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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:

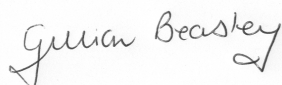
WEDNESDAY 22 FEBRUARY 2012 at 7.00 pm

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Chief Executive

14 February 2012
Town Hall
Bridge Street
Peterborough

Emergency Evacuation Procedure – Outside Normal Office Hours

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



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PETERBOROUGH CITY COUNCIL

**MINUTES OF COUNCIL MEETING HELD
7 DECEMBER 2011**

The Mayor – Councillor Paula Thacker MBE

Present:

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

1. Apologies for Absence

Apologies were received from Councillors Arculus, Goldspink, Goodwin, Lamb, Lane, Shabbir, Sharp, Todd and Winslade.

2. Declarations of Interest

Councillor M Dalton declared a personal interest that was prejudicial in motion 4 of item 14 on the agenda and would leave the meeting for that section of the meeting.

Councillor S Dalton declared a personal interest that was prejudicial in motion 4 of item 14 on the agenda and would leave the meeting for that section of the meeting.

Councillor Khan declared a personal interest in item 12 on the agenda as he was involved in work with Gladstone Connect that had received a grant.

Councillor Sandford declared a personal interest in item 13 due to his employment with the Woodland Trust.

Councillor Shearman declared a personal interest in item 12 on the agenda as he was involved in work with Victoria Residents Association.

Councillor Murphy declared a personal interest in item 12 on the agenda as he was involved in work with Gladstone Connect that had received a grant.

3. Minutes of the meetings held on 12 October 2011

The minutes of the meetings held on 12 October 2011 were agreed and signed by the Mayor as an accurate record.

COMMUNICATIONS TIME

4. Mayor's Announcements

Members noted the updated report outlining the Mayor's engagements for the period 1 October 2011 to 27 November 2011.

Councillor Fower questioned whether the report that showed use of Civic resources for a political group event caused conflict to the Mayor in her duties. It was confirmed that the Mayor's car was not used for the event and that the Mayor had travelled independently.

5. Leader's Announcements

There were no announcements from the Leader.

6. Chief Executive's Announcements

There were no announcements from the Chief Executive.

COMMUNITY INVOLVEMENT TIME

7. Questions with Notice by Members of the public

One question was raised by a member of the public concerning accessibility and recording of council meetings.

A summary of the question and answer raised within agenda item 7 is attached at **Appendix A**.

8. 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 raised in respect of the following:

- Resurfacing of pavements in Werrington South ward;
- Street lighting replacements in Walton Ward;
- Traveller Sites in Dogsthorpe Ward; and
- Resurfacing of Southview Road in Walton Ward.

A summary of all questions and answers raised within agenda item 8 are attached at **Appendix A**.

9. 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 raised in respect of the following:

- Actions to tackle cruel animal sports following spending cuts.

No questions to the representative of the Fire Authority were raised.

A summary of all questions and answers raised within agenda item 9 are attached at **Appendix A**.

10. Petitions submitted by Members or Residents

Lisa Forbes submitted a petition from local residents in Orton Longueville requesting immediate and ongoing action to tackle graffiti.

Councillor Seaton submitted a petition from young people in the Hampton area requesting an urban sports park be constructed in Hampton.

Councillor Saltmarsh submitted a petition from local residents against a permanent Gypsy and Traveller site in the Welland area of the city.

EXECUTIVE BUSINESS TIME

11. 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:

- Support for the Ploughman public house in Werrington Centre;
- Public take up of the Local Authority Mortgage Scheme with Lloyds bank;
- By-laws for dogs off leads in public places and play areas;
- School place provision; and
- Action to tackle homelessness.

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

- Healthy school meal provision;
- Outsourcing of council services;
- Localism Bill and the Cabinet system of governance;
- Lord Mayor of Peterborough;
- Previous Directors of Children's Services;
- Use of public transport and park and ride schemes; and
- Progress on the installation of photovoltaic panels.

A summary of all questions and answers raised within agenda item 11 are attached at **Appendix B**.

12. Questions without Notice on the Record of Executive Decisions

Members received and noted a report summarising:

- Decisions from the Cabinet Meeting held on 7 November 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 been invoked twice since the previous meeting; and
- Cabinet Member Decisions taken during the period 4 October 2011 to 18 November 2011.

Questions were asked about the following:

Street Lighting Efficiency Programme 2011/12 – Award of Contract

Councillor Sandford requested whether the process for reporting and repairing street lights could be made more efficient for the public considering the number of organisations responsible for different street lights across the city area? Councillor Hiller advised Council that all faulty street lights should be repaired promptly and ward councillors should make him aware of any difficulties in having street lights repaired.

Councillor Khan requested whether the contract was a new contract or a renewal as some works that started have stopped and was this related to the new contract? Councillor Hiller advised Council that this was a new contract and any problems or delays with repairs could be reported to him.

Award of contract: Drugs and Alcohol Misuse Services for Children and Young People

Cllr Murphy requested whether the TUPE for officers referred to in the contract would be completed in the timescale and why the £500,000 Key Decision limit was exceeded. Councillor

Murphy also requested why a call-in request for this decision was not dealt with. Councillor Cereste advised Council that a written response would be provided regarding the TUPE question. Councillor Scott advised Council that the decision was not about money but about ensuring the right services were obtained for Peterborough. The monetary value of the contract was weighted at 20% when considering the final contract award. The contract was about the best service for Peterborough.

Award of Grants to not-for-profit organisations 2011 through to 2011-2012

Councillor Fower requested how the work and success of the Faith and Cohesion Network and East of England Faith Council projects were managed and assessed. Councillor Seaton advised Council that agreements with organisations were in place for all of the grants awarded and that a new project was under way to ensure that best value was received for all the grants awarded and he would be happy to keep Councillor Fower updated on the progress of the project.

Councillor Shearman requested why there was a delay in awarding the grant to the Victoria Park Residents Association and other organisations. The Mayor advised Councillor Shearman that the question was not about the decision taken.

Councillor Saltmarsh requested why the residents' associations listed had not yet received the grants. The Mayor advised Councillor Saltmarsh that the question was not about the decision taken.

Discretionary Rate Relief from Business Rates for Charities, Similar Organisations Not Established or Conducted for Profit (renewals)

Councillor Jamil requested whether Appendix A and B were available for public inspection. Councillor Cereste advised that the papers were available on the Council's website. The Solicitor to the Council advised that the appendices referred to were published with the Cabinet Member Decision Notice and not in the Council papers.

Councillor Khan requested why it took over 6 months to determine which organisation would be accepted or refused. Councillor Seaton advised Council that challenges to the budget meant that additional consideration and information was needed for the applications and to advise him of any particular cases that were of concern.

Manor Drive Managed Service – Outcome of Final Tender Evaluation and Identification of Preferred Bidder

Councillor Fower requested what savings would be realised in the privatisation of the services. Councillor Lee advised Council that the savings were set out at the start of the partnership and were around £2 million a year. The expertise of Serco would also be used to identify other areas of Council business for further savings that could be reinvested into front line services.

Councillor Ash requested whether services for residents would be compromised especially regarding customer services function and related call centres. Councillor Lee assured Council that services would not be compromised and this was specified in the partnership agreement with external organisations. The Council was still responsible for the services provided by other organisations.

Councillor Fower requested why the bereavement and registrar services were not included in this contract. Councillor Lee advised Council that these services either had to be provided by the council or that there were no perceived benefits to the Council, financial or service improvements, when deciding to outsource services which were the main reasons for outsourcing services.

COUNCIL BUSINESS TIME

13. Committee 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.

Councillor Hiller introduced and moved the recommendation that Council approves the Peterborough Planning Policies DPD (Proposed Submission Version) for the purposes of public consultation and submission to the Secretary of State.

During debate, a concern was raised regarding the wording of PP17, Ancient, Semi Natural Woodland and Ancient and Veteran Trees and the protection offered from development 'unless it was in the public interest'. Councillor Hiller confirmed that protection of trees and woodland was considered and policies retained in the document.

Following debate, a vote was taken (unanimous) and it was **RESOLVED** to:

Approve the Peterborough Planning Policies DPD (Proposed Submission Version) for the purposes of public consultation and submission to the Secretary of State.

14. Notices of Motion

1. Councillor Murphy requested the consent of the meeting that an alteration was made to his first motion to the effect that the words in paragraph four were left out. Council did not consent to the alteration (5 in favour, 34 against, 3 abstentions). Councillor Murphy moved the following motion:

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.

This motion was seconded by Councillor Jamil.

Following a brief debate the motion was **DEFEATED**: 8 in favour, 35 against, 2 abstentions.

2. Councillor Murphy moved the following motion:

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.

This motion was seconded by Councillor Khan.

Following debate on the motion in which issues raised included budget constraints to buy and develop the land and development of the whole site was preferable to small pieces, a vote was taken and the motion was **DEFEATED**: 11 in favour, 31 against, 0 abstentions.

3. Councillor Fower moved the following motion:

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.

This motion was seconded by Councillor Sandford.

Following a brief debate, the motion was **DEFEATED**: 9 in favour, 30 against, 1 abstention.

Councillors M Dalton and S Dalton left the meeting.

4. Councillor Fower moved the following motion:

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.

This motion was seconded by Councillor Sandford.

Following a brief debate, Council **AGREED** that Cllr Fower could **WITHDRAW** the motion to allow further time to research the uses of and impact that a ban on neonicotinoids would have on the Council.

Councillor M Dalton and Councillor S Dalton returned to the meeting.

5. Councillor Sandford moved the following motion that included amendments from Councillor Fitzgerald to paragraph three (add words), paragraph four (leave out words) and to paragraph 5 (also additional words to be inserted) as below:

That 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, both public service and commercial, providing news, discussion and comment specifically related to Peterborough, to complement the written news service provided by the Peterborough Evening Telegraph;
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;~~ and
5. Will also do all it can to re-establish a local commercial radio station that is actually based in Peterborough as opposed to broadcasting from Kettering and Cambridge studios and ask that our local MPs take up these issues with the BBC and relevant Government ministers to ensure that we keep local radio programming in Peterborough from both the independent sector and the BBC.

This motion was seconded by Councillor Fitzgerald.

Following a brief debate the motion was **CARRIED** unanimously.

15. Reports and Recommendations

a) Review of Peterborough City Council's Members' Allowances Scheme - Report of the Independent Members' Allowances Panel

Councillor Cereste moved a report requesting Council notes the recommendations of the Independent Members' Allowances Panel as summarised in paragraph 3 of the report and determine the action it wished to take in response to the recommendations contained within the report. Councillor Cereste recommended that:

1. Council notes the recommendations and agrees with the principle of the member's allowances panel and I recommend to council that it takes the following action in response:-

The Panel's recommendations would result in an increase to the overall members allowance budget despite what the report indicates and in these very difficult economic times I recommend that the Members Allowances and Special Responsibility Allowances remain the same for the next year. I am minded to agree the panel's recommendation for seven Neighbourhood Chairs and will call a meeting of the various group leaders in order to discuss the practicalities and possible implementation next year.

2. There are no changes to Members Allowances.

This was seconded by Councillor Lee.

Councillor Sandford moved an amendment to the recommendation from Councillor Cereste so that:

1. Council welcomes the report of the Independent Panel on Members' Allowances and its proposed measures which seek to rebalance the Members Allowances Scheme away from excessive use of special responsibility payments and in favour of an enhanced level of basic allowance for all councillors;
2. Council agrees to implement in full the proposals of the panel with the exception that, in view of the current severe economic situation facing the city and the country, the level of basic allowance for councillors be frozen at its current level until the council meeting in December 2012, when it will be reviewed again. This will result in a saving on the members' allowances budget of over £100,000; and
3. Council recommends a change to the administration arrangements for car parking permits in that each councillor should only be allowed to purchase one permit.

This was seconded by Councillor Shaheed.

During debate Councillor Sandford confirmed that the amendment would see the current level of Special Responsibility Allowance (SRA) retained but would reduce the number of councillors in receipt of an SRA by reducing the number of Cabinet members by one.

Following debate the amendment was **DEFEATED** (11 in favour, 30 against).

Following debate of the recommendations from Councillor Cereste a vote was taken (29 for, 10 against, 2 abstentions) and it was **RESOLVED** to:

1. Retain the current Members Allowances and Special Responsibility Allowances for the next year; and

2. Hold a meeting of the group leaders in order to discuss the practicalities and possible implementation next year of a reduction to the number of Neighbourhood Chairmen.

b) Review of Polling Districts and Places

Councillor Seaton moved a report recommending Council approves the polling districts and polling places as set out at Appendix A to the report. 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. This was seconded by Councillor Cereste.

An updated report had been circulated to all Members to include a full list of polling places for West Ward (to include WES 3 - West Town School Williamson Avenue and WES4 - Ramada Hotel, Thorpe Meadows).

During debate it was noted that corrections were needed to be made to polling places listed for Fletton and Woodston Ward (FLE1 should be Queensgate Hotel; and FLE4 should be Riverside Pavilion) and also to polling places listed for Barnack Ward (BAR - Barnack Village Hall; HEL - Helpston Community Centre; and SOU - Barnack Village Hall).

It was **AGREED** to:

Approve the polling districts and polling places as set out at Appendix A to the report subject to the noted corrections being made.

c) Budget and Policy Framework – Revised Budget Timetable

Councillor Seaton moved the recommendation to approve a revised budget process and timetable to include commencing budget consultation during January 2012. This was seconded by Councillor Matthew Dalton.

It was **AGREED** to:

Approve a revised budget process and timetable that included commencing budget consultation during January 2012.

