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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 7 DECEMBER 2011 at 7.00 pm

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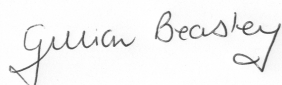
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Chief Executive

29 November
2011
Town Hall
Bridge Street
Peterborough

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PETERBOROUGH CITY COUNCIL

**MINUTES OF COUNCIL MEETING HELD
12 OCTOBER 2011**

The Mayor – Councillor Paul Thacker MBE

Present:

Councillors: Allen, Arculus, Ash, Benton, Burton, Casey, Cereste, M Dalton, S Dalton, D Day, S Day, Dobbs, Eley, Fitzgerald, Fletcher, JA Fox, JR Fox, Goldspink, Goodwin, Harper, Harrington, Hiller, Holdich, Jamil, Khan, Kreling, Lamb, Lane, Martin, Miners, Murphy, Nadeem, Nash, Nawaz, North, Over, Peach, Rush, Saltmarsh, Sanders, Sandford, Scott, Seaton, Serluca, Shabbir, Shaheed, Sharp, Shearman, Simons, Stokes, Swift, Thacker, Todd, Walsh and Winslade.

1. Apologies for Absence

Apologies were received from Councillors Fower and Lee.

2. Declarations of Interest

Councillor Murphy declared a personal interest in item 6(ii) on the agenda as he was involved in work with Gladstone Connect.

Councillor Khan declared a personal interest in item 6(ii) on the agenda as he was involved in work with Gladstone Connect.

Councillor Sandford declared a personal interest in the fifth motion in item 7(ii) as he was on the Board of Peterborough Environment City Trust.

3. Minutes of the meetings held on 13 July 2011

The minutes of the meetings held on 13 July 2011 were agreed and signed by the Mayor as an accurate record.

4. Communications Time

4(i) Mayor's Announcements

Members noted the report outlining the Mayor's engagements for the period 1 July 2011 to 30 September 2011.

The Mayor made a further announcement requesting that Members ensure that the points of order for the meeting as contained in the rules of procedure were used correctly.

The Mayor allowed Councillor Walsh to address Council who appealed to Members for fundraising support for the new War Memorial adding that certificates were to be presented following donations.

4(ii) Leader's Announcements

The Leader announced that the number of people in Peterborough claiming Job Seekers Allowance had fallen. He hoped that this trend would continue and increases in jobs and employment figures would continue to rise.

Councillor Sharp added his agreement and support to the Leader's statement.

Councillor Khan commented that he had hoped to see more young people receiving work experience and training in council offices.

Councillor Sandford commented that he supported all actions to reduce unemployment in the city but was disappointed to see council services privatised and then redundancies made in those companies.

The Leader responded stating that trainees were in place in council offices shadowing Members and officers and Members could be involved further in this if they wished. However, further work experience opportunities would be encouraged and especially for Children in Care.

4(iii) Chief Executive's Announcements

There were no announcements from the Chief Executive.

5. Community Involvement Time

5(i) Questions with Notice by Members of the public

There were no questions raised.

5(ii) Questions with notice by Members of the Council relating to ward matters to Cabinet Members and to Committee Chairmen

Questions relating to Ward matters were taken as read in respect of the following:

- Future of care homes and sites in Dogsthorpe Ward;
- Allotment maintenance and management for tenants in East Ward; and
- Consultation activities for use of land and Section 106 monies in Walton Ward.

A summary of all questions and answers raised within agenda items 5(iii) are attached at **Appendix A**.

5(iii) Questions with Notice by Members of the Council to representatives of the Police and Fire Authorities

Questions to the representative of the Police Authority were taken as read in respect of the following:

- Cost implications of the appointment of a Police Commissioner and any service cuts.

Questions to the representative of the Fire Authority were taken as read in respect of the following:

- Retention of Regional Control Centres and cuts to services.

A summary of all questions and answers raised within agenda items 5(iii) are attached at **Appendix A**.

5(iv) Petitions submitted by Members or Residents

Councillor Nadeem submitted a petition from local residents requesting an access road at the rear of properties in Gladstone Street.

Councillor Martin submitted a petition from local residents requesting a play area to be built in the Oldbrook/Mewburn area of North Bretton.

Councillor Sandford submitted a petition opposing the removal of trees in Bridge Street.

Councillor Khan submitted a petition from local residents requesting traffic calming measures be installed in Bourges Boulevard (old).

6. Executive Business Time

6(i) Questions with Notice to the Leader and Members of the Executive

Questions to the Leader and Members of the Executive were taken as read in respect of the following:

- The resignation of the Executive Director of Children's Services;
- Traveller Liaison Officer;
- Cancellation of the fireworks Fiesta;
- Action to tackle air rifle use;
- Ofsted report and the actions to address the rating received;
- Scrutiny process and the value of the function

Questions unable to be dealt with at the meeting due to time constraints were in respect of the following:

- Outsourcing council services;
- Protection of children at risk;
- Installation of Solar Panels and the tariff received.

A summary of all questions and answers raised within agenda items 6(i) are attached at **Appendix B**.

6(ii) Questions without Notice on the Record of Executive Decisions

Members received and noted a report summarising:

- Decisions from the Cabinet Meeting held on 26 September 2011;
- Use of the Council's call-in mechanism, which had not been invoked since the last meeting;
- Special Urgency and Waiver of Call-in provision, which had not been invoked since the previous meeting; and
- Cabinet Member Decisions taken during the period 11 July 2011 to 23 September 2011.

Questions were asked about the following:

Appointment of Authority Governor – Marshfields School

Councillor Miners requested whether the Cabinet Member for Education, Skills and University was aware that the appointee had now resigned. Councillor Holdich advised Council that he was not yet aware of this.

Adult Drug Treatment Plan

Councillor Shabbir requested whether local providers would be contracted to provide the services involved in the Plan. Councillor Walsh advised Council that a written response would be provided to Councillor Shabbir.

Contract Termination – Transitions Service for Children's Services

Councillor Jamil queried whether Children's Services retained the capacity to take on the additional work in light of the recent Ofsted report. Councillor Scott advised Council that she would ensure this was still the case and would respond in writing. Councillor Lane requested that the response be shared with all Councillors.

7. Council Business Time

7(i) Committee Recommendations

a) Designated Public Place Orders

Councillor Todd moved recommendations from the Strong and Supportive Scrutiny Committee that requested Council adopts the Designated Public Place Order (DPPO) extending the existing city centre Designated Public Places Order into the New England area of the city. This extension had been requested by the local Neighbourhood Policing Team Inspector and the Neighbourhood Manager for the area as well as a local resident. The DPPO would mean that to consume alcohol in public when asked to stop by a police officer would become an offence.

The proposed area was an extension to the existing designated area in the city centre and was bounded by the following roads: St Pauls Road, Fulbridge Road, A47 Soke Parkway and Bourges Boulevard. Maps were provided showing the existing DPPO and the proposed extension.

This was seconded by Councillor Sue Day.

During debate issues raised included the need to have a strategic approach to the issue as the DPPO areas simply moved the problem of drinking alcohol in public to other non-DPPO areas of the city; and Police and Council officers must be made aware of the areas and properly enforce the Orders to ensure they were effective.

A vote was taken (unanimous) and it was **RESOLVED** to:

Adopt the Designated Public Place Order as set out in the report.

7(ii) Notices of Motion

1. Councillor Murphy moved the following motion:

That this Council:

1. Shares the concerns of many including the local MP that the cost of the Private Finance Initiative for Peterborough Hospital is having a detrimental impact on the health and wellbeing of local residents particularly pensioners as the resources available to provide health services locally are reduced to pay for this PFI;
2. Recognises that the impact on local jobs, services, primary health care and adult social care are of particular concern and have been raised locally by councillors, practitioners, residents and trades unionists;
3. Recognises that the percentage returns expected on PFI are well in excess of the base rate which has been at a record low for several years and we support those who have campaigned for the government to review the terms of this PFI; and
4. Calls upon the government to seek renegotiation of these excessive payment rates in order that public funds can be better used to provide hospital, primary care and adult health services and protect jobs here in Peterborough.

This motion was seconded by Councillor Khan.

Councillor Fitzgerald moved an amendment to the motion to leave out words and insert others in paragraph 4 as below:

That this Council:

1. Shares the concerns of many including the local MP that the cost of the Private Finance Initiative for Peterborough Hospital is having a detrimental impact on the health and wellbeing of local residents particularly pensioners as the resources available to provide health services locally are reduced to pay for this PFI;
2. Recognises that the impact on local jobs, services, primary health care and adult social care are of particular concern and have been raised locally by councillors, practitioners, residents and trades unionists;
3. Recognises that the percentage returns expected on PFI are well in excess of the base rate which has been at a record low for several years and we support those who have campaigned for the government to review the terms of this PFI; and
4. ~~Calls upon~~ **Continues to call on** the Government to seek renegotiation of these excessive payment rates in order that public funds can be better used to provide hospital, primary care and adult health services and protect jobs here in Peterborough.

This amendment was seconded by Councillor Elsey.

There was no further debate and Councillor Murphy accepted the amendment.

Council **AGREED** to the amendment.

Following a brief debate a vote was taken and the substantive motion was **CARRIED**: 49 in favour, 0 against, 3 abstentions.

2. Councillor Murphy moved the following motion:

That this Council:

1. Notes that the current growth strategy is to build thousand of new homes noting the high number of privately rented dwellings that exist in some areas of Peterborough and the relatively high rent allowances paid for some of these dwellings;
2. Believes that more affordable homes are desirable and that the government is rightly concerned about the high level of costs of the current housing benefit framework;
3. Believes that an increase in affordable homes built by councils, co operatives and housing associations can contribute to a reduction in the overall cost of rent allowances (housing benefit) to the exchequer and the taxpayer; and
4. Calls on the government to consider Peterborough as a pilot for the implementation of a fair rents policy and provide for legislation enabling fair rents to be set within the area whereby supply and demand are considered to be equal in order to reduce the overall cost of rent to residents and the taxpayer.

This motion was seconded by Councillor Jamil.

The Solicitor to the Council advised Members that many people would be affected by this motion with regards to owning or renting property. No Councillor would have a prejudicial interest in this motion because it was not so significant as to prejudice judgments in relation to the public interest.

Councillor Elsey moved an amendment to the motion to leave out the words in paragraph 4 so that the motion would read as below:

That this Council:

1. Notes that the current growth strategy is to build thousands of new homes noting the high number of privately rented dwellings that exist in some areas of Peterborough and the relatively high rent allowances paid for some of these dwellings;

2. Believes that more affordable homes are desirable and that the government is rightly concerned about the high level of costs of the current housing benefit framework; and
3. Believes that an increase in affordable homes built by councils, co operatives and housing associations can contribute to a reduction in the overall cost of rent allowances (housing benefit) to the exchequer and the taxpayer.

This amendment was seconded by Councillor Goodwin.

In response to a query from a Member, the Solicitor to the Council confirmed that the proposed amendment would not negate the motion as it was still committing Council to an opinion on the matter and was therefore acceptable.

Following a brief debate a vote was taken on the amendment to the motion and it was **CARRIED**: 34 in favour, 9 against, 3 abstentions.

Council debated the substantive motion and raised issues including many new houses had been built in Peterborough; clarification was needed on what 'affordable' meant; many homes sold off to Registered Social Landlords; and an increasing population needed more homes.

A vote was taken and the substantive motion was **CARRIED**: 39 in favour, 0 against, 8 abstentions.

3. Councillor Khan moved the following motion:

That this Council:

1. Notes the problems of obstruction and damage caused by inappropriate parking on pavements and verges as this not only causes damage that is expensive to put right but may obstruct pedestrians and the disabled;
2. Believes that the problems of inconsiderate parking should be mitigated by more vigorous action by the authorities and the council;
3. Should take action to improve the situation and reduce the level of obstruction and damage caused to pavements and verges; and
4. Commits to providing additional parking spaces where appropriate and taking enforcement action against offenders particularly where there is obstruction to pavements and cycle routes as a priority.

This motion was seconded by Councillor Shearman.

Councillor Peach moved an amendment to the motion to insert words in paragraphs 3 and 4 and insert words to create a new paragraph 5 as below:

That this Council:

1. Notes the problems of obstruction and damage caused by inappropriate parking on pavements and verges as this not only causes damage that is expensive to put right but may obstruct pedestrians and the disabled;
2. Believes that the problems of inconsiderate parking should be mitigated by more vigorous action by the authorities and the council;
3. Should take **appropriate** action to improve the situation and reduce the level of obstruction and damage caused to pavements and verges;

4. Commits to **consider where possible** providing additional parking spaces where appropriate and taking enforcement action against offenders particularly where there is obstruction to pavements and cycle routes as a priority, and
5. Understands that this is a city wide problem and notes that officers are to bring a report to the next round of Neighbourhood Committees on this subject.

This amendment was seconded by Councillor Walsh.

Following a brief debate a vote was taken on the amendment to the motion and it was **CARRIED** unanimously.

Councillor Ash moved an amendment to leave out words and insert others into paragraph 3 and to insert additional wording to the substantive motion, paragraphs 5-7, as below:

That this Council:

1. Notes the problems of obstruction and damage caused by inappropriate parking on pavements and verges as this not only causes damage that is expensive to put right but may obstruct pedestrians and the disabled;
2. Believes that the problems of inconsiderate parking should be mitigated by more vigorous action by the authorities and the council;
3. **Resolves** to take ~~appropriate~~ action to improve the situation and reduce the level of obstruction and damage caused to pavements and verges;
4. Commits to consider where possible providing additional parking spaces where appropriate and taking enforcement action against offenders particularly where there is obstruction to pavements and cycle routes as a priority;
5. Notes that a scheme was implemented in Dogsthorpe and resolves to reduce inconsiderate parking city wide, based on the experience gained and lessons learned from the Dogsthorpe scheme;
6. Recognises that it needs to work with residents and neighbourhood groups to implement similar schemes across the city successfully;
7. Notes that the many parking courts built on older developments, especially in the 1970s and 80s by the development corporation, do not meet current standards set for new build and fall short of spaces now set per dwelling and in many areas lack natural surveillance; and
8. Understands that this is a city wide problem and notes that officers are to bring a report to the next round of Neighbourhood Committees on this subject.

This was seconded by Councillor Miners.

There was a five minute adjournment to allow Councillor Ash's amendment to be circulated to Members.

Following a brief debate, including a suggestion to revise the procedure for submitting motions and amendments to the meeting, the amendment was **CARRIED** unanimously.

There was no further debate and the substantive motion above was **CARRIED** unanimously.

4. This motion from Councillor Murphy concerning Members' Allowances was not moved.
5. Councillor Sandford moved the following motion that included an amendment from Councillor Ash to paragraph 1 and also additional words to be inserted to paragraph 3 as below:

That this Council:

1. **Welcomes Notes** the Government's allocation of an additional £250 million of funds for waste collections and recycling but regrets that the funding is only available to councils who agree to have weekly collections of residual waste;
2. Notes that Peterborough City Council has one of the highest percentage recycling rates for domestic waste, that the Council's Waste 2020 strategy commits us to achieving a recycling rate of 65% and that failure to achieve this target is likely to be detrimental to the Council's finances by way of increased liability to landfill tax; and
3. Requests that the Cabinet do not agree to any changes in bin collection regimes without first carrying out a full assessment of the financial and environmental consequences of such a change and that this should be done in consultation with the Environment Capital Scrutiny Committee **and Peterborough Environment City Trust**.

This motion was seconded by Councillor Samantha Dalton.

There was no debate and the motion was **CARRIED** unanimously.

6. Councillor Sandford moved the following motion:

That this Council:

1. Welcomes the Coalition Government's commitment to energy conservation through the Green Deal which is to be introduced in 2012 and will give every household in the country the opportunity to improve the energy efficiency of their home through a package of insulation measures with no up front cost for the resident;
2. Requests the Cabinet and senior council officers to engage positively with the Department for Energy and Climate Change on implementation of the Green Deal to ensure that residents in Peterborough gain maximum benefit from it at the earliest possible time;
3. Welcomes the Coalition Government's commitment to generating at least 15% of the UK's energy from renewable sources by 2020 and in particular incentives available for individual householders to install small scale renewables such as solar PV, wind and biomass, through feed in tariffs and the Renewable Heat Incentive; and
4. Requests that the Cabinet and senior council officers work constructively with the government, social landlords, private developers and others to bring about a rapid and sustained increase in renewable energy generation in Peterborough, subject to the usual planning processes, in order to further the city's aspiration to become the Environment Capital of the UK.

This motion was seconded by Councillor Samantha Dalton.

