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PETERBOROUGH CITY COUNCIL SUMMONS TO A MEETING

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

WEDNESDAY 15 JULY 2009 at 7.00 pm

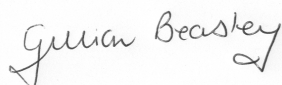
AGENDA

Page No.

- 1. Apologies for Absence**
- 2. Declarations of Interest**
- 3. Minutes of Annual Council Meeting held 18 May 2009** **1 - 4**
- 4. Communications Time**
 - (i) Mayor's Announcements **5 - 8**
 - (ii) Leader's Announcements
 - (iii) Chief Executive's Announcements
- 5. Community Involvement Time**
 - (i) Questions with Notice by Members of the Public
 - (ii) Questions with Notice by Members of the Council relating to Ward Matters and to Committee Chairmen
 - (iii) Questions with Notice by Members of the Council to representatives of the Police and Fire Authorities
 - (iv) Petitions submitted by Members or Residents
- 6. Executive Business Time**
 - (i) Questions with Notice to the Leader and Members of the Executive
 - (ii) Questions without Notice on the Record of Executive Decisions **9 - 16**

7. Council Business Time

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| (i) | Executive Recommendations | |
| (ii) | Committee Recommendations | |
| (iii) | Notices of Motion | 17 - 18 |
| (iv) | Reports and Recommendations: | |
| | a) Report from the Independent Members' Allowances Panel | 19 - 28 |
| | b) Neighbourhood Councils | 29 - 40 |



Chief Executive

7 July 2009
Town Hall
Bridge Street
Peterborough



There is an induction hearing loop system available in all meeting rooms. Some of the systems are infra-red operated, if you wish to use this system then please contact Carol Tilley on 01733 452344.

Emergency Evacuation Procedure – Outside Normal Office Hours

In the event of the fire alarm sounding all persons should vacate the building by way of the nearest escape route and proceed directly to the assembly point in front of the Cathedral. The duty Beadle will assume overall control during any evacuation, however in the unlikely event the Beadle is unavailable, this responsibility will be assumed by the Committee Chair.

PETERBOROUGH CITY COUNCIL

MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON 18 MAY 2009

Present: Councillors Benton, C Burton, M Burton, Cereste, Collins, Croft, M Dalton, S Dalton, D Day, Dobbs, Elsey, Fitzgerald, Fletcher, Fower, JR Fox, JA Fox, Goldspink, Harrington, Hiller, Holdich, Hussain, Khan, Kreling, Lamb, Lane, Lee, Lowndes, Miners, Morley, Murphy, Nash, Nawaz, Newton, North, Over, Peach, Rush, Saltmarsh, Sandford, Scott, Seaton, Sharp, Swift, Thacker, Todd, Trueman, Walsh, Wilkinson and Winslade.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Allen, Ash, C Day, S Day, Fazal, Goodwin, Sanders

2. ELECTION OF MAYOR FOR THE MUNICIPAL YEAR 2009/2010

The Retiring Mayor requested nominations for the election of Mayor for 2008/2009.

Councillors Walsh and Sharp were nominated and seconded.

A vote was taken, with 35 votes for Councillor Walsh and 11 for Councillor Sharp. Councillor Walsh was duly elected Mayor for the municipal year 2009/2010.

The Mayor made and signed her Declaration of Office. Councillor Nash invested the Mayor and Mayoress with their Chains of Office.

3. ELECTION OF DEPUTY MAYOR FOR THE MUNICIPAL YEAR 2008/2009

The Mayor requested nominations for the election of Deputy Mayor for 2008/2009.

Councillor Winslade was nominated and seconded. There were no other nominations.

Councillor Winslade was duly elected Deputy Mayor for the municipal year 2008/2009 by general agreement.

The Deputy Mayor made and signed her Declaration of Office. The Mayor invested the Deputy Mayor with her Chain of Office and the Mayoress invested the Deputy Mayor's Consort with her Chain of Office.

4. INVESTITURE OF BADGES OF OFFICE AND VOTE OF THANKS TO RETIRING MAYOR AND MAYORESS

Councillor Peach proposed a vote of thanks to Councillor Nash, the outgoing Mayor. This was endorsed by Councillors Swift, Sandford and Khan.

The Mayor invested Councillor Nash with her Badge of Office.

Councillor Nash responded to the vote of thanks saying that it had been a memorable and privileged year. She also expressed her gratitude for the support she had received from her Deputy Mayor, Councillor Nawaz, and Jackie Holmes, Janet Frusher and Frank Langan from the Mayor's Civic Team.

Councillor Nash then presented a special award was presented to Stuart Orme, Visitor Services and Marketing Manager, for his outstanding contribution to the community.

The meeting was adjourned at 7.30 p.m. and reconvened at 8.00 p.m.

5. DECLARATIONS OF INTEREST

There were no declarations of interest.

6. MINUTES OF THE COUNCIL MEETING 8 APRIL 2009

The minutes of the meeting held 8 April 2009 were agreed as a true and accurate record.

7. ANNOUNCEMENTS FROM THE MAYOR AND CHIEF EXECUTIVE

The Mayor expressed her appreciation and honour at being elected.

8. ANNUAL REPORT FROM THE STANDARDS COMMITTEE

The annual report of the Standards Committee was noted, and the work programme for the forthcoming year was endorsed subject to the deferral of a decision on paragraph 4.2. which related to the training of members on Standards issues.

9. POLITICAL GROUPS AND GROUP OFFICERS 2009/10

Political Groups and membership for the municipal year 2008/2009 were noted. The Leader addressed Council and expressed his thanks for its support over the previous three years.

10. ANNUAL APPOINTMENTS AND THE SCHEME OF DELEGATION

The results of the city and parish elections held on 1 May 2008 were noted.

Councillor Cereste was nominated and seconded as Leader of the Council. A vote was requested and taken and Councillor Cereste was duly elected.

Councillor Cereste presented his scheme of delegations, named his Cabinet Members and their responsibilities, and highlighted the administration's priorities for the municipal year ahead.

Councillors Swift, Sandford and Khan responded to the Leader's speech.

RESOLVED:

1. To note the Leader's Scheme of Delegations to Cabinet Members;
2. To agree new scrutiny arrangements;

3. To agree its Committee structure;
4. To approve the Terms of Reference of the Scrutiny Committees and Commissions.
5. To agree the allocation of seats to political groups.
6. To appoint Chairmen and Vice Chairmen of Committees including the Chairman Elect of the proposed Area Committees, Committee Memberships for 2009 / 2010 and co-opted members.
7. To delegate consequential updating of the Constitution to the Solicitor to the Council arising from paragraphs 2, 3, 4 and 5 above.

11. CONSTITUTIONAL CHANGES

The substantive report was withdrawn. Councillor Lee moved the recommendation outlined in the order paper which proposed varying part 4, Standing Orders Section 2, paragraph 5.1 to extend the Group Leader provisions to include nominations of the Group Leader.

RESOLVED:

To approve the changes as set out in the order paper.

The Mayor
18.30 – 20.55

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COUNCIL	AGENDA ITEM No. 4 (i)
15 July 2009	PUBLIC REPORT

MAYOR'S ANNOUNCEMENTS

1. PURPOSE OF REPORT: FOR INFORMATION

This report is a brief summary of the Mayor's activities on the Council's behalf during the last meetings cycle, together with relevant matters for information.

2. ACTIVITIES AND INFORMATION – From 30 March 2009 to 5 July 2009

2.1 Civic Events

- Hosted Civic Reception for Peterborough Phantoms Ice hockey team on 6 April
- Hosted Civic Reception for Peterborough United Football Club on 4 May
- Freedom of the City Parade and cathedral service for Volunteer Fire Brigade on 10 May
- Attended Civic Service for the Mayor at St Oswald's, Lincoln Road, Walton on 17 May
- Attended Civic Service of Installation in Peterborough Cathedral on 21 June.
- Hosted Civic reception and dinner for Italian Community Association at the Town Hall on 28 June

2.2 Visitors to the Mayor's Parlour

- Hosted visit by Thorpe Primary School Council to council chamber and parlour on 30 March
- Hosted visit by Winyates Primary School Council to council chamber and parlour on 1 April
- Hosted charity committee meeting on 6 April
- Hosted Planning meeting for Volunteer Fire Brigade Freedom Parade on 6 April
- Met with Chair of Friends of Phoenix School on 20 April
- Meeting re Stop the Clot health campaign on 28 April
- Presentation of certificates to Beavers on 11 May
- Met with Brian Tyler from DIAL on 12 May
- Hosted visit from Holocaust Commemoration poetry competition winners on 13 May
- Presentation of a *Badge of Gratitude* made to the Mayor by St John Ambulance on 13 May
- Met with former Town Crier. Pearl Capewell re her visit to Australia when she carried civic greetings from mayor on 14 May
- Mayor interviewed by children from Langtoft Primary School for their school newspaper on 14 May
- Visit to Parlour and Chamber by students with learning disabilities from Brook Street College on 15 May
- Met Mayor's Cadet, Corporal Oliver Grant, 115 Peterborough Squadron, Air Training Corps on 26 May
- Hosted Royal Anglian Freedom Parade planning meeting on 28 May
- Attended Dinner for outgoing Mayor of Cambridge at Emmanuel College, Cambridge on 28 May
- Attended dinner at Kestrel House, RAF Wittering on 29 May
- Attended East Northants Civic Service at Park Road Baptist Church, Rushden on 31 May
- Attended Italian Community Association Republic Day event at The Fleet on 31 May