Meeting closed at 10.30 p.m.

MAYOR

FULL COUNCIL 7 DECEMBER 2011

QUESTIONS AND ANSWERS SUMMARY

Questions were received under the following categories:

<u>COMMUNITY INVOLVEMENT TIME</u>	
7	<u>Questions with notice by members of the public</u>
1.	<p>Ms Morag Irving asked the following question:</p> <p>To Councillor Cereste, Leader of the Council and Cabinet Member for Growth, Strategic Planning and Business Engagement:</p> <p>Following a letter sent to all Council Leaders and Monitoring Officers in February this year from Bob Neill MP of the Department of Communities and Local Government requesting Local Authorities increase the accessibility of their meetings by using and allowing a greater range of audio and visual recordings, how much progress has the council made with putting in place a system of audio recording of its Council meetings, making meetings more accessible to the public and more closely in line with the forthcoming the Localism Bill?</p> <p>Councillor Cereste, Leader of the Council and Cabinet Member for Growth, Strategic Planning and Business Engagement responded:</p> <p>The Council already routinely records some meetings particularly regulatory meetings, which relate to planning and licensing matters.</p> <p>The Council is currently exploring ways of extending this facility to other meetings in order to upload the recordings onto the Council's website and other social media sites to enable public access.</p>
8	<u>Questions with notice by Members relating to ward matters To the Cabinet Members and to Committee Chairmen</u>
1.	<p>Councillor Fower submitted the following question:</p> <p>To Councillor Hiller, Cabinet Member Housing, Neighbourhoods and Planning:</p> <p>Several months ago, the City Council resurfaced the footpath of the old Lincoln Road, south of the Cock Inn, but only on one side, that with the jet garage on it. Could the cabinet member please inform me how much this work cost and whether it is now policy for this local authority to resurface just 50% of a road's footpaths, and if not why has this action occurred?</p> <p>Councillor Hiller, Cabinet Member Housing, Neighbourhoods and Planning responded:</p> <p>The resurfacing work on the west side of (old) Lincoln Road was completed as part of the 2010/11 footway resurfacing programme and the final cost was £30,156.</p> <p>The subject of the part completion of footway schemes is not one that is specifically mentioned in current policy or indeed national guidance. Rather the overriding philosophy when identifying such schemes is to prioritise schemes using a consistent approach and to follow up with appropriate treatments in a timely fashion; it is common</p>

	<p>for different parts of an asset to be at a different point in its life cycle thereby necessitating different treatments at different times. The east side of (old) Lincoln Road is programmed for a footway surface treatment during the 2012/13 season. It should be noted that Cllr Fower and John Rumbelow (Senior Engineer) did meet at Lincoln Road on the 31st May 2011 to discuss this very same issue.</p> <p>Councillor Fower asked the following supplementary question:</p> <p>Would the Cabinet Member agree to attend the site to see the situation that has been created?</p> <p>Councillor Hiller, Cabinet Member Housing, Neighbourhoods and Planning responded:</p> <p>Yes, this is possible.</p>
2.	<p>Councillor Shaheed submitted the following question:</p> <p>To Councillor Hiller, Cabinet Member Housing, Neighbourhoods and Planning:</p> <p>Could you please explain to me why Croyland Road and Holland Avenue, in Walton, have received new street lighting and when other parts of the ward might be afforded the same luxury?</p> <p>Councillor Hiller, Cabinet Member Housing, Neighbourhoods and Planning responded:</p> <p>Thank you for your enquiry regarding the street lighting capital replacement scheme in Croyland Road and Holland Avenue in Walton.</p> <p>This scheme is part of a capital programme of work that improves the street lighting asset within Peterborough. This programme targets those areas where the replacement of the street lighting is considered a priority due to the condition of the existing asset. The street lighting condition in Croyland Road and Holland Avenue lead to their replacement this financial year.</p> <p>I would like to add that our proposed capital programme for 2012/13 includes Churchfield Road, Willesden Avenue and Montagu Road in the Walton Ward. The condition of the asset in these streets justifies their inclusion in next years capital programme.</p> <p>In addition to this the efficiency street lighting programme, (which replaces the street lantern only) proposes to carry out works in Ihlee Close and Patterdale Drive in 2012/13.</p> <p>Councillor Shaheed asked the following supplementary question:</p> <p>When will financial savings for the new street lighting be realised?</p> <p>Councillor Hiller, Cabinet Member Housing, Neighbourhoods and Planning responded:</p> <p>Savings will be immediate.</p>
3.	<p>Councillor submitted asked the following question:</p> <p>To Councillor Hiller, the Cabinet Member for Housing, Neighbourhoods and Planning:</p> <p>The recent encampment at Welland has led to tensions between the local community and the Travellers as this is third time in the past three months that caravans have parked on the Welland estate close to residents' properties.</p>

Could I have an update on the review of the location of the provision of emergency stopping places throughout the city to alleviate the pressure on the residents of Dogsthorpe Ward?

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

I understand the concerns of local residents in the area whose daily lives are being disrupted by unauthorised encampments close to their homes. Officers have also kept both me and Cllr Walsh updated on the tensions that have arisen as a result. Work is underway to assess the effectiveness of our existing arrangements to evict Travellers from unauthorised encampments with a view to strengthening our powers where public disorder or community tension is an issue.

Meanwhile, and pending the outcome of the process review, the work to progress the provision of emergency stopping places is on hold. Currently Norwood Lane Traveller Site is identified in the Site Allocations document as the location for a Transit Site, unless an alternative provision is identified.

Please be assured that this issue is being treated as an urgent priority, and officers will provide updates as and when they can.

Councillor Saltmarsh asked the following question:

Will only one site be provided at Norwood Lane instead of several sites as recommended?

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

A review is being undertaken and is expected to be finished soon. Further information can be provided once the review has been completed.

4. **Councillor Sandford submitted the following question:**

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

The Council has recently resurfaced part of Southview Road up the junction of Council Street but has left the rest of the road untouched. This is not the first time that I have seen, in Walton and elsewhere, the Council resurface part of a road and then have to come back a year or more later to do the remainder.

Can I ask the cabinet member, would it not be a more sensible use of resources to resurface whole roads, especially when they are quite short ones such as Southview Road?

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

The resurfacing work at Southview Road, Walton was not completed by Peterborough City Council, it is directly related to recent and ongoing development works at Morrisons and more recently Larkfleet Homes with the latter development necessitating significant utility works along Southview Road.

The subject of the part completion of PCC schemes is not one that is specifically mentioned in current policy or indeed national guidance. Rather the overriding philosophy when identifying such schemes is to prioritise them using a consistent approach and to follow up with appropriate treatments in a timely fashion; it is common for different parts of an asset to be at a different point in its life cycle thereby

	<p>necessitating different treatments at different times. Whilst we always endeavour to resurface the whole length of roads this is often impractical on long roads given budget limitations in these cases a phased approach must be used.</p> <p>Councillor Sandford asked the following supplementary question:</p> <p>Could consideration be given to complete resurfacing being done and the works included in the annual scheme of works?</p> <p>Councillor Hiller, Cabinet Member Housing, Neighbourhoods and Planning responded:</p> <p>It does make sense to consider full resurfacing where possible.</p>
<p>9</p>	<p><u>Questions with notice by Members to Council representatives of the Police and Fire Authorities</u></p>
<p>1.</p>	<p>Councillor Murphy asked the following question:</p> <p>To Councillor Lee, the Council's representative on the Police Authority:</p> <p>How have the cuts to the police service impacted on the policing of cruel sports and illegal hare coursing in the Peterborough rural area?</p> <p>Councillor Lee, the Council's representative of the Police Authority responded:</p> <p>At this time, cuts have had no negative impact on tackling hare coursing crime. The constabulary's Rural Community Action Team (RCAT) has continued to prioritise response across the county, including the rural areas of Peterborough. Prior to the introduction of RCAT and Operation Dornier (force response to Hare Coursing 2004-2005), there were around 1,400 annually reported hare coursing incidents across the county. Currently, in 2011/2012, there have been 72 incidents compared to 99 this time last year, which highlights the continued success of positive action taken by Cambridgeshire Constabulary.</p> <p>The Force has recently trained a Wildlife Officer within RCAT, who has responsibility for the investigation of other cruel sports and wildlife issues, in partnership with other agencies.</p> <p>The proposal for the future is that RCAT forms part of a Centralised Intelligence Bureau (CIB) which will enhance the flow of intelligence information and pro-active resources able to respond quickly to incidents of Hare Coursing and other rural crime across Cambridgeshire, doubling the resources available.</p> <p>Councillor Murphy asked the following supplementary question:</p> <p>Will the wildlife officer's post be protected as budget pressure continues and how will policing of other cruel sports continue?</p> <p>Councillor Lee, the Council's representative of the Police Authority responded:</p> <p>The importance of the officer's post has been highlighted and a more detailed response can be sent. The second question is a separate issue and not a supplementary question.</p>

EXECUTIVE BUSINESS TIME

11 Questions with Notice to the Leader and Members of the Executive

1. **Councillor Fower submitted the following question:**

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

Werrington Centre's only public house, the Ploughman, is under threat of closure, thanks to supermarket giant Tesco, whose plan to double in size, does not include space for the pub! With hundreds of signatories having already signed the petition, support given by all local ward councillors, as well as the City MP, could the relevant cabinet member please inform me and the chamber as to what plans this administration has to support the views of the local Werrington Community, to prevent this popular venue being lost forever?

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

At the time of the granting of planning permission for Phase 1 of the Werrington Centre redevelopment in 2009, the land was owned by the Howard Property Group. The planning permission granted included the demolition of the existing public house and the construction of a new one in a different location but within the same application site. It is therefore not true to say that the redevelopment does not make space for a new public house. Since the grant of planning permission the Howard Property Group sold part of the site to Tesco. This included the site of the existing public house but excluded the site of the new one. Tesco, whilst entitled to demolish the existing public house straight away under the terms of the planning permission, decided to allow the public house to operate on a short term basis and it is on these terms that the landlord took on the property. The City Council cannot prevent the demolition of the public house as permission has already been granted for this. The provision of a replacement facility is in the hands of the Howard Property Group who are fully aware of the strength of local feeling. However, they can only start to market the site as and when the Tesco redevelopment gets under way as this will free up the land for construction of the new public house.

Councillor Fower asked the following supplementary question:

Is a revised application being resubmitted by Tesco and as Cabinet Member could you secure an acceptable solution concerning the retention of the facility?

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

It is not possible to discuss applications that have not yet been made and as a member of the Planning and environmental Protection Committee it would be wrong to make comment on any potential future application.

2. **Councillor Fower submitted the following question:**

To Councillor Seaton, Cabinet Member for Resources:

In a recent article in the Evening Telegraph that corrected a previous piece of misinformation relating to this authority's Local Authority Mortgage Scheme having already started in cooperation with Lloyds, it stated that the scheme would be implemented at the end of November? Could the Cabinet Member for Resources please advise me if this scheme has indeed started and if so, how many applications have so far been processed?

Councillor Seaton, Cabinet Member for Resources responded:

Members will recall that the Local Authority Mortgage Scheme aims to help first time buyers get on the property ladder, and in turn help promote economic growth in Peterborough. First time buyers have often stated that raising enough money for a deposit is the biggest challenge they face.

We are joining forces with Lloyds TSB to help first-time buyers purchase a home with a deposit of just five per cent. It will enable borrowers to buy their first home with a deposit of less than the 25 per cent required by most mortgage lenders.

Since the details of the scheme were approved by Council at our last meeting, we have been working with Lloyds to complete the necessary legal documentation and prepare for launch.

I am pleased to confirm that we will be able to launch the scheme on Thursday 15th December. The scheme will be available in the Westgate, and Long Causeway branches of Lloyds TSB in the city centre as well as branches in Bretton, Fletton and Millfield from that date.

Anyone interested in the scheme will need to deal directly with Lloyds, and we will ensure the relevant contact details are available on our website. I will also ensure that these are shared with all Members, in case you are contacted directly.

As we expect interest to be high, I would urge anyone who is interested to make an appointment with Lloyds to discuss further.

Councillor Fower asked the following supplementary question:

Will the Cabinet Member submit a report to Council advising it of the success of the scheme?

Councillor Seaton, Cabinet Member for Resources responded:

Yes. This can be done.

3. **Councillor Saltmarsh submitted the following question:**

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

Dogs not on leads when being exercised in public places can cause great concern to children and elderly people when they are allowed to run loose.

Can you please advise me of the By Laws which can be enforced by the city council to prevent uncontrolled dogs in our public parks, school playing fields and other open spaces where children play?

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

There are currently no bye laws that exist in Peterborough to request that dogs are kept on leads whilst being exercised. A Dog Control Order under the Clean Neighbourhoods and Environment Act 2005 would need to be installed.

There are many variables that impact upon making a decision to install a Dog Control Order, therefore this topic was debated on 9 November 2011 at Crime and Disorder Scrutiny Committee. It was agreed at this stage that rather than enter into the expensive and lengthy process of adopting Dog Control Orders a programme of education to promote responsible dog ownership would be undertaken. An update will be fed back to the scrutiny committee in 6 months time.

Neighbourhood Officers from Regulatory Services have the delegated authority to issue Fixed Penalty Notices to any person who is not seen to clear away faeces left by their dog. This order was created in 1998 under the Dogs (Fouling of Land Act) 1996 and covers the entire City Council area and includes any new development that may be created within the Local Authority boundaries.