Councillor Ash moved an amendment to the motion to leave out words and insert others into paragraphs 1 and 3 as below:

That this Council:

1. **Welcomes Notes** the Coalition Government's commitment to energy conservation through the Green Deal which is to be introduced in 2012 and will give every household in the country the opportunity to improve the energy efficiency of their home through a package of insulation measures with no up front cost for the resident;
2. Requests the Cabinet and senior council officers to engage positively with the Department for Energy and Climate Change on implementation of the Green Deal to ensure that residents in Peterborough gain maximum benefit from it at the earliest possible time;

3. ~~Welcomes~~ **Notes** the Coalition Government's commitment to generating at least 15% of the UK's energy from renewable sources by 2020 and in particular incentives available for individual householders to install small scale renewables such as solar PV, wind and biomass, through feed in tariffs and the Renewable Heat Incentive; and
4. Requests that the cabinet and senior council officers work constructively with the Government, social landlords, private developers and others to bring about a rapid and sustained increase in renewable energy generation in Peterborough, subject to the usual planning processes, in order to further the city's aspiration to become the Environment Capital of the UK.

This amendment was seconded by Councillor Miners.

Following a brief debate the amendment was **DEFEATED**: 4 for, 45 against, 2 abstentions.

There was no further debate and the original motion from Councillor Sandford was **CARRIED** unanimously.

7(iii) Reports and Recommendations

a) Housing Strategy – Amendment to Eligibility Policy for the Local Authority Mortgage Scheme

Councillor Seaton moved a report seeking Council approval for an update to the local eligibility policy for the Local Authority Mortgage Scheme, to be incorporated into the Peterborough Housing Strategy. An amendment was now required as it was not possible to restrict the scheme to Peterborough residents only, as previously agreed, because to do so would contravene requirements from the Financial Services Authority, specifically the regulatory requirement of Treating Customers Fairly. Council was advised that other local authorities that had adopted the criterion into their schemes now had to amend them. This was seconded by Councillor Cereste.

During debate a comment was raised that Peterborough taxpayers would be providing the financial backing for mortgage applications from people outside the city area, including from abroad, and the risk to taxpayers from falling house prices still remained. Councillor Cereste advised Council that officers would work with local bank branches to see the scheme implemented as widely as possible across Peterborough.

A vote was taken (41 for, 0 against, 8 abstentions) and it was **RESOLVED** to:

1. Approve the amendment to the local eligibility policy for the Local Authority Mortgage Scheme; and
2. Delegate authority to the Executive Director Strategic Resources, in consultation with the Cabinet Member for Resources, to amend the local eligibility policy if future lenders have additional requirements that the Council will need to be compliant with.

b) Consolidation of Council Assets

This report was withdrawn and not moved.

c) Recruitment of Coroner

Councillor Seaton moved the recommendation to delegate the appointment of HM Coroner for Peterborough to an appointment panel, following the recruitment process set out in the report.

The Coroner for Peterborough, Mr Gordon Ryall, had expressed a wish to retire with effect from 31 March 2012, after more than 40 years of service, firstly as Deputy Coroner from June 1971

and as Coroner for the Peterborough area from April 1975. Peterborough City Council was obliged to appoint a Coroner to replace Mr Ryall.

The intended process to recruit HM Coroner for Peterborough was:

- Shortlisting process from application forms;
- Interview day – this will consist of:
 - 45 minute preparation on an unseen topic;
 - 15 minute presentation;
 - 45 minute technical interview; and
 - 30-40 minute non-technical interview.

Although Peterborough City Council appointed the Coroner, the successful applicant would not be a council officer, but would be an independent judicial office holder and therefore the Employment Committee did not have the authority to make the appointment.

This was seconded by Councillor Scott.

During debate it was requested that Mr Ryall be considered to receive the Freedom of the City, especially in recognition of the work he had done for the Muslim community in the city.

It was **AGREED** to carry the recommendations in the report to:

Delegate the appointment of HM Coroner for Peterborough to an appointment panel, following the recruitment process set out in the report.

Meeting closed at 10.05 p.m.

MAYOR

FULL COUNCIL 12 OCTOBER 2011

QUESTIONS AND ANSWERS

Questions were received under the following categories:

<u>AGENDA ITEM 5 - COMMUNITY INVOLVEMENT TIME</u>	
5 (i) <u>Questions with notice by members of the public</u>	
	None received.
5 (ii) <u>Questions with notice by Members relating to ward matters To the Cabinet Members and to Committee Chairmen</u>	
1.	<p>Councillor Miners asked Councillor Fitzgerald, the Cabinet Member for Adult Social Care:</p> <p>Noting the sad demise of the much loved Peverels Residential Care Home in Dogsthorpe and the proposal to close the only remaining Residential Care Home left in the community, namely Welland House - could the local community be informed of the current situation in regards to the following:</p> <p>What is the current position relating to the future use/asset disposal of the Peverels Building and site and is it still considered necessary to close/bulldoze Welland House and relocate it somewhere else in the city?</p> <p>Councillor Fitzgerald, the Cabinet Member for Adult Social Care responded:</p> <p>Following the closure of Peverels in July this year, the property was immediately offered to all Heads of Service and subsequently declared surplus when no internal requirements were identified.</p> <p>The property is included in the 2011/12 Capital Receipt Programme.</p> <p>The site could be suitable for a future healthcare or residential care use and the Growth Team is liaising closely with Adult Social Care on this issue, taking account of future service user needs.</p> <p>The site has also been identified as being particularly suitable for the provision of much needed affordable housing.</p> <p>Discussions are taking place with Registered Providers reflecting the general ambit of the Collaboration Agreement approved by Cabinet in August 2011. Should discussions with Registered Providers fail to result in a disposal, on terms that represent value for money, the property will be openly marketed in order to achieve a capital receipt on or before 31 March 2012.</p> <p>At the current time, therefore, the future use of the site is un-decided. Peterborough City Council is approaching the disposal with the intention that any re-development and/or future use of the site should, as far as possible, be complementary to the existing supported housing in Pine Tree Close provided by Cross Keys Homes.</p> <p>Turning now to the overall strategy for accommodation for older people in the city, Peterborough has been very successful in the development of extra-care housing, and</p>

	<p>residents tell us this is the kind of accommodation they prefer if they are unable to be supported to live independently in their own home. There is also a need in Peterborough for specialist care for people with dementia or a need for nursing.</p> <p>Both remaining City Council owned residential care homes (Welland House and Greenwood House) are in buildings which do not offer the standard of accommodation now expected nor be able to support future generations of older people.</p> <p>We are reviewing options for re-providing these services in the future, which will be in the best interests of local people. In due course, proposals will come forward in relation to these homes.</p>
2.	<p>Councillor Goldspink asked Councillor Goodwin, the Cabinet Advisor to the Leader:</p> <p>What does the agreement with Enterprise Peterborough say about the time it should take to clear up an allotment following the departure of a tenant, if the allotment is left in an unusable condition, as has happened in my Ward on an occasion recently?</p> <p>Councillor Goodwin, the Cabinet Advisor to the Leader responded:</p> <p>There is no specific time constraint referred to within the contract between Enterprise Peterborough and the Council however the following is specified 'When necessary, the partner will dig over or prepare allotments for transfer when they are considered to be unfit for transfer'.</p> <p>Maintenance of unoccupied or un-used plots is not linked to a plot being vacated but based on its condition following routine inspection, with an explicit commitment to carry out "routine maintenance on any un-let plot in order to maintain an organised and orderly appearance". This work is normally undertaken within two weeks of an inspection highlighting the need, or a specific concern being raised by another plot holder.</p> <p>May I remind Members that Enterprise Peterborough are more than happy to deal with any questions of this nature if you contact them on the dedicated email address which is members@enterprisepeterborough.co.uk.</p> <p>If you would care to supply details of the plot in question following tonight's meeting I will ensure that Enterprise Peterborough follow up on the case in question and respond to your concerns accordingly.</p> <p>The following supplementary questions was asked:</p> <p>Can you confirm that if it is known who the former tenants are, the Council will pursue them for the costs of any clear up?</p> <p>Councillor Lee, Cabinet Member for Culture, Recreation and Strategic Commissioning responded outside the meeting:</p> <p>In partnership with Enterprise Peterborough, the Council does pursue, where possible, incidents of waste and other accumulation left on allotment plots, either by tenant or adjacent plot holders. The onus will of course be on the Council and its partners to prove the origin of any waste accumulation or fly tipping, as is the case in any enforcement issue.</p> <p>Conditions contained within tenancy agreements allow termination of said agreement is the conditions (including antisocial behaviour and failing to maintain a plot in an acceptable condition) are breached.</p> <p>When the tenancy agreements are next reviewed it is intended that further provision be</p>

	<p>included covering the condition of plots and the management of waste on the site, specifically including household and similar wastes being brought onto site. The aim of any such changes is to further strengthen the Council's ability to enforce against anti social or nuisance behaviour, beyond the provisions it has historically included within its tenancy agreement.</p>
3.	<p>Councillor Sandford asked Councillor Hiller, the Cabinet Member for Housing, Neighbourhoods and Planning:</p> <p>In my ward a housing development is proposed for former allotment land at Itter Park and a sum of money has been allocated under a section 106 agreement for improvements in and around the Park. Local residents and a sports club operating in the park have approached me to find out what this money will be spent on and what consultation will take place. On asking planning officers about this I was told that an officer at the Enterprise Peterborough company will be consulted privately and he alone will recommend how best to spend the money for the benefit of local people without consulting local residents, Friends of Itter Park or Ward Councillors.</p> <p>Also in my ward there is a major new retail development on the Brotherhoods Retail Park. Here a much larger sum of money has been allocated under Section 106 for highways improvements to deal with expected increased volumes of traffic on Lincoln Road. Again local residents have concerns and suggestions but there has been no public consultation and indeed officers have told me it is possible that most of the money may not be spent in Walton at all but could go to another part of the city.</p> <p>Given that it is council policy for neighbourhood committees and ward councillors to be consulted about spending of section 106 funds, why does Enterprise Peterborough and planning and highways officers appear not to be implementing this policy and would the cabinet member agree to an urgent meeting with me to discuss how we can ensure that local people in Walton are properly consulted about how these much needed section 106 funds should be spent?</p> <p>Councillor Hiller, the Cabinet Member for Housing, Neighbourhoods and Planning responded:</p> <p>Unfortunately there remains some confusion about the purpose of section 106 agreements under the planning legislation. I need to stress that this is not a source of free money that can be spent on whatever we like.</p> <p>It is important to understand that money secured through section 106 agreements can only be used to mitigate the direct impacts of the development proposed and that there must be both evidence of what those impacts will be and detailed proposals for how they will be overcome. If there is no evidence of need then financial contributions cannot be required through the planning process.</p> <p>The evidence base must be robust. For example, x number of houses will generate the need for y school places, and will generate an increase in traffic at a local junction necessitating a financial contribution of z towards improvement. In other words, a formula based approach that must be capable of withstanding external scrutiny and challenge through planning appeals and the courts.</p> <p>There must also be a clear audit trail in place to evidence how money has been spent, linking it back to the impact of the development. Otherwise the Council runs the risk of having to pay the money back to the developer.</p> <p>The Council's adopted Planning Obligations Implementation Scheme (POIS), our local development tariff, is underpinned by our Integrated Development Programme (IDP). This sets out in detail the strategic infrastructure that is required to support the growth of the city across a range of headings including transport, education, community,</p>

environment and emergency services. Many of these infrastructure projects have been approved by Members, for example through the Local Transport Plan and MTFs. 65% of POIS must be spent on strategic infrastructure.

The emerging Community Action Plans, to be approved through our Neighbourhood Committees, will set out in detailed action plans how the 35% of POIS allocated to neighbourhood level infrastructure will be spent locally. These will form the evidence base required to satisfy our legal requirements.

I hope that Councillor Sandford will see that his proposal to consult local residents after money has been secured from a particular development would be untenable and indeed contrary to the purpose of section 106, exposing the Council to significant risk. To secure the money in the first instance the Council must already have in place evidence of strategic and community infrastructure needs and how these will be met.

The following supplementary question was asked:

The 35% received from POIS is to be allocated according to an area's Community Action Plan. How will this be spent if there is no Community Action Plan? Many planning applications have been approved but there is no process to allocate funds through the Neighbourhood Committees.

Councillor Hiller responded:

Neighbourhood Committees will have a direct say in how the 35% of POIS money is spent even without Community Action Plans.

5 (iii) Questions with notice by Members to Council representatives of the Police and Fire Authorities

1. **Councillor Murphy asked Councillor Khan, the Council's representative of the Police Authority:**

Cambridgeshire Police Authority is seeking to make massive cuts this year, including the closing of Bridge Street Police Station. Does the representative believe it is wrong to be spending money creating an elected police commissioner whilst at the same time reducing the number of frontline police officers, and can he assure me these cuts will not impact on neighbourhood policing and lead to an increase in crime?

Councillor Khan, the Council's representative of the Police Authority responded:

Savings of £3m towards the £4.7m gap for 2012/13 have already been made. This is the result of the Constabulary's Operation ReDesign restructuring programme which has changed the model of policing allowing a reduction in the number of police staff and decrease the number of police officers in supervisory ranks to the same level as other forces. The reduction will be possible as acting and temporarily promoted officers will return to their substantive ranks. This has been done with the sole intention of protecting the front line.

Bridge Street Police Station has not closed and is still an operational base. Councillors will be aware that the enquiry office function is shortly due to move to a shared facility at Bayard Place. Even before austerity measures and cost savings came to the fore, it was recognised that Bridge Street Police station is no longer fit for purpose in the modern policing world. We firmly believe that collaboration, with bodies such as Peterborough City Council, is the only way to achieve the savings now required as well as provide an equally effective service.

Operation ReDesign and collaboration with other police and local authorities, are the two ways in which we are closing the budget gap for future years, with the primary aim of

	<p>protecting local frontline policing and our current good performance, improving resilience and services. Operation ReDesign changes have preserved the total number of constables at 1011 – no reduction.</p> <p>The Police Reform and Social Responsibility Act replaces police authorities with elected Police and Crime Commissioners (PCC) and Police and Crime Panels. The passing of the bill through Parliament succeeded in September – PCC elections will take place in November 2012. Our job now in many ways is the same as it has always been – to ensure that local policing is as efficient, effective and resilient as possible. However now it is in preparation for the hand over to the new PCC in November 2012 and doing this in a way which doesn't divert resources from the front line.</p>
2.	<p>Councillor Jamil asked Councillor Goodwin, the Council's representative of the Fire Authority:</p> <p>Does the representative agree that the Fire Authority should have listened to the Fire Brigade Union concerning the folly and expense of opening Regional Control Centres, rather than embark on a programme of cuts in order to fund these centres?</p> <p>Councillor Goodwin, the Council's representative of the Fire Authority responded:</p> <p>These two issues are completely unrelated. The key driver for the initiation of the Authority's Service Redesign programme, is in direct response to the Government's Comprehensive Spending Review (CSR) which has reduced the level of central government funding for Fire & Rescue Services by 25%, and is unrelated to any costs associated with the Government's abolition of the proposed Regional Control Centres.</p>

AGENDA ITEM 6 - EXECUTIVE BUSINESS TIME

6 (i) Questions with Notice to the Leader and Members of the Executive

1.	<p>Councillor Shearman asked Councillor Scott, the Cabinet Member for Children's Services:</p> <p>Would the Cabinet member agree with me that John Richards, the recently departed Executive Director of Children's Services, enhanced his reputation as a person of high integrity by taking responsibility for the appalling judgements made by the OFSTED team over the Council's arrangements for safeguarding our most vulnerable children and young people?</p> <p>Councillor Scott, the Cabinet Member for Children's Services responded:</p> <p>I would like to remind members of the statement that was made when John Richards resigned which I fully support:</p> <p>"As a result of the findings of the Ofsted inspection into the safeguarding of children published on 6th September 2011, John Richards, Director of Children's Services has decided to resign from his role with immediate effect. John is completely supportive of the sector-led improvement programme which has been designed to bring about significant and sustained improvement in children's safeguarding. He accepts that this approach and new leadership of the services is now required. John was responsible for a wide range of services, the majority of which are run successfully. However, he accepts that the first point of contact for people in the safeguarding service (referral and assessment) is one of the most important areas within his remit and, given the findings of Ofsted, he believes that as Director he needs to take accountability for this." This is a statement that I support.</p> <p>The following supplementary question was asked:</p> <p>Since you assumed the role of Cabinet Member for Children's Services, we have been inspected on 4 occasions by Ofsted. In all 4 inspections, Ofsted either identified significant weaknesses or deemed our arrangements for safeguarding children as being inadequate. Since everyone here recognises that you, like Mr Richards, is a person of high integrity, can you explain why you have not followed his example and also resigned?</p> <p>Councillor Scott responded:</p> <p>It would have been easy to resign and I did consider my position. I took into account the report and comments from the Inspector about me and what was said to me privately. The most important thing was to ensure the continuity of the service at that time. It has been recognised that because I remained in place, and retained the confidence of colleagues, I was able to act speedily to take up the offers of help from around the country which could have been more difficult if there had been a change of Cabinet Member too. If at any stage during the recovery process I decide that Children's Services would be better without me I would resign but, that is not now.</p>
2.	<p>Councillor Miners asked Councillor Hiller, the Cabinet Member for Housing, Neighbourhoods and Planning:</p> <p>Noting the Council is currently "consulting" on its Traveller Management, Transit Sites and debating the issues surrounding 'Emergency Stopping Areas' and has been forced</p>

to undertake quite substantial remedial measures to deny further returns of illegal Traveller Encampments, isn't it now essential the Traveller Liaison Officer fully returns to employment with the Council's Enforcement Team and be transferred back from Enterprise Peterborough at the earliest opportunity?