- Chaired Charity Committee Meeting on 8 June
- Hosted meeting to discuss Peterborough Has Talent on 9 June
- Hosted visit from Japanese Government Officers on 17 June
- Hosted from Longthorpe Primary School to visit the chamber and parlour on 22 June
- Chaired Holocaust Memorial Day planning meeting on 24 June
- Hosted second group from Longthorpe Primary School to visit the chamber and parlour on 24 June

2.3 Charity Events

- Attended Last Night of the Proms at the Key Theatre on 19 April
- Handed out roses on Town Hall steps to celebrate St George's Day on 23 April

2.4 Council and Other Events

- Attended unveiling of plaque by Peterborough Civic Society at the Victorian engine shed, East Station Road on 30 March
- Attended meeting of Cathedral Trustees in the Deanery on 2 April
- Attended Lunch at St Peter's and All Souls' Presbytery on 3 April
- Attended Opening of Longthorpe Village Hall on 3 April
- Went on patrol with Street Pastors accompanied by Fr David Jennings, Mayor's chaplain on 4 April
- Visited Rotary Sailability Project at Ferry Meadows on 7 April
- Attended Citizenship ceremony in the Council Chamber on 7 April
- Attended High Sheriff's meeting with local businesses in the Mayor's Parlour on 7 April
- Attended Full council meeting in the Council Chamber on 8 April
- Interviewed at Lite FM on 14 April
- Attended Mayor of St Neots End of Term meal at the Hong Kong restaurant, St Neots on 15 April
- Joint visit with Chief Executive to Adult Social Care on 16 April
- Visited Ormiston Children and Families' Trust celebration at the East Children's Centre, 21 Durham Road on 17 April
- Attended Meeting of the Young People's Residents' Group at The Pavilions Extra Care Scheme at Century Square on 17 April
- Attended Mayor of Whittlesey's Charity Dance at the Ivy Leaf Club, Gracious St, Whittlesey on 17 April
- Attended PRUFC Vice President's Lunch at Fortress Fengate, 2nd Drove on 18 April
- Attended New Werrithorpe Gang Show at The Cresset on 18 April
- Attended Citizenship ceremony in the Council Chamber on 21 April
- Attended East Northamptonshire Chairman's Civic Dinner at Deene Park on 21 April
- Attended Princes Trust final presentation, Reception Room, Town Hall on 22 April
- Attended Millfield Association Carpet Bowls Final at Lincoln Road Community Centre on 23 April
- Attended Balloon launch for centenary celebrations at Queen's Drive Infants School on 24 April

Farewell to Colonel Kimberley Toney at the Stukeley Club, RAF Alconbury on 24 April

- Attended Peterborough Volunteer Fire Brigade Annual Ladies night at the Bull Hotel, Peterborough
- Attended Open morning at St Jude's Community Hall, Westwood on 24 April
- Attended Anzac Day service at the grave of Thomas Hunter in the Broadway Cemetery on 25 April

Attended celebration of Baisakhi with the Punjabi & Indian Community Association at The Cresset, Bretton on 25 April

- Attended Scouts St George's Day Parade and service at Peterborough Cathedral on 26 April
- Made departmental visit with Gillian Beasley to City Services, Fengate on 27 April
- Attended Peterborough Speedway meeting at East of England Showground on 27 April

- Visited Visit to Stanground College on 28 April
- Attended Westwood and Netherton's Women's Guild to give a talk about being Mayor at St Jude's Church Hall, Netherton on 28 April
- Attended Peterborough Operatic and Dramatic Society's production of Titanic at the Key Theatre on 29 April
- Attended Launch of Peterborough People book at Peterborough Museum on 30 April
- Crowned the May Queen at Werrington Primary School on 1 May
- Attended Serpentine Green 10th anniversary ball at the Holiday Inn West on 1 May
- Attended Zimbabwe Rally at Gladstone Community Recreation Centre on 2 May
- Attended Community Dance Festival at the Cresset, Bretton on 2 May
- Attended PRUFC President's Day at 2nd Drove, Fengate on 3 May
- Attended Just Beethoven 2 - City of Peterborough Symphony Concert at the Key Theatre, Peterborough on 3 May
- Attended Retiring Mayor's dinner in the Reception Room on 5 May
- Attended Citizenship ceremony in the Council Chamber on 6 May
- Attended Great Fen reception and concert at Peterborough Cathedral on 6 May
- Attended Change of command ceremony at RAF Alconbury on 7 May
- Attended Young Enterprise reception and presentation evening in the Town Hall on 7 May
- Visited Werrington Lodge, Baron Court, Werrington Meadow, Fulbridge Road on 8 May
- On patrol with Street Pastors on 9 May
- Visited Phoenix School, Orton Goldhay on 11 May
- Interviewed at Lite FM on 12 May
- Attended Citizenship ceremony in the Council Chamber on 12 May
- Attended Unity FC training session with Posh players – photo opportunity on the Embankment on 12 May
- Attended Annual meeting of the Peterborough Branch of the Samaritans at the Town Hall on 12 May
- Joint visit to Deputy Chief Executive's visit with Gillian Beasley on 14 May
- Attended Peterborough Inter Faith Council's Festival of Faith and Foods in the Town Hall Reception Room on 17 May
- Attended Peterborough Youth Bands Orchestra Spring Concert at The Cresset, Bretton on 17 May
- Attended annual council meeting in the council chamber on 18 May
- Attended Citizenship ceremony in the Council Chamber on 19 May
- Attended Funeral of Bishop Ian Cundy in Peterborough Cathedral on 19 May
- Attended Lions Showtime at the Parkway Sports and Social Club on 20 May
- Opened Funding Fair at the Fleet on 21 May
- Attended Presentation of LEAP Awards at the Innovation centre at Perkins Engine, Frank Perkins Way on 22 May
- Opened The Lido on 23 May
- Visited Green Festival in City Centre on 23 May
- Attended Mother's Union Diocesan Triennial Festival. Peterborough Cathedral on 23 May
- Attended Mayoralty Charity Service at All Saints Church, Northampton on 24 May
- Attended Cambridgeshire County Forum Briefing Reserve Forces and Cadets, Coldhams Lane, Cambridge on 27 May
- Attended Recording of Songs of Praise at the Kingsgate Community Church, Parnwell on 1 June
- Attended Opening of Combat Stress drop-in at the cathedral coffee shop, Minster Precincts on 2 June
- Attended various events and made presentations at Tour Series City cycle race on 4 June
- Attended Alconbury High School Graduation Ceremony in Peterborough Cathedral on 5 June
- Waved off Young Carers on day trip to Twycross Zoo from Acland Street coach park on 6 June
- Attended Official opening of Glinton Parish Play Area, Lincoln Road, Glinton by Shailesh Vara MP on 6 June

- Attended 65th anniversary of D-Day celebrations at the TA Centre on 6 June
- Attended Borough of Kettering Civic Service, St Mary the Virgin Church, Burton Latimer on 7 June
- Attended Peterborough Lions fundraising dinner at Maharani's Restaurant, New Road on 7 June
- Attended planning meeting for Civic service of Installation with Canon Bruce Ruddock in the Cathedral Sacristy on 9 June
- Inducted as Honorary Lion at Ebenezers, Grove Street on 9 June
- Attended informal dinner with visitors from Czech Republic, Riva Restaurant, Key theatre on 10 June
- Attended Citizenship ceremony in the Council Chamber on 16 June
- Attended Fitzwilliam Hunt puppy show at Milton Park on 17 June
- Hosted Mayor's Open Day in the Town Hall on 18 June
- Opened Ladies Luncheon Club coffee morning in the Reception room on 19 June
- Attended President's Lunch at East of England Show followed by tour of show on 19 June
- Attended Launch of Dinosaur Exhibition at Peterborough Museum on 19 June
- Led Mayor's Parade to begin Peterborough Festival and then went on to events in Central Park on 20 June
- Attended Festival concert in Central Park on 20 June
- Attended Raising of Armed Forces Day flag outside Town Hall on 22 June
- Opened the Campbell Huber Orthodontics, 81-83 Park Road, Peterborough on 24 June
- Attended Frog Life party, Swan Court. Cygnet Park, Hampton on 25 June
- Opened Honeypot Café, Honeyhill Community and Children's Centre on 25 June
- Attended *The Merry Wives of Windsor* - Festival event byMask Theatre in Central Park on 26 June
- Opened Heritage Weekend in Cathedral grounds on 27 June
- Visited Helping Hands programme by church of Lattter Day Saints at Railworld on 27 June
- Attended Armed Forces Day celebration St John's Church, Cathedral Square on 27 June
- Attended Cathedral luncheon with Archbishop of Canterbury in Becket's Chapel, Minster Precincts on 28 June
- Attended Annual Memorial Service at Peterborough Crematorium on 28 June
- Attended Thanksgiving for life and ministry of Bishop Ian in the Peterborough Cathedral on 29 June
- Attended RNIB Peterborough Braille Day at RNIB, Bakewell Road, Orton Southgate on 29 June
- Attended Duke of Edinburgh's Award Presentation evening in the Bishop's Palace Gardens on 30 June
- Hosted Royal Anglian Freedom Parade planning meeting on 1 July
- Attended Citizenship ceremony in the Council Chamber on 1 July
- Attended Welland & Deepings Internal Drainage Board annual inspection, meeting at Pode Hole depot on 2 July
- Attended Peterborough Festival Town and Country show on the Embankment on 4 July
- Attended Peterborough Festival Youth Music night at the Key Theatre on 4 July
- Attended Wisbech Civic Service in St Peter & St Paul Church followed by reception in the Town Hall on 5 July

3. BACKGROUND DOCUMENTS (used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985):

None.