If any person feels alarmed or threatened by a dog's behaviour the Police are the authority that must be contacted. They have power under the Dangerous Dogs Act 1991 to seize animals that are causing the distress or disturbance.

Councillor Saltmarsh asked the following supplementary question:

Out of office hours and at weekends there is no officer to call regarding the round up of stray dogs. Can you clarify this position?

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

There is no dog warden on duty at weekends. This has been the position since April 2009. There is however a reception centre facility which runs 365 days a year between the hours of 0900hrs and 1900hrs in addition to the warden. Adjustments to these times may be made on Bank Holidays. Monday through to Friday there is dog warden cover between 0900hrs and 1700hrs.

If a person calls PCC out of hours regarding a stray dog they are put directly through to a comprehensive message service which advises exactly what people can do should they have come into contact with a stray dog. The person is also asked to leave a message with the details to allow the warden to make contact. The options are; if found between 0900hrs and 1900hrs to drop the dog off at Broadway Vet, Broadway, Peterborough or keep the dog until the next working day when the warden will attend to collect the dog.

The cabinet member is (I am) unaware of a huge problem with strays in the city. I have asked our officers to monitor and report to me the actual instances of dog-related incidents over a three month period, to gauge whether in fact our current service during weekends is adequate.

4. **Councillor Shearman submitted the following question:**

To Councillor Holdich, Cabinet member for Education, Skills and University:

The government recently announced funding to assist in tackling the shortage of school places in Peterborough. Was the Cabinet Member disappointed with our allocation and how does he intend to overcome this shortfall?

Councillor Holdich, Cabinet member for Education, Skills and University responded:

The government allocated a fund of £500m to support the shortage of school places across England. This was allocated to Local Authorities on the basis of 2010/11 capacity information and 2013/14 forecast numbers. I am disappointed that Peterborough has only received £555k. The figure is limited as a result of the fact that within parts of the city (particularly in the rural areas) there are surplus places that at a local authority wide level mask the localised pressure on places particularly within the PE1 and Hampton area. We have made representations to the Department for Education (DfE) that their methodology is flawed and this has been backed by Stewart Jackson MP who has written to the Minister of State for Schools. The proposals for increasing school places in the city continue funded from a combination of borrowing and existing DfE grant. We have also successfully drawn down further funding to support the reopening of the former Hereward

	<p>Community College as the City of Peterborough Academy and a new autistic special school. This funding is likely to exceed £8m.</p> <p>In the pre-budget speech, around £600m has been made available in 2012/13 to support school places.</p> <p>Councillor Shearman asked the following supplementary question:</p> <p>Is a further shortfall of places ahead for the city or is planning already under way to alleviate predicted new immigration to the UK?</p> <p>Councillor Holdich, Cabinet member for Education, Skills and University responded:</p> <p>New funding proposals have been put to government and the Council has already spent more than ever on increasing school places. It is a challenge to predict future numbers.</p>
5.	<p>Councillor Murphy submitted the following question:</p> <p>To Councillor Hiller, the Cabinet Member for Housing, Neighbourhoods and Planning:</p> <p>Is the Council meeting its gross targets for house building within the authority area and what plans exist to tackle the growing number of homeless people in the city?</p> <p>Councillor Hiller, Cabinet Member for Housing, Neighbourhoods and Planning responded:</p> <p>The Council's growth target to provide 25,500 new dwellings during the period 1st April 2009 to 31st March 2026 is ambitious and proving challenging in the current economic climate. House building, like the economy, is cyclical and therefore it is reasonable to expect peaks and troughs over the period to 2026.</p> <p>Between 1st April 2009 and 31st March 2011 a total of 1,861 dwellings have been completed. To meet our growth target, an average of 1,578 dwellings would need to be delivered per year for the remaining 15 year period.</p> <p>In terms of build activity during 2011/12, an accurate figure for the number of completions will not be available until the council completes a comprehensive monitoring exercise of all sites on the close of the financial year. However, an interim indication of build activity in Peterborough based on returns from the National House Building Council and Building Control up until the end of October provides confirmation of 394 starts on site during this financial year. These returns only provide part of the picture and therefore cannot be treated as a comprehensive indication of activity to date. The complete picture of building activity during 2011/12 will be available in June 2012.</p> <p>The primary focus of our strategic housing service is to prevent homelessness, and we run a number of initiatives to achieve this, namely:</p> <ul style="list-style-type: none"> - the Rent Deposit Scheme which assists with an interest free loan to be used to secure alternative suitable accommodation in the private sector - the Sanctuary Scheme which provides increased security measures in someone's home where they are at risk of violence from an ex-partner - Budget/Debt Advice funded by PCC and provided by Citizens Advice, to provide prioritised debt advice to those who approach us at risk of losing their homes because of financial difficulties - the Tenancy Relations Service, which supports tenants who are at risk of illegal eviction - our Empty Homes work, which aims to bring long term empty homes back into use providing much needed housing. <p>Work is also continuing to tackle the number of rough sleepers in the city. We still conduct</p>

	<p>regular operations with the UKBA and work in partnership with police, voluntary groups and the health service to gather intelligence about rough sleepers. The current estimate of people rough sleeping based on this data is 17, considerably fewer than 3 years ago.</p> <p>We are also planning ahead, particularly relating to the changes to the Local Housing Allowance scheme – we will be making sure that residents who will be affected by the changes are made aware of them and where possible we will be working with their landlords to reduce the risk of people losing their homes.</p> <p>Councillor Murphy asked the following supplementary question:</p> <p>Can the Cabinet Member advise me of the numbers of affordable homes that have been completed over the previous two financial years and this to date in this year?</p> <p>Councillor Hiller, Cabinet Member for Housing, Neighbourhoods and Planning responded outside the meeting:</p> <p>In 2009/10 708 affordable homes were completed.</p> <p>In 2010/11 331 affordable homes were completed.</p> <p>Up until December 2011 in <u>this</u> financial year 40 affordable homes had been completed.</p> <p>The affordable housing programme has a target to deliver 94 affordable homes during 2011/12. The anticipated delivery is lower than in recent years for a number of reasons:</p> <ol style="list-style-type: none"> 1. A number of units that were anticipated to complete during 2011/12 completed ahead of schedule due to the increased availability of contractors to deliver affordable housing sites, as a result of reduced activity on market sites. 2. The HCA placed a 3 month (December 2010 - February 2011) embargo on the allocation of grant. This embargo created the knock-on effect of Housing Association partners being unable to commence on site with schemes which were otherwise deliverable, due to a lack of certainty regarding funding. Although some schemes did receive a grant allocation during March 2011 the majority will not deliver any completions during 2011/12. 3. The reduced number of market sales of new build properties caused by the economic downturn since 2008 has meant that private sector developers are not being as ambitious with their development programmes. The gross overall build rates in Peterborough are 1125 units in 2009/10 and only 713 units 2010/11. This slowdown has naturally resulted in fewer affordable units coming through from S106 sites and is impacting on the rate of delivery of affordable units. <p>Positively, although the anticipated rate of affordable housing delivery is low during 2011/12 the level of funding coming through from the Homes and Communities Agency for affordable housing schemes in Peterborough has remained consistent (£15,288,496 in 2010/11 and £14,650,400 in 2009/10). The delivery programme for 2012/13 is looking healthy and is likely to deliver in excess of 300 affordable homes.</p>
6.	<p>Councillor Ash submitted the following question:</p> <p>To Councillor Holdich, Cabinet member for Education , Skills and University:</p> <p>It has been suggested recently that there is a chance that providing healthy meals in England’s Schools will be eroded. Can we be assured that the cabinet and officers will do everything they can to ensure that youngsters are given a sound food education and not offered unhealthy food in schools?</p> <p>Councillor Holdich, Cabinet member for Education, Skills and University sent the</p>

	<p>following response:</p> <p>The nutritional standards set by the School Food Trust are still in place and schools are required to take due regard to these when designing menus in schools. Decisions on school meal planning are for Heads and Governors but the Local Authority continues to encourage schools to have healthy meals that are balanced and meet the aspirations of the nutritional standards. However, the take up on school meals across the city is low so we are encouraging schools to provide a more child friendly menu that is of a good nutritional standard and will provide each child with a healthy daily meal. The number of pupils accessing meals in both primary and secondary schools is only around 1/3rd (below national average) whilst obesity levels remain above national average.</p>
7.	<p>Councillor Ash submitted the following question:</p> <p>To Councillor Lee, Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning:</p> <p>Following on from his announcement that another department is now in the hands of an external organisation can he please give his assurances that the services to councillors and the residents of the city will not be compromised? Can he also say if the council will still have full control of services provided and that the council will give directions for how those services will operate rather than an external organisation taking the helm?</p> <p>Councillor Lee, Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning sent the following response:</p> <p>I can assure Councillor Ash that services to Councillors and the residents of Peterborough are not to be compromised, and this has been made very clear to, and accepted by, the Council's key partners. This is backed up by provisions in the partnership agreements which require partners to work to the Council's standards and to find more innovative, more efficient and more cost effective ways of continuing, not only to provide services, but to improve them - with customers at the very heart. If partners do not provide the standards the Council expects, they can find themselves subject to financial deductions and in severe cases rights for the Council to step in and take over the services.</p> <p>The services provided by external organisations to the Council, residents and Councillors, ultimately remain the responsibility of the Council. This is notwithstanding those services are carried out by an external organisation. As I have already said, key partners have to provide those services to standards set by the Council or face the consequences of not doing so.</p>
8.	<p>Councillor Miners submitted the following question:</p> <p>To Councillor Cereste, Leader and Cabinet Member for Growth, Strategic Planning, Economic Development and Business Engagement:</p> <p>The Localism Act, for the first time, will enable all councils to choose the system of local governance that they want. Therefore, when will this Local Authority scrap its Cabinet system (where a small group of very powerful councillors make all the decisions) and return to a Committee style of governance?</p> <p>Councillor Cereste, Leader and Cabinet Member for Growth, Strategic Planning, Economic Development and Business Engagement sent the following response:</p> <p>At present there are no proposals to return to a Committee style of governance. May I remind members that the Committee style of governance was the way in which local authorities were ruled for many years, until a White Paper in 1998, "Modern Local Government : In Touch with the People" confirmed the government's determination to transform political management structures of local authorities. An earlier consultation paper, titled: "Local Government and Community Leadership" in February 1998 referred to</p>

	<p>the “inefficient and opaque nature” of traditional committees, and identified a “strong argument” for separating the representational and decision making functions of councillors, by forming a cabinet.</p> <p>I am not saying that the committee system of leadership was inefficient in every council, but I’m sure we can all remember, if we cast our minds back, just as many frustrations with a committee system as some of you probably have with the cabinet system.</p> <p>I believe the Leader and Cabinet system of governance has enabled Peterborough to operate efficiently and effectively, and I can see no reason to return to the Committee style of governance just because the Localism Act enables us to do so.</p>
9.	<p>Councillor Miners submitted the following question:</p> <p>To Councillor Cereste, Leader and Cabinet Member for Growth, Strategic Planning, Economic Development and Business Engagement:</p> <p>Could the Leader please give the Peterborough people an update on the Local Authority request to appoint a Lord Mayor for the city?</p> <p>Councillor Cereste, Leader and Cabinet Member for Growth, Strategic Planning, Economic Development and Business Engagement sent the following response:</p> <p>Peterborough applied for Lord Mayoralty status as part of a competition to mark the Queen’s Diamond Jubilee. Only one city will be awarded Lord Mayoralty status, and we are told by the Cabinet Office that the final result of the competition will not be announced until March, or possibly April 2012.</p> <p>(The other 11 cities that have applied for Lord Mayoralty status are Armagh, Cambridge, Derby, Gloucester, Lancaster, Newport (Gwent), Salford, Southampton, St Albans, Sunderland and Wakefield).</p>
10.	<p>Councillor Shearman submitted the following question:</p> <p>To Councillor Scott, Cabinet Member for Children’s Services:</p> <p>Does the Cabinet Member accept that the constant changes of Directors for Children’s Services over the past decade has contributed to our recent OFSTED failure as well as Peterborough languishing at the foot of the national attainment tables?</p> <p>Councillor Scott, Cabinet Member for Children’s Services sent the following response:</p> <p>We need to be clear here on the issues. The reason children’s social care was judged as inadequate by Ofsted is because:</p> <ul style="list-style-type: none"> • The senior leadership and management of children’s social care was not well-focused to lead improvements; • Social work practice was not consistent and there was evidence of poor practice and poor management oversight; and • The contact referral and assessment centre that was set up by officers as the front-door to children’s social care services was not operating as it should. <p>Ofsted was critical of the leadership and management of the service and the director of children’s services resigned as a result.</p> <p>If Councillor Shearman or anyone else has any doubt about that I would urge them to read that Ofsted report which is on the Ofsted website for all to see.</p> <p>Over the past few months Adrian Loades has been working with other experts from the</p>

	<p>region to diagnose all the issues and pull together a robust action plan for improvement</p> <p>We really need to concentrate this improvement plan now and not be sidetracked by the mischief-making of some councillors who are trying to tie together issues that are simply not related.</p> <p>Following the inspection we took immediate action to not only respond to all the issues raised by Ofsted but also to dig deeper to get to the root of the problems in social care to make sure we fully understand the issues and address them.</p> <p>There is no quick fix, I have already made it very clear this process could take up to 18 months.</p> <p>My approach in recovering our safeguarding service is to properly understand all of the factors that contribute to the situation we currently find ourselves and to ensure that actions taken truly address those issues.</p> <p>And I am absolutely committed to ensuring we have the right expertise in place to lead the improvements and ensure children are safe and safeguarded in the city.</p> <p>In relation to the issues of attainment, the last three years we have seen the best ever GCSE results and from Ofsted reports on the inspection of our schools the council has received considerable praise for its improvement work.</p> <p>In the Annual Performance Assessment out last month Ofsted also highlighted other strengths in children's services in Peterborough including:</p> <ul style="list-style-type: none"> • An increase in the number of early years and childcare providers that are good or better. • Four of seven children's centres inspected for the first time are good or better. • The large majority of provision in nursery and primary schools, for children under five, continues to be at least good, with some that is outstanding. • The proportion of good or better primary schools is increasing. • Four of nine primary schools inspected during the year improved their performance from satisfactory to good. • For looked after children, two of the three local authority children's homes are outstanding and the other is good.
11.	<p>Councillor Sandford submitted the following question:</p> <p>To Councillor Hiller, the Cabinet Member for Housing, Neighbourhoods and Planning:</p> <p>The Council's Transport User Hierarchy in our Local Transport Plan states that in all aspects of transport planning, priority will be given to road users in the following order: pedestrians, cyclists, public transport users and taxis, rail freight, road haulage, car borne shoppers and finally car borne commuters.</p> <p>Many people will no doubt welcome the cabinet's recent announcement of reduced rate weekend parking for shoppers and the implementation of a free Christmas park and ride scheme in order to boost shopping in Peterborough City Centre. But, in the light of council transport policy, why is no similar concession being given to public transport users to encourage more people to use this mode of travel into the city centre, with considerably less pollution, emission of CO2 and traffic congestion?</p>

Councillor Hiller, Cabinet Member for Housing, Neighbourhoods and Planning sent the following response:

As Cllr Sandford is aware, the council is not directly responsible for all local bus services. Based on passenger numbers, approximately 94% of all bus services in Peterborough are provided commercially.