Councillor Hiller, the Cabinet Member for Housing, Neighbourhoods and Planning responded:

The role of the traveller liaison officer within Enterprise Peterborough involves both the management of permanent traveller's sites, as well as dealing with unauthorised encampments. The role specifically involves the building of a relationship with the travelling community, in all its forms, and as such does not include many of the functions of the enforcement officers within the Operations department. This role also involves organising visits from healthcare, social services, education and other professionals in the interests of ensuring the welfare of the individuals involved.

The enforcement officers who work within the operations team role is one of investigating, gathering evidence and related tasks for the issues involving environmental related crimes.

The response to unauthorised encampments has evolved recently and will continue to do so. The enforcement team are providing support through monitoring of environmental crime and anti social behaviour incidents near to unauthorised encampments allowing the traveller liaison role to remain independent from strict enforcement duties. This working relationship continues to develop as the needs of the service change and this is not reliant on which organisation an individual works for as all parties involved are working closely towards the same aims.

The following supplementary question was asked:

Would a transfer give more accountability to the role and ensure greater coordination of enforcement activities?

Councillor Hiller responded:

I would welcome further discussion on this with Councillor Miners.

3. **Councillor Fox asked Councillor Walsh, the Cabinet Member for Community Cohesion and Safety:**

The Firework Fiesta was cancelled due to various reasons, one being as a result of advice from the Peterborough Safety Advisory Group regarding road safety. Can the Cabinet Member give councillors some more information about this group such as its remit, its leading members, its relationship with the council and what powers it has to permit or prevent popular events in the city?

Councillor Walsh, the Cabinet Member for Community Cohesion and Safety responded:

The Safety Advisory Group is in place to ensure that all large scale events are run safely and securely and within current legislation and guidance. As the group's title states, it is advisory and not statutory. The group's core membership consist of relevant representatives from the three emergency services, various PCC departments depending on the nature of the event (highways, regulatory services, waste management etc) and site owner/controller (if not PCC land). The group is chaired by the Resilience Services Manager, Stuart Hamilton. The group will work with event organisers to make suggestions and give advice to help them manage an event safely and securely as well as advising the site owners on the suitability of any event on their land. Although not a statutory group, it is standard practice for all local authorities to have these arrangements

	<p>in place.</p> <p>The following supplementary question was asked:</p> <p>Can major decisions about key events in the city be discussed with Councillors so they don't have to find out in the local press?</p> <p>Councillor Walsh responded:</p> <p>Improvements could be made to communicating information in the future.</p>
4.	<p>The question from Councillor Goldspink relating to CCTV in the city centre was withdrawn following receipt of information prior to the meeting.</p>
5.	<p>Councillor Miners asked Councillor Walsh, the Cabinet Member for Community Cohesion and Safety:</p> <p>Noting the recent incidents of pets, particularly cats, being shot (sometimes killed) throughout the city by air pellet pistols/rifles, isn't it about time these sort of freely available imitation firearms are banned from public sale and is there any possibility PCC, in partnership with all the Registered Social Landlords and Private Landlords can work to ban their possession and use in residential areas of the city, leading perhaps to an enforceable special Local Byelaw to achieve this?</p> <p>Councillor Walsh, the Cabinet Member for Community Cohesion and Safety responded:</p> <p>The use of any form of firearm to cause harm in our city is a serious issue and must be handled as such. The incidents Councillor Miners refers to are despicable acts.</p> <p>Under Part V of the Anti Social Behaviour Act 2003 the possession of an airgun or imitation weapon in public is an offence. In addition Section 26 of the Violent Crime Reduction Act states that imitation firearms must be more than 50% transparent, with bright colours and have restricted dimensions (to be precise - maximum height 38 mm and maximum length 70 mm).</p> <p>The issue therefore is one of enforcement as appropriate legislation is already in place. As a result of the intelligence provided by the councillor, I will ask that council and police officers work together to tackle the issue through the enforcement of existing legislation and the use of our anti-social behaviour tools. I will also ask that this process be supported by ongoing test purchases in shops where firearms or imitation firearms are sold.</p> <p>I have secured the support of the Police Authority who has confirmed that it will work with partners wherever possible to ensure that crimes such as this are effectively dealt with by the police and other agencies.</p>
6.	<p>Councillor Saltmarsh asked Councillor Scott, the Cabinet Member for Children's Services:</p> <p>Everyone in the city involved with children will be extremely concerned about the recent Ofsted inspection and our inadequate rating. Can you please reassure members that all up to date information is now available to Cabinet and that effective measures are now in place to address the areas of concern highlighted by the inspectors?</p> <p>Councillor Scott, the Cabinet Member for Children's Services responded:</p> <p>I share the concern over the recent Ofsted inspection and the implications for safeguarding in Peterborough. Councillor Saltmarsh will be aware that the Council</p>

responded rapidly to the findings of the Ofsted report. We are using support from other local authorities to consider both the Ofsted findings and the way in which all services play a part in safeguarding children and young people. I have been truly impressed by the way other councils have been prepared to lend their support to help us.

There are actions that we have taken in the short term to address immediate issues and concerns including recruiting additional staff to address capacity problems. However, Councillor Saltmarsh will be aware that the Ofsted report recognises that some of the actions we need to take are over the longer term. We need to take immediate measures to reduce risk to children and young people. However, sustainable improvement isn't going to be delivered by a sticking plaster approach, it will take time and a lot of hard work but we have to ensure that our response to the inspection is sustainable and that we reduce risk to children over the long term.

We have an experienced and well respected Director leading the improvement team who are finishing their diagnostic work now to ensure that our short, medium and long-term actions are robust. Up to date information is available in the form of performance indicators and quality assurance work which the Department undertakes on a regular basis and I discuss this information and the progress being made with the Director at the very least on a weekly basis.

I would also like to acknowledge the tremendous support I have received from individuals and organisations in the city. Their understanding of the challenges faced in child protection coupled with their offers of support will also add strength to our recovery journey.

The following supplementary question was asked:

Why were scrutiny members not told of the findings of the Ofsted report and instead had to find out from the local newspaper?

Councillor Scott responded:

The information was shared with Group Leaders.

7. Councillor Goldspink asked Councillor Seaton, the Cabinet Member for Resources:

What is the point of having a scrutiny system where Members spend many hours poring through detail and asking questions if officers simply ignore the recommendations made, as they did the recommendation made by the Strong and Supportive Communities Scrutiny Committee meeting on 19 January 2011, which recommended "That following consideration by the Committee of the Citizen's Power Programme it is recommended to the Project Sponsor, Adrian Chapman that the Citizens Power Programme, which is a joint venture between the Royal Society of Arts, Peterborough City Council and the Arts Council, be immediately disbanded."

Councillor Seaton, the Cabinet Member for Resources responded:

Officers have not ignored the recommendation made. With the full agreement and support of the Scrutiny Committee an extensive review of the entire Citizen Power Program has taken place followed by detailed and challenging debate and discussion at Scrutiny Committee itself. This process led to a series of recommendations being made by officers to the committee and a number of significant changes being made to the program, including project strands being terminated that were shown to be less effective than others. The Scrutiny Committee has further agreed to the formation of a scrutiny task and finish group to continue to oversee the delivery of the program. This process has been an excellent example of how the scrutiny process should work.

	<p>The following supplementary questions was asked:</p> <p>Can you confirm that there is no intention to extend the program past the original 2 year investment using council funds?</p> <p>Councillor Seaton responded outside the meeting:</p> <p>There are no plans to extend the program beyond the original two year investment using council funds. We are working with the RSA on funding bids which may or may not be successful, and these may determine what happens at the end of the original period, but this will not include any investment from the City Council.</p>
8.	<p>Councillor Murphy submitted the following question to Councillor Cereste, the Leader and Cabinet Member for Growth, Strategic Planning, Economic Development and Business Engagement:</p> <p>Following the announcement by Enterprise that it will be cutting jobs in Peterborough, and the news that Vivacity is to reduce enhanced payments made to their staff for working unsocial hours, does he regret outsourcing these services and will he consider placing a moratorium on other outsourcing proposals which have the potential to put a further 300 Council jobs in jeopardy?</p> <p>Councillor Cereste, the Leader and Cabinet Member for Growth, Strategic Planning, Economic Development and Business Engagement sent the following response:</p> <p>There was a sound rationale for the Council entering into the respective partnerships with Enterprise Peterborough and with Vivacity, and yes I do believe the right decisions were made in terms of continuing to improve local services, and offering value for money to local taxpayers. Staffing is a large part of the costs involved in providing these services and like everyone else, Enterprise Peterborough and Vivacity need to keep these costs under review.</p> <p>As far as Manor Drive is concerned, significant savings have already been made internally by the Council to streamline staff and processes and to generate income. But, there is only so much the Council can do by itself. I believe the optimum way forward for Manor Drive is to engage a suitable partner who will grow and develop the services (rather than reduce them), bring inward investment in terms of employing and developing local staff, and services and whose presence in the City will encourage other businesses to relocate here. I believe all of this will provide a more secure future for the Manor Drive staff.</p>
9.	<p>Councillor Murphy submitted the following question to Councillor Scott, the Cabinet Member for Children’s Services:</p> <p>In view of the fact a child known to social services was allegedly murdered in Peterborough earlier this year, would the Cabinet member confirm whether he was on the 'at risk' register and whether she believes children in Peterborough are receiving the level of protection they deserve from the Council?</p> <p>Councillor Scott, the Cabinet Member for Children’s Services sent the following response:</p> <p>This particular case is the subject of a criminal trial, and is therefore sub judice, which prevents me from giving you any further details about it at this stage.</p> <p>As to whether children in Peterborough are receiving an appropriate level of protection, I have already dealt with that in my answer to an earlier question from Councillor Saltmarsh, setting out the Council’s response to Ofsted findings.</p>

10.	<p>Councillor Shearman submitted the following question to Councillor Samantha Dalton the Cabinet Member for Environment Capital:</p> <p>Would the Cabinet member confirm whether the savings which will accrue to the Council when the solar panels are installed at the Freeman's site will be based on the higher feed-in tariff, or did she fail to ensure the Council met the August deadline?</p> <p>Councillor Samantha Dalton, the Cabinet Member for Environment Capital sent the following response:</p> <p>Cabinet at its meeting on 13th June authorised the Executive Director – Strategic Resources to award the contract for design, supply, installation and maintenance of Solar Photovoltaic (PV) panels on the roof of the former Freemans building at Ivatt Way, Westwood, Peterborough, PE3 7PA.</p> <p>This contract as a result of its value required a European procurement exercise to be undertaken. This was completed on 6th July – a total of 48 days.</p> <p>During the contract negotiations it was established that the layout of the roof would necessitate bespoke structures to be designed and built to mount the solar panels.</p> <p>The rules on feed in tariffs at this time enabled the work to be built out in phased stages that would enable the scheme to be ‘banked’ at the higher tariffs so long as a minimum of 50kw were commissioned and accredited by 29th July 2011.</p> <p>The remainder of the 1.5mw scheme was programmed to be built out by 31st march 2012. The work to the end of July was completed as planned.</p> <p>It was therefore unfortunate that on the 27th July 2011 DECC announced a further review of feed in tariffs which specifically aimed to close the regulation that was in existence that we were building out the project under. This referred to a loophole in the regulations that allowed schemes to be built out, a year and a day after the 29th July 2011. It should be noted that there were a number of solar developers looking to exploit this loophole and the council, at 1.5MW was within the lower band of capacity. However, since we were over 1MW, OFGEM requested an audit of the scheme. We are currently providing OFGEM with further evidence to confirm our commissioning date of 29th July 2011.</p> <p>During the period of the consultation we continued to build out an additional 150kW , thus giving a total of 200kW. This has enabled us to ‘bank’ as much as possible on the assumption that any response to the consultation was not successful.</p> <p>The council responded to the consultation directly with the support of the local government association – we were the only council funded scheme to be caught by the change. In addition the leader personally wrote to the Minister Greg Barker.</p> <p>Regrettably when the government announced its decision, they did not grant the scheme an exemption.</p> <p>The scheme however will still be one of the largest roof mounted schemes in the east of England and we are not aware of any other local authority scheme of this size. The latest build out phase of 150kw has utilised the latest thin film technology for solar panels. This is the largest in the UK.</p> <p>In spite of this setback, that could not have been foreseen, we are committed to the ongoing rollout of solar panels across Peterborough but each scheme will need to be limited to a maximum size of 50kw on roofs.</p> <p>I hope in the next month to be able to announce the range of properties that the next</p>
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	<p>phase will cover – in total I hope that it will be almost up to 2MW. In the mean time I can also confirm that the scheme of 50Kw is operating on the regional pool and that the early meter readings show that the panels are performing at a level in excess of that set out in the contract. In addition we shall be shortly building out a 50kw scheme on the town hall roof.</p>
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COUNCIL	AGENDA ITEM No. 4
7 DECEMBER 2011	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.

(Events marked with * denotes events attended by the Deputy Mayor on the Mayor's behalf).

2. ACTIVITIES AND INFORMATION – From 1 October to 27 November 2011

Mayor	Visit to Phoenix School	Phoenix School
Mayor and Consort	Mock interviews	Fisherprint
Mayor and Deputy Mayor	Charity Committee	The Parlour
Mayor	Citizenship Ceremony	Council Chamber
Mayor and Consort	Kenyan exchange students visiting Wittering School to visit the Mayor	The Mayor's Parlour and Chamber
Mayor and Consort	The Willow Festival Launch Event	Reception Room, Town Hall
Mayor	Run through for University Centre Peterborough - Graduation Ceremony	The Cathedral
Mayor and Consort	University Centre Peterborough - Graduation Ceremony	The Bull Hotel followed by a procession to The Cathedral
Mayor and Consort	Masteroast's 30th birthday party	Plantation House
Deputy Mayor	Masteroast's 30th birthday party	Plantation House
Mayor and Consort	Stef Malajny to present Cheque from the Italian Festival	The Parlour
Mayor and Consort	Conservative Group Social Event	The Ramada Hotel
Mayor and Consort	Peterborough Macmillan Cancer Support Centenary Ball	The Marriott Hotel
Mayor and Consort	Justice Service	Ely Cathedral
Deputy Mayor	Civic Service for Cllr Seymour	Sutton St. Edmund Parish Church
Mayor and Consort	Open Morrisons Store	Bellona Drive, Stanground,
Mayor and Deputy Mayor	Charity dinner - Mayor of Bourne	Aroma Spice
Mayor and Deputy Mayor	Visit Copeland Sheltered Accommodation	Copeland, Bretton, PE3 6YJ
Mayor and Deputy Mayor	Visit St John's Church to look at possible site for Holocaust Memorial	St John's Church
Mayor, Consort, Deputy Mayor and Deputy Mayoress	6.15 pm – Procession, 7.45 pm - Sausage Supper	The Reception Room
Mayor	Visit to Jack Hunt School	Jack Hunt School
Mayor and Deputy Mayor	Photo shoot for Perkins GER	The Parlour
Mayor and Deputy Mayor	Charity Lunch	Reception
Mayor and Deputy Mayor	Celebration of Festival of Navrati	The Cresset
Mayor and Deputy Mayor	Crossed Keys Play	The Green Backyard
Mayor, Consort, Deputy Mayor and Deputy Mayoress	Charity Dinner	The Parlour
Mayor and Consort	Heal the World Ball	The Fleet
Mayor and Consort	Autumn Festival – Lunch and Prize distribution	Longthorpe Village Hall