COUNCIL	AGENDA ITEM No. 6 (ii)
15 JULY 2009	PUBLIC REPORT

RECORD OF EXECUTIVE DECISIONS

1. CALL-IN BY SCRUTINY COMMITTEE

The Council's call-in mechanism has not been invoked since the last report to Council.

2. SPECIAL URGENCY AND WAIVE OF CALL-IN PROVISIONS

Scrutiny Procedure Rule 13.1 and Executive Procedure Rule 7 require any instances where the Council's special urgency provisions have been invoked, and/or the call-in mechanism was not applied, to be reported to the next available meeting of the Council, together with reasons for urgency.

Since the last report to Council the call-in provision has been suspended in respect of the following decision which is outlined below:

Waive of Call-In Provision:

Drug and Alcohol Treatment Plan 2009/10 for the National Treatment Agency

The Chair of Scrutiny Committee was advised that any delay caused by the call-in process would have prejudiced the Council's interests and consented to waive the call-in process on this occasion. The Council's Monitoring Officer was informed.

3. CABINET MEMBER DECISIONS

CABINET MEMBER AND DATE OF DECISION	DECISION TAKEN
30 March 2009 Councillors Lamb, Murphy and Goldspink	Drug and Alcohol Treatment Plan 2009/10 for the National Treatment Agency To approve the final draft of the Safer Peterborough Partnership Adult Drug Treatment Plan and Children's Services Young People's Drug and Alcohol Treatment Plan 2009/10 and authorise the delegation of authority to the Chief Executive to approve the finalised plans on behalf of the Council.
31 March 2009 Councillor Goldspink	Hampton Hargate Primary School – Proposed Expansion To approve the publication of the Statutory Notice consulting upon an increase in the Published Admission

	<p>Numbers (PAN) for Hampton Hargate Primary School that were published in January 2009 and authorise the expansion of the school by increasing the PAN by an additional 30 pupils in both the reception year and Year 1 from September 2009 and in subsequent reception years from that point onwards until a full 3 form entry schools has been established.</p>
<p>3 April 2009 Councillor Peach</p>	<p>Stanground South By-Pass (State 2) Agreement for Additional Highways Works</p> <p>To authorise the Chief Executive, in consultation with the Deputy Chief Executive, Executive Director – Strategic Resources and Solicitor to the Council to:</p> <p>(a) enter into an agreement with Persimmon Homes Ltd. to deliver additional works as part of the Stanground South By-Pass (stage 2) project; and</p> <p>(b) Make the payment for additional works on the By-Pass up to the value of £1,000,000.00 plus VAT which is the amount required to complete the structural upgrade to the Stanground South By-Pass (stage 2).</p>
<p>20 April 2009 Councillor Goldspink</p>	<p>Appointment of LEA Governors –</p> <p>(a) Newark Hill Primary School - to appoint Miss J Milenkovic nominated by the local authority;</p> <p>(b) Middleton Primary School – to appoint Mr B Champness nominated by the governing body;</p> <p>(c) Hampton Vale Primary School – to appoint Mrs D Turner nominated by the local authority;</p> <p>(d) Discovery Primary School – to appoint Councillor C Day nominated by the Conservative Group.</p>
<p>22 April 2009 Councillor Peach</p>	<p>Members' Waste and Recycling Working Party</p> <p>To disband, with immediate effect, the Members' Waste and Recycling Working Party set up by the former Leader (January 2003). This group is replaced by the Members' Waste and Recycling Task and Finish Group set up by Environment Scrutiny Panel at its meeting of 16 April 2009.</p>
<p>23 April 2009 Councillor Scott</p>	<p>Corn Exchange – Vacant Possession</p> <p>To authorise the Head of Strategic Property, in consultation with the Head of Legal Services to conclude negotiations for the Council to secure vacant possession of the building and continue implementation of the Streets, Squares and Open Spaces Strategy for Cathedral Square Improvements (formerly known as the Public Realm Strategy).</p>

<p>24 April 2009 Councillor Scott</p>	<p>Sale of land and building known as Newark Court, 7 Newark Avenue</p> <p>To authorise the Chief Executive (in consultation with the Head of Strategic Property), the Executive Director – Strategic Resources and Cabinet Member for Efficiency and Business Improvement (in liaison with the Leader) to negotiate and conclude the sale of this surplus Council asset based on ‘best consideration’ principles.</p>
<p>27 April 2009 Councillors Scott and Fitzgerald</p>	<p>Food Waste Facility (Anaerobic Digestion)</p> <p>Further to the resolution of Council on 28 February 2007, the Leader’s decision of 17 January 2008 and the Chief Executive’s decision of 12 March 2008:</p> <ol style="list-style-type: none"> 1. To agree that an anaerobic digestion (AD) facility, as the preferred technology for the treatment of food waste, to be located at the rear of the site known as the Ray Smith Group site at Storey’s Bar Road, Fengate, be procured on the basis of a design, build, maintain and operate contract under the restricted procedure (i.e. shortlisting) under EU procurement rules (i.e. Public Contract Regulations 2006); and <p>Further to a decision made 1 August 2008 by the Cabinet Member for Efficiency and Business Improvement regarding award of the contract for the Professional Services Partnership (PSP):</p> <ol style="list-style-type: none"> 2. To agree that the Executive Director – Strategic Resources (acting with the Head of Integrated Waste Strategy) is authorised to use the PSP contract for the Waste 2020/65% Plus programme to call-off arrangements for the following services on any of the projects (not just the anaerobic digestion facility referred to above) under the Waste 2020/65% Plus programme as follows: <ul style="list-style-type: none"> • Project and programme management; and / or • Procurement of any third party services (where those services or part of them are not directly provided by the PSP supplier); and/or • To focus on opportunities where business and performance improvement and efficiencies may be realised through investment opportunities, economies of scale and business systems and processes. This includes the PSP to explore with third party suppliers, alternative and/or collaborative forms of working.

<p>30 April 2009 Councillor Murphy</p>	<p>Affordable Housing Grant Funding for Southbank Phase 1 – Carbon Challenge Site</p> <p>To award affordable housing grant funding to the developers of the Carbon Challenge site, Morris Homes, which will be drawn from developer contributions held by the authority for the provision of affordable housing, in order to enable the conversion of 24 affordable units from shared ownership to affordable rented tenure.</p>
<p>5 May 2009 Councillor Scott</p>	<p>Vendor Neutral (Temporary Recruitment)</p> <p>To authorise the use of an existing framework contract (let through Barnsley Metropolitan Borough Council) resulting in a single provider (Matrix-Scm) taking over responsibility for the provision of all temporary recruitment on a managed service basis, with a view to reducing costs, improving controls over procuring temporary staff services and progressing to a new and better value contractual agreement.</p>
<p>7 May 2009 Councillors Lamb and Scott</p>	<p>Extension of Existing Partnership Agreement – Peterborough Primary Care Trust</p> <p>To authorise:</p> <p>(a) Extension of the existing partnership agreement between the Council and Peterborough PCT which was approved by a decision of Cabinet and implemented on 1 April 2004, in order to allow the respective parties to continue re-negotiating the terms of the Partnership Agreement; and</p> <p>(b) Entering into a Deed of Variation for a period of one year.</p>
<p>15 May 2009 Councillor Collins</p>	<p>Accommodation for Gypsy and Travellers and Travelling Showpeople in the East of England</p> <p>To approve the Council’s response to the East of England Regional Assembly ‘Accommodation for Gypsy and Travellers and Travelling Showpeople in the East of England; the Secretary of State’s Proposed Changes to the draft revision to the Regional Spatial Strategy and Statement of Reasons’.</p>
<p>20 May 2009 Councillor Holdich</p>	<p>School Term Dates 2010/2011</p> <p>To approve proposed school term dates for the academic year 2010/11 (Autumn Term 2010, Spring Term 2011 and Summer Term 2011).</p>

4 June 2009
Councillor Lee

Peterborough City Council Lottery Grants

To approve applications for grant funding from the City Council Lottery Fund for the following (submitted in period 1 of the 2009/10 grant round):

1. Start Up Grants: To approve payment (up to the maximum) of £150 each for the groups below:

North Bretton Community Action Group - £150: Contribution towards initial stationery and printing costs to enable them to inform residents of activities and future developments within the area and to encourage local participation.

2. Special Project Grants: To approve payment (up to the maximum) of £300 each for the groups below:

Act Class Community Centre - £295: Contribution towards venue hire, catering and small gifts for children for summer holiday activities, to bring together the Kurdish community with other communities to encourage cultural and creative activities.

Glinton Recreational Area Improvement Committee - £300: Contribution towards puppet show and circus workshop for a community fun day to run in conjunction with official playground opening (by MP) in June 2009, to encourage community involvement and cohesion.

Millfield Court Residents - £300: Contribution towards coach hire to enable wheelchair users to enjoy a trip to Wicksteed to watch a musical. Invitation will be extended to others in the community if seats are available.

Peterborough and District Football League - £300: Contribution to hall hire and refreshments to improve the environment of the AGM.

Peterborough Chinese Association - £300: Contribution towards coach hire, lunch and refreshments for elderly members of the group and their families to enjoy an excursion to the seaside.