The remaining 6% of subsidised bus services, except park and ride, were tendered on a 'minimum subsidy' basis, which means the operator of such services retains the fares income to offset against operating costs. This method of tendering results in lower contract costs and encourages providers to promote the service and encourage patronage growth. As such, the council cannot implement a 'free fares' policy on such services.

However, I will instruct officers to engage with Enterprise, the council's primary partner in relation to subsidised services, to enquire if such policy would encourage long term modal shift and could be introduced in future.

The council's park and ride service was tendered on a different basis and the council therefore does control the fares charged and as such has implemented a 'free' service for 2011, giving shoppers a hassle free way of doing their Christmas shopping in Peterborough.

12. **Councillor Sandford submitted the following question:**

To Councillor S Dalton, Cabinet Member for Environment Capital:

In Spring of this year, the Cabinet member for Environment Capital announced on local radio and in the press that she intended to have photovoltaic solar panels installed on the regional swimming pool, the Town Hall and the Freemans building.

Could she now make a statement on what progress has been made with these projects, which, as she said at the time, have potential not just to generate green energy but also to be a valuable extra income stream for the Council?

Can she also tell us what impact the Government's proposed halving of the solar feed in tariff from 12 December will have on these and other potential solar energy projects in Peterborough?

Councillor S Dalton, Cabinet Member for Environment Capital sent the following response:

The installation of Photovoltaic Solar Panels have now been completed at all 3 sites. The completion dates for eligibility for the Feed in Tariffs Scheme were as follows:

Regional Pool – 17 August 2011
Town Hall – 11 November 2011

Early meter readings from the Regional Pool demonstrate that the installation is currently outperforming original estimates by 15%. It is hoped that Town Hall will have a similar outcome but we hope to review this in the coming weeks.

The installation to the Tesam (Freemans) building is completed and is undergoing the final stages of assessment for eligibility.

The proposed new tariffs will be applied from 1 April 2012. Although the proposals are that the new tariff applies to all new PV installations with an eligibility date on or after 12 December 2011, those installations which are completed between 12 December 2011 and 31 March 2012 will receive the current higher tariff until then.

Current installations are therefore not affected by the new tariff as these will still receive the current higher rates under these proposals.

Despite the reduction in tariffs, we remain committed to the ongoing rollout of solar panels across Peterborough. The reduced rate will make it difficult to fund some schemes but we are looking at various options and hope to be able to announce shortly the range of properties that the next phase will cover.

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COUNCIL	AGENDA ITEM No. 4
22 FEBRUARY 2012	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 28 November 2011 to 12 February 2012

Mayor and Consort	Overview of what happens at a meeting in the Council Chamber - Welland School	Council Chamber
Mayor and Consort	Cross Keys Homes Sheltered Accommodation Craft Event	Johnson Walk, Shakespeare Centre
Mayor and Consort	David Heather and Meredith Young (Student on a Rotary Youth Exchange Programme)	The Parlour
Mayor, Consort, Deputy Mayor and Deputy Mayoress	VIP Reception and Candlelit Advent Service (Kidney Research)	The Bull Hotel and Peterborough Cathedral
Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee Morning	Loxley, Werrington
Mayor and Consort	Meeting with Annette Joyce	The Parlour
Mayor and Consort	Funeral service of Jack Farrell followed by a Wake	The Crematorium. Wake at 90 Hyholmes, Bretton
Mayor and Consort	Visit to Supporting People Projects – - 0900-0930 hrs – Time Stop - 0930-1000 hrs - NACRO/STORM	Eastlands, 386 101 Wellington Street, 13 North Street
Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee Mornings	Pinetree Close
Mayor and Deputy Mayor	'Inner Circle' networking meeting	Royal Spice
Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee Morning	Bifield, Orton Goldhay
Mayor and Consort	Charity Lunch	Reception Room
Mayor and Consort	Visit by Alpha Centre	The Parlour
Mayor	Charity yoga evening	Reception Room
Mayor and Consort	Axiom Housing Association - Visit The Spinney Extra Care Scheme Visit	The Spinney
Mayor and Consort	Carers Rights Day - Money Matters	Reception Room
Mayor, Consort and Deputy Mayor	Photo shoot at Ricky's Party Shop - Promote Balloon Race on 5 January	Ricky's Party Shop

Mayor	Meeting with Paul Vine – Charity Fund raiser bike collection	The Parlour
Mayor and Consort	Open Mayor's Charity Fair	Town Hall
Mayor and Consort	Christmas Bazaar	The Alpha Centre
Mayor and Consort	Peterborough and District Deaf Children's Society Christmas Party for under 11's and their parents and siblings	Jack Hunt Secondary School
Mayor and Consort	Christmas light switch on at Crowland	Trinity Bridge
Deputy Mayor and Deputy Mayoress	Chairman's Christmas Carol Concert and Reception	St Neots Parish Church
Mayor and Consort	70th birthday party - Freya Moore	Copeland, South Bretton
Mayor and Consort	The Jazz Breakfast	The Peterborough School
Mayor and Consort	Christmas Fayre	The Spinney
Deputy Mayor and Deputy Mayoress	Mayor of Sandy Christmas Fun Day Reception	Queen's Head Public House
Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee Mornings	Blossom Court, North Bretton
Mayor and Consort	The Peterborough School Cheque Presentation - Adrian Meadows and Stephen Moore (R99 Entertainment Solutions)	The Parlour
Mayor and Consort	Visit The Voyager School	Mountsteven Avenue
Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee Mornings	Maud Swift Court, Fletton
Mayor and Consort	Citizenship ceremony	Council chamber
Mayor and Consort	Meet with visiting Director of Education from Pakistan	The Parlour
Mayor	FVP Management Committee Meeting	Kingfisher Centre, Bretton
Mayor and Consort	Meeting with Helen Edwards – Full Council	The Parlour
Mayor, Consort and Deputy Mayor	Council Meeting Preparation	The Parlour
Mayor, Consort and Deputy Mayor	Enterprise Drop-in session to meet Managers from refuse and recycling, street cleansing, catering, cleaning and building maintenance teams	Members Lounge
Mayor, Consort and Deputy Mayor	Full Council Meeting	The Council Chamber
Mayor and Consort	Nativity Performance	Dogsthorpe Infant School
Mayor and Consort	Mince Pie and Coffee morning	Cherry Lodge, Clayton
Mayor	Personal tour of the Regional Pool	Regional Fitness and Swimming Centre
Mayor, Consort, Deputy Mayor	Family Voice Ice Show	Planet Ice, Bretton
Mayor and Consort	Independent Appeals Panel coffee morning, thank you from Karen Taylor	Forli Room, Town Hall
Mayor and Consort	Citizens Advice Bureau AGM followed by lunch	The Fleet Complex
Mayor and Deputy Mayor	Meeting with Jonathan Lewis, Children Services	The Parlour
Mayor and Consort	Royal Engineers Association	The Newark Hotel

	Peterborough 50th Anniversary	
Mayor and Consort	The Willow Festival Christmas Party	The Fleet Centre
Mayor and Consort	Bag Pack at Morrison's for Mayor Charities	Morrison's
Mayor and Consort	Mayor's Motorcycle Ride Charity Appeal	Meet at Tesco's in Hampton
Mayor and Consort	Peterborough Crematorium Carol Service	Peterborough Crematorium
Mayor and Consort	Visit Shakespeare Centre - Christmas Celebration	Johnson Walk, Shakespeare Centre
Deputy Mayor and Deputy Mayoress	Rhapsody Ladies Harmony Chorus Christmas Concert	The Voyager School
Mayor and Consort	Christmas Extravaganza in aid of Chernobyl Children's Appeal	All Saints Church Hall
Mayor	Senior Citizens Christmas Lunch	The Fleet Community Complex
Mayor and Consort	Province of Northamptonshire & Huntingdonshire Freemasons Annual Carol Service	Peterborough Cathedral
Deputy Mayor and Deputy Mayoress	Salvation Army Christmas Spectacular	The Salvation Army
Mayor and Consort	Christmas Lunch	The Lindens
Mayor and Consort	Derek Brown's retirement presentation	Browns Dance Studios
Mayor and Consort	Millfield Shopping Centre Window Judging	Lincoln Road
Mayor, Consort, Deputy Mayor and Deputy Mayoress	Civic Panto night – Aladdin	Key Theatre
Mayor and Consort	Mince Pie Reception	Reception Room
Mayor	Meeting Sherry Peck	The Parlour
Mayor, Consort and Deputy Mayor	Italian Christmas Lunch	Southgrove Community Centre
Mayor, Consort and Deputy Mayor	Carol Service (The Peterborough School)	Peterborough Cathedral
Mayor, Consort, Deputy Mayor and Deputy Mayoress	Christmas Wreath Laying Ceremony	Town Hall and War Memorial
Mayor and Consort	Personal tour of Peterborough Museum prior to its re-opening in Spring 2012	Peterborough Museum,
Mayor and Consort	Meeting with The Gurkha Nepalese Community Peterborough	The Parlour
Mayor and Consort	Family Voice Christmas Dinner	Ramada Hotel
Deputy Mayor and Deputy Mayoress	St Ives Civic Service of Nine Lessons and Carols	All Saints Parish Church
Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee Morning	Catley, Paston
Mayor and Consort	Lunch for the homeless	Peterborough Streets
Mayor and Consort	Exchange of painting to The Mayor, from the artist Colin Langley	The Gallery
Mayor and Consort	Meeting with Sean Hanson - Partnership Director at Serco	The Parlour
Mayor and Consort	Newark Town Mayor's Christmas Party	Newark Town Hall
Mayor and Consort	Opening of the project - Love came down at Christmas	St John's church
Mayor and Consort	ICA Christmas Dinner Dance	The Fleet
Mayor and Consort	Christmas Celebration Service	KingsGate

		Community Church
Mayor, Consort and Deputy Mayor	Christmas Service	Oundle Road Baptist Church
Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee Morning	Hinchcliffe 1, Orton Goldhay
Mayor and Consort	A Celebration of Christmas - Service	Luminus Group
Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee Morning	Maud Swift Court, Fletton
Mayor and Consort	ICA Pensioners Christmas Lunch	The Fleet Complex
Mayor and Consort	Citizenship Ceremony	Council Chamber
Mayor and Consort	Meeting with Director of Children Services	The Parlour
Mayor and Consort	Carol Singing with Fenlands Family Church	Outside the Rose and Crown Pub
Mayor and Consort	Departmental visit to Communications Department with Gillian Beasley	Communications Department
Mayor and Consort	Charity Committee meeting	The Parlour
Mayor and Consort	Prize Bingo	Larch Grove, Dogsthorpe
Mayor and Consort	Meet Mark Sandhu and the Customer Service Staff	Bayard Place Reception
Mayor and Consort	Mellows Close Christmas Dinner	Mellows Close Community Centre
Mayor and Consort	Visit to HMP Peterborough	HMP Peterborough
Mayor and Consort	Family Voice Christmas Party	The Fleet
Mayor and Consort	Fenland Family Church Carol Service	Thorney Methodist Church, Thorney
Mayor and Consort	Carol Service	Peterborough Cathedral
Mayor, Consort and Deputy Mayor	Christmas Day visit to children , babies and special care unit at Amazon Ward, Peterborough City Hospital	Amazon Ward, Women's and Children's Unit, Peterborough City Hospital
Mayor, Consort and Deputy Mayor	Visit Salvation Army	The Salvation Army
Mayor and Consort	'Puss in Boots' – Christmas Pantomime for local residents	Honeyhill Children's Centre
Mayor and Consort	Cross Keys Homes Sheltered Accommodation Coffee Morning	Rutland Court, Eastgate
Mayor	Meeting with Stephen Forster – Werrington Church	The Parlour
Mayor and Consort	Charity Lunch	Reception Room
Mayor and Consort	Jack Hunt Presentation Evening	Jack Hunt School
Mayor	Meeting with Fiona O'Mahony – Project Officer	The Parlour
Mayor, Consort and Deputy Mayor	Candle lit dinner with the Mayor	The Parlour
Mayor, Consort and Deputy Mayor	Stronger Together Saturday Homeless Project	Car Park behind The Brewery Tap
Mayor, Consort and Deputy Mayor	Opening of the Regional Pool Facilities and Olympic Art work	Regional Fitness Swimming Centre
Mayor	Meeting with Mr Greene – Charitable Fundraising awareness in Peterborough	The Parlour
Mayor and Consort	Citizenship Ceremony	Council Chamber
Mayor and Consort	Peterborough 900 Campaign Tour	Peterborough