Mayor, Consort and Deputy Mayor	GER - fun run 10am, full race 10.30am	St Peters Arcade to meet group
Mayor and Consort	Time Capsule Event	The Applecart
Mayor and Consort	Visit Mellows Close Sheltered Housing	Mellows Close
Mayor and Consort	Students to accompany Mayor who have won a competition for Local Democracy Week	The Parlour
Mayor and Consort	Meet with Jonathan Lewis to discuss Chinese Civic Ceremony	The Parlour
Mayor and Consort	Citizenship Ceremony	Council Chamber
Mayor and Consort	Business Focus 2011 – VIP Breakfast	East of England Showground
Mayor and Deputy Mayor	Preparation for full council meeting	The Parlour
Mayor and Consort	Preparation for full council meeting	The Parlour
Mayor, Consort and Deputy Mayor	Full council meeting	The Chamber
Mayor and Consort	Anglian Water Event	Town Hall
Mayor and Deputy Mayor	Talk about the Holocaust	Jack Hunt School
Mayor and Consort	Beeches School Visiting teachers from Kenya	The Parlour
Mayor and Consort	Inauguration of the Ghana Association	Voyager School
Deputy Mayor and Deputy Mayoress	Concert – Mayor of St Ives Charities	Free Church
Mayor and Consort	Anniversary Ball	The Fleet
Mayor and Consort	Annual Civic Service – Mayor of Hunstanton	St Edmund's Church
Deputy Mayor	Civic Service - Chairman of East Lindsey District Council	St Matthews Church
Mayor and Consort	Host reception of Chinese Delegation then Lunch at Jimmy Spices	The Parlour
Mayor and Deputy Mayor	Photo Op to promote the Halloween Party	Party Shop in Shrewsbury Ave.
Mayor and Consort	Visit to see SEN in action - Gunthorpe Primary	The Pentlands
Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee Morning	Norburn High
Mayor and Consort	Wine Tasting Evening to raise funds for Cambridge Cruse Bereavement Care	The Guildhall
Mayor, Consort and Deputy Mayor	Snack Away will deliver some buffet samples	The Parlour
Mayor, Consort and Deputy Mayor	Charity Committee Meeting	The Parlour
Mayor and Consort	Family Voice Research Day	The Fleet
Mayor and Consort	Launch of the joint project between Eastern Angles and Vivacity called 'Forty Years On'	Bretton Library
Mayor and Consort	Chinese Delegation Dinner	Best Western Orton Hall
Mayor and Consort	Judging the final wreaths	Dogsthorpe Junior School
Mayor and Consort	Ormiston Children and Families Trust – 30 th Anniversary and Celebration of National Parents Week	Ormiston East Children's Centre
Mayor and Consort	Invitation to Nepalese 'Dashai and Tihaar	Stafford Hall Westwood
Mayor & Consort	Mayor's Civic Celebrations	Corby Council Chamber
Mayor and Consort	Visit to Masteroast	Masteroast Coffee Company Ltd
Mayor and Consort	Cross Keys Coffee Morning	Scotendon, Orton Goldhay,
Mayor and Consort	Family Voice Activity Day	The Fleet, Fletton
Mayor and Consort	Citizenship Ceremony	Council Chamber
Mayor and Consort	Cross Keys Coffee Morning	Finchley Green

Mayor, Consort and Deputy Mayor	All Party Policy Meeting	Council Chamber
Mayor and Consort	Family Voice Halloween Party	The Fleet, Fletton
Mayor and Consort	Mayor's Charity Fun Day	Cathedral Square
Mayor and Consort	Young Leaders Launch Event	HCSA, Beaumont Way
Mayor and Consort	Charity Evening – Mayor of Boston	Boston Conservative Club
Mayor and Consort	Peterborough Bangladesh Welfare Association Presentation Party	Gladstone Park, Community Centre
Mayor, Consort and Deputy Mayor	Halloween Event	Reception Room
Mayor, Consort and Deputy Mayor	Rededication Service RBL	St Mary's Church
Mayor, Consort and Deputy Mayor	Launch of the Poppy Appeal	Town Hall steps and Queensgate
Mayor and Consort	Additional All Party Policy – Bribery Act 2010	Council Chamber
Mayor and Consort	Launch of a new pilot scheme to recruit foster carers	Brewster Avenue
Mayor and Consort	Run through for Remembrance Sunday	The Sacristy
Mayor and Consort	Citizenship Ceremony	Council Chamber
Mayor	Cross Keys Homes Sheltered Accommodation Coffee Morning	Woad Court, Eye
Mayor	Open early years playground	Riverside Community Pavillion
Mayor and Consort	Peterborough Gang Show	The Key Theatre,
Mayor and Consort	Departmental visit with Gillian Beasley	Legal Department
Mayor and Consort	Evensong at Peterborough Cathedral; Installation of Dr Clive Morton OBE as lay Ecumenical Canon	Peterborough Cathedral
Mayor and Consort	Annual Volunteer Awards	Reception Room
	Student from the Phoenix School shadowing the Mayor (Takeover Day)	
Mayor, Consort, Deputy Mayor and Deputy Mayoress	Remembrance - 2 Minutes Silence	Cathedral Square
Mayor and Consort	City Hospital Iphone Health Walk Launch Event	Peterborough City Hospital
Deputy Mayor	Mayor of Kettering's Civic Ball	Wicksteed Park
Mayor and Consort	Peterborough Rotary Club - Charter Celebration	The Haycock Hotel
Mayor and Consort	Autumn Choral Concert - Peterborough Coral Society - Nelson Mass	St. John's Church
Mayor, Consort, Deputy Mayor and Deputy Mayoress	Remembrance Sunday	Town Hall and Cathedral
Mayor, Consort, Deputy Mayor and Deputy Mayoress	Curry Lunch	TA Centre
Mayor and Consort	Meet and greet at Family Voice event	TBC
Mayor and Consort	Annual General Meeting of Peterborough and District Family Mediation Service	City College Peterborough
Mayor and Consort	Young Lives & Takeover Day Temporary War Memorial Fundraising Event	Central Square (near BHS ground floor/Costa)
Mayor and Consort	Meet and greet at Family Voice event	Unit 2, Pyramid Shopping Centre, Bretton,
Mayor, Consort and Deputy Mayor	Annual General Meeting of Peterborough and District Family Mediation Service	City College Peterborough,
Mayor and Consort	Visit by Phoenix School	The Parlour
Mayor and Consort	Poppy – Money Counting	Paston Gunthorpe community Centre

Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee Morning	Wildlake, Orton Malborne,
Mayor and Consort	Meeting with Oussama Rahmeni - Companion care vet surgery - charity work	The Parlour
Mayor and Consort	Placing the star on top of the Christmas tree	Cathedral Square, Peterborough
Mayor and Consort	Holocaust Memorial Day planning meeting	St John's Church
Mayor and Consort	Royal Marines study of Peterborough	Peterborough
Mayor	Werrington Social Group Tea Afternoon	Werrington Village Hall
Mayor and Consort	Presentation to Governor (pick up Gillian Beasley from the Town Hall at 5.15 pm for 5.30 pm appointment)	City College, Peterborough
Mayor and Consort	The One Show Children In Need Rickshaw Challenge	Cathedral Square, Peterborough
Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee Morning	Nelson Place, Stanground,
Mayor, Consort and Deputy Mayor	Charity Committee	Member's Lounge
Mayor and Consort	The launch of the art exhibition: "Nature inside and out" at Andronicas Gallery and Café	Peterborough Garden Park,
Mayor, Consort and Deputy Mayor	Come dine with the Mayor	The Parlour
Mayor and Consort	Opening of a 15 bed residential autism unit for Living With Autism Ltd	Haddon House
Mayor and Consort	Quilts4London Appeal	Phoenix School
Mayor and Consort	Peterborough Redevelopment - Station Visit	Peterborough Station
Mayor, Consort, Deputy Mayor and Deputy Mayoress	Annie	The Peterborough School
Mayor and Consort	Opening of Fossils Galore Museum	Peakirk Art Centre
Mayor, Consort and Deputy Mayor	Christmas Light switch on followed by Reception at the Town Hall	Guildhall
Mayor and Consort	Special service to celebrate over 150 years of worship at St Mary's, and the 20th anniversary of new church and centre buildings followed by Drinks/Nibbles	St Mary's Church
Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee Morning	Becketts Close
Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee Morning	Herlington, Orton Malborne
Mayor and Consort	Visit Dogsthorpe Discovery	Mountsteven Avenue
Mayor, Consort and Deputy Mayor	Diary Meeting	The Parlour
Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee morning	Becketts Close
Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee morning	Herlington
Mayor and Consort	Visit Dogsthorpe Discovery	Mountsteven Avenue,
Mayor and Consort	Interview with Lite FM	The Parlour
Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee morning	Rangefield
Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee morning	Hinchcliffe 2
Mayor and Consort	Tasting session for the new hospitality menus (Enterprise)	The Hereward Campus
Mayor and Consort	Citizenship Ceremony	Council Chamber
Mayor and Consort	Visit to Matley Primary School	Orton Brimbles
Mayor and Consort	RAF Alconbury Chapel Community Thanksgiving and Pie Social	The Chapel and Community Centre

Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee morning	Tyesdale
Mayor and Consort	Make presentation to 3 young people (Local Democracy Week Voucher Winners)	The Parlour
Mayor, Consort and Deputy Mayor	Embe Restaurant's exclusive wine tasting night	Embe Restaurant,
Mayor and Consort	Celebration of Students' Work	City College, Peterborough
Mayor and Consort	30th Anniversary of Sheltered Housing Scheme	Hartwell Court
Mayor and Consort	Mayor of Northampton's Charity Gala Dinner	The Park Inn Hotel
Mayor and Consort	Instrument Fun Session for Deaf and Partially Deaf Young People	Jack Hunt Secondary School
Deputy Mayor and Deputy Mayoress	Bourne Town Mayor's Charity 60's/70's Night	Angel Hotel
Mayor and Consort	Rita's 70 th Birthday Party	Admiral Wells Arms,
Mayor and Consort	Vito's 60th Birthday Party	The Fleet
Mayor, Consort and Deputy Mayor	Carol Service	St Peters Church

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

None.

4. DIRECTOR RESPONSIBLE

Chief Executive.

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COUNCIL	AGENDA ITEM No. 12
7 DECEMBER 2011	PUBLIC REPORT

**EXECUTIVE REPORT – FOR INFORMATION
RECORD OF EXECUTIVE DECISIONS**

1. DECISIONS FROM CABINET MEETING HELD 7 NOVEMBER 2011

SINGLE EQUALITY SCHEME

Cabinet received a report following the implementation of the Equality Act 2010, setting out how the council would meet its statutory obligations and included an action plan setting out the timetable for doing so.

Cabinet considered the report **RESOLVED** to:

1. Request the Single Equality Scheme be submitted to the next meeting of Cabinet for approval following the inclusion of updated statistical data.

PETERBOROUGH HOUSING STRATEGY 2011-2015 (INCORPORATING THE PETERBOROUGH STRATEGIC TENANCY POLICY) (DRAFT VERSION FOR CONSULTATION)

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

Approve the Peterborough Housing Strategy 2011-15 (incorporating the Peterborough Strategic Tenancy Policy) for the purposes of public consultation.

Cabinet further **RESOLVED** to:

1. Include information in the document on where renewable energy planning policy information would be available from as recommended by Sustainable Growth Scrutiny Committee; and
2. Amend the wording of the final paragraph of the 'Ensuring a varied housing offer that supports mixed communities' section in Objective Four on page 25 of the document and Policy HS34, as recommended by Sustainable Growth Scrutiny Committee, to read as follows:

“Furthermore, to promote social cohesion Council encourages an integrated approach to affordable housing provision on new development rather than social segregation. This involves the Council working with developers and housing association partners to create a mix of affordable housing dwellings and private dwellings throughout the development in an attempt to minimise social exclusion and encourage mixed communities.

Policy HS34

In its role as housing enabler, the Council will work with developers and housing associations to ensure affordable housing provision is effectively integrated into new development.

2. **CALL-IN BY SCRUTINY COMMITTEE OR COMMISSION**

Since the last report to Council, the call-in mechanism has not been invoked.

3. **SPECIAL URGENCY AND WAIVE OF CALL-IN PROVISIONS**

Scrutiny Procedure Rule 14 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 special urgency provisions have been invoked in respect of the following decisions:

Special Urgency

Award of contract for the Extension and Refurbishment of the John Mansfield Centre - OCT11/CMDN/114

The Chairman of the Council's Sustainable Growth Scrutiny Committee agreed to the Council's urgency procedures being invoked in respect of this decision which:

- (i) waived the five day consideration period;

The tender price for the works expired on 22 October 2011. Were approval not secured by this date a further tender exercise would have been needed to take place thus building in further significant delay to the project; further delay would also have resulted in future tender prices increase subjecting the City Council to additional project costs and potentially putting the project in jeopardy should revised tender prices be in excess of the budget available; and further delay would also have exposed the City Council to a claim for loss of earning from the Innova Development Trust which was due to take on the John Mansfield Centre on a 99 year lease.

Urgency

Award of contract: Drugs and Alcohol Misuse Services for Children and Young People - OCT11/CMDN/115

The Chairman of Sustainable Growth Scrutiny Committee was advised of the intention to invoke the Urgency procedure in respect of this decision which:

- (i) waived the need to be included on the Forward Plan;

The value of the contract was not forecast to exceed £500,000 as the efficiencies resulting from the merger of the two services should have enabled bidders to come in under £500,000. The transition to the new provider had a TUPE implication which required a lead in time of at least 30 days and if officers waited until November for the decision, which was the earliest time it could be taken if we were to include it into the next Forward Plan, then the Supplier would not have sufficient time to mobilise effectively for the contract start date of 1 January 2012 and the council would not have the services in place for the start of January resulting in a disruption in services which would put young people and children with misuse problems at risk.

4. CABINET MEMBER DECISIONS

CABINET MEMBER AND DATE OF DECISION	REFERENCE	DECISION TAKEN
Councillor Hiller 4 October 2011	OCT11/CMDN/108	<p>Street Lighting Efficiency Programme 2011/12 - Award of Contract</p> <p>The Cabinet Member for Housing, Neighbourhoods & Planning approved the contract award for the Street Lighting Efficiency Programme to BAM Nuttall Limited for the sum of £452,365.35.</p>
Councillor Hiller 5 October 2011	OCT11/CMDN/109	<p>Peterborough City Council's Response to the Draft National Planning Policy Framework (NPPF)</p> <p>The Cabinet Member approved Peterborough City Council's response to the draft National Planning Policy Framework for the purpose of submission to the Department of Communities and Local Government by the 17th October 2011 deadline.</p>
Councillor Holdich 6 October 2011	OCT11/CMDN/111	<p>Appointment of Authority Governor - Nenegate Primary School</p> <p>The Cabinet Member appointed Mrs Margaret Short who had been nominated by the local authority.</p>
Councillor Walsh 12 October 2011	OCT11/CMDN/112	<p>Contract Award - Adult Drug Treatment Services</p> <p>The Cabinet Member approved the award of the contract for the delivery of Adult Drug Treatment Services within Peterborough to Crime Reduction Initiatives (CRI) for £6,937,718. The contract included the following services, tendered in four Lots:</p> <ul style="list-style-type: none"> • Open Access; • Criminal Justice; • Specialist Prescribing; and • Recovery & Reintegration. <p>The contract would run for the period 1st January 2012 to 31st March 2015, subject to funding being available for each year, with the option to extend for a further twelve months to 31st March 2016.</p>
Councillor Seaton 13 October 2011	OCT11/CMDN/113	<p>Award of grants to not-for-profit organisations 2011 through to 2011-2012</p> <p>The Cabinet member for Resources to authorised the award of the following grants:</p> <p>Voluntary Sector Organisations: 1st October 2011 to 31st March 2012</p>