Writers in Peterborough - £300: Contribution to venue hire, publicity and visiting published writers fees to two live events in Autumn 2009, for reading enthusiasts and aspiring writers.

3. Capital Grants: To approve payment (up to the maximum) of £500 each for the groups below:

Act Class Community Centre - £500: Towards the purchase of a computer for video editing and producing DVD's celebrating various community events. They will also provide training in video editing skills for user groups.

	<p>Bifield Social Club, Orton Goldhay - £440: Contribution towards garden furniture and to make the garden into a more usable space for members to enjoy at their meeting premises.</p> <p>Millfield Court Residents - £483.51: Contribution towards a dishwasher, microwave, cutlery, board and TV games to enable the tenants to use the lounge area for social interaction.</p> <p>Orton Bridge Club - £411.30: Contribution towards replacing old bridge tables and other associated equipment. This club is mainly for 65-85 age bracket.</p> <p>Peterborough and District Football League - £500: Contribution towards replacing a computer to enable them to communicate better with their senior men's and women's football clubs and with the running of their league.</p> <p>The Village Playgroup, Werrington - £500: Contribution towards purchasing a set of 'hollow bricks' which will develop muscle control and imagination building for their pre-school age children.</p> <p><u>4. Sport, Individual and Team Sponsorship Grants:</u></p> <p><i><u>Individual Sponsorship Grant: To approve payment of £300 each for the following persons:</u></i></p> <p>Adam Fox - £300: to compete in the National Rowing Championships and Ball Cup in Nottingham in July 2009.</p> <p>James Fox - £300: to compete in the Henley Royal Regatta in July 2009.</p> <p>Jonathan Hastings - £300: to compete in the European BMX Championships in Denmark in July 2009.</p> <p>Nathan Hastings - £300: to compete in the European BMX Championships in Denmark in July 2009.</p> <p>Mitchel White - £300: to compete in the Under 16's Ice Hockey Conference Play-offs in 2009.</p> <p><i><u>Team Sponsorship Grant: To approve payment of £500 each for the following teams:</u></i></p> <p>Peterborough Junior Ice Hockey Club (Under 14's) - £500: to compete in the Dunkerque International Ice Hockey Tournament in France in June 2009</p> <p><u>Total Allocation: £6,779.81</u></p>
<p>8 June 2009 Councillor Lee</p>	<p>Construction of Italian style Mausoleums at Fletton Cemetery</p> <p>To authorise:</p>

	<p>(a) The granting of an exemption under Contract Regulations;</p> <p>(b) The award of the contract for the construction of six new mausoleums, each containing 54 units at Fletton Cemetery to G D'Amore Ltd.;</p> <p>(c) A lease period of 99 years for the new mausoleums.</p>
17 June 2009 Councillor Seaton	<p>Sale of surplus former allotment land at Westwood Grange</p> <p>To authorise the Chief Executive (in consultation with the Head of Strategic Property), the Executive Director – Strategic Resources, and the Cabinet Member for Resources (in liaison with the Leader) to negotiate and conclude the sale of this surplus Council asset based on 'best consideration' principles.</p>
22 June 2009 Councillor Seaton	<p>Legal Chambers Service</p> <p>To authorise the award of elements of a framework agreement for the provision of the Legal Chambers Service (based on the evaluation criteria, pre-defined methodology and sum for a three year period until 30 April 2012) to the following:</p> <ul style="list-style-type: none"> • 42 Bedford Row • Fenners Chambers • KCH Barristers Ltd. • East Anglian Chambers • 1 Garden Court • Landmark Chambers
22 June 2009 Councillor Seaton	<p>Discretionary Rate Relief</p> <p>(a) To approve the award of Discretionary Rate Relief for charities and similar organisations and approve the award of Discretionary Rural Rate Relief (organisations listed within the Decision Notice at Appendix A) for a period of 3 years from 1 April 2008 to 31 March 2011; and</p> <p>(b) To reject applications for award of Discretionary Rate Relief for charities and similar organisations (listed within the exempt annex appended to the Decision Notice).</p>
25 June 2009 Councillor Seaton	<p>Delivering the Council's Capital Receipts Programme through the sale of surplus land and buildings at Matley Road, Orton Brimbles</p> <p>To authorise the Chief Executive (in consultation with the Head of Strategic Property) and the Cabinet Member for Resources (in liaison with the Leader) to negotiate and</p>

	conclude terms for the disposal of this asset by private treaty.
30 June 2009 Councillor Seaton	<p>Delivering the Council's Capital Receipts Programme through the sale of surplus land and buildings at PPDC, Cottesmore Close, Netherton</p> <p>To authorise the Chief Executive (in consultation with the Head of Strategic Property) and the Cabinet Member for Resources (in liaison with the Leader) to negotiate and conclude terms for the disposal of this asset by private treaty.</p>

COUNCIL	AGENDA ITEM No. 7(iii)
15 JULY 2009	PUBLIC REPORT

NOTICES OF MOTION

The following notices of motion have been received in accordance with Standing Order 11.1:

1. Motion from Councillor Fower

That this Council:

- (i) Recognises the need to promote openness and transparency in respect of the salaries, Special Responsibility Allowances and expense claims received by elected Members and senior officers;
- (ii) Requests the Cabinet to implement a system, as soon as possible, which would see the salaries, Special Responsibility Allowance and expense claims of all Councillors and senior officers publicised through a link on the Council website homepage, entered in 'Your Peterborough' magazine and throughout all local media.

2. Motion from Councillor Fitzgerald

That this Council:

- (i) Recognises the level of public concern regarding expenses received by those elected to public office and supports the implementation of a system requiring Members of the City Council to annually declare all income they receive as a result of their membership of local, regional, national or international bodies, which is ultimately derived from the public purse.

3. Motion from Councillor John Fox

That this Council:

- (i) Notes that the Government has acknowledged the need for investment to support the work of Cambridgeshire's Fire Control Service by the development of the national Fire Link digital radio project, but that it is now planning to close all existing county emergency fire control services in England and replace them with nine regional fire control centres;
- (ii) Acknowledges that the proposed closure would remove the local knowledge of the fire control operators, end the key links between the brigade control room and those working on the ground at incidents and result in a poorer, less effective service at a greater cost;

(iii) Requests that the Leader of the Council:

- a. Writes to the Government asking that the regionalisation be stopped,
- b. Writes to Cambridgeshire County Council requesting it makes similar representation to the Government;
- c. Writes to the Trade Unions of Cambridgeshire's fire fighters and fire control staff to express support of its members' stand against proposed amalgamation.

4. Motion from Councillor Goldspink

That this Council:

- (i) Notes that the best estimates available indicate that expenditure on translation services averaged in excess of £107,000 per annum over the period 1 April 2007 to 31 March 2009;
- (ii) Instructs the Cabinet to aim to put at least 25% of this sum into improving the advertising, availability and take-up of English Language courses and ensures that appropriate balancing reduction on fees paid for translating is achieved, possibly by using Language Line more widely in order to ensure better value for money and a more 'preventative' rather than 'reactive' approach to language issues.

5. Motion from Councillor Sandford

That this Council:

- (i) Supports the concerns expressed by the Peterborough Youth Council regarding the high level of bus fares which young people in the city have to pay and that this limits their ability to travel for educational, social and leisure purposes;
- (ii) Acknowledges that the high level of fares discourages young people from developing a habit of using public transport and makes them increasingly reliant on parents for lifts in their cars which is contrary to the Council's stated sustainable transport policies and Peterborough's aspirations to become the Environment Capital of the country;
- (iii) Requests that the Cabinet consult with Peterborough Youth Council and others about these concerns and initiates discussions with local bus companies, with a view to introducing generally available reduced fares for young people, for example a reduced priced 'mega-rider' or similar weekly ticket'.

6. Motion from Councillor Trueman

That this Council:

- (i) Requests the Cabinet to reinstate the European Flag within this Council Chamber.

COUNCIL	AGENDA ITEM No.7 (iv) (a)
15 JULY 2009	PUBLIC REPORT

Contact Officer:	Helen Edwards, Solicitor to the Council	Tel. 452539
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**REVIEW OF PETERBOROUGH CITY COUNCIL'S MEMBERS' ALLOWANCES SCHEME –
REPORT OF THE INDEPENDENT MEMBERS' ALLOWANCES PANEL**

R E C O M M E N D A T I O N S	
FROM : Independent Members Allowances Panel	Deadline date : N/A
<p>Council is recommended to:</p> <ol style="list-style-type: none"> 1. Note the recommendations of the Independent Members' Allowances Panel as set out in paragraph 3.1 below; 2. Determine the action it wishes to take. 	

1. ORIGIN OF REPORT

- 1.1 The Council is required by law to have an Independent Members' Allowances Panel. The Panel met on 18 and 25 June 2009 respectively in order to review the current scheme and consider specific issues arising from the change in governance arrangements implemented by the new administration.

2. PURPOSE AND REASON FOR REPORT

- 2.1 To consider the recommendations of the Independent Members Allowances Panel following its review of the Council's current Members' Allowances scheme.
- 2.2 All Members of the Council were invited to make written representations to the Panel and offered the opportunity to address the Panel in person. The Panel considered all of the representations that had been received. Details of the Panel's deliberations are attached at **Appendix A**.
- 2.3 The Council must 'have regard' to the Panel's recommendations but may then determine what action it wishes to take. The only element where the Council does not have any discretion is with regard to recommendations concerning membership of the Local Government Pension Scheme.