		Cathedral
Mayor and Consort	Cathedral Green Court (including lunch)	Cathedral Green Court
Mayor and Consort	Roy and Ann Pettitt - Tea with The Mayor	The Parlour
Mayor and Consort	18 th Birthday Party	Phoenix School
Mayor and Consort	The Mayor of Haverhill Charity Event	Haverhill Arts Centre
Mayor and Consort	Annual Community Post-Christmas Lunch	Manor Farm Community Centre
Mayor and Consort	Improving options for Post-16 LLDD learners	City College
Mayor and Consort	Visit from Jack Hunt School - Chinese Exchange Visitors Programme	Council Chamber
Mayor and Consort	Visit to Middleton Primary School	Middleton Primary School
Mayor	Children's Services Departmental visit with Gillian Beasley	Children's Services, Bayard Place
Mayor and Consort	Coffee morning	Communal Lounge, Kestrel Court Sheltered Housing
Mayor and Consort	Visit Family Voice	61 Second Drove, Peterborough
Mayor and Consort	Visit Peterborough City Hospital	Peterborough City Hospital
Mayor and Consort	Visit Bikers – Charity food collections	Irchester Place
Mayor	Charity Committee Meeting	The Parlour
Mayor	Charity balloon launch	Town Hall Steps
Mayor	Meeting Sherry Peck	The Parlour
Mayor and Consort	Rising of the Court – Court sitting at 9.45am. Lunch at 12.45 pm	Peterborough Court followed by The Parlour and Reception Room
Mayor and Consort	Glinton Friendship Club - 10th Anniversary Celebrations	Glinton Village Hall
Mayor and Consort	Open new office - Web Windows	Minerva Business Park,
Mayor and Consort	Citizenship Ceremony	Council Chamber
Mayor	Meeting with John Harrison – Mayor's Charity Ball	The Parlour
Mayor and Consort	Marston's Apple Cart Time Capsule event	Apple Cart
Mayor and Consort	Visit by All Saints School and Councillor Shearman	The Parlour and Council Chamber
Mayor and Consort	Launch of the Safeguarding DVD with young children	Reception Room
Mayor and Consort	Burns Night	Kestrel Court Sheltered Housing
Mayor, Consort, Deputy Mayor and Deputy Mayoress	Civic procession to St John's Square	
Mayor, Consort, Deputy Mayor and Deputy Mayoress	Holocaust Memorial Service	St John's Square
	Before the Service, the Mayor to meet students from Nene Park Academy	The Parlour
Mayor and Consort	Eastern Angles Theatre Company Guest Night Performance - Round the	The Cresset

	Twist	
Mayor, Consort, Deputy Mayor and Deputy Mayoress	Katharine of Aragon Commemoration Service	Reception Room, followed by procession to Peterborough Cathedral for Service
Mayor	Meeting with Councillor Seaton	The Parlour
Mayor and Consort	Launch the Companion Care Charity Vets Open Weekend	Companion Care Veterinary Surgery
Mayor and Consort	Mrs Chambers 100th Birthday	Loxley, Cross Keys Homes
Mayor and Consort	Tea with Mr and Mrs Clarke	The Parlour
Mayor and Consort	Meeting with Paul Vine - Charity Fund raiser bike collection	The Parlour
Mayor and Consort	Residents from The Acres, Barnack (Cross Keys Homes) - Tea and Coffee	The Parlour
Mayor	Meeting with Sarah Yirrell (M&S) - Regarding the Charity Fashion Show	The Parlour
Mayor and Deputy Mayor	Meeting regarding the Mayor's Ball	The Marriott Hotel, Peterborough
Mayor and Consort	Meeting with Stef Malajny – Willow Festival Fund raiser	The Parlour
Mayor and Consort	Visit Colin Langley's Gallery	164 Mayor's Walk
Mayor and Consort	Visit to Middleton Primary School	Middleton Primary School
Mayor and Consort	Dinner with Peter Boizot	Clarke's Restaurant
Mayor and Consort	Business Breakfast	The Parlour
Mayor, Consort and Deputy Mayor	Charity Lunch	Reception Room
Mayor	Meeting with Acting Director Adults Social Care Terry Rich	The Parlour
Mayor and Consort	Radio 590 Presentation	City Hospital
Mayor and Consort	Meeting with John Harrison – Mayor's Charity Ball	The Parlour
Mayor and Consort	Department visit with Gillian Beasley and Paul Tonks (Westcombe Engineering, Waste Site, Register Office, Crematorium)	Strategic Resources Department
Mayor and Consort	Islamic Art Exhibition	Jack Hunt School
Mayor and Consort	Insurance Institute of Peterborough Annual Dinner	Peterborough Marriott Hotel
Mayor and Consort	Charity Fair	Reception Room
Mayor and Consort	Visit to Ken Stimpson Community School	Ken Stimpson Community School
Mayor and Consort	Afternoon tea with Lorraine Cunningham and Hasmeck Clarke	The Parlour
Mayor and Consort	Meeting with Jane Darlington Charity fundraising	The Parlour
Mayor	Meeting with Children's Services	The Parlour
Mayor and Deputy Mayor	Charity Committee meeting	The Parlour
Mayor and Consort	Peterborough Women's Centre AGM	Peterborough Women's Centre
Mayor and Consort	Meeting Mike Greene and Jane Darlington – raising charity awareness	Great Northern Hotel, Peterborough
Mayor	Meeting with Children's Services	The Parlour
Mayor and Consort	Meeting with Natasja Petersen	The Parlour

Mayor and Consort	Javed Ahmed and Youth MPs	The Parlour
Mayor, Consort and Deputy Mayor	Charity Zumba night	Reception Room, Town Hall
Mayor and Deputy Mayor	Charity Psychic Night	The Phoenix School
Mayor and Consort	Visit by The Peterborough School	The Parlour and Council Chamber
Mayor and Consort	Visit by Mr and Mrs Reed and Angel	The Parlour
Mayor and Consort	Official Opening of Peterborough Regional College's new specialist Art & Brickwork block	Peterborough Regional College
Mayor and Consort	Arthur Mellows Bistro Experience	Arthur Mellows
Mayor and Consort	Introductory visit to Clare Cottage, Helpston	Clare Cottage
Mayor, Consort, Deputy Mayor and Deputy Mayoress	Civic night to celebrate Royal British Legion 90th Anniversary	Reception room
Mayor and Consort	Opening of the Solo Art Exhibition of Jaroslaw Sokol at Andronicas Café	Peterborough Garden Park
Mayor and Consort	Valentine 'Moth Ball'	Brigstock Village Hall
Mayor and Consort	Downham Market Annual Civic Service	Downham Market Methodist 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
22 FEBRUARY 2012	PUBLIC REPORT

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

1. DECISIONS FROM CABINET MEETING HELD 12 DECEMBER 2011

FLOOD AND WATER MANAGEMENT SUPPLEMENTARY PLANNING DOCUMENT (SPD) - DRAFT FOR CONSULTATION

Cabinet received a report seeking approval, for the purpose of public consultation, of a draft Supplementary Planning Document (SPD) that would provide guidance to developers on flood and water management in Peterborough. It would expand on overarching headline policy contained in the council's adopted Core Strategy. Officers proposed to consult with the public and stakeholders on the draft SPD in early 2012.

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

Approve the Draft Flood and Water Management Supplementary Planning Document for public consultation.

MINERALS AND WASTE: WASTE MANAGEMENT DESIGN GUIDE SUPPLEMENTARY PLANNING DOCUMENT (SPD)

Cabinet received a report requesting it adopt the RECAP Waste Management Design Guide SPD (adoption version), hereafter referred to as the 'SPD'. The RECAP Waste Management Design Guide SPD had been jointly prepared with Cambridgeshire County Council and would support policies in the Minerals and Waste Core Strategy DPD, which was adopted by the two Councils on 19th July 2011.

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

Adopt the RECAP Waste Management Design Guide Supplementary Planning Document (SPD) to form part of the local development framework, with adoption taking effect on 22nd February 2012.

CAMBRIDGESHIRE AND PETERBOROUGH MINERALS AND WASTE SITE SPECIFIC PROPOSALS DEVELOPMENT PLAN DOCUMENT AND PROPOSALS MAP PARTS A & B

Cabinet received a report informing it of the publication of the Inspectors Report and its conclusion which finds the Minerals and Waste Site Specific Proposals DPD 'sound' and seeking Cabinet approval to recommend that Council adopts the DPD at its meeting on 22 February 2012.

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

1. Note the conclusions of the Inspector's Report on the Examination into the Cambridgeshire and Peterborough Minerals and Waste Site Specific Proposals Development Plan Document; and

2. Recommend to Full Council that the Cambridgeshire and Peterborough Minerals and Waste Site Specific Proposals Development Plan Document, incorporating the recommendations made by the Inspector, is adopted.

MEDIUM TERM FINANCIAL STRATEGY 2012/13 TO 2016/17 – COUNCIL TAX BASE 2012/13

Cabinet considered a report, as part of the preparation for setting the council's budget, so that figures for the tax base and the Collection Fund could be used in setting the Council Tax and notify other affected authorities.

CABINET RESOLVED TO:

1. Endorse the calculation of the Council Tax Base for 2012/13 at a level of 56,651 Band D equivalent properties; and
2. Note the estimated position of the Collection Fund and authorise the Executive Director – Strategic Resources to calculate the final figure by 15 January 2012 and notify the Cambridgeshire Police Authority and the Cambridgeshire Fire and Rescue Authority.

CHILDREN'S SERVICES UPDATE

Cabinet received a report updating it with details of improvement actions undertaken since the 26th September meeting in response to the findings of the Ofsted Inspection of Safeguarding carried out in August 2011.

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

Note the developments within Children's Services and the planned improvement activity.

UPDATE - PETITIONS

Cabinet considered a report recommending it notes the action taken in respect of petitions presented to full Council.

CABINET RESOLVED TO:

Note the action taken in respect of petitions presented to full Council.

DECISIONS FROM CABINET MEETING HELD 10 FEBRUARY 2012

ANNUAL AUDIT LETTER

Cabinet received a report to consider and respond to the Annual Audit Letter for 2010/2011, prepared jointly by the council's external auditors PriceWaterhouseCoopers (PwC) and the Audit Commission Relationship Manager.

Cabinet **RESOLVED** to:

Approve the Annual Audit Letter 2010/2011.

UPDATE - PETITIONS

Cabinet considered a report recommending it notes the action taken in respect of petitions presented to full Council.

CABINET RESOLVED TO:

Note the action taken in respect of petitions presented to full Council.

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 not been invoked.

4. CABINET MEMBER DECISIONS

CABINET MEMBER AND DATE OF DECISION	REFERENCE	DECISION TAKEN
Councillor Holdich 23 November 2011	NOV11/CMDN/127	Appointment of Authority Governor - Werrington Primary School The Cabinet member appointed Mr Peter Lees who had been nominated by the local authority.
Councillor Holdich 23 November 2011	NOV11/CMDN/128	Appointment of Authority Governor - Marshfields School The Cabinet Member appointed Miss Joanne Johnson who had been nominated by the local authority.
Councillor Holdich 23 November 2011	NOV11/CMDN/129	Appointment of Authority Governor - NeneGate School The Cabinet Member appointed Miss Claire Hancock who had been nominated by the local authority.
Councillor Holdich 23 November 2011	NOV11/CMDN/130	Appointment of Authority Governor - Old Fletton Primary School To appoint Ms Morag Irving who has been nominated by the local authority.
Councillor Holdich and Councillor Seaton 12 December	DEC11/CMDN/131	Award of contract: Hampton College - Phase 2 The Cabinet Member authorised the award of a contract to Kier Construction - Eastern for the construction of Blocks 10, 11 and 13 at Hampton College to enable the Phase 2 works to be completed. The value of this

2011		contract is estimated to be up to £8,500,000.
Councillor Fitzgerald 12 December 2011	DEC11/CMDN/132	<p>Section 75 Agreement with Cambridgeshire Community Services</p> <p>The Cabinet Member approved that a Section 75 partnership agreement in relation to the delivery of specified integrated front-line health and social care services in Peterborough (currently managed by Cambridgeshire Community Services (CCS) NHS Trust) is negotiated with a view to these services remaining managed by CCS on behalf of the City Council.</p> <p>The agreement would take effect from 1 March 2012 and the content and details of the agreement would be delegated to the Director of Adult Social Services and Director of Strategic Resources to sign off in consultation with the Cabinet Member. The agreement would include appropriate clauses regarding notice periods and termination</p>
Councillor Seaton 13 December 2011	DEC11/CMDN/139	<p>Discretionary Rate Relief from Business Rates for Charities, Similar Organisations Not Established or Conducted for Profit</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 at Appendix A of the report to 31 March 2013; and 2) Rejected the applications for awards of Discretionary Rate Relief for charities and similar organisation as shown at Appendix B of the report.
Councillor Seaton 13 December 2011	DEC11/CMDN/140	<p>Discretionary Rate Relief from Business Rates for Charities, Similar Organisations Not Established or Conducted for Profit and Rural Businesses</p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1) Approved the award of Discretionary Rate Relief for charities and similar organisations shown at Appendix A of the report to 31 March 2013. 2) Reject the applications for awards of Discretionary Rate Relief for charities and similar organisation as shown at Appendix B of the report.
Councillor Seaton 13 December 2011	DEC11/CMDN/141	<p>Discretionary Rate Relief from Business Rates on the grounds of Hardship</p> <p>The Cabinet Member is considered applications for hardship relief from the companies named in the exempt annex and accepted the recommendation that the applications were refused.</p>