		<ul style="list-style-type: none"> • Age Concern (Advice and Information) £9,925 • Age Concern (Befriending) £23,550 • Age Concern (Premises) £7,000 • DIAL Peterborough £16,325 • GladstoneConnect £11,135 • PCVS Volunteer Centre £10,000 • PeterboroughMediation £9,760 • Peterborough Racial Equality Council £19,810 • Peterborough Women's Aid £32,380 • Peterborough Women's Centre £9,000 • Peterborough Workspace £35,000 • Victim Support Cambridgeshire £4,425 • WRVS £11,140 • Peterborough Women's Aid - (Advocacy Service) Up to £15,874 <p>Tenants and Residents Associations</p> <ul style="list-style-type: none"> • Approval for the Head of Neighbourhoods to award grants to registered tenants and residents associations up to a maximum combined budget of £5,000 <p>Riverside Pavilion Limited</p> <ul style="list-style-type: none"> • Grant for 2011/12 £20,000 <p>Focus Centre, Dogsthorpe</p> <ul style="list-style-type: none"> • Grant for 2011/12 £30,000 <p>Cohesion Board Projects</p> <ul style="list-style-type: none"> • Peterborough Racial Equality Council <ul style="list-style-type: none"> ○ (Educational working group) £1,000 ○ Hate Crime Task and Finish Group £3,000 ○ (Tension Monitoring Group) £2,000 • East of England Faith Council £5,000 • Faith and Cohesion Network £4,000 • Race Equality Network £5,000 • Disability Forum £2,000 • Cohesion Grants (£500 max per group) £18,000 • One off specific grants relating activities £4,000 • Start up grants for Community Groups £1,000
Councillor Walsh 13 October 2011	OCT11/CMDN/114	<p>Award of contract for the Extension and Refurbishment of the John Mansfield Centre</p> <p>The Cabinet Member for Community Cohesion and Safety authorised the award of the contract to Burmor Construction Limited, for the extension and refurbishment of John Mansfield Centre Peterborough, for the sum of £957,227.27.</p>
Councillor Scott 14 October 2011	OCT11/CMDN/115	<p>Award of contract: Drugs and Alcohol Misuse Services for Children and Young People</p> <p>The Cabinet Member for Children's Services authorised</p>

		the award of a 3 year and 3 month contract with an optional 1 year extension to Drinksense for the provision of Drugs and Alcohol Misuse Services for Children and Young People from 1 January 2012 until 30 March 2015 for the sum of £526,464 which included capital and operational costs necessary to run the services.
Councillor Holdich 19 October 2011	OCT11/CMDN/116	<p>Longthorpe Primary School Modernisation</p> <p>The Cabinet Member authorised the award of the contract for the modernisation works at Longthorpe Primary School to include provision of six replacement classrooms with associated facilities, roofing to the existing courtyard, new offices, meeting room, staff room, extended services base and reception area to E.N. Suiter and Sons Ltd for the sum of £1,498,565.00.</p>
Councillor Seaton 17 October 2011	OCT11/CMDN/117	<p>Discretionary Rate Relief from Business Rates for Charities, Similar Organisations Not Established or Conducted for Profit (renewals)</p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1) Approved the award of Discretionary Rate Relief for charities and similar organisations shown on the schedule at Appendix A to 31 March 2013; and 2) Rejected the applications for awards of Discretionary Rate Relief for charities and similar organisation as shown on the schedule at Appendix B.
Councillor Lee and Councillor Seaton 20 October 2011	OCT11/CMDN/119	<p>Manor Drive Managed Service - Outcome of Final Tender Evaluation and Identification of Preferred Bidder -</p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> (1) Noted the evaluation methodology used for the purpose of evaluating the final bidders' tenders which was pre-determined and issued to bidders as part of the invitation; (2) Noted the scores and rankings following evaluation of the final tenders and the reasons for the scores and rankings as set out in Exempt Annexes 1, 2 and 3; (3) Identified the name of the preferred bidder for Manor Drive Managed Service which is Serco Limited as having submitted the most economically advantageous tender to the Council; (4) Agreed that the broad range of service elements (including their component parts) to be included in the scope of the partnership at the commencement were:- <ul style="list-style-type: none"> - Shared Transactional Services; - Business Support; - Customer Services (but not Bereavement and Registrars Services);

		<ul style="list-style-type: none"> - Financial Systems Support; - Operational Procurement; - Business Transformation and Strategic Improvement; - Strategic Property; <p>(5) Granted a 10 year partnership term subject to the ability to extend it for 2 further periods each of 5 years;</p> <p>(6) Endorsed that a Strategic Partnership Board would oversee the partnership providing such strategic direction for the delivery, development and growth and resolving any escalated issues or other matters which require high level input or direction as part of the governance arrangements;</p> <p>(7) Agreed the following would be the Council's representatives on the Strategic Partnership Board:-</p> <ul style="list-style-type: none"> - Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning (who will Chair the meetings of the Board at least for the first year); - Cabinet Member for Resources; and - Executive Director – Strategic Resources. <p>(8) Noted the timescales that applied for commencement of the partnership referred to in Annex 4;</p> <p>(9) Agreed that on expiry of the call-in period relating to this decision, Serco Limited be formally identified and appointed as the preferred bidder for the partnership on suitable conditions to include the award of the partnership contract subject to:-</p> <ul style="list-style-type: none"> - expiry of the Alcatel standstill period; - formal consultation with transferring employees and their Trade Union representatives under the Transfer of Undertakings (Protection of Employment) Regulations 2006; - satisfactory resolution of any outstanding matters and completion of the suite of legal documents applying to the partnership (including Admitted Body Agreement in respect of transferring employees protection under the Local Government Pension Scheme) in readiness for contract commencement; <p>(10) Authorised the Executive Director – Strategic Resources/Section 151 Officer in conjunction with the Chief Executive and/or the Solicitor to the Council/Monitoring Officer to determine any high level strategic or other issues that may require resolution and authorised any action necessary to be taken on any such matters to enable the suite of legal documents to be completed; and</p> <p>(11) Authorised the Executive Director – Strategic Resources/S151 Officer or the Solicitor to the Council/Monitoring Officer to sign a certificate under Section 3 of the Local Government (Contracts) Act 1997 to confirm the Council had the relevant legal powers to enter into the partnership.</p>
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<p>Councillor Holdich</p> <p>9 November 2011</p>	<p>NOV11/CMDN/123</p>	<p>Appointment of Authority Governor - Welland Primary School</p> <p>The Cabinet Member appointed Mr Kevin Bell who had been nominated by the local authority.</p>
<p>Councillor Holdich and Councillor Seaton</p> <p>11 November 2011</p>	<p>NOV11/CMDN/124</p>	<p>Award of Contract for the New Build of Nene Park Academy (formerly Orton Longueville School)</p> <p>The Cabinet Members in consultation with the Executive Director - Children's Services; Executive Director – Resources and Solicitor to the Council:</p> <ol style="list-style-type: none"> 1. Authorised the build of a new Nene Park Academy up to the value of the budget sum of £14.4 million; 2. Authorised off-site highways works required in accordance with planning conditions up to a total value of £250k. The off site highway costs will be included in the final contract price agreed with Kier; 3. Authorised funding for the provision of Information and Communications Technology (ICT) at £800 per pupil and a total cost based on 1100 pupils of £880k; 4. Authorised the re-phasing of the capital budget for secondary schools, including bringing forward the associated revenue costs of £70k, £687k, £942K, £62k and (£28k) in 2011/12, 2012/13, 2013/14, 2014/15 and 2015/16 respectively, as outlined in this document; 5. Approved the variation to the design and build lump sum option contract with Kier Regional Limited (trading as Kier Eastern) to include the new build of Nene Park Academy; and 6. Authorised entering into a Memorandum of Understanding with the contractor Kier in order to record and agree as to the reimbursement of costs incurred in the event that the project does not achieve financial and commercial close and does not go ahead. The cost is £1.004 million.
<p>Councillor Holdich and Councillor Seaton</p> <p>11 November 2011</p>	<p>NOV11/CMDN/125</p>	<p>Stanground College - award of contract</p> <p>The Cabinet Members in consultation with the Executive Director - Children's Services; Executive Director – Resources and Solicitor to the Council:</p> <ol style="list-style-type: none"> 1. Authorised the build of a new Stanground College up to the value of the budget sum of £22.4m;

		<ol style="list-style-type: none"> 2. Authorised off-site highways works required in accordance with planning conditions up to a total value of £250k. The off site highway costs will be included in the final contract price agreed with Kier; 3. Authorised funding for the provision of Information and Communications Technology (ICT) at £800 per pupil and a total cost based on 1770 pupils of £1.416m; 4. Authorised the re-phasing of the capital budget for secondary schools, including bringing forward the associated revenue costs of £70k, £687k, £942K £62k and (£28k) in 2011/12, 2012/13, 2013/14, 2014/15 and 2015/16 respectively, as outlined in this document; 5. Approved the variation to the design and build lump sum option contract with Kier Regional Limited (trading as Kier Eastern) to include the new build of Stanground College; and 6. Authorised entering into a Memorandum of Understanding with the contractor Kier, in order to record and agree as to the reimbursement of costs in the event that the project does not achieve financial and commercial close and does not go ahead. This cost was £1.372m.
<p>Councillor Seaton</p> <p>18 November 2011</p>	<p>NOV11/CMDN/126</p>	<p>Award of Grant to INNOVA Development Trust</p> <p>The Cabinet Member for Resources authorised the award of a grant to INNOVA Development Trust to carry out the management and running of the John Mansfield Centre for the period November 2011 through to March 2015 as below:</p> <ul style="list-style-type: none"> • 2011/2012 – Not to exceed £45,000; • 2012/2013 – Not to exceed £90,000; • 2013/2014 – Not to exceed £90,000; and • 2014/2015 – Not to exceed £90,000.

COUNCIL	AGENDA ITEM No. 13
7 DECEMBER 2011	PUBLIC REPORT

EXECUTIVE REPORT – RECOMMENDATIONS

a) PETERBOROUGH LOCAL DEVELOPMENT FRAMEWORK - PLANNING POLICIES DEVELOPMENT PLAN DOCUMENT (PRE-SUBMISSION VERSION)

Cabinet at its meeting of 7 November 2011 received a report following approval of the Consultation Draft version of the Peterborough Planning Policies DPD for the purposes of public participation at the meeting of Cabinet on 13 December 2010 and following the ensuing public participation and further evidence gathering since that date.

After consideration of the report (attached at appendix A) and endorsement of the plan, Cabinet agreed the recommendation in the report as below:

IT IS RECOMMENDED that Council approves the Peterborough Planning Policies DPD (Proposed Submission Version) for the purposes of public consultation and submission to the Secretary of State.

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CABINET	AGENDA ITEM No. 6
7 November 2011	PUBLIC REPORT

Cabinet Member(s) responsible:	Councillor Peter Hiller - Cabinet Member for Housing, Neighbourhoods and Planning	
Contact Officer(s):	Simon Machen - Head of Planning, Transport and Engineering Services Harj Kumar – Senior Strategic Planner	Tel. 453475 Tel. 863852

PETERBOROUGH LOCAL DEVELOPMENT FRAMEWORK: PETERBOROUGH PLANNING POLICIES DEVELOPMENT PLAN DOCUMENT (PROPOSED SUBMISSION VERSION)

R E C O M M E N D A T I O N S	
FROM : Executive Director Operations	Deadline date : Full Council on 7 December 2011
That Cabinet recommends the Peterborough Planning Policies DPD (Proposed Submission Version) to Council for approval for the purposes of public consultation and submission to the Secretary of State.	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to Cabinet following approval of the Consultation Draft version of the Peterborough Planning Policies DPD for the purposes of public participation at the meeting of Cabinet on 13 December 2010, and following the ensuing public participation and further evidence gathering since that date.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to enable Cabinet to consider and recommend to Council a document which forms part of the major policy framework – namely the Peterborough Planning Policies DPD (Proposed Submission version). If it is approved by Council, it will be published for public consultation and then submitted to the Secretary of State.
- 2.2 The recommended Planning Policies DPD is attached at Appendix A.
- 2.3 A brief summary of comments received during the Consultation Draft consultation in February 2011 and officers' response to these comments is attached at Appendix B.
- 2.4 This report is for Cabinet to consider under its Terms of Reference No. 3.2.1: To take collective responsibility for the delivery of all strategic Executive functions within the Council's Major Policy Framework and Budget Framework and lead the Council's overall improvement programmes to deliver excellent services.

3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	YES	If Yes, date for relevant Cabinet Meeting	7 November 2011
Date for relevant Council meeting	7 December 2011	Date for submission to Government Dept <i>(please specify which Government Dept)</i>	CLG – April 2012 (approx)

- 3.1 The table below shows the dates and events that have taken place so far in the preparation of this DPD, and those likely in the future.

MAIN STAGES			DATE
	Evidence gathering	Meetings, workshops with internal and external stakeholders to identify main issues	July 2007 - Oct 2008
	Issues and Options	Public consultation on Issues and Options	Oct 2008 - Nov 2008
	Consultation Draft	Public consultation on the Council's draft policies	Feb 2011 - March 2011
Current Stage→	Proposed Submission	Final opportunity for formal representations on the proposed planning policies	Jan 2012- Feb 2012
	Submission and Examination	Planning Policies Document submitted to government along with all public comments received during the proposed submission consultation period	April 2012
		Independent Examination by a Planning Inspector	July 2012
	Adoption	Council adopts Final Plan	Dec 2012
	Monitoring and Review	Each year, identified targets are monitored	

4. PETERBOROUGH LOCAL DEVELOPMENT FRAMEWORK: PETERBOROUGH PLANNING POLICIES DPD (PROPOSED SUBMISSION VERSION)

- 4.1 The Planning and Compulsory Purchase Act 2004 introduced a system of plan-making, which is known as the Local Development Framework (LDF). One of the documents that the Council must produce as part of the LDF is the Planning Policies Development Plan Document (DPD), which itself sits beneath (and takes its lead from) the 'Peterborough Core Strategy'.
- 4.2 The Core Strategy, which Members will recall was adopted in February 2011, sets out the vision, objectives and overall strategy for the development of Peterborough up to 2026, together with a limited number of policies that are core to achieving or delivering that strategy. The Core Strategy is accompanied by a 'key diagram' which shows pictorially some of the key elements of Peterborough's development strategy, but it does not have a 'proposals map' drawn on an Ordnance Survey base.
- 4.3 The Planning Policies DPD is intended to provide detailed policy statements to help in determining planning applications. The policies in the Planning Policies DPD will help in delivering the overarching principles established in the Peterborough Core Strategy. At the end of each policy we have referred to the appropriate Core Strategy policy (or policies) and objectives which it supports.
- 4.4 Recognising the important role of the City Centre, a document that focuses specifically on this area is being prepared, known as the Peterborough City Centre DPD. Although policies in the Planning Policies DPD will apply throughout Peterborough (unless clearly stated otherwise in the policy), there will be additional specific policies for the city centre in the City Centre DPD.

Consultation Draft

- 4.5 The Consultation version of the Planning Policies DPD was approved by Cabinet in December 2010. It included full draft wording for each proposed policy. The six-week consultation of this version of the document took place in February/March 2011.

Summary of the Proposed Submission Version

- 4.6 All the comments made at the Consultation Draft stage have been analysed and taken into consideration in formulating policies in this Proposed Submission version of the document. It is a statutory requirement that policies must be subject to formal sustainability appraisal (incorporating strategic environmental assessment) and if necessary, Habitats Regulations Assessment. This is a continuing, iterative process that also contributes to decisions on the final version. In summary, the outcome of all of this work is a Planning Policies DPD which stems from the Core Strategy agreed by Council.
- 4.7 All of the policies in the Planning Policies DPD are summarised in a table below. This table provides a flavour of each policy and Members can then investigate any policy in detail in the document (the recommended Planning Policies DPD is attached at Appendix A):

Draft Policy	Policy information
PP1 – Design Quality	This is a generic policy covering all types of new development. The objectives of the policy are to improve design standards and the sustainability of new development.
PP2 – Impacts of New Development	This policy aims to ensure that all development takes into consideration the impact that it will have on the occupiers and/or users of properties nearby
PP3– Amenity Provision in New Residential Development	The aim of this policy is to ensure adequate amenity provision is provided for future residents in all new development.
PP4 – Prestigious Homes	The policy seeks to prevent the loss of top-of-the market housing in order to enable business leaders to live locally.
PP5 – Conversion and Replacement Dwellings in the Countryside	This policy recognises the potential for conversion of redundant rural buildings to dwellings and sometimes the need to replace existing dwellings in the countryside. The policy specifies criteria that have to be met before planning permission can be granted.
PP6 – The Rural Economy	This policy sets out criteria that have to be met for tourism, leisure, cultural and employment development in villages and the countryside.
PP7 – Development for Retail and Leisure Uses	This policy outlines what would be permitted in the Primary Shopping Areas and within the boundary of the District and Local Centres. It also defines the edges of the Primary Shopping Areas and District Centre boundaries.
PP8 – Primary retail frontages in District Centres	The policy allows for the provision of non-A1 uses within primary frontages providing these do not adversely affect the vitality and viability of the

	District Centres.
PP9 – Shop frontages, security shutters and canopies	This is a generic policy to improve the appearance of all shops.
PP10 – The Transport Implications of Development	This policy addresses all transport issues such as the effect of development on road safety, traffic congestion, access and circulation, parking, and the design of new infrastructure. These are all material considerations in determining a planning application.
PP11 – Parking Standards	Maximum car/van parking standards (except for C3 - dwelling houses and C4 – houses in multiple occupation where minimum parking standards apply) have been devised to reflect the approach to local parking standards in Planning Policy Statement (PPS) 4. Minimum parking provision for cycle, powered two wheelers and spaces for disabled users are included in the parking standards. We have also included a need to provide a charging point for an electric vehicle where appropriate.
PP12 – Open Space standards	The primary purpose of the open space standards is to secure adequate provision of open space for all new residential development. The standards set out a hierarchy of open space which builds up to a total requirement of open space per 1,000 population and which will be applied to all relevant development proposals.
PP13 – Nene Valley	The Nene Valley is viewed as an important asset for Peterborough; its use should be encouraged in some locations near the city centre but protected in more rural locations.
PP14 – The Landscaping and Biodiversity implications of Development	The policy deals with provision for landscaping and biodiversity in connection with new development and elements and provision to include when submitting a scheme.
PP15 – Heritage Assets	A generic policy designed to protect any heritage assets including their settings.
PP16 – Buildings of Local Importance	This policy is included to protect a number of buildings of 'local importance', which are considered to make a positive contribution to the character of the area in which they are situated or have local significance.
PP17 – Ancient, Semi-Natural Woodland and Ancient and Veteran Trees	The policy protects these areas from development that would adversely harm these areas.
PP18 – Habitats and Species of Principal Importance	We are required by law to protect Habitats and Species of Principal Importance in Peterborough. Any development proposal that would cause demonstrable harm to a legally protected species or habitat will be refused permission.