3. RECOMMENDATIONS ARISING FROM THE REVIEW

- 3.1 The Panel's main recommendations are set out below:

3.1.1 Basic Allowance

- That the basic allowance for all Members (£7,832.68) should remain unchanged. This should include a telephone allowance of £559.44 and a travel allowance of £223.76, both of which should remain unchanged;

- That the scheme of allowances should continue to be updated annually for inflation by the use of the Local Government Associations' daily rate;
- That a fundamental review of the basic allowance be undertaken later in this financial year.

3.1.2 Special Responsibility Allowance (SRAs)

A revised range of SRAs be introduced specifically to support Cabinet Members, strengthen scrutiny and devolve decision making to Area Committees as follows:

	Panel's Proposal:
Cabinet Advisors	No payment recommended until expiry of a six month period pending evaluation of the role, then 50% of the Cabinet Member allowance (£7,050).
Chairmen of Scrutiny Commission for Health Issues and Environment Capital Scrutiny Committee (Chair of Chairs)	That the full basic allowance is payable.
Chairmen of the remaining three Scrutiny Committees and the Scrutiny Commission for Rural Communities	That 50% of the basic allowance be paid for the first six months pending evaluation of the new arrangements.
Vice Chairmen of Scrutiny Committees	That no SRA payment be awarded.
Area Committee Chairmen	That 50% of the basic allowance be paid to Chairmen for the first six months pending evaluation of the new arrangements.
Area Committee Vice Chairmen	That no SRA payment be awarded.

3.1.3 Political Group Management

	Current provision:	Panel's Proposal:
Group Leaders	Distributed on a pro-rata basis dependent on number of members in each group – basic allowance divided by number of members of the opposition group.	Group Leader's allowance to be paid only to the Leader of the controlling group and the major opposition group. Payment to be made on the current pro-rata basis.
Group Secretaries	Distributed on a pro-rata basis dependent on number of members in each group – 1500 divided by 57 and multiplied by number of members of the group.	That no payment be made to Group Secretaries.

3.14 Payment of Special Responsibility Allowances to Independent Members of the Standards Committee

	Current provision:	Panel's Proposal:
Parish Council Representatives	SRA paid to the Chairman and other independent members of the Committee, with the exception of Parish Council representatives.	Parish Council representatives on Standards Committee to receive SRA (£750)

3.15 Mayoral Allowances

	Current provision:	Panel's Proposal:
Mayor's Allowance	SRA (25% of basic) in recognition of role as Chair of Council meetings + Mayoral Allowance of which 80% is retained centrally to cover expenses and 20% paid in twelve equal instalments (direct payment)	Removal of SRA for Chairman of the Council. Increase the direct payment element of the existing Mayoral Allowance to £6,000 (of the £12,000 allowance) to cover aspects of 'personal' expenditure (to be clearly defined in the Constitution).

3.16 Car Parking Provision

The Panel has recommended (paragraph 3.1 above) that a fundamental review of basic allowances take place later this financial year. The issue of car parking provision for elected Members should take place as part of this review and be considered the same time as the Council considers changes to car parking provision for staff.

3. CONSULTATION

3.1 All Members were invited to make written representation to the Panel and offered the opportunity to address the Panel in person.

4. IMPLICATIONS

4.1 **Legal** - The legal implications are referred to within the report.

4.2 **Finance** – The Panel's recommendations, if fully implemented, would represent a net additional cost of £51,328 (25% increase in the SRA budget).

5. BACKGROUND DOCUMENTS

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

- Previous reports of the Independent Members' Allowances Panel - 2001 - 2007

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PETERBOROUGH CITY COUNCIL

25 June 2009

INDEPENDENT MEMBERS' ALLOWANCES PANEL

Introduction

1. The Independent Panel comprised:

Don Latham (Chair) - Private local government consultant
Mrs Jean Hunt - Representing the voluntary sector
Rev Kerry Tankard - Representing the faith community

2. The Panel met on two occasions and was supported throughout the review by David Blackburn, Principal Democratic Services Officer; Carol Tilley, Corporate Governance Manager. Nick Hutchings, Head of Business Support, Teresa Wood, Group Manager Accessibility & Travel and Sarah Moore, Assistant Parking Manager also gave information to the first meeting of the Panel. We would like to give our thanks to them and to Members who provided written evidence and to Councillors Cereste, Lee, Over, Sandford, and Walsh who attended a meeting of the Panel.

3. We were requested by the Council to consider specific issues relating to the change in governance arrangements proposed by the new administration in order to make the Council more open, accountable and effective in its decision making. The Leader - Councillor Marco Cereste, and Deputy Leader - Councillor Matthew Lee made personal presentations to the Panel and provided detailed proposals in writing for our consideration. The Mayor - Councillor Irene Walsh also attended to make representation concerning the Mayoral allowance. There were other issues identified by members that we have addressed in our report.

4. The review, on this occasion, concentrated on the proposals for a significant increase in the number and value of SRAs. The Panels recommendations are as follows:

- That the basic allowance of £7,832.68 should remain unchanged. (Para 5 and Para 25)
- That the travel allowance of £223.76 within the basic allowance remain unchanged. (Para 6)
- That the telephone allowance of £559.44 within the basic allowance remain unchanged. (Para 6)
- That the scheme of allowances should continue to be updated each year for inflation by the use of the Local Government Association's daily rate issued each February. (Para 27)
- That a revised range of special responsibility allowances (SRAs) be introduced specifically to support Cabinet members, strengthen Scrutiny and devolve decision making to Area Committees. (Para 9 to Para 15)
- That in future a Group Leaders Allowance should only be paid to the controlling group and the main opposition group leaders. (Para 14)
- That the payment of SRA's to Group Secretaries be discontinued. (Para 15)

- That there should be no change in the allowance paid to the Chairman of the Standards Committee but the allowance paid to co-opted members should, in future, include the representatives of Parish Councils. (Para 16)
- That the option to allow members to participate in the local government Pensions scheme should not be implemented at this time. (Para 17)
- That members should continue to be restricted to one SRA. (Para 8)
- That the Council should cease to pay a small SRA to the Mayor but should increase the direct payment component of the Mayoral allowance to cover all aspects of ‘personal’ expenditure to be clearly redefined in the Council’s Constitution Civic Protocol. (Para 18 to Para 20)
- That a more fundamental review of the basic allowance be undertaken later in the financial year 2009/10 when the Council will be considering the introduction of parking charges for staff. We strongly recommend that member’s payment for parking should be dealt with at the same time in support of the Council’s strong environmental agenda. (Para 22 to Para 25)

Basic Allowance

5. The Panel, on this occasion, has not been asked to consider the level of the basic allowance. We therefore recommend a continuation of the current basic allowance of £7,832.68.
6. That the travel allowance of £211.32 (to cover travel within the City boundary) within the basic allowance should continue. That the telephone allowance of £559.44 within the basic allowance should continue.
7. Allowances are subject to income tax. However, as the basic allowance is intended to recognise the time devoted by councillors to their work, some incidental costs (e.g. use of their homes and private telephone) may be deducted from the allowance received in calculating how much of the allowance is taxable. This is subject to agreement with the Inland Revenue. Expenses can be offset against tax liability if it can be shown they have been wholly, exclusively, and necessarily, incurred in the performance of duties.

Proposals for changes in Special Responsibility Allowances

8. The Panel were mindful of Government Guidance that states that SRA’s should only be paid to members when ‘*significant additional responsibilities*’ can be demonstrated. If this is not proven it could be subject to legal challenge. The spirit of the Regulations is that only a minority of members should receive an SRA and we recommend that members should continue to be restricted to one SRA. To quote Government guidance:-

‘If the majority of members of a council receive a special responsibility allowance the local electorate may rightly question whether this was justified. Local authorities will wish to consider very carefully the additional roles, both in terms of responsibility and real time commitment before deciding which will warrant the payment of special responsibility allowance.’

The Panel favour adopting a ‘realistic’ Basic Allowance so that only a minority of members receive a SRA. This we believe is in tune with the spirit of the Regulations.

Cabinet

9. Cabinet membership has been reduced from ten to nine members, but three Cabinet Advisor posts have been introduced. (50% of Cabinet Member SRA) i.e. an increase of two allowances and an increase in net costs of £7,050. Although this is not high cost the Panel believe that the new positions need to be carefully evaluated by the Council and we have concerns that there should be no future demands to increase these posts to cover each Cabinet member. We recommend that the Council consider running these new roles for six months before implementing any allowance.