<p>Councillor Seaton</p> <p>13 December 2011</p>	<p>DEC11/CMDN/142</p>	<p>Community Worker for Vulnerable People - Award of Grant to Peterborough Racial Equality Council</p> <p>The Cabinet Member for Resources authorised the award of a grant of £15,000 to Peterborough Race Equality Council (PREC) for the period December 2011 to 31st March 2012 to provide a Community Worker for Vulnerable People.</p>
<p>Councillor Seaton</p> <p>13 December 2011</p>	<p>DEC11/CMDN/143</p>	<p>Housing Renewal Policy - Interest Charge on Repayment of Repairs Assistance Grant</p> <p>The Cabinet Member for Resources authorised the following amendments to Peterborough City Council's Housing Renewal Policy 2011-12 to allow:</p> <ol style="list-style-type: none"> 1. Interest to be charged on repayment of grant assistance as a general rule (see paragraph 2.6 in the attached Housing Renewal Policy); 2. The rate to be charged as follows: <ol style="list-style-type: none"> a. fixed at the Bank of England base rate; and b. capped at a level deemed reasonable; 3. Housing officers to be authorised to determine whether or not interest should be charged and whether the rate be waived or reduced in specified circumstances (see paragraph 2.7 of the Housing Renewal Policy).
<p>Councillor Seaton</p> <p>13 December 2011</p>	<p>DEC11/CMDN/144</p>	<p>Security Framework Contract - lot 2 - Cash Collection (including cash in transit, cash collection, banking and counting cash collected)</p> <p>The Cabinet Member is requested to authorise the award of a place on Peterborough City Council's framework contract for security and cash collection services to Loomis Group Ltd ("Loomis").</p>
<p>Councillor Seaton</p> <p>13 December 2011</p>	<p>DEC11/CMDN/145</p>	<p>Discretionary Rate Relief from Business Rates on the grounds of Hardship</p> <p>The Cabinet Member considered an application (from a company named in the exempt annex) for hardship relief and accepted the recommendation that the application be refused for the reasons outlined in the background information and the exempt annex to the report.</p>
<p>Councillor Cereste</p> <p>16 December 2011</p>	<p>DEC11/CMDN/146</p>	<p>War Memorial</p> <p>The Cabinet Member for Growth, Strategic Planning, Economic Development and Business Engagement approved the provision of a new Peterborough War Memorial.</p>
<p>Councillor Holdich</p> <p>19 December</p>	<p>DEC11/CMDN/148</p>	<p>Determination of Competition to Establish a New Primary School in Hampton</p> <p>The Cabinet Member rejected the proposals received</p>

2011		from the Diocese of Ely and from the CfBT Schools Trust to run the new primary school at Hampton (CfBT, formerly the Council for British Teachers, is a charitable trust that provides schools and education consultancy services in the United Kingdom and internationally).
Councillor Cereste 21 December 2011	DEC11/CMDN/149	Affordable Housing Capital Funding at Stanground South phases 3E, 3F, 3G, 3H and 3I - conversion of tenure The Cabinet Member approved conversion of the tenure of the affordable housing rented units, to be provided at Stanground South phases 3E, 3F, 3G, 3H and 3I, from social rented tenure to affordable rented tenure.
Councillor Holdich 3 January 2011	JAN12/CMDN/001	Appointment of Authority Governor - Barnack Primary School The Cabinet Member appointed Mr. Mark Robson who had been nominated by the local authority.
Councillor Seaton 6 January 2012	JAN12/CMDN/002	Solar Photo-voltaic (PV) Panels Framework Agreement The Cabinet Member gave his authority to: 1) Award the contract for the Solar Photovoltaic (PV) Framework Agreement to Mears Limited for the period January 2012 to 31 December 2015. It was anticipated that the overall value of the Framework will not exceed £200m; and 2) the Executive Director of Strategic Resources to call-off individual contracts under the framework.
Councillor Seaton and Councillor Hiller 5 January 2012	JAN12/CMDN/003	Introduction of Administrative Fee for the Issuing of Blue Badges for Disabled Parking The Cabinet Members approved the: (i) Introduction of an administration fee of £10.00 for the issuing of each Blue Badge for Disabled Parking with effect from January 2012. This would apply to both individuals and organisations; and (ii) Introduction of an administration fee of £5.00 for the issuing of a replacement Blue Badge for Disabled Parking when the original badge has been lost or stolen. This would apply to both individuals and organisations.
Councillor Holdich 13 January 2012	JAN12/CMDN/005	Appointment of Authority Governor - Highlees Primary School The Cabinet Member appointed Mrs. Elaine Hedgecock who had been nominated by the local authority.

<p>Councillor Holdich</p> <p>13 January 2012</p>	<p>JAN12/CMDN/006</p>	<p>Appointment of Authority Governor - Highlees Primary School</p> <p>The Cabinet Member appointed Mr. Steve Whitley who had been nominated by the local authority.</p>
<p>Councillor Holdich</p> <p>26 January 2012</p>	<p>JAN12/CMDN/010</p>	<p>Award of Contract - Extension Works at Heltwate School</p> <p>The Cabinet Member authorised the award of the contract for the extension works at Heltwate School to provide four additional class bases and associated facilities to E.N. Suiter Ltd. for the sum of £777,488.00.</p>
<p>Councillor Seaton</p> <p>7 February 2012</p>	<p>FEB12/CMDN/011</p>	<p>Delivery of the Council's Capital Receipts Programme through the sale of Herlington House</p> <p>The Cabinet Member for Resources in consultation with the Leader of the Council authorised the sale of land and building known as Herlington House, Benyon Grove, Orton Malborne to a Third Party (by way of an auction sale) to support the Council's Medium Term Financial Plan (MTFP).</p>

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COUNCIL	AGENDA ITEM No. 13
22 FEBRUARY 2012	PUBLIC REPORT

EXECUTIVE REPORT – RECOMMENDATIONS

a) CAMBRIDGESHIRE AND PETERBOROUGH MINERALS AND WASTE SITE SPECIFIC PROPOSALS DEVELOPMENT PLAN DOCUMENT (DPD) AND PROPOSALS MAP PARTS A & B

Cabinet at its meeting of 12 December 2011 received a report informing it of the publication of the Inspectors Report and its conclusion which found the Minerals and Waste Site Specific Proposals DPD ‘sound’ and sought Cabinet approval to recommend that Council adopts the DPD at its meeting on 22 February 2012.

After consideration of the report, Cabinet noted the conclusions of the Inspector’s Report on the Examination into the Cambridgeshire and Peterborough Minerals and Waste Site Specific Proposals Development Plan Document and agreed the recommendations in the report as below:

IT IS RECOMMENDED that Council adopts the Cambridgeshire and Peterborough Minerals and Waste Site Specific Proposals Development Plan Document, incorporating the changes set out in the Inspector’s Report.

b) PETERBOROUGH HOUSING STRATEGY 2011-2015 AND THE PETERBOROUGH STRATEGIC TENANCY POLICY

At its meeting of 10 February 2012 considered a report seeking its support for the Peterborough Housing Strategy 2011 to 2015 and the Peterborough Strategic Tenancy Policy and for it to recommend adoption of both documents by Council at its meeting of 22 February 2012.

IT IS RECOMMENDED that Council adopts the Peterborough Housing Strategy and the Peterborough Strategic Tenancy Policy

c) BUDGET 2012/13 AND MEDIUM TERM FINANCIAL STRATEGY (MTFS) TO 2021/22

At its meeting of 10 February 2012 Cabinet received a report presenting budget proposals for 2012/13 through to 2021/22, in line with the final local government finance settlement for 2012/13 and the possible outcome for future local government funding arrangements from 2013/14 onwards.

Cabinet endorsed the following recommendations for Council:

1. Have regard to the consultation feedback and statutory advice detailed in the report when determining the budget recommendations.
2. Agree that the following be approved and recommended to Council on 22 February 2012, noting that updates may be necessary if additional information emerges:
 - a) That the Medium Term Financial Strategy is set in the context of the council priorities and sustainable community strategy;
 - b) The Budget monitoring report as the latest probable outturn position for 2011/12, noting the use of reserves to deliver a balanced budget;
 - c) The revenue budget for 2012/13 and indicative figures for 2013/14 to 2021/22 (including the capacity bids and saving proposals outlined in pages 77-87 of the MTFS);
 - d) The recommendation of the Cabinet Member for Resources that the school crossing patrol saving proposal is dropped from the budget plans;
 - e) The capital programme for 2012/13 to 2021/22 associated capital strategy, treasury strategy and asset management plan;
 - f) The principles supporting the plans for the allocation of the Invest to Save capital budget;
 - g) The medium term financial plan for 2012/13 to 2021/22, extended to a ten year plan so that the key challenges around delivery of growth can be adequately captured and financial challenges arising from significant local government funding changes be modelled;
 - h) The proposed council tax increase of 2.95% for 2012/13, indicative increases of 2.95% for 2013/14 to 2016/17 and return to 2.50% for 2017/18 to 2021/22;
 - i) To spend at the level of the Dedicated Schools Grant for 2012/13 to 2021/22; and
 - j) The proposals for reserves and balances.
3. That these recommendations are put forward on the basis of the confirmed local government finance settlement for 2012/13 and best estimates of future local government funding.

In considering the addendum document Cabinet noted the following changes affecting the recommendations above:

- i. The updated consultation feedback and summary (recommendation 1);
- ii. A reduction to the Enterprise saving proposal from £420k to £100k per annum (recommendation 2c and 2g);
- iii. A revision to the Trees and Woodland Strategy capacity bid to £750k per annum resulting in a saving of £250k (recommendation 2c and 2g);
- iv. A presentational change of the Vivacity saving proposal from service reduction category to efficiency category following discussion with Vivacity; and
- v. An update to the reserves schedule (recommendation 2j).

IT IS RECOMMENDED that Council adopts the recommendations above for the Budget for 2012/13 and Medium Term Financial Plan (MTFP) to 2021/22.

Cabinet	AGENDA ITEM No. 6
12th December 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 Richard Kay - Group Manager - Strategic Planning, Housing and Environment	Tel. 453 475 863 795

CAMBRIDGESHIRE AND PETERBOROUGH MINERALS AND WASTE SITE SPECIFIC PROPOSALS DEVELOPMENT PLAN DOCUMENT AND PROPOSALS MAP PARTS A & B

R E C O M M E N D A T I O N S	
FROM : Head of Planning Transport & Engineering	Deadline date :
<p>Cabinet is recommended to:</p> <ol style="list-style-type: none"> 1. Note the conclusions of the Inspector’s Report on the Examination into the Cambridgeshire and Peterborough Minerals and Waste Site Specific Proposals Development Plan Document; and 2. Recommend to Full Council that the Cambridgeshire and Peterborough Minerals and Waste Site Specific Proposals Development Plan Document, incorporating the recommendations made by the Inspector, is adopted. 	

1. ORIGIN OF REPORT

- 1.1 The Council on 2nd December 2009 approved for public consultation a collection of Minerals and Waste related policy documents, namely: the Cambridgeshire and Peterborough Minerals and Waste Core Strategy (Proposed Submission Version); and the Site Specific Proposals Development Plan Document (Proposed Submission Version); and the Draft RECAP Waste Management Design Guide Supplementary Planning Document (SPD).
- 1.2 The Minerals and Waste Core Strategy was adopted by the Cambridgeshire County and Peterborough City Councils on 19th July 2011. The SPD is subject to a separate report on today’s Cabinet agenda.
- 1.3 The consultation and public Examination of the Minerals and Waste Site Specific Proposals DPD is now complete and the independent Inspector appointed by the Secretary of State, has sent his binding report, (17th October 2011) to the Chief Executive, setting out his conclusions on the DPD and associated changes to the Proposals Map.
- 1.4 The Minerals and Waste Site Specific Proposals DPD has been prepared jointly with Cambridgeshire County Council and covers the geographical area of Cambridgeshire and Peterborough.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to: inform Cabinet of the publication of the Inspectors Report (Appendix 1-4) and its conclusion which finds the Minerals and Waste Site Specific

Proposals DPD 'sound'; and seek Cabinet approval to recommend that Council adopts the DPD at its meeting on 22 February 2012.

- 2.2 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 and Budget Framework and lead the Council's overall improvement programmes to deliver excellent services.

3. **TIMESCALE**

Is this Statutory Plan?	YES	If Yes, date for relevant Cabinet Meeting	12th December 2012
Date for relevant Council Meeting	22nd February 2012		

- 3.2 A similar process is being followed by Cambridgeshire County Council with a recommendation for adoption being sought at its Full Council meeting on 21st February 2012, with Peterborough City Council's decision sought on the 22nd February 2012.