- 4.8 The Planning Policies DPD is less sensitive than other statutory planning documents for Peterborough, such as the Core Strategy and Site Allocations DPD, for the simple reason that it does not include new land allocations for development. Rather, it is something which, in general terms, is usually of greater interest and scrutiny by the 'professional' industry of planners, architects and developers.
- 4.9 Despite this likely low profile whilst in preparation, the policies themselves, once adopted, become extremely important when determining planning applications. They give the Council the powers and justification to either refuse or grant planning applications, especially on detailed design matters (which can be very sensitive in local communities). It is important that the Council gets these policies right otherwise it could be storing up problems for the future, making life very difficult when determining planning applications.
- 4.10 In 2008, as part of the preparation for the Planning Policies DPD, we provided residents, landowners, developers, agents and parish councils with an opportunity to suggest changes to any village envelope. A number of changes were put forward for consideration. These were considered and the criteria along with the result of the assessments are included in the 'Village Envelopes in Peterborough - A Report into Suggested Changes' document. This is a background document that has been used in preparing the Planning Policies DPD and will be made available for inspection on Peterborough City Council's website.

5. CONSULTATION

- 5.1 In preparing this Proposed Submission Planning Policies DPD, we consulted on the Consultation Draft document (February-March 2011). All the comments made at this stage have been analysed and taken into consideration in formulating policies in this Proposed Submission document. A summary of the comments made and our response to these is attached at Appendix B.
- 5.2 The Proposed Submission version of the document was considered by the Planning and Environmental Protection Committee on 11 October and the Sustainable Growth Scrutiny Committee on 13 October 2011. At the Planning and Environmental Protection Committee officers answered questions raised by members at the meeting and the Committee recommended the document to the full Council without any changes.
- 5.3 The draft minutes of the Sustainable Growth Scrutiny Committee are attached at Appendix C.
- 5.4 When approved by Cabinet and Full Council, the document will be published for a 6 week public consultation period, starting in January or February 2012.

6. ANTICIPATED OUTCOMES

- 6.1 It is anticipated that Cabinet will recommend the Planning Policies DPD (Proposed Submission version) for approval by Council.

7. REASONS FOR RECOMMENDATIONS

- 7.1 Cabinet is recommended to approve the Planning Policies DPD (Proposed Submission version) because it will help to progress the Sustainable Community Strategy vision for a bigger and better Peterborough that grows the right way; and because production of the Planning Policies DPD is a statutory requirement.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 The alternative options of not producing a Planning Policies DPD or not taking into account comments made at the Preferred Options stage were rejected, as the Council would not be fulfilling its statutory requirement.

9. IMPLICATIONS

9.1 The Planning Policies DPD will have implications for all sectors of the community throughout the Local Authority area.

9.2 **Legal Implications** - The Council must follow due Regulations in preparing the Planning Policies DPD. Eventually, once the final document is adopted in 2012, the Council has a legal duty to determine planning applications in accordance with those policies.

9.3 **Financial Implications** - There are some immediate direct financial implications flowing from the approval of the Planning Policies DPD (Proposed Submission), and these relate to consultation costs and, in due course, paying the Planning Inspectorate for their services in examining the submitted document. However, these are items that have been anticipated and planned for, and budgets are set aside for this purpose.

9.4 **Environmental Implications** – All of the policies in the DPD are drafted to protect the environment from harmful development. Policies will deliver sustainable growth in line with the Sustainable Community Strategy. They have all been subject to sustainability appraisal.

10. BACKGROUND DOCUMENTS

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

- Peterborough Planning Policies DPD - Issues and Options (Oct/ Nov 2008);
- Peterborough Planning Policies DPD – Consultation Draft (Feb/ Mar 2011);
- Reports on Comments Received and responses to the Key Issues (April 2010);
- Village Envelopes in Peterborough - A Report into Suggested Changes (November 2010); and
- Peterborough Open Space Study Update (September 2011).

COUNCIL	AGENDA ITEM No. 14
7 DECEMBER 2011	PUBLIC REPORT

NOTICES OF MOTION

The following notice of motion has been received in accordance with Standing Order 15.2:

1. Motion from Councillor Murphy:

That this Council:

1. Recognises the current challenging financial circumstances it is facing and notes the considerable amount of money spent on member's allowances and expenses, with a high number of cabinet members and special responsibility allowances being paid to councillors in what is a relatively small unitary authority;
2. Recognises that in view of the need for public services to be efficient and economic, bearing in mind the reduction and scope of responsibilities carried out by Peterborough City Council since the introduction of expenses and payments following local government reorganisation, it will ask the Leader to consider an immediate reduction in the number of members of the administration receiving additional allowances and the amount being spent on these allowances;
3. Resolves to reduce expenditure this financial year by £40,000 by reducing payments to the council leader, and asks that the Leader cuts the number of cabinet members and special advisers and reduces the amount paid to these council members' allowances; and
4. Will seek further reductions to achieve a budget saving of £150,000 next year.

2. Motion from Councillor Murphy

That this Council:

1. Notes the government's reintroduction of the kick start housing programme and desire to see brown field sites and publicly owned land made available for housing development and job creation;
2. Notes that in Peterborough we have a public owned site at the former Peterborough District Hospital (PDH), a need for homes both for social housing and a desire to develop some prestige homes; and
3. Notes that there is an identified need to urgently address the shortage of adequate primary school places in the neighbourhood around the PDH site; and
4. Instructs the corporate property officer to investigate the acquisition (perhaps in partnership with a local housing association) of the PDH site or part of it to be used to provide a new primary school, additional council/social housing and in doing so provide local jobs and apprentice opportunities.

3. Motion from Councillor Fower

Supporting Local Businesses

That in order to assist local businesses during the current difficult economic times, this Council:

1. Resolves that any business in the Peterborough unitary authority which provides goods or services to the Council be paid within 20 days of receipt of the invoice instead of the usual 30 day period in order to help the businesses' cashflows;
2. Encourages large businesses, particularly those who supply services to the Council, to pay invoices from their suppliers and sub-contractors promptly; and instructs officers to consider and make recommendations about what steps the Council can take when procuring goods and services from main contractors to ensure that sub-contractors are paid without delay; and
3. Instructs officers to review and recommend proposals for amending Contract Standing Orders with a view to preference being given when ordering goods and services to using wherever possible businesses within Peterborough and making contracts of sizes that are accessible to small businesses, whilst continuing to demonstrate value for money.

4. Motion from Councillor Fower

Bee and Pollinator Friendly Council

That this Council notes:

1. Neonicotinoids are a comparatively new group of pesticides that work systemically, meaning that the seed or soil is treated and the chemical pervades every part of the plant, from the roots to the nectar in the flowers;
2. Laboratory studies have shown that neonicotinoid pesticides reduce the activity levels and breeding success of bees, they have also been shown to make bees more susceptible to disease;
3. In addition their effects on wild pollinators (including bumblebees, hoverflies and moths) have not been studied and their environmental safety has not been proven;
4. Neonicotinoid pesticides have already been partly banned from flowering crops in Italy, Slovenia and France, because of concerns relating to their safety to bees; and

That this Council resolves to:

Make this council a neonicotinoid free council; we will not use, purchase or allow the use of neonicotinoids, neonicotinoid treated seeds or neonicotinoid treated pot plants on the council's land or within our other operations, by our staff, contractors or tenants.

5. Motion from Councillor Sandford

This Council:

1. Notes that the BBC Trust is currently carrying out a public consultation on the future of BBC local radio http://www.bbc.co.uk/bbctrust/consult/local_radio.shtml . The consultation is being carried out with a view to implementing spending cuts and one of the suggestions made is that BBC local radio services and/or programming should be merged to cover larger areas;
2. Further notes that Peterborough has recently lost the last of the commercial radio services based in the City and that the BBC now provides the only Peterborough based local radio service, with Radio Cambridgeshire broadcasting some Peterborough based programming at certain times of the day, principally at breakfast time on weekdays;
3. Believes that it is important that Peterborough continues to have a locally based radio service providing news, discussion and comment specifically related to Peterborough, to compliment the written news service provided by the Peterborough Evening Telegraph; and
4. Requests that the Chief Executive write to the BBC Trust in response to their consultation, arguing the case for retention of Peterborough based programming by the BBC and that our local MPs also be asked to take up this issue with the BBC and relevant Government ministers.

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COUNCIL	AGENDA ITEM No. 15(a)
7 December 2011	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 requested to:</p> <ol style="list-style-type: none"> 1. Note the recommendations of the Independent Members' Allowances Panel as summarised in paragraph 3 below; and 2. Determine the action it wishes to take in response to the recommendations contained within the report. 	

1. ORIGIN OF REPORT

- 1.1 The Council has a statutory requirement to establish and maintain an Independent Members' Allowances Panel, which will broadly have the functions of providing the local authority with advice on its scheme and the amounts to be paid. Local authorities must have regard to this advice.
- 1.2 The Panel met on three occasions during 2011 in order to review the current Members' Allowances scheme. This followed a decision of Council on 15th July 2009 that the Basic Allowance and Members' car parking be considered by the Panel once the joint review of staff and Members' car parking arrangements had been undertaken by the Council. Their report dated 31st October 2011 and attached as Appendix A, sets out their findings and recommendations.
- 1.3 All Members of the Council were invited to make representations to the Panel either in writing or in person.

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 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 recommends:

3.2 Basic Allowance

- That in future, the scheme of allowances be updated for inflation by the use of the NJC increase applied to staff pay;
- That the current basic allowance of £7,962.08 be increased to £9,000, (which includes an element of travel and telephone allowance as set out below).
- That the travel allowance of £227.45 within the basic allowance be rounded to £230.
- That the telephone allowance of £568.68 within the basic allowance is rounded to £570 and that all personal calls continue to be the responsibility of Members.

3.3 Special Responsibility Allowance (SRAs)

- That Members continue to be restricted to one SRA.
- That the Deputy Leader's SRA be reduced from 75% of the Leader to 65%.
- That the number of Cabinet SRA's be reduced by one at the earliest opportunity.
- That the multiplier for calculating Cabinet allowances be reduced from 2 x net basic to 1.5 net basic of the basic allowance.
- That the payment to Scrutiny Chairs be reduced from 1 x basic allowance to 0.75 net basic allowance.
- That SRA's payable to the three Chairs of Neighbourhood Committees be extended to seven Committees but that the level of payment to all Chairs of Neighbourhood Committees be set at 0.25 of the net basic allowance.
- That Regulatory Committee SRA's be kept in line with Scrutiny Committees.

3.4 Telephone Allocation

- That the Members' Allowances scheme be updated to record the entitlement of Members to be in receipt of an iphone.

4. CONSULTATION

4.1 All Members were invited to make written representation to the Panel and offered the opportunity to address the Panel in person. The Panel has considered all submissions in detail.

5. IMPLICATIONS

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

5.2 **Finance** – The Panel's proposals would result in a £19,610.00 overspend against the current budget forecast but would be within current budget allocation. The budget for 2012/13 has not yet been determined.

6. BACKGROUND DOCUMENTS

None.

PETERBOROUGH CITY COUNCIL

31st October 2011

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 three occasions and was supported throughout the review by Karen Dunleavy, Governance Officer and Nick Hutchins, Head of Business Support. Helen Edwards, Solicitor to the Council ; Diane Baker, Head of Governance, and Gemma George, Senior Governance Officer (Regulatory) - also gave information and support to the work of the Panel. We would like to give our thanks to them and to members and Groups who provided written evidence and to the Leader of the Council, Group Leaders and Councillor Swift who attended a meeting of the Panel. An opportunity was given for all members to contribute towards the review as part of an open and transparent process.

3. Initially we were requested by the Council to consider only issues relating to Chairs of Neighbourhood Councils and provision of telephones. At a subsequent meeting with all Group Leaders we were asked specifically to address the issue of the need to urgently adopt a more realistic basic allowance. The Group Leaders made it clear that they expected a robust report from the Panel to show how a realistic and appropriate basic allowance could be introduced in a time of austerity. In order to achieve this the Panel considered the level of Special Responsibility Allowances (SRAs) and in particular the payment of allowances to Cabinet members, Chairs of Scrutiny and Neighbourhood Committees.

4. The Panel were mindful of the fact that there has been a significant increase in the number and value of SRAs but that the basic allowance now justifies a major increase. We are recommending a 13% increase in the basic allowance from £7962 to £9,000 and a rebalancing of the scheme which will maintain or improve allowances paid to 81% of members. Recognising the austere times we strongly recommend that these changes be funded by savings within the member allowances

budget. The Panels report could be implemented without any increase in the budget. We hope that the Council will take action to implement our report in full.

The Panel recommends:

- 1) That in future the scheme of allowances be updated for inflation by the use of the NJC increase applied to staff pay. (Para 5)
- 2) That the current basic allowance of £7,962.08 be increased to £9,000. (Para 7)
- 3) That the travel allowance of £227.45 within the basic allowance be rounded to £230. (Para 9)
- 4) That the telephone allowance of £568.68 within the basic allowance be rounded to £570 and that all personal calls continue to be the responsibility of members. (Para 9 and 27)
- 5) That members continue to be restricted to one SRA. (Para 11)
- 6) That the Deputy Leaders SRA be reduced from 75% of the Leader to 65% - **saving £2,450.**
- 7) That the number of Cabinet member SRAs be reduced by one at the earliest opportunity - **saving £12,300.** (Para 14)
- 8) That the multiplier for calculating Cabinet allowances be reduced from 2 x net basic to 1.5 net basic £12,300 - **saving £28,700.** (Para 16)
- 9) That the payment to Scrutiny Chairs be reduced from basic to 0.75 net basic £6,150 – **saving £12,300.** (Para 19)
- 10) That SRAs payable to the three Chairs of Neighbourhood Committees be extended to seven Committees but that the level of payment to all Chairs of Neighbourhood Committees be set at 0.25 net basic allowance £2,050 – **saving £10,250.** (Para 25)
- 11) That the scheme be updated to record the entitlement of members to be in receipt of an iphone – **saving (say) £5,000.** (Para 27)
- 12) That Regulatory Committee SRAs be kept in line with Scrutiny Committees – **saving £6,150.** (Para 29)

Updating

5. The LGA daily rate was used previously to update the allowances for inflation. The Association has decided to withdraw this advice so the Panel recommends that in future that the scheme of allowances be updated for inflation by the use of the NJC increase applied to staff pay.

Basic Allowance

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

Initially the Panel were not asked to review the basic allowance this year. In 2009 the Panel suggested a way that the basic allowance could be increased to £9,000 but the proposal was not taken up by the Council at that time. Subsequently the Council decided to forgo a cost of living increase of 2.3% which was not recommended by the Panel. In recent years priority has been given to increasing the number of SRAs. The result is that the basic allowance has fallen behind comparator authorities.

7. Part way through this years review process all the Group Leaders indicated that priority should now be given to setting the basic allowance at a proper level. The Panel have reviewed comparator information with other local authorities, agencies and organisations including those for which no allowances are paid e.g. School Governors. We believe that £9,000 (as the Panel advised in 2009) would set the allowance at an appropriate minimum level taking into consideration the population (173,400) and economic circumstances of Peterborough being a below average area for remuneration. This would provide a below average allowance but we consider appropriate for the austere times being faced by the Council.

8. When the new form of Governance arrangements and higher levels of allowances were introduced the hope was to attract a greater diversity of membership to Council activities to better represent the community. A key part of this was to reduce the time commitment of members by streamlining the democratic governance arrangements. In practice, with some notable exceptions, this has not happened and members are working on average 22hours a week (Census 2008) and spending as much if not more time at meetings as they did under the old regime. Member allowances have increased significantly as part of a drive to recruit a broader based membership but the reality is that little change has taken place and membership is still predominantly male (68.4%), white (96.6%), and older (58.8 years - average).

9. We recommend that the travel allowance of £230 (£227.45 rounded) - to cover travel within the City boundary- should continue unchanged and the telephone allowance of £570 (£568.68 rounded) should also continue unchanged. This would result in a revised net basic allowance of £8,200.

10. 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

11. 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.'

Leaders Allowance

12. The Leaders Allowance is currently set at three times the basic allowance. A benchmarking exercise reveals that this has fallen back compared with some other authorities. The proposals being made by the Panel would increase the Leaders allowance from £29,460 to £33,600. We believe this is reasonable and compares favourably to the £38,000 recently agreed for the Leader of Cambridgeshire. The Deputy Leader has been paid 75% of the Leader and we recommend that this be reduced to 65% which would result in an allowance of £25,000 and a potential saving of £2,450.

Cabinet

13. In our 2009 report we were advised that the Council had introduced three new Cabinet Advisor roles to be paid an SRA equal to 0.5 net basic allowance. The Panel recommended that the Council should consider running these new roles for six months before implementing any allowance. One of our fundamental concerns was that this could result in eleven Cabinet related SRAs when the maximum should be ten. In practice the Council decided to increase the Cabinet posts by two and to reduce the number of Cabinet Advisor posts to one to be paid an SRA equal to a net basic allowance.

