistics – November 2012 to May 2013

Councillor	Expected	Present(% of expected)
<u>Councillor Sue Allen</u>	10	3 (30%)
<u>Councillor Nick Arculus</u>	12	12 (100%)
<u>Councillor Chris Ash</u>	10	8 (80%)
<u>Councillor Graham Casey</u>	20	19 (95%)
<u>Councillor Gr. Uff. Marco Cereste</u>	17	14 (82%)
<u>Councillor Matthew Dalton</u>	11	10 (91%)
<u>Councillor Julia Davidson</u>	10	7 (70%)
<u>Councillor Sue Day</u>	13	12 (92%)
<u>Councillor Gavin Elsey</u>	12	7 (58%)
<u>Councillor Wayne Fitzgerald</u>	18	18 (100%)
<u>Councillor Michael Fletcher</u>	9	4 (44%)
<u>Councillor Lisa Forbes</u>	11	11 (100%)
<u>Councillor Darren Fower</u>	10	5 (50%)
<u>Councillor Judy Fox</u>	10	10 (100%)
<u>Councillor John Fox</u>	10	10 (100%)
<u>Councillor Janet Goodwin</u>	12	8 (67%)
<u>Councillor Chris Harper</u>	12	11 (92%)
<u>Councillor David Harrington</u>	20	19 (95%)
<u>Councillor Peter Hiller</u>	29	26 (90%)
<u>Councillor John Holdich OBE</u>	19	18 (95%)
<u>Councillor Mohammed Jamil</u>	12	12 (100%)
<u>Councillor Jo Johnson</u>	12	12 (100%)
<u>Councillor Nazim Khan MBE</u>	13	8 (62%)
<u>Councillor John Knowles</u>	8	4 (50%)
<u>Councillor Mrs Pam Kreling</u>	23	23 (100%)
<u>Councillor Diane Lamb</u>	18	14 (78%)
<u>Councillor Stephen Lane</u>	16	10 (62%)
<u>Councillor Matthew Lee</u>	12	8 (67%)
<u>Councillor Yasmeen Maqbool</u>	12	8 (67%)
<u>Councillor Stuart Martin</u>	11	4 (36%)
<u>Councillor Dale McKean</u>	12	10 (83%)
<u>Councillor Adrian Miners</u>	12	11 (92%)
<u>Councillor Ed Murphy</u>	11	9 (82%)
<u>Councillor Mohammed Nadeem</u>	11	10 (91%)
<u>Councillor Gul Nawaz</u>	14	10 (71%)

Attendance Summary Statistics – November 2012 to May 2013

Councillor	Expected	Present(% of expected)
<u>Councillor Nigel North</u>	20	15 (75%)
<u>Councillor David Over</u>	10	8 (80%)
<u>Councillor John Peach</u>	17	17 (100%)
<u>Councillor Brian Rush</u>	12	11 (92%)
<u>Councillor Bella Saltmarsh</u>	23	20 (87%)
<u>Councillor David Sanders</u>	10	6 (60%)
<u>Councillor Nick Sandford</u>	17	11 (65%)
<u>Councillor Sheila Scott OBE</u>	14	10 (71%)
<u>Councillor David Seaton</u>	11	11 (100%)
<u>Councillor Lucia Serluca</u>	21	19 (90%)
<u>Councillor Nabil Shabbir</u>	17	13 (76%)
<u>Councillor Asif Shaheed</u>	6	3 (50%)
<u>Councillor Keith Sharp</u>	10	7 (70%)
<u>Councillor John Shearman</u>	12	10 (83%)
<u>Councillor George Simons</u>	6	4 (67%)
<u>Councillor June Stokes</u>	17	15 (88%)
<u>Councillor Charles W Swift OBE</u>	15	11 (73%)
<u>Councillor Ann Sylvester</u>	19	16 (84%)
<u>Councillor Paula Thacker MBE</u>	18	17 (94%)
<u>Councillor Nick Thulbourn</u>	9	9 (100%)
<u>Councillor Marion Todd</u>	19	13 (68%)
<u>Councillor Irene Walsh</u>	13	10 (77%)