4. **BACKGROUND TO THIS STAGE OF THE PREPARATION OF THE MINERALS AND WASTE DEVELOPMENT PLAN DOCUMENTS**

- 4.1 Full details of the background to this DPD can be found in the Council papers of 2 December 2009. The purpose of this report is to: inform Cabinet of the publication of the Inspectors Report (Appendix 1-4) and its conclusion which finds the Minerals and Waste Site Specific Proposals DPD 'sound'; and seek Cabinet approval to recommend that Council adopts the DPD at its meeting on 22 February 2012. Summarily, the Inspector's Report states:

... 'the Cambridgeshire and Peterborough Minerals and Waste Site Specific Proposals Development Plan Document provides an appropriate basis for the planning for minerals and waste for the Cambridgeshire and Peterborough area over the next 15 years.'

- 4.2 To ensure the 'soundness' of the DPD, the Inspector has recommended that a number of changes be made to meet legal and statutory requirements. Most of the changes (Appendix A of the Inspector's Report) were put forward by the Councils in response to points raised and discussions held at the Examination. The Inspector also recommended one significant change not agreed by the Councils, which relates to the exclusion of a site allocation for a Household Recycling Centre, south of Addenbrookes Access Road, Cambridge. The Inspector clarified that all the changes, including the one introduced by himself, do not alter the thrust of the overall strategy.
- 4.3 The recommendations in the Inspector's Report **are binding on the Councils**, unless the Council wishes to reject the entire DPD outright (and in which case, the preparation of the plan would start from scratch) i.e. in short, the Council can either choose to Adopt the DPD (incorporating the Inspector's changes) or not Adopt the DPD. It would be unlawful for the Council to make further changes and then adopt it.
- 4.4 The Non-Technical Summary extract of the Inspector's Report is provided below. There are two principal changes of direct relevance to Peterborough. These are summarised in bullet points 4 and 6 (and made bold for ease of reference):

Non-Technical Summary

This report concludes that the Cambridgeshire and Peterborough Minerals and Waste Site Specific Proposals DPD provides an appropriate basis for the planning for minerals and waste for the Cambridgeshire and Peterborough area over the next 15 years. The Cambridgeshire County and Peterborough City Councils have sufficient evidence to support the Plan and can show that it has a reasonable chance of being delivered.

A number of changes are needed to meet legal and statutory requirements and to ensure that the DPD is sound. The principal changes can be summarised as follows:

- The deletion of the site allocation for a Household Recycling Centre, south of Addenbrookes Access Road, Cambridge (W1X).
- The reclassification of the borrowpit allocations related to the former A14 road improvements as areas of search.
- The identification of an area of search for landfill at Cottenham (M1A/W2B).
- **The removal of Scheduled Monuments from the Pode Hole and Eye / Thorney mineral allocation (M1F).**
- The reduction in size of the Dimmock's Cote, Wicken mineral allocation (M8B).
- **The reduction in size of the Dogsthorpe Former Brickworks waste allocation (W1I).**
- The reclassification of the Warboys Industrial Estate waste allocation (W1AE) as an area of search.
- Revisions to the Implementation and Monitoring framework.
- Consequential amendments and the correction of factual errors and inconsistencies between elements of the Plan.

Most of the changes recommended in this report are based on proposals put forward by the Councils in response to points raised and suggestions discussed during the Examination. The exception relates to the deletion of allocation W1X. The changes do not alter the thrust of the overall strategy.

- 4.5 Of the two changes of direct relevance to Peterborough, officers are content with these changes and were supportive of them as part of the Examination process. Neither of them affects the thrust of the strategy for Peterborough, and there is no reason why the DPD should not be adopted by Council as a result of those changes recommended by the Inspector.

5. CONSULTATION

- 5.1 Extensive consultation, over many years, with the public and a wide variety of other stakeholders has taken place. Emerging drafts have also been considered by various Committee, Scrutiny, Cabinet and Council meetings. The Inspector agreed that we had undertaken appropriate consultation in accordance with the plan making regulations.

6. REASONS FOR RECOMMENDATIONS

- 6.1 As outlined in this report, Council only has two options available to it; either approve the Site Specific Proposals DPD for adoption, or not approve it for adoption. The former is recommended, and in adopting it, Peterborough will have a clear and robust policy document to support the implementation and delivery of the Minerals and Waste Core Strategy's vision, objectives and key planning policies.

7. ALTERNATIVE OPTIONS CONSIDERED

7.1 The option of not approving the plan for adoption is not recommended, because in so doing the Council:

- would have no specific site location guidance for future mineral extraction to support the delivery Peterborough's growth agenda;
- would have no specific site location guidance for the provision of a range of sustainable waste management infrastructure (for municipal, commercial / industrial, agricultural and waste water waste streams) to support Peterborough's existing and future communities; and
- will be at considerable risk of having to determine minerals and waste planning proposals using outdated strategies and policies; which in turn could lead to poorly planned growth, and insufficient provision of infrastructure due to uncoordinated planning.

8. IMPLICATIONS

8.1 The Minerals and Waste Site Specific Proposals DPD will have implications for all sectors of society and all wards and parishes in Peterborough. The process of sustainability appraisal, based on social, economic and environmental criteria, ensures that all potential implications are taken into account in a systematic way.

8.2 **Financial Implications:** The EU Waste Framework Directive requires all waste planning authorities to have in place waste management plans, and for those plans to contain specific information. In comparison with many other Authorities, Peterborough City Council and Cambridgeshire County Council have made good and continued progress on their Minerals and Waste Plan. The adoption of Site Specific Proposals DPD early in 2012 will mean that the Council will have a directive compliant Plan in place, and thereby avoid any potential pecuniary penalty relating to non-compliance.

8.3 There are no immediate financial implications flowing from the adoption of the Minerals and Waste Site Specific Proposals DPD. The detailed financial implications of the growth agenda that the Strategy supports will be assessed as individual schemes develop, and, where appropriate, these will be incorporated into the Council's Capital and Revenue financial planning processes.

8.4 **Legal Implications:** On adoption, the Council must consider all relevant planning applications against the policies in the Minerals and Waste Core Strategy and Site Specific Proposals DPDs.

Appendices

Appendix 1 - Inspector's Report of Examination – Includes Inspector's Report Appendix C

Appendix 2 - Inspector's Report Appendix A – Schedule of Significant Changes

Appendix 3 - Inspector's Report Appendix B – Schedule of Minor Changes

Appendix 4 - Minerals and Waste Site Specific Proposals DPD incorporating all of the recommendations made by the Inspector

Appendix 5 - Proposals Map Parts A&B - Mineral Allocations/Designations and Transport Zones; and Waste Allocations/Designations.

CABINET	AGENDA ITEM No. 5
10 February 2012	PUBLIC REPORT

Cabinet Member(s) responsible:	Councillor Cereste	
Contact Officer(s):	Simon Machen – Head of Planning, Transportation and Engineering Richard Kay – Group Manager – Strategic Planning and Enabling Anne Keogh – Housing Strategy Manager	Tel. 01733 453475 01733 863795 01733 863815

PETERBOROUGH HOUSING STRATEGY 2011-2015 AND THE PETERBOROUGH STRATEGIC TENANCY POLICY (ATTACHED AT APPENDIX 1 TO THE HOUSING STRATEGY)

RECOMMENDATIONS	
FROM : Executive Director Operations	Deadline date : 12 February 2012
<p>1. That Cabinet supports the Peterborough Housing Strategy and the Peterborough Strategic Tenancy Policy (as attached at Appendix 1 to the Housing Strategy) and agree to recommend the Housing Strategy and the Strategic Tenancy Policy to Council for adoption at Council's meeting of 22 February 2012.</p>	

1. ORIGIN OF REPORT

1.1 This report is submitted to Cabinet following recent changes to Government's policy and procedures towards housing, following the end of the current Peterborough Housing Strategy 2008 to 2011 and following the conclusion of the recent public consultation on the draft version of the Housing Strategy.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to seek support from Cabinet for the attached Peterborough Housing Strategy 2011 to 15 and the Peterborough Strategic Tenancy Policy (as attached at Appendix 1 to the Housing Strategy) and for Cabinet to recommend adoption of both documents by Council at its meeting of 22 February 2012.

2.2 It is a statutory requirement to prepare a Housing Strategy, under the Local Government Act 2003. A Strategic Tenancy Policy is also now an additional statutory duty under the Localism Act 2011.

2.3 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	10 Feb 2012 (to approve final)
Date for relevant Council Meeting (to adopt Strategy)	22 Feb 2012	Date for submission to Government Dept (<i>please specify which Government Dept</i>)	N/A

4. PETERBOROUGH HOUSING STRATEGY

Introduction

4.1 The Peterborough Housing Strategy is a major policy item for the council. It sets out the council's policies, commitments and programme for the period 2011 to 2015 for a wide range of housing matters, including:

- How we will assist vulnerable people, such as the homeless;
- What our priorities are for delivering new homes, including prestige and affordable homes;
- How we will endeavour to regenerate existing housing stock, whether that be private or social housing;
- How we will assist people to get access to housing, including the council's Mortgage Scheme;
- How we will meet the housing needs of households with specific needs including older people and people with disabilities;
- How we will tackle Gypsy and Traveller housing issues; and
- How we will respond to the Government's reforms to social housing.

4.2 In clearly setting out the council's priorities in these matters, the public has full knowledge of what to expect and how to make the most of the services we offer.

4.3 The strategy recommended for approval by Cabinet has been written so that it is:

- Brief, yet informative;
- Clear as to what the council's proposed policies are; and
- Specific in actions we will take.

Structure of the Strategy

4.4 The Strategy is in three main parts:

1. An **introductory section** setting out the national and local policy context and an evidence base that highlights key trends relating to the Peterborough housing market, housing need, house conditions and homelessness.
2. A set of **four priorities**, each with their own set of policies and actions (see below); and
3. A summary 'Action Plan', so we are clear who is to do what by when. This will also form the template for regular monitoring and reporting on whether we remain on track with delivering the Strategy.

The Housing Strategy Priorities

4.5 There are four headline priority areas within the Strategy. First, **supporting the delivery of substantial yet sustainable growth**. A range of key objectives are identified to contribute to the delivery of growth in Peterborough. These include confirming that we are to maintain the current targets for additional dwellings in Peterborough but also ensuring that growth is sustainable and achieves high environmental standards. Supporting other important initiatives such as ensuring a supply of suitable accommodation for Peterborough's

growing student population, meeting the accommodation needs of the new City Hospital and supporting Government's promotion of self build, are all identified as important objectives. The council's asset disposal plans and ways of stimulating the local housing market through the council's 'mortgage scheme' are also identified as key areas that can contribute to Peterborough's growth.

- 4.6 The second priority is **securing the regeneration and improvements to Peterborough's housing stock**. This priority focuses on utilising a range of preventative and proactive measures that will improve living conditions in Peterborough's existing homes. The key objectives identified are tackling empty homes, addressing serious disrepair in the private sector through grants and through enforcement and maximising the energy efficiency of existing housing.
- 4.7 The third priority is **meeting existing and future housing needs**. The key objectives that are identified to contribute to achieving this priority are: maximising the supply of affordable housing within the context of Government's new social housing funding regime; preventing and alleviating homelessness and rough sleeping in Peterborough through a range of measures with a strong focus on homelessness prevention; ensuring the suitability of accommodation for households with specific housing needs including older people and people with disabilities both within the existing stock through aids and adaptations and within future stock by ensuring the provision of a range of property types that will cater for different specialist needs; and meeting Gypsy and Traveller needs (especially in terms of meeting short term temporary needs).
- 4.8 The fourth priority is **encouraging the development of mixed and sustainable communities**. The key objectives identified in this section are; ensuring that new housing developments are planned and managed to ensure a sense of community is developed; ensuring a balanced mix of property types and tenures; ensuring the sustainability of rural communities through affordable housing provision to address local need; supporting community led housing solutions (in both rural and urban neighbourhoods); and ensuring that allocation policies and tenure policies for social housing promote mixed and sustainable communities in the light of Government's social housing reforms.

Peterborough's Strategic Tenancy Policy

- 4.9 Included as an appendix to the Housing Strategy is the 'Peterborough Strategic Tenancy Policy'. The enactment of the Localism Bill in November 2011 introduced the requirement for local authorities to publish a Strategic Tenancy Policy within 12 months of the Commencement Order that came into force on 15 January 2012. We undertook a proactive stance and prepared a draft Strategic Tenancy Policy alongside the wider draft Housing Strategy and consulted on both documents from mid November 2011 (see section below for details on consulting). Consequently Peterborough will be one of the first local authorities in the country to have an adopted policy. Once adopted, the Strategic Tenancy Policy will be published as a separate document as well as continuing to be included as an appendix to the Housing Strategy.
- 4.10 The purpose of a Strategic Tenancy Policy is to set out what the council expects from housing associations which operate within the district. To be clear, it does not dictate what housing associations must do, but rather what we expect and prefer them to do. For example, it covers matters such as:
- The minimum length of tenancy to be granted to new tenants;
 - The circumstances where it is appropriate for tenancies to be offered that exceed the minimum term;
 - The circumstances where it is appropriate to retain the offer of lifetime tenancies;
 - The criteria to inform whether to renew a tenancy at the end of a fixed term;
 - The appropriate cap to rent levels for homes let as 'affordable rent' tenure, to ensure affordability; and
 - Any other matter to be taken into consideration by social landlords to determine how their stock is let.