14. Decisions about allowances are for the Council to make not the Panel but the Council has a duty to consult the Independent Panel about significant proposed changes. This was to all intents and purposes a new proposal and we were not consulted. We recommend, not least to avoid any possible 'challenge' from having eleven Cabinet related SRAs, that as quickly as possible the Cabinet SRAs be reduced by one -saving £12,300.

15. The Cabinet Advisor post working with the Deputy Leader is being paid an SRA equivalent to a full net Basic Allowance. Having reviewed the job description of the post the Panel believe that the Cabinet Advisor is acting as an integral Cabinet member i.e. attends all meetings and takes executive action on behalf of the Cabinet. The SRA equal to a net basic allowance would seem to be appropriate but should continue to be kept under review.

16. It is possible to have two tiers of allowance within the Cabinet as exemplified by the recently approved report for Cambridgeshire. The Panel has been informed of the level of Cabinet allowances being paid by other authorities and believes that at a time when a significant increase in the basic allowance is being proposed that the multiplier used for Cabinet posts should be reduced from 2 x basic to 1.5 basic - saving £28,700. Each Cabinet member would get an overall allowance of £21,300.

17. The Labour Group has recommended a more thorough review of the working of the Council suggesting that the Cabinet membership could be reduced by four posts not least because of the effects of privatisation of service provision. Reducing the size of the Cabinet would be an alternative way of achieving savings.

Scrutiny

18. The Panel are aware that an effective scrutiny process is a key to the successful governance of the Council and has noted that the current process of six Commission/Committee Chairmen (SRA equivalent to a basic allowance) has been put in place. We continue to believe that the Council needs to carefully evaluate the benefits of the changes that have been made to ensure that the new arrangements are sustainable and effective. Are there too many Committees? Does the 'call in' process work successfully in holding the Executive account? We had particular concerns when the new process was introduced that it was proposed that Chairs should only be selected from the controlling Group. We believed that the Council still needs to carefully evaluate the benefits of change and initially we suggested that consideration should be given to paying 0.5 net basic - £4,100 - until the new arrangements had a proven record of success with quantifiable outcomes.

19. We did find a Scrutiny Review of the work of Neighbourhood Committees to be of an excellent high standard and influential to our thinking as a Panel. The inter party objectivity of the report was evident (Para 20). Having considered the levels of SRAs being paid and the evidence of comparator authorities we recommend that the allowances for Chairs should be reduced from net basic - £8,200 to a maximum 0.75 net basic - £6,150. Saving £12,300.

Neighbourhood Committees

20. The Panel noted the current position that three Chairs of Neighbourhood Committees (formerly Neighbourhood Councils) each receive an SRA equal to a full net basic allowance. The same allowance as being paid to the Chairs of Regulatory and Scrutiny Committees. We were made aware that the role of Neighbourhood Committees is changing following a Scrutiny review and will change further in pursuit of the local-ism agenda. The delegations to Neighbourhood Committees have been extended, and it is anticipated that more decision making will be done at this local level. The intention is to delegate as much decision making and budget responsibility to Neighbourhood Committees as possible.

21. We believe that the new neighbourhood structure is primarily about increasing the effectiveness of the members role to represent the community and we understand and have sympathy with the Councils own excellent Scrutiny review undertaken in January 2011 that concluded that the Chairs role does not warrant the payment of additional allowances.

22. We believe that the Council needs to carefully evaluate the benefits of these changes and we fully understand and have sympathy with the view expressed in the Councils own detailed Scrutiny Review that the SRA for Neighbourhood Committee Chairs should no longer be awarded, reflecting the greater involvement of all councillors in Neighbourhood Committees.

23. We realise that this view is contrary to the decision of the Cabinet made on 7th February 2011 - 'Disagree that the SRA for Neighbourhood Council Chairs is no longer awarded; reflecting the greater role to be played by ALL Councillors in relation to Neighbourhood Councils and that each of the seven Neighbourhood Councils should elect its own Chair who should be a Councillor from one of the wards represented at the Neighbourhood Council.' The Panel understand that in practice some Chairs have been appointed who do not represent wards covered by the Neighbourhood Council.

24. We suggested in our 2009 report to the Council that consideration should be given to paying an allowance of 0.5 net basic for the first six months until the new arrangements are seen to be fully effective. But this was only for three positions of Chairs of Neighbourhood Councils. Despite additional information being supplied to us in this review and a personal and a presentation by the Leader of the Council the Panels view has not changed. The officers supplied comparator information of authorities who have adopted similar schemes of neighbourhood delegation and we

did find a precedent. Luton Borough is paying £1,000 to their Neighbourhood Chairs. A wider review undertaken by the Panel has produced similar evidence.

25. The Panel would not support, certainly at this stage of development, the Council spending £57,400 (7 x £8,200) on these positions. We recommended in a previous report that payment should be restricted to a maximum of 0.5 net basic and that this should be subject to review. Despite the views of the Panel the Council, which it has every right to do, has started to pay a full net basic to three Chairs (formerly Neighbourhood Councils). Having adopted this principle the Panel are being asked to support this being extended to seven. We believe that £2,050 (0.25 net basic) should be a starting point and 0.5 net basic a maximum payment when the process has been more developed. This should be subject to annual review, and applied to all Neighbourhood Committee Chairs. This would save £10,250 on the present arrangements.

26. The Council seem to have adopted the concept that an allowance of 1 x net basic is the norm for SRAs outside the Cabinet and that once they are adopted they are fixed. The process of governance is dynamic and SRAs will go down as well as go up. Ideally it is right to start at a low level and to build up following an annual review of performance including an assessment of outcomes. For example in rural areas similar functions may be carried out by dynamic Parish Councils and the members of those Councils do not receive an allowance.

Telephones

27. We have been informed of the Councils intention to make iphones available to all members. The allowances scheme will require updating so that it records the entitlement of members to be in receipt of these or a free Nokia telephone or for the continued use of personally owned telephones. Members will continue to be responsible for the payment of all private telephone calls. No calls will be reimbursed by the Council. We understand that estimated savings of £5,000 are expected to be made from these new arrangements for members and that the Council are making appropriate administrative changes.

Licensing Committee.

28. We have noted that the situation has been reviewed by the Council and that the Licensing Act Committee and the Licensing Act 2003 Committees have been merged under the name of the Licensing Committee. The Chair of the Licensing Committee is being paid an allowance equivalent to a full Basic allowance.

29. We have been made aware of the current workload which we understand to be

'considerable' and for the moment agree that this SRA should continue to have a parity with Planning. In a majority of Councils this would be the norm but it would also be quite normal for Councils to pay less than a basic allowance for these Regulatory Chairs. We recommend that the SRAs for Audit, Planning, and Licensing be reduced to 0.75 of a basic allowance (£6,150) in line with our recommendation for Scrutiny Committees - saving £6,150. The Panel also recommend that the licensing workload be kept under review.

Other issues identified by members.

30. We considered in detail all the issues presented to us in writing by members and officers and have taken these into consideration in making our recommendations. For example we do not believe an exception should be made to meet the higher travel costs of rural members. It is a matter for the Council to make appropriate minor changes to the scheme without the need to call a meeting of the Panel. But we would expect to be kept informed on issues such as a change in the way telephones are to be provided as this is integral to the basic allowance.

Finance

31. The Panel are prepared to endorse an increase in SRAs from 28 to 31 (54% of members). We recommend an increase in the basic allowance budget of £59,000 . But we are also recommending potential savings of £72,150 which together with £5,000 estimated savings being made from the new arrangements for the provision of members telephones would cover this additional cost. **The Panels report could be implemented in full without any increase in the current budget of £748,000.**

32. We have made our proposals in the light of the Leaders comments made to Council when a report of the Panel was presented last year. The Council may feel that in the light of the Leaders clearly expressed views that it is not right to have any increase in the member allowances budget.

'Councillor Cereste responded to the comment raised and stated that if the recommendations proposed by the Independent Members' Allowances Review Panel were approved, then the amount of money paid to Councillors would increase and in these very difficult and austere times, this would not be morally acceptable.'

Conclusions

33. The Council has the opportunity to implement a more soundly balanced scheme of allowances appropriate for a time of austerity. Some sacrifice would be required from a minority of members but this would be a great example to staff who face a loss of employment and the public who face severe reductions in services.

Position	Present £	Proposed £
Basic Allowance	7,162	9,000
Telephone	569	570
Travel	227	230
Net Basic Allowance	6,366	8,200
Leader	29,460	33,600
Deputy Leader (65% Leader)	24,025	25,000
Cabinet (1.5 net basic) – seven posts	22,294	21,300
Cabinet Advisor (net basic)	15,128	17,200
Planning and Environment (0.75 net basic)	15,128	15,150
Licensing (0.75 net basic)	15,128	15,150
Audit (0.75 net basic)	15,128	15,150
Employment (0.25 net basic)	9,753	11,050
Scrutiny (0.75 net basic) – six posts	15,128	15,150
Neighbourhood Councils – three posts	15,128	-
Neighbourhood Committees – seven posts (0.25 net basic)	-	11,050
Opposition Groups (to be distributed pro-rata) (net basic)	7,166	8,200

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COUNCIL	AGENDA ITEM No 15 (b)
7 DECEMBER 2011	PUBLIC REPORT

Contact Officer(s):	Gillian Beasley, Chief Executive and Returning Officer Diane Baker, Head of Governance	Tel. 452300 Tel: 452559
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REVIEW OF POLLING DISTRICTS AND PLACES

R E C O M M E N D A T I O N S

1. That Council approves the polling districts and polling places as set out at Appendix A.

1. PURPOSE OF REPORT

- 1.1 The Electoral Administration Act 2006 introduced a duty on all local authorities in Great Britain to review their Parliamentary polling districts and places at least once every four years. The Council's last review was undertaken in 2007. Polling districts and places for local government elections are not automatically part of this review. However, reviews of local government polling arrangements should nevertheless be conducted simultaneously with a review of UK parliamentary arrangements.
- 1.2 Under Electoral Law, the (Acting) Returning Officer rather than the Council is responsible for the designation of polling stations. However, polling districts and polling places are fixed by the local authority and under the terms of this review, the decision regarding approving any recommendations fall to the Council.

2. BACKGROUND

- 2.1 A polling district is a geographical area created by the sub-division of a constituency, ward or division into smaller parts.
- 2.2 A polling place is the building or area in which polling stations will be selected by the (Acting) Returning Officer
- 2.3 A polling station is the room or area within the polling place where voting takes place. Unlike polling districts and polling places which are fixed by the local authority, polling stations are chosen by the (Acting) Returning Officer for the election.
- 2.4 The polling districts and places that are recommended for adoption are set out at page six to nine of Appendix A.

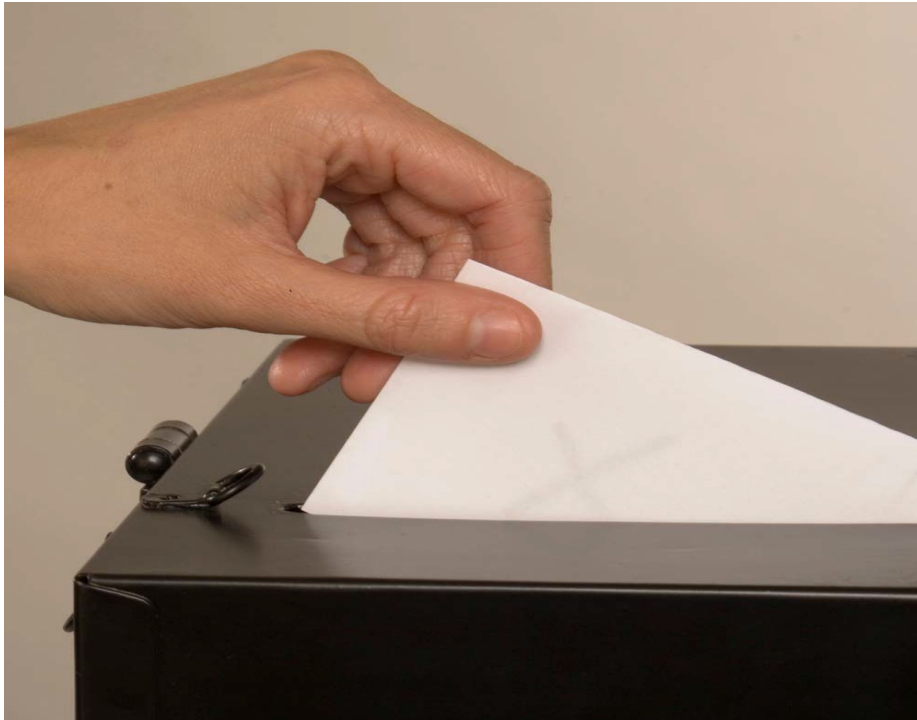
3. REASONS FOR RECOMMENDATIONS

- 3.1 The Council has a statutory duty to carry out a review of polling districts and places every four years. The last review was carried out in 2007 and a further review has now been completed. The latest review included a statutory consultation process where the Council engaged with key stakeholders, visits to all 91 polling stations to assess facilities and accessibility arrangements and further inspections of alternative venues where necessary. The Council is now satisfied that it has a comprehensive list of fully accessible venues that are conveniently located for electors in the area and allow the most effective throughput of voters without compromising the secrecy of the ballot.

4. BACKGROUND DOCUMENTS

4.1 All materials have been published as part of the report.

Review of Polling Districts and Places by Peterborough City Council December 2011



Growing the right way for
a bigger, better Peterborough

1. INTRODUCTION

- 1.1 The Electoral Administration Act 2006 introduced a duty on all local authorities in Great Britain to review their Parliamentary polling districts and polling places at least once every four years. The Council's last review was undertaken in 2007.
- 1.2 Polling districts and places for local government elections are not automatically part of this review. However, reviews of local government polling arrangements should nevertheless be conducted simultaneously with a review of UK parliamentary arrangements.
- 1.3 A polling district is a geographical area created by the sub-division of a constituency, ward or division into smaller parts.
- 1.5 A polling place is the building or area in which polling stations will be selected by the (Acting) Returning Officer.
- 1.6 A polling station is the room or area within the polling place where voting takes place. Unlike polling districts and polling places which are fixed by the local authority, polling stations are chosen by the (Acting) Returning Officer for the election.
- 1.7 Local authorities are required to divide their area into polling districts for the purpose of Parliamentary Elections, to designate polling places for these polling districts, and to keep them under review. By conducting this statutory review of polling places, local authorities must demonstrate that they have, as far as is practicable, met the following criteria set out in legislation:
 - (a) Sought to ensure that all the electors in the constituency have such reasonable facilities for voting as are practicable in the circumstances
 - (b) Sought to ensure that so far as is reasonable and practicable, the polling places they are responsible for are accessible to all electors, including those who are disabled, and when considering the designation of a polling place, must have regard to the accessibility needs of disabled purposes.
- 1.8 Ideally Council would have a choice of a range of fully accessible buildings, conveniently located for electors in the area. However, in practice, there may be little choice available. If it is necessary to use a place where the access is not ideal then every reasonable adjustment must be undertaken to provide access for all electors.

2. PREVIOUS POLLING REVIEWS

- 2.1 A comprehensive review of the polling districts and places of the Peterborough City Council area was last undertaken in 2007 and changes were brought into effect for the Register of Electors published on 1st December 2007. This has provided a sound basis for the current review process reducing the backlog of issues that have required examination.

3. COMMENCEMENT OF REVIEW AND METHODOLOGY

- 3.1 In early August 2011, A Polling Review Action Group was established comprising the Head of Governance, Resilience Services Manager, the Acting Electoral Services Manager and an Electoral Services Officer. Data, such as electoral figures, population statistics, planning details and current polling districts and places was collated to assist the process.
- 3.2 Notice of the review was published on 15th August 2011 and representations invited by 14th September 2011. Notice was provided on the Council's website and letters sent out to Consultees, including Politicians, neighbouring local authorities and local disability groups represented by DIAL Peterborough, Age UK, Deafblind UK and RNIB.
- 3.3 A number of factors were considered when assessing the current arrangements such as accessibility for disabled voters, location, size, transport links and suitability of venue. Good quality polling places were identified first and then used as part of the process of defining suitable

polling district arrangements that comply with the requirements set out in the legislation.

- 3.4 Peterborough City Council currently has 91 polling stations and each venue (some comprising more than one polling station) was visited by Stuart Hamilton and Mark Emson as part of the review. Officers carried out thorough checks of the facilities and documented their findings on a template, which was provided for this purpose by the Electoral Commission. The template fully addressed the needs of disabled voters focussing on, for example, designated disabled parking spaces, surface textures, dropped kerbs, door widths, door weight and lighting provisions.
- 3.5 Part of the decision-making process involved assessing if the polling place was capable of accommodating more than one polling station together with the necessary staff and equipment. Consideration was given to the most effective throughput of voters without compromising the secrecy of the ballot.
- 3.6 The majority of premises were deemed accessible to all electors, particularly those with disabilities. However, four venues were assessed as unsuitable for various reasons (set out at section 5 below).
- 3.7 Overall, it was felt that no changes were necessary to polling districts but that ongoing dialogue with Ward Councillors should be maintained in order to embrace the developing needs of the community.