Scrutiny

10. The Panel is aware that an effective scrutiny process is a key to the successful governance of the Council and has considered the proposal to replace two existing Chairmen of Scrutiny Committees (basic allowance) and four chairmen of Scrutiny Panels (25% basic) with six Commission/Committee Chairmen (basic allowance). The additional cost of this proposed change is £21,150 and the Council will need to consider whether an enlarged Scrutiny process can be serviced and hold the Executive to account not least because, in the first instance, it is proposed that the Chairmen should only be selected from the controlling group. Will the 'call in' process, for example, be used when appropriate? We believe that the Council will need to carefully evaluate the benefits of the change and suggest that the SRAs payable to the Chairman of the Scrutiny Commission for Health Issues and the Chairman of the Environment Capital Scrutiny Committee (Chair of Chairs) be 100% of the basic allowance and the Chairmen of the remaining three Scrutiny Committees and the Chairman of the Scrutiny Commission for Rural Communities receive 50% of the basic for the first six months until the new arrangements are seen to be fully effective.
11. The Council proposes to introduce six new Vice Chairman (25% basic) with an additional cost of £10,576. The Panel would not generally support the payment of special responsibility allowances to Vice Chairmen. They are small (£1,726) and not least for this reason could be challenged that they do not represent '*significant additional responsibility*.' Such small allowances have been challenged in another authority and the District Auditor supported the challenge made by a member of the electorate on the audit of the accounts. Needless to say the allowances were not implemented. (See Para 8)

Area Committees

12. The Panel were made aware of the new administration desire to reconnect with the public, to be more open and accessible and that a key component of this change is the introduction of three new Area Committees - with decision making powers. These could act more quickly and sensitively to local needs. The success of these Committees will very much depend on the Chairmen and it is proposed to pay an SRA equal to a full basic allowance. This will be an additional cost of £21,150. We believe that the Council will need to carefully evaluate the benefits of change and suggest that consideration be give to paying 50% basic allowance for the first six months until the new arrangements are seen to be fully effective.

13. It is also proposed that there should be three new positions of Vice Chairmen (25% basic allowance). For the same reasons set out in Paragraphs 8 and 11 the Panel would not support these proposals.

Political Group Management

14. The Panel were pleased to note that payments to Deputy Group Leaders had ceased in line with our previous recommendations. We also noted that minority Group Leaders were receiving a level of payment based on the basic allowance divided by 14 and distributed pro-rata dependent on the number of members in each group. The Panel were informed that some Councils' have set a minimum group minimum number of 3 – 5 members or determined only to pay an allowance to the Leader of the main opposition group - the minimum requirement of the Regulations. The Panel recommends, given the present constituency of the Council, that only the Leader of the controlling group and major opposition group should receive a Group Leaders allowance. This would further streamline the existing scheme and reduce by two the number of SRA's being paid by the Council. Payment should be made on the existing pro-rata basis.
15. The Panel had previously noted that the Regulations make no specific mention of the payment of allowances to Group Secretaries and that in practice these rarely form part of an approved scheme. We do not support a payment to group secretaries. We continue to support the position taken by previous Panels that these as 'political' payments that should not fall on the Council Tax payer. The total is small (£1,543.50 in the current year) but this could make it the subject of a successful challenge. This would reduce by four the number of SRA's being paid by the Council. This would not prohibit a group leader giving some of their allowance for this purpose as a personal arrangement outside the official scheme.

Payment of Special Responsibility Allowances to Independent Members of the Standards Committee.

16. The Panel do not recommend changes to the allowance paid to the independent Chairman. (£1,543.50) The national position is that Chairmen are being paid an allowance with expenses being paid for all co-opted members. An increasing number of Councils like Peterborough are paying a small allowance (currently £771.75) to co-opted members and the specific question has been raised with the Panel as to why this has not also been applied to Parish Council representatives. This is a matter for the Council to determine but there would seem to be logic and equity in recompensing all members of the Standards Committee equally and we recommend accordingly.

Pensions

17. The Panel are aware of the need to recruit high calibre members and that access to the Local Government Pension Scheme could be part of a package that could attract younger members. Nevertheless we remain concerned at the potential cost of implementation and understanding the financial constraints being faced we do not recommend implementation at this time. (52.2% of Councils have been given access for their Members – LGA 2008 Survey)

Mayoral allowances

18. The Panel previously had a strong case made to us for a significant increase in the Mayoral allowance and that of the Deputy Mayor. We recognise that the position of the First Citizen of the City needs to be properly funded and we noted the action that has been taken by the Council to increase the allowance to £12,000 in 2009-10 of which 20% (£2400) is paid in 12 equal instalments (direct payment) and 80% is retained centrally to cover expenses. In the light of the representation made to us by the Mayor the Panel would ask that the Council reconsiders the method of payment in order to streamline administration and simplify control of expenses whilst setting strict financial limits.
19. Examination of these allowances which technically falls outside the Member allowances scheme brought to the Panel's attention the fact that we had previously agreed to a small SRA (25% basic) being paid to the Mayor in recognition of the important role of Chairing Council meetings. We would recommend that this should cease and be subsumed within the overall Mayoral allowance of £12,000. The direct payment part of the allowance should be increased to say £6,000 (50% of the Mayor's Allowance). As in the past this would cover items such as clothing, travel, telephone but in future could cover other items such as donations, raffle tickets, prizes and the consort's expenses.
20. Taking this action would give the Mayor more freedom, streamline administration and, within clearly defined financial limits, give her greater flexibility to do the job without having to justify every small payment made to carry out effectively this significant role of representing the City of Peterborough. The Panel recommend that the Council should cease to pay a small SRA to the Mayor but should increase the direct payment component of the Mayoral allowance to cover all aspects of 'personal' expenditure to be clearly redefined in the Council's Constitution Civic Protocol. The Panel were not requested to consider any change in the Deputy Mayor's allowance.

Other issues identified by members.

21. We considered in detail all the issues presented to us in writing by members and have taken these into consideration in making our recommendations. It is a matter for the Council to make appropriate minor changes to the scheme without any the need to call a meeting of this Panel.

Car parking charges for members

22. The charging of members for car parking was also raised at previous meetings of the Panel. We believe this should be addressed as part of a more major review of the Basic Allowance later in the year at the same time that the Council considers the possible introduction of charges for staff parking. We are therefore recommending that a fundamental review of the Basic Allowance take place in at the same time when the Council considers charging staff for car parking.
23. The Panel are satisfied that the fundamentals of the scheme remain sound i.e. a payment for 60 days per year. Nevertheless we recognise that there is a significant voluntary element over and above - say 20 hours a month. We continue to recommend use of the

Local government Association's daily rate (currently) £149.34 as recommended in February 2008. The calculation is as follows:-

£149.34 x 60 days (5 days per month) = £8,960 say £9,000 (£750 per month)

24. The Council could consider including within this allowance say £550 for telephone expenses, £250 for travel within the City, and £1,000 for a members car parking pass. (i.e. £1,900 for expenses) This would result in a net basic allowance of £7,100. Members who used other forms of transport would obviously benefit from this change and it would to some extent deal with the unfairness of the present arrangements. More importantly it would be in tune with the Council travel plan and local travel plan policy of encouraging use of cycling and public transport and reducing car dependence. This is an objective of Peterborough's status as a sustainable travel town. Adoption of this new approach would also ensure that the Council has not adopted practices that are contrary to Council policy.
25. This proposal obviously requires more detailed work (e.g. the value of the pass) by staff of the Council and would result in some additional costs. Use of the Pass for personal/private purposes would be a potential taxable benefit that will need to be addressed in making these arrangements. But it would achieve a more realistic basic allowance funded, at least in part, by members choosing to pay for their car parking. It would further promote the environmental credentials and objectives of the Council.

Finance

26. The Council has proposed an increase of SRAs from 29 to 43 at an additional cost of £70,495. The Panel is recommending a maximum of 27 SRAs (47% of members) at a net additional cost - if fully implemented - of £51,328. This represents an increase of 25% in the SRA budget. It is a matter for the Council to determine whether this is appropriate in the present financial situation.

Updating

27. We recommend that the scheme of allowances should continue to be updated annually in line with the LGA daily rate as notified by the Local Government Association each February.

COUNCIL	AGENDA ITEM No. 7 (iv) (b)
15 JULY 2009	PUBLIC REPORT

Contact Officer(s):	HELEN EDWARDS, SOLICITOR TO THE COUNCIL	Tel. 452533
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NEIGHBOURHOOD COUNCILS

R E C O M M E N D A T I O N S	
FROM : Councillor Yvonne Lowndes, Councillor Janet Goodwin, & Councillor Pat Nash, Chairmen elect of the Neighbourhood Councils	Deadline date : n/a
<ol style="list-style-type: none"> 1. To appoint the 7 Neighbourhood Councils as set out in the schedule attached at Appendix 1 2. To confirm the appointment of Councillor Lowndes as the Chairman of the 2 Central & East Neighbourhood Councils, Councillor Nash as the Chairman of the 3 North & West Neighbourhood Councils, and Councillor Goodwin as the Chairman of the 2 South Neighbourhood Councils. 3. To consider and comment upon the Leader's proposed scheme of delegation of Executive functions as set out in the attached Appendix 2, and approve the amendment of the Constitution to show the Scheme of Delegations at Part 3, sections 1 & 3, and carry out consequential renumbering to the remainder of section 3. 4. To consider and comment on the proposed terms of reference for Neighbourhood Councils as set out in Appendix 3 and to approve amendment of the Constitution by inserting a new part 3, section 4, to set out the terms of reference and renumber subsequent sections. 5. To consider and comment on the proposed Rules of Procedure for Neighbourhood Councils as set out in Appendix 4 and to approve amendment of the Constitution by inserting a new part 4 section 8, to set out the procedure rules and renumber subsequent sections. 6. Authorise the Monitoring Officer to make consequential changes to the remainder of the Constitution to include references to Neighbourhood Councils where appropriate. 7. Approve the draft schedule of meetings for the remainder of the current municipal year, as set out Appendix 5. 	

ORIGIN OF REPORT

- 1.1 This report is submitted to Council following preliminary work carried out by the Chairmen elect of the Neighbourhood Councils, at the request of the Leader.

PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to seek Council's approval to set up 7 Neighbourhood Councils, approve their Terms of Reference and make necessary changes to the Constitution relating to the operation of the Neighbourhood Councils.
- 2.2 This report is for Council to consider under its Terms of Reference nos. 1.1.4 and 1.3.4 .