4. GENERAL RESPONSES AND (ACTING) RETURNING OFFICER REPRESENTATIONS ARISING FROM INITIAL CONSULTATION

- 4.1 The consultation stage was for representations and comments on the existing and proposed arrangements. The period of consultation drew a number of recommendations, which are set out in the table below.
- 4.2 The (Acting) Returning Officer must comment on both the existing polling places and those that would likely be used as a result of the review. Her comments are also set out in the table below:

Consultee	Ward	Comments	(Acting) Returning Officer Representations
Councillor Over	Barnack	Satisfied with polling facilities within ward.	No further action required.
Sandy Burns, DIAL Peterborough	General	Requested copies of last disability access audits and to view current assessment template. Following receipt of this information, a meeting was held with Brian Tyler representative of DIAL, who was updated on progress with the review, DIAL's further involvement in the review was sought and a written update has been sent to the Group ahead of their next meeting.	No further action required.
Poll Clerk (engaged on electoral duties on Polling Day)	Bretton North	Reported no access to facilities at Eyrescroft Primary School for polling staff. Reported entrance to the school by car is difficult. Commented North Bretton has three polling stations close together and nothing	See recommended changes under paragraph 5.

		towards Bretton Centre. Requested Eyrescroft facilities be relocated to Bretton Centre.	
Councillor Serluca	Fletton and Woodston	Satisfied with the polling facilities within ward.	No further action required.
Councillor Hiller	Northborough	Suggested Newstead Farm facilities could easily be combined with Northborough Village Hall.	Existing premises inspected (Newstead Farm and Northborough Village Hall). Both considered adequate for purpose. Discussed with Councillor Hiller who has accepted the above rationale. No further action recommended at this stage.
Councillor Peach	Park	Satisfied with the polling facilities within ward. Commented in May 2011, All Saints Church Hall was divided into two [polling stations]. Suggested one area for voting at this venue, one set of electoral numbers and one set of ballot boxes to avoid confusion.	Premises inspected. Venue is large enough to accommodate two separate polling stations within one polling place without confusion (has been used for this purpose historically with no reports of errors) Other rooms within the venue can be made available if required at an additional cost. Discussed with Councillor Peach who has accepted the above rationale. No further action recommended at this stage.
Stewart Jackson MP	Paston	Suggested Paston ward should have an additional polling station provided for the benefits of new housing estate off Manor Drive in Gunthorpe. Commented that existing Polling Station at Gunthorpe Road is some distance away and across a major city arterial route (A15)	Advice sought from the Electoral Commission. It is not permissible to have two polling places serving one polling district. This is in accordance with s.16 of the Electoral Administration Act 2006. On inspection, it was noted that there is a public walkway, in the form of a bridge, which allows pedestrians to cross the A15 from Manor Drive. Suggest no further action required.
D Ellis, Clerk to Glington Parish Council	Glington and Wittering	Satisfied with the polling facilities within ward.	No further action required.
B Stanojevic, Clerk to Eye Parish Council	Eye and Thorney	Commented prior to 2010, all residents of 19 and 20 and Eye Green (22) used the Manor Farm Community Centre to vote. Advised Eye Parish Council has received complaints from Eye Green residents who would	The current Polling Station at The 5 Spice Bar and Restaurant is within the Polling District whereas the Manor Farm Community Centre is not. The Electoral Commission's view is that wherever possible, a Polling Station should be located within the Polling District unless special

		prefer to vote in the Community Centre. Commented that the other consideration is the cost of two venues.	circumstances prevail. S.16 of the Electoral Administration Act 2006 refers. The Manor Farm Community Centre is already split into two polling stations therefore to introduce a third would not be advisable. Polling stations must be designed to allow throughput of electors without compromising the secrecy of the ballot. No further action recommended in respect of reallocating polling places at this time.
Councillor Lee	Fletton and Woodston	Satisfied with the polling facilities within ward.	No further action required.
S Smith, Clerk to Helpston Parish Council	Glinton and Wittering	Satisfied with the polling facilities within ward.	No further action required.
B Champness, Clerk to Bretton Parish Council	Bretton North and Bretton South	Satisfied with the polling facilities within ward.	No further action required.

5. VENUE CHANGES ARISING FROM THE INSPECTION OF PREMISES

- 5.1 Following a full review of polling places it became apparent that some venues were no longer fit for purpose. In these instances, alternative venues were identified and inspected to ensure they met the requirements of the legislation.
- 5.2 Details regarding new polling places are set out below:

Current Polling Place	Reference	Issues	(Acting) Returning Officer Representations
Eyrescroft Primary School	BRN2	Inadequate facilities for polling staff.	Relocate to Cresset Centre, Studio 2
St Barnabas Centre, Taverners Road	CEN2	Centre no longer available for hire as now used as school classroom.	Relocate to Gladstone Park Community Centre.
Werrington Sports Centre	NWE3	Room too small.	Relocate to Ken Stimpson School Conference Room.
Hampton College	ORH4 and ORH5	Venue no longer available.	Relocate to Hampton Vale Community Centre.

6. (ACTING) RETURNING OFFICER'S RECOMMENDATIONS

- 6.1 Under Electoral Law, the (Acting) Returning Officer rather than the Council is responsible for the designation of polling stations. However, polling districts and polling places are fixed by the local authority and under the terms of this review, the decision regarding approving any recommendations fall to the Council.
- 6.2 The schedule below provides details of the polling places that are proposed as a result of this

review:

Ward	Register	Polling Place
Barnack	BAI	Bainton Reading Room
	BAR	Barnack Village Hall Helpston
	HEL	Community Centre Barnack Village
	SOU	Hall
	STM	The Spinney, Kettering Road, Wothorpe
	UFF	Ufford Village Hall
	WOT	The Spinney, Kettering Road, Wothorpe
Bretton North	BRN1	Pyramid Community Centre, Watergall, Bretton
	BRN2	The Cresset, Studio 2, Bretton Centre
	BRN3	Heltwate Special School, Heltwate
	BRN4	Tyesdale Community Centre, Tyesdale
Bretton South	BRS	Copeland Community Association, 38 Copeland, Bretton
Central Dogsthorpe	CEN1	Open Door Baptist Church, Harris Street
	CEN2	Gladstone Park Community Centre, Bourges Boulevard
	CEN3	The Beeches Primary School, Beech Avenue
	CEN4	College of Adult Education, Brook Street
	DOG1	Christ the Carpenter Church Hall, Chestnut Avenue
	DOG2	Don Bosco Centre, Our Lady of Lourdes, Cedar Grove
	DOG3	Dogsthorpe Community Centre, Poplar Avenue
	DOG4	Charteris Playcentre, Normanton Road
DOG5	Newark Hill Primary School, Eastfield Road	
East	EAS1	Saxon Community Centre, Norman Road
	EAS2	Rutland Court, Eastgate
	EAS3	Saxon Community Centre, Norman Road Parnwell
	EAS4	Community Centre, Saltersgate Parnwell
	EAS5	Community Centre, Saltersgate

Eye & Thorney	EYE1	Manor Farm Community Centre, High Street, Eye
	THO	Community Centre, Church Street, Thorney
	EYE2	The 5 Spice Bar and Restaurant, 41 Crowland Road
Fletton & Woodston	FLE1	Catholic Church Hall, Fairfield Road, Fletton
	FLE2	South Grove Community Centre, Grove Street
	FLE3	Belsize Centre, Celta Road
	FLE4	Nene Valley Primary School, Sugar Way
Glington & Wittering	AIL	Methodist Church, Ailsworth
	CAS	Village Hall, Peterborough Road, Castor Glington
	GLI	Village Hall, High Street
	MAR	Marholm Village Hall
	SUT	St Michael and All Angels Church St
	THH	Andrew's Church, Thornhaugh St Michael
	UPT	and All Angels Church
	WAN	Wansford Community Hall, Peterborough Road, Wansford
WIT	Parish Hall, Townsend Road, Wittering	
Newborough	BOR	Newborough Village Hall
	NEW1	Newborough Village Hall
	NEW2	Newborough Village Hall
	PEA	Peakirk Village Hall
North	NTH1	Fulbridge School, Keeton Road
	NTH2	Bluebell Meeting Hall, Bluebell Avenue
Northborough	DEE	Newstead Farm, Deeping St James Road, Deeping Gate
	ETT	The Golden Pheasant Inn (Marquee), Main Road, Etton
	MAX	Maxey Village Hall
	NOR	Northborough Village Hall, Cromwell Close

Orton With Hampton	ORH1	Botolph Arms, 465 Oundle Road
	ORH2	Hampton Hargate Community Room, Hargate Way
	ORH3	Hampton Hargate Community Room, Hargate Way
	ORH4	Hampton Vale Community Centre, West Lake Avenue
	ORH5	Hampton Vale Community Centre, West lake Avenue
Orton Longueville	ORL1	The Great Room Orton Hall Hotel
	ORL2	Goldhay Community Centre, 105 Paynels
	ORL3	Lounge 2, Herlington Community Centre, Orton Malborne
	ORL4	Goldhay Community Centre, 105 Paynels
Orton Waterville	ORW1	Village Hall, Glebe Avenue, Orton Waterville
	ORW2	Matley Community Centre, Orton Brimbles
	ORW3	Christ Church Hall, 2 Benstead, Orton Goldhay
	ORW4	Wistow Community Centre, Napier Place
Park	PAR1	All Saints Church Hall, Park Road
	PAR2	Former St George's School, Lawn Avenue
	PAR3	Madeley House, The King's School, 201 Park Road
Paston	PAS1	Paston & Gunthorpe Community Centre, Halffields Lane
	PAS2	Family Contact Centre, 128 Gunthorpe Road
	PAS3	Newton Hall, Stowe Hill Road, Off Paston Ridings
	PAS4	Honeyhill Community and Children's Centre, Chadburn
Ravensthorpe	RAV1	St John's Hall, Mayors Walk
	RAV2	Highlees Primary School, Ashton Road
	RAV3	Stafford Hall, Hampton Court, Westwood
Stanground Central	STC1	Southfields Community Centre, Southfields Avenue
	STC2	Stanground St John's Primary School, Chapel Street
	STC3	St Michael's Church, Mace Road
	STC4	The Fleet Complex, Fleet Way

Stanground East	STE	Residents Lounge, Nelson Place, Havelock Drive
Walton	WAL1	Walton Community Centre, Mountsteven Avenue
	WAL2	Paston and Gunthorpe Community Centre, Hallfields Lane
Werrington North	NWE1	Loxley Community Centre, Loxley
	NWE2	Hodgson Community Centre, Hodgson Avenue
	NWE3	Ken Stimpson School Conference Room, Staniland Way
Werrington South	SWE1	Werrington Village Centre, Church Street
	SWE2	The Way Church, The Green
	SWE3	Sports Pavilion, Campbell Drive, Gunthorpe
West	WES1	St Andrews Urc Church Hall, Ledbury Road, Netherton
	WES2	St Botolph's Church, Thorpe Road

6. FUTURE CONSIDERATION

- 6.1 Between formal reviews, all polling places and stations used should be kept under consideration, and an evaluation of their suitability carried out after each election. If any changes are identified as being desirable, the same principles behind conducting the formal review should be applied. Should any changes to polling places be required, then they could be implemented as described above.

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COUNCIL	AGENDA ITEM 15 (c)
7 DECEMBER 2011	PUBLIC REPORT

BUDGET AND POLICY FRAMEWORK – REVISED BUDGET TIMETABLE

R E C O M M E N D A T I O N S
FROM : <i>Executive Director Strategic Resources</i>
That Council:
<ol style="list-style-type: none"> 1. Approves a revised budget process and timetable that includes commencing budget consultation during January 2012.

1. PURPOSE AND REASON FOR REPORT

- 1.1 This report is presented to Full Council regarding a proposed budget process and timetable.
- 1.2 The current budget consultation process is outlined in the Council's constitution at Part 4, Section 6 - Budget and Policy Framework Procedure Rules:
 - 2.1 *Commencing in the September immediately preceding the financial year to which the Budget relates the Cabinet shall consider the Council's Budget and Financial Strategy; including provisional cash limits for the forthcoming financial year and its medium term financial plan, together with the Council's Corporate Strategy. In doing so the Cabinet shall consult with local stakeholders and the Sustainable Growth Scrutiny Committee. Cabinet Members may also consult and seek advice from other Scrutiny Committees and Commissions about relevant service issues in relation to the formulation of budget proposals and the Corporate Strategy. Details of the Cabinet's consultation process shall be included in the Forward Plan. This process shall be completed no later than the publication of the provisional Revenue Support Grant (RSG) settlement in late November/early December immediately preceding the financial year to which the Budget and Corporate Strategy relates.*
 - 2.2 *At least one month before the Budget and the Corporate Strategy is to be adopted the Cabinet shall publish both its Budget and Corporate Strategy proposals. Both these proposals shall set out full details of any consultations, representations and the views of the Sustainable Growth Scrutiny Committee received by the Cabinet during the process set out in paragraph 2.1 above and may also include any views on relevant service issues given by the other Scrutiny Committees and Commissions.*

- 1.3 The proposed process and timetable differs to this requirement, and as such requires Full Council approval.

2. BACKGROUND

- 2.1. The Cabinet values the opinions and engagement of all residents, partner organisations, businesses and other interested parties as part of the budget setting process, not least to ensure that the council's priorities, accompanying strategies and policy documents are robust and right for Peterborough. The budget consultation process is integral to ensuring that available resources support council priorities and have regard to the impact of service users and businesses across Peterborough.
- 2.2. Last year, Cabinet's proposals were consulted over a month earlier than usual given the scale of financial impact of government funding reduction in local government financing and the general uncertainty of future government funding arrangements that government would be announcing through consultations during 2011.
- 2.3. Ordinarily Cabinet would commence budget consultation during December and recommend budget proposals to Full Council during the February Cabinet meeting.
- 2.4. However, there are currently a number of issues that mean that releasing proposals at this stage would be challenging. For example, there remains great uncertainty over the future of local government funding nationally that may influence Cabinet proposals further. These issues include:
- i. Recent consultations on the local retention of business rates and localisation of council tax benefit reforms. Although government consultation responses are not likely to be published until early next year which may potentially lead to further consultations during summer 2012, Cabinet are considering possible scenarios of financial implications;
 - ii. The provisional settlement is expected to be announced early December and therefore Cabinet will need to consider the financial implications following the settlement (in previous years this has had a significant impact on proposals, requiring additional Cabinet meetings);
 - iii. Government have announced a one year council tax freeze grant for 2012/13. There are financial implications for the council's finances that require further consideration. A recent first survey by the Local Government Chronicle published 24 November found "*A small minority of councils (4%) are likely to reject the deal outright and increase council tax while another 16% are undecided, according to responses from 146 council finance directors*"; and
 - iv. Localism bill and planning reform. Setting this budget and subsequent years requires regard and consideration to possible implications of localism and planning reforms.
- 2.5. Cabinet firmly believe that sustainable budgets over the medium term that support the council's priorities should be put forward. Cabinet have therefore considered an alternative budget timetable and propose that there is a special Cabinet meeting on 20 January to consider budget proposals. This would mean that consultation would start mid-January, which is not dissimilar to the approach followed by other councils. Commencing the consultation at this stage will still ensure that all residents, partner organisations, businesses and other interested parties have nearly six weeks to feed into the budget setting process before Full Council considers the budget on 22 February 2012.
- 2.6. There will also be knock effects on the timing of other meetings that support the process, including the following:

- Budget scrutiny;
- Neighbourhood council consultation;
- Other consultation events; and
- February Cabinet (that makes the formal budget recommendation to Council).

Possible alternative dates will be discussed and agreed with relevant chairs of these meetings. A fully updated timetable will be communicated to all Members, as well as other interested parties as necessary.

3. ANTICIPATED OUTCOMES

- 3.1. Based on the information contained within this report, Full Council to approve a revised budget process and timetable that includes commencing budget consultation during January 2012.
- 3.2. This revision is being considered for this budget round only, so is not presented as a permanent change to the Constitution. However, the Budget and Policy Framework will require review during 2012 to reflect possible changes following anticipated fundamental changes to local government funding arrangements from 2013/14.

4. IMPLICATIONS

Financial

- 4.1. There are no financial implications.

Legal

- 4.2. The proposals in this report comply with all legal requirements.

Equalities

- 4.3. An equalities impact assessment is undertaken as part of the budget setting process including consultation with relevant groups.

5. BACKGROUND DOCUMENTS

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

Council Constitution.

Review of other council's Budget and Policy Framework

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