3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	NO
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4. NEIGHBOURHOOD COUNCILS

Background.

4.1 At Annual Council on 18 May 2009 Council approved the Annual Appointments and Scheme of Delegations, including the appointments of 3 Chairmen elect of Neighbourhood Councils.

4.2 Since Annual Council, the Chairmen elect have been working with officers, and consulting with members of their committees, in preparation for commencing Neighbourhood Council meetings in the autumn. The proposed schedule of meetings for the remainder of this municipal year is set out at Appendix 5.

Neighbourhood Management

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

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

4.5 Across the three neighbourhood management areas, it is proposed that 7 Neighbourhood Councils are formed (appendix 1 refers). The existing mechanisms for engaging with communities, including Neighbourhood Police Panels, will continue to be supported and developed, with outputs and issues being fed up to the new Neighbourhood Councils as appropriate for discussion and decision. In most cases the boundaries of the Neighbourhood Police Panels match the boundaries of the proposed Neighbourhood Councils.

4.6 Each Neighbourhood Council will meet 4 times a year, with meetings to be held in its locality. In addition, there will be an annual Area Forum to be held towards the end of the municipal year. This will include all the Neighbourhood Councils for each area, a total of 3 Area Forum meetings in each municipal year. The Area Forum meetings will be an opportunity for the Neighbourhood Councils in each area to come together and discuss their work, and also to look at issues of mutual interest and importance going forward.

Terms of Reference

4.7 The proposed terms of reference of the Neighbourhood Councils are set out at Appendix 3 and in particular the Executive decisions being given to the Neighbourhood Councils is set out at Appendix 2. The Executive decision making is subject to call in and scrutiny in the normal way.

4.8 Paragraph 3.13.4 of Appendix 2 sets out a key responsibility of the Neighbourhood Councils, which will be to create master plans for their area supported by action plans to deliver the outcomes in the master plan. The master plan will set the strategy and vision of the area covered and will be an initial piece of work to be undertaken by the Neighbourhood Councils. This work will be supported by the new neighbourhood management team created in the Operations Directorate.

4.9 Paragraphs 3.13.6 and 13.13.10 of Appendix 2 require the Neighbourhood Councils to work within allocated budgets for their areas, because any standard set (eg the frequency of street cleaning) will

have a cost (see financial implications section).

Setting up of Neighbourhood Councils

- 4.10 Whilst the approval of the recommendations in this report will set the Neighbourhood Councils up constitutionally, there is still a considerable amount of work, to be led by the Neighbourhood Council Chairmen, to ensure these Councils work effectively from the start. Such work includes:
- Consultation and engagement with Parish Councils, residents' associations, community associations, to enable their effective input into the Councils
 - Identification of suitable premises in the Neighbourhood Council's area for meetings
 - Creation of work plans for each Neighbourhood Council and an agenda for its first meeting
 - Publicity and communication to the public about the role, remit of these committees, and how the public can speak at meetings
 - Naming the Neighbourhood Councils

Officers in the neighbourhood management teams and democratic services will support this work.

Work programmes

- 4.11 Each Neighbourhood Council will determine its own work programme and agenda for each municipal year.
- 4.12 The agenda for the first meeting will be set by the Chairmen in consultation with officers, and is likely to include the following items:

1	Apologies for absence and declarations of interest
2	Appointment of Vice Chairman
3	Terms of reference to be considered and adopted
4	Consideration of appointment of Co-optees
5	Determination of which local groups should have a standing invitation to meetings
6	Consideration of any forthcoming Planning Applications & Licensing Applications
7	Briefing from Neighbourhood Management team followed by discussion
8	Consideration of work programmes set by Scrutiny Committees and Commissions to avoid duplication of work
9	Open session – at which any member of the committee, the public or co-opted member can raise anything that affects the area
10	Suggestion of topics for future meetings / items for annual work programme
11	Location, date, and timings of future meetings
12	Any matters to be referred to the Executive or Council as a result of discussions

5. CONSULTATION

There has been an opportunity for all members to be consulted, through a series of meetings arranged for the Neighbourhood Councils during June / July 2009, with the option of individual briefings for any member unable to attend the meetings.

6. ANTICIPATED OUTCOMES

The anticipated outcome is for the Neighbourhood Councils to be set up, and for the programme of meetings for the year to commence in the autumn, with further development work to be undertaken in the meantime.

7. REASONS FOR RECOMMENDATIONS

To enhance the elected councillor community leadership role at an area level, by giving local councillors the opportunity to bring local stakeholders together to plan for the needs of their communities.

8. ALTERNATIVE OPTIONS CONSIDERED

There is no requirement for the Council to introduce Neighbourhood Councils. The Council could continue to operate without them, as it has done in recent years. This option was rejected because the new Administration firmly believes in encouraging local leadership, and in better engagement with communities, and believes that Neighbourhood Councils offer optimum scope to achieve both objectives.

It was initially intended to have 3 Neighbourhood Councils, for Central & East, South and North & West. This resulted in large groups, particularly in North & West, which would have had 27 members. As the North & West area would have been greater than 2/5th of Peterborough City Council's area and population, this Neighbourhood Council would have to be politically balanced, unless Full Council agreed to exempt it from that requirement. A requirement to be politically balanced would have prevented the desire to include all members elected to the wards in the area, regardless of their party membership. This option was therefore rejected, in favour of the 7 Neighbourhood Councils of a more manageable size.

9. IMPLICATIONS

LEGAL

The Local Government Act 2000 provides that a council operating Executive arrangements, may delegate non-Executive functions, and the Executive may delegate Executive functions, to Neighbourhood Councils, also known as Neighbourhood Councils.

S16 of the Local Government (Committees and Political Groups) Regulations 1990 provides that the composition of Neighbourhood Council need not reflect the political balance of the Council as a whole if all of the voting members on it represent the wards within its area and the area does not exceed 2/5th of the total for the Council, by reference to population or area.

FINANCIAL

Holding meetings of Neighbourhood Councils will have cost implications, in terms of any costs incurred connected with venues. Attempts will be made to minimise such costs by using the Council's available resources in the community, but where no suitable facilities are available, costs may be incurred. There will also be additional costs incurred through provision of officer support.

The Neighbourhood Councils will have a budget which they control, but this will be transferred to them from the main council budget, and will not have any additional budget implications.

10. BACKGROUND DOCUMENTS

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

None

N Council	Ward	Member	Party	NM Locality
C&E 1	Central	M Fazal	Con	C & E
C&E 1		Z Hussain	Lab	C & E
C&E 1		N Khan	Lab	C & E
C&E1	North	C Swift	PIF	C & E
C&E1		K Sharp	PIF	C & E
C&E2	Park	P Kreling	Con	C & E
C&E2		Y Lowndes	Con	C & E
C&E2		J Peach	Con	C & E
C&E2	Dogsthorpe	A Miners	PIF	C & E
C&E2		B Saltmarsh	PIF	C & E
C&E2		C Ash	PIF	C & E
C&E2	East	M Collins	Con	C & E
C&E2		M Todd	Con	C & E
C&E2		S Goldspink	Con	C & E
S1				
S1	Stanground Central	M Cereste	Con	S
		B Rush	Con	S
S1		I Walsh	Con	S
S1	Stanground East	J Wilkinson	Con	S
S1	Fletton	F Benton	Con	S
S1		P Croft	Con	S
S1		M Lee	Con	S
S2	Orton with Hampton	N North	Con	S
S2		S Scott	Con	S
S2		D Seaton	Con	S
S2	Orton Longueville	J Goodwin	Con	S
S2		G Murphy	Con	S
S2		P Winslade	Con	S
S2	Orton Waterville	S Allen	Con	S
S2		G Eley	Con	S
S2		W Trueman	LD	S
N&W1				
N&W1	Northborough	P Hiller	Con	N & W
N&W1	Barnack	D Over	Con	N & W
N&W1	Glington & Wittering	J Holdich	Con	N & W
N&W1	Glington & Wittering	D Lamb	Con	N&W
N&W1	Newborough	D Harrington	PIF	N & W
N&W1	Eye & Thorney	R Dobbs	Con	N & W
N&W1		D Sanders	Con	N & W
N&W2	Werrington North	John Fox	PIF	N & W
N&W2		Judith Fox	PIF	N & W
N&W2		S Lane	PIF	N & W
N&W2	Werrington South	C Burton	Con	
N&W 2		D Fower	LD	
N&W2		P Thacker	Con	
N&W2	Paston	D Day	Con	N & W
N&W2		S Day	Con	N & W
N&W2		L Gilbert	Con	N & W
N&W2	Walton	C Day	Con	N & W
N&W2		J Sandford	LD	N & W
N&W3	Bretton North	W Fitzgerald	Con	N & W
N&W3		D Morley	Con	N & W
N&W3		P Nash	Con	N & W
N&W3	Bretton South	M Fletcher	Con	N & W
N&W3	West	M Burton	Con	N & W
N&W3		M Dalton	Con	N & W
N&W3		S Dalton	Con	N & W
N&W3	Ravensthorpe	G Nawaz	Con	N & W
N&W3		H Newton	Con	N & W

Part 3, Delegations section 1-Functions reserved to the Council

1.6 Delegations to Neighbourhood Councils

1.6.1 There are currently no Council functions delegated to Neighbourhood Councils.

Part 3, Delegations Section 3 – Executive functions

3.13 Delegations to Neighbourhood Councils

- 3.13.1 The Leader retains responsibility for functions delegated and may exercise those functions in person regardless of further delegation
- 3.13.2 To promote the Council's role as a community leader in its area, giving a "voice" to the community and fostering good working relationships with the Council's partner organisations, Parish Councils the relevant authorities for Police, Fire, Probation and Magistrates' Court Services, Health and Social Care, Education and Youth services
- 3.13.3 To assist the Cabinet in taking a leading role in promoting the economic, environmental cultural and social wellbeing of the area
- 3.13.4 Setting area master plans, with action plans to support their delivery, within the community strategy
- 3.13.5 Agreeing and monitoring plans for community development and social inclusion
- 3.13.6 Setting the standards for street cleaning, abandoned vehicles and dog warden service
- 3.13.7 Agreeing the yearly programme of works under s42 Highways Act 1980
- 3.13.8 Giving permission for on-street activities or structures under the Highways Act 1980
- 3.13.9 Designating conservation areas
- 3.13.10 Setting the standards for strategic management and maintenance of parks, commons, sports grounds, playing fields, open spaces, burial grounds, allotments, public monuments, public toilets, ditches, streams and car parks (except central car parks) – this will include agreeing a yearly programme of works
- 3.13.11 Naming and numbering streets if there are unresolved objections following consultation
- 3.13.12 Approving projects if it holds the budget for the project or the project is in its area
- 3.13.13 Act as consultees on all Executive and Council proposals that affect the area, particularly capital schemes affecting the area, including modifications to schools.
- 3.13.14 Act as consultees on Planning and Licensing Applications in relation to the area, and report views to the relevant committee.

Part 3, Section 4, Neighbourhood Councils Councils Terms of Reference

NEIGHBOURHOOD COUNCILS TERMS OF REFERENCE

The Council has appointed Neighbourhood Councils, as set out below:

North & West : 3 Neighbourhood Councils

Central & East : 2 Neighbourhood Councils

South : 2 Neighbourhood Councils

The terms of reference apply to all Neighbourhood Councils. The Neighbourhood Councils will undertake the following in respect of the local area, subject to Council policy

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

Part 4, section 8, Neighbourhood Councils, Procedure Rules

Section 8 : NEIGHBOURHOOD COUNCILS : PROCEDURE RULES

1. TERMS OF REFERENCE

- 1.1 The terms of reference are as set out in Part 3, section 4 of this Constitution
- 1.2 Neighbourhood Councils may recommend to the Executive any proposal to create a Sub-Committee, Panel, Working Party, Board, or similar body to report to the Neighbourhood Council.

2. MEMBERSHIP

- 2.1 All members who are elected to the wards which form part of a Neighbourhood Council will be members of that Neighbourhood Council.
- 2.2 The Neighbourhood Councils are currently made up of the following wards:

- 2.2.1 Central & East : C&E1 Central & North
C&E2 Park, Dogsthorpe, East
- 2.2.2 South: S1 Stanground East & Fletton
S2 Orton with Hampton, Orton Longueville, Orton Waterville
- 2.2.3 North & West : N&W1 Northborough, Barnack. Glinton & Wittering,
Werrington North, Werrington South
N&W 2 Newborough, Eye & Thorney, Paston, Walton
N&W 3 Bretton North, Bretton South, West, Ravensthorpe

3. CALL-IN

- 3.1 Decisions made by Neighbourhood Councils are subject to call-in, in accordance with section 13 of part 4, section 8 of the Constitution. Any decision may be called in by the most relevant Scrutiny Committee or Commission, with call-in powers.

4. CONFLICTS OF INTEREST

- 4.1 If a Scrutiny Committee/Commission is scrutinising specific decisions or proposals in relation to the business of an Neighbourhood Council of which the Councillor concerned is a member, then the Councillor may not speak or vote and must withdraw from the Scrutiny Committee / Commission meeting unless a dispensation is given by the Standards Committee.
- 4.2 Where a Scrutiny Committee / Commission is reviewing policy generally a member must declare his / her interest as a member of any relevant Neighbourhood Council, before the relevant agenda item is reached, but need not withdraw.

5. CO-OPTees

- 5.1 Neighbourhood Councils shall be entitled to co-opt, as non-voting members, external representatives, or otherwise invite participation from non-members where this is relevant to their work.
- 5.2 Each Neighbourhood Council will determine at its first meeting to which local partners it wishes to issue a standing invitation to its meetings, and this will be reviewed regularly (at least annually). This is likely to include Parish Councils, representatives of local schools, and other interested local groups to be determined by each Neighbourhood Council.

6. MEETINGS OF THE NEIGHBOURHOOD COUNCILS

- 6.1 Each Neighbourhood Council shall hold 4 Ordinary meetings in each Municipal year. In addition, extraordinary meetings may be called from time to time, either by the Chair, any 3 members of the Neighbourhood Council, or the proper officer, if considered appropriate.
- 6.2 Meetings will generally be held during the week, with a start time of 7.00 pm, but this is to be entirely at the discretion of the Chairman for each Neighbourhood Council.
- 6.3 Neighbourhood Councils will normally meet in their areas, wherever possible in places accessible to everyone. However they may meet in the Town Hall to deal with unfinished business from a previous meeting or to deal with business that is private because it is exempt or confidential.
- 6.4 After 2 hours, the Chairman will finish the item the Committee is on and decide whether to continue with the rest of the business or defer it to a future meeting.
- 6.5 Each agenda will include an open session during which any member of the public and any co-opted member can raise anything that affects the area.
- 6.6 Points raised in an address or in the open session can:
- Be replied to at the meeting
 - Be discussed at the meeting
 - Be referred elsewhere
- 6.7 The Chair can decide that a point raised will be discussed at a meeting. No action can be taken until a report has been sent to a future meeting, but the Neighbourhood Council can:
- Form an opinion
 - Express its opinion to another council body or outside organisation
 - Ask for a report to a future meeting

7. AREA FORUM

- 7.1 In addition to the 4 Ordinary meetings, each area shall hold an Area Forum once a year, the subject of which will be determined by the Chairman in consultation with the relevant Neighbourhood Councils.
- 7.2 Area Forum meetings will normally be held in the second half of the municipal year, in a venue suitable for public participation.

8. PUBLIC PARTICIPATION

- 8.1 Ordinary meetings shall generally take place in public, and will be well publicised in advance.
- 8.2 At Ordinary meetings members of the public have the right to speak at any time, with the

permission of the Chairman.

8.3 Neighbourhood Councils will comply with the Access to Information Rules set out in Part 4, section 5 of the Constitution.

9. QUORUM

9.1 The quorum for an Neighbourhood Council meeting shall be at least 25% of voting members, to be not less than 3.

10. VOTING

10.1 The City councillor members of a Neighbourhood Council can vote. If a vote is tied, the Chairman has a casting vote.

11. CHAIRMAN & VICE CHAIRMAN

11.1 The Chairman for each area will be appointed by Council each Municipal year. The Chairman will be responsible for all Neighbourhood Councils in the area, that is, there will be one Chairman for North & West, one Chairman for Central & East, and one Chairman for South.

11.2 The Vice Chairman will be appointed from the members appointed to the Neighbourhood Councils, and there will be one Vice Chairman appointed for each of the 7 Neighbourhood Councils.

12. WORK PROGRAMME

12.1 The Area Councils will be responsible for setting their own work programmes, in consultation with officers in neighbourhood management and democratic services teams.

13. AGENDA ITEMS

13.1 It must be made clear on the agenda for the meeting whether the decisions required relate to Executive functions or not.

13.2 Any member of the Neighbourhood Council may ask the Chair to add an item to the next agenda. The meeting will consider whether to take any further action in respect of the matter added.

13.3 Any resident or organisation that provides services to the area can put an item on the agenda if it is within the committee's terms of reference and they make the request in writing to Democratic Services at least 10 working days before the meeting.

14. MISCELLANEOUS

14.1 If there is any gap in procedures, the appropriate action shall be entirely within the discretion of the Chairman.

PETERBOROUGH CITY COUNCIL NEIGHBOURHOOD COUNCIL MEETING DATES
JUNE 2009 - MAY 2010

Schedule of meetings for the remainder of
the Municipal Year 2009/2010

MEETING	TIME	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
NORTH & WEST AREA													
North & West 1	7pm			3				3			4		
North & West 2	7pm			21				14			1		
North & West 3	7pm			29				15			2		
CENTRAL & EAST AREA													
Central & East 1	7pm			19				16				7	
Central & East 2	7pm			22				17				8	
SOUTH AREA													
South 1	7pm			1				10			11		
South 2	7pm			12				7			30		

Bank Holidays 2009 - 2010
31 August 2009 - Summer Bank Holiday
25 December 2009 - Christmas Day
26 December 2009 - Boxing Day
1 January 2010 - New Year's Day
2 April 2010 - Good Friday
5 April 2010 - Easter Monday
3 May 2010 - Early May Bank Holiday
31 May 2010 - Spring Bank Holiday

Summer 2009
Opens Tuesday 21 April
Half Term 25 - 29 May
Closes Friday 17 July
Autumn Term 2009
Opens Tuesday 8 September
Half Term 26-30 October
Closes Friday 18 December

Spring 2010
Opens Tuesday 5 January
Half Term 15-19 February
Closes Friday 26 March
Summer Term 2010
Opens Monday 12 April
Half Term 31 May - 4 June
Closes Wednesday 21 July

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