5. CONSULTATION

- 5.1 The Housing Strategy and Enabling team has coordinated the preparation of the Strategy, in association with a considerable number of teams across the council, reflecting the wide range of issues which the Strategy covers. Following approval of the draft Housing Strategy and the draft Strategic Tenancy Policy at Cabinet on 7 November 2011, both documents were subject to a 4 week public consultation process from 14 November to 12 December 2011.
- 5.2 Details of the consultation on the draft Housing Strategy and Strategic Tenancy Policy were made available through local media, including a series of newspaper articles, press releases and a radio feature. As part of the consultation, the documents were published on Peterborough City Council's online consultation portal. Hard copies of both documents, along with printed representation forms, were made available in each library across the city and within council offices.
- 5.3 A wide range of key stakeholders including all housing associations with housing stock in Peterborough were sent electronic notification of the consultation period, electronic copies of both documents with a representation form and a link to council's online consultation portal as a means of providing their feedback.
- 5.4 During the early part of the consultation period, the city council also held a half day consultation event aimed at professional stakeholders. This event provided an opportunity for partner agencies to gain a better understanding of the proposals set out in these two important documents, and to take part in a series of workshop sessions in order to discuss key housing-related themes.
- 5.5 On completion of the consultation process, issues raised during that consultation period were fully considered and changes have been made to the Housing Strategy and Strategic Tenancy Policy where appropriate. Further details of the consultation responses received can be found at Appendix six of the Strategy document.
- 5.6 In short, the consultation exercise was a success. We received some useful comments and suggestions though it is also notable that there was considerable support for the Strategy including from our key stakeholders, such as housing associations and from Stewart Jackson MP. Sustainable Growth Scrutiny further debated the post consultation version of the Strategy on 10 January and also supported the broad thrust of its approach.
- 5.7 As a result of the consultation, the following notable amendments have been incorporated into the final version of the Housing Strategy:
- Introduction of a new policy under the heading 'Ensuring Effective Housing Enforcement' which commits the council to exploring the benefits and implications of introducing a 'selective licensing' scheme in Millfield and New England as a means of regulating the private rented sector in that area of the city
 - Expansion of the commentary relating to the city council's approach to land asset disposals to include reference to the council's capacity to consider on a case by case basis accepting a price below best consideration for land if it is satisfied that this would be in the best interest of the community and in keeping with government regulation and also to add reference to the council's capacity to consider 'alternative payment mechanisms' for land transactions (such a deferred payment arrangements).
 - Amendment to the policy that commits the council to preparing a Community Infrastructure Levy Charging Schedule so that it also commits to carrying out a full consultation on the proposed charging schedule.
- Numerous other minor amendments and updates have been undertaken to the document as a result of feedback from the consultation and progress on national policy delivery and local delivery targets.
- 5.8 As a result of the consultation, the following notable amendment has been incorporated into

the final version of the Strategic Tenancy Policy:

- A new introductory paragraph has been included at the beginning of section three of the policy to emphasise that the policy has been developed in collaboration with the Council's partner housing associations and to confirm that the terms of the policy reflects the robust shared statement of our mutual objectives and values.

6 ANTICIPATED OUTCOMES

- 6.1 It is anticipated that Cabinet will support the Peterborough Housing Strategy 2011 to 2015 and the Peterborough Strategic Tenancy Policy. Subject to Cabinet approval, as this is a Major Policy Item, Council will be asked to formally adopt the Housing Strategy and the Strategic Tenancy Policy on 22 February 2012.

7 REASONS FOR RECOMMENDATIONS

- 7.1 It is a statutory duty to prepare a Housing Strategy, albeit there is very limited statutory guidance as to what it must contain. The Council's current Housing Strategy (2008 to 2011) has come to the end of its intended period and thus a revised strategy is necessary. The Localism Act November 2011 introduced the requirement for local authorities to publish a Strategic Tenancy Policy within 12 months of the Commencement Order that came into force on 15 January 2012.
- 7.2 The Housing Strategy has also been prepared bearing in mind the financial constraints under which the council will operate during the 2011 to 15 period.

8 ALTERNATIVE OPTIONS CONSIDERED

- 8.1 The council could decide to delay adoption of a revised Housing Strategy. However, not only is the existing Strategy coming to the end of its life but it was prepared under a very different national economic and policy situation – it is considered essential, therefore, that our local housing strategy is updated to reflect both of these matters.
- 8.2 Alternative policy options are, of course, possible for inclusion within the strategy. However, the ones presented today are considered by officers as fit for purpose, tackle the key issues that Peterborough faces, yet are realistic and take account of financial constraints.

9 IMPLICATIONS

- 9.1 **Financial:** Preparation of the Housing Strategy and associated Strategic Tenancy Policy has minimal costs and can be met within existing budgets. However, the Housing Strategy, once adopted, commits the council to undertaking various activities in the future, each of which have varying cost implications. These tasks, however, have been agreed with the applicable teams concerned and therefore budgets are in place in order for reasonable endeavours to be taken to achieve the policies and actions proposed. As such, there are no new financial implications directly arising from agreeing this draft Strategy for the purposes of consultation, other than those already accounted for in existing budgets.
- 9.2 **Legal Implications:** The Housing Strategy, once adopted, should be adhered to by the council in the way it conducts its housing-related business. Failure to do so could result in challenges, but these are unlikely to have any legal standing as the commitments being made in the Strategy are not legally binding. Of course, the council has a number of legal duties across the housing agenda, but there is nothing in this Strategy which we believe to be contrary to such legal duties or that create new legal duties. The bigger risk in not achieving what we set out in the Strategy is a reputational risk, rather than any legal risk.

9.3 **Environmental:** sections of the Strategy relate to environmental issues, such as tackling fuel poverty and bringing empty housing back into use. Overall, the Strategy can be regarded as having a positive impact on tackling environmental issues.

10 BACKGROUND DOCUMENTS

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

None.

COUNCIL	AGENDA ITEM No. 14
22 FEBRUARY 2012	PUBLIC REPORT

NOTICES OF MOTION

The following notices of motion have been received in accordance with Standing Order 15.2:

1. Motion from Councillor Goldspink:

Given that this Council has invested £250,000 over two years in the Citizen Power Programme, this Council:

Calls for a report to be submitted to its next meeting setting out the original objectives of the project and how they were to be measured, together with an evidenced assessment of the success of meeting those objectives, the tangible benefits achieved and their value to the ordinary people of Peterborough.

2. Motion from Councillor Miners

That this Council:

Believes that the opportunity given under the Localism Act to reintroduce the Committee system should be adopted during the next Municipal Year. By reintroducing the Committee system, we will be giving backbench Councillors a more active role in the decision making process of the Council. Thereby going some way to bringing Democracy closer to local people.

Contd...

3. Motion from Councillor Sandford

That this Council:

1. Notes that Peterborough's Third Local Transport Plan agreed by Full Council in 2011 states the following vision for Park and Ride in Peterborough:

Park and Ride transport hubs that will intercept vehicles before they access the city centre and provide opportunities for transfer between transport modes.

In order to realise this vision the city council will concentrate on the following objectives (inter alia):

- *To intercept vehicles destined for the city core and city centre and, hence, be an integral part of the car parking supply for the city*
 - *To integrate modes of transport to form comprehensive transport hubs that provide pedestrian and cycle linkages, secure cycle storage, interchange between bus services and electric vehicle recharging facilities and Heavy Goods Vehicle (HGV) overnight parking*
 - *To provide a cost effective alternative to city centre parking*
 - *To provide appropriate seasonal Park and Ride to facilitate access to the city centre in the Christmas period*
2. Notes that the Peterborough Bus Strategy makes the following commitment to key actions on Park and Ride:
 - *Review permanent park and ride options such as developer funded or Government Growth Area Funding; and*
 - *Continue to provide a Christmas park and ride service*
 3. Notes that a Scrutiny Review of Park and Ride recommended that the Council should seek to increase likely patronage by progressively extending the period of operation of the current Christmas park and ride service; and
 4. Therefore regrets the withdrawal of the Christmas park and ride service proposed by the Cabinet and requests the Environment Capital Scrutiny Committee to carry out a review of park and ride options and report back to the July meeting of Full Council with appropriate recommendations.

COUNCIL	AGENDA ITEM No. 15(a)
22 FEBRUARY 2011	PUBLIC REPORT

APPOINTMENT OF A DEPUTY CORONER FOR PETERBOROUGH

R E C O M M E N D A T I O N S
FROM : Solicitor to the Council
That Council: Approves the appointment of Simon Milburn as the Deputy Coroner for Peterborough

1. PURPOSE AND REASON FOR REPORT

Following acceptance of the offer of appointment to the office of H.M. Coroner for Peterborough, David Hemming will commence holding office as a Coroner for this jurisdiction on the 1st April 2012 and is required by s.6 of the Coroners Act 1988 to appoint a Deputy Coroner.

2. BACKGROUND

- 2.1** Subject to approval of Council, the Coroner shall appoint a Deputy Coroner and thereafter may appoint one or more Assistant Deputy Coroners. David Hemming has advised of a suitable Deputy Coroner that, if approved, will commence on 1st April 2012. Subject to Council approval, he intends to appoint Simon Milburn. Mr Milburn, a Solicitor of 20 years, is Director and Head of the Criminal Department at Hunt and Coombs Solicitors, Peterborough and has handled many high profile matters. Being a busy advocate he has all the necessary skills needed to run a Coroners Court subject to obtaining suitable training.
- 2.2** David Hemming has advised that he wishes to appoint Anna Spriggs as Assistant Deputy Coroner (her current position), as Ms Spriggs has expressed a desire to continue with this role. Furthermore, Mr Hemming believes it also necessary to appoint Gordon Ryall as Assistant Deputy Coroner for a period of time after 1st April 2012 to assist with some of the historical complex cases left in the system.
- 2.3** The Deputy Coroner provides cover for the Coroner during periods of annual leave, sickness, training, meetings and to assist with any essential workload when the Coroner is conducting inquests scheduled to last for more than a day. He is entitled to an allowance paid by the council in accordance with nationally agreed rates.
- 2.4** The Deputy Coroner will not be a Council Officer, but an independent judicial office holder, and therefore the Employment Committee does not have the authority to make the appointment.

3. IMPLICATIONS

Legal

- 3.1** The Coroner is legally obliged to appoint a Deputy Coroner, under s.6 of the Coroners Act 1988, and is entitled to make his own choice of the most suitable candidate, subject to the approval of Council. It should be noted that the Coroner may at any time revoke this appointment, but the revocation shall not take effect until a successor has been appointed by the council.

Financial

- 3.2** There are no specific financial implications to appointing a Deputy Coroner, aside from officer time.

4. BACKGROUND DOCUMENTS

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

None.

COUNCIL	AGENDA ITEM No. 15(b)
22 February 2012	PUBLIC REPORT

PETERBOROUGH CITY COUNCIL PAY POLICY STATEMENT FOR 2012/13

R E C O M M E N D A T I O N S
FROM : Solicitor to the Council, in consultation with the Cabinet Member for Community Cohesion & Safety, Cllr Irene Walsh
That Council: Adopts the pay policy statement appended to this report.

1. PURPOSE & REASON FOR THE REPORT

Council is required by the Localism Act 2011 to pass a resolution approving the Pay Policy Statement by no later than 31st March each year, for the following financial year. This report asks council to approve the Pay Policy Statement for 2012/13.

2. BACKGROUND

- 2.1 The Localism Act (the Act) requires that the council approves a pay policy statement that sets out the authority's policies for the financial year relating to the remuneration of its chief officers, the remuneration of its lowest paid employees and the relationship between the remuneration of its chief officers and the remuneration of its employees who are not chief officers.
- 2.2 The term Chief Officer in a local authority context is defined as the Head of Paid Service, (Chief Executive), the Monitoring Officer, and statutory and non-statutory Chief Officers defined in s2 of the Local Government and Housing Act 1989, and Deputy Chief Officers mentioned in that Act. The policy defines this in more detail, in section 4, and includes a schedule of the roles included within the definition, together with the names of officers currently fulfilling those roles.
- 2.3 The Act contains specific items that must be included in the Pay Policy, and the draft recommended to council is compliant with those requirements. It has also been drafted having regard to the guidance provided by the Department of Communities and Local Government (DCLG) "Openness and accountability in local pay: Draft guidance under section 40 of the Localism Act"
- 2.4 The requirement to approve, publish and comply with a Pay Policy Statement builds on the Code of Recommended Practice for Local Authorities on Data Transparency that has led to the council already publishing data on senior salaries and the structure of the council's workforce. The requirement in the Act is based on the premise that elected members should have a significant input into how decisions on pay are made, particularly decisions on senior pay, and that they are open about policies that determine those decisions, to enable local taxpayers to take an informed view of whether local decisions on remuneration are fair and make the best use of public funds.
- 2.5 The Act and government guidance recognises that each local authority is an individual employer in its own right and has the autonomy to make decisions on pay that are appropriate to local circumstances and which deliver value for money for local taxpayers. The Act does not impose policies, and only requires that authorities are open about how their own policies and local decisions are made.

3. THE POLICY

- 3.1 The first point to note about the Pay Policy being recommended to council is that it does not recommend changes to policies relating to remuneration. Rather, it codifies the approaches that the council already has to remuneration.
- 3.2 Although the policy has been prepared having regard to government guidance, it does not include every aspect which might be included. A notable example is that the guidance suggests that “full council should be offered the opportunity to vote before large salary packages are offered in respect of a new appointment. The Secretary of State considers that £100,000 is the right level for that threshold to be set”. This specific provision has not been included in the Pay Policy statement (and there is no requirement for it to be included). This is because it is considered that the guidance in this respect falls short of the council’s already well-established policies. The appointment of the Chief Executive, the Executive Director of Strategic Resources as the council’s s151 officer, and the Solicitor to the Council as the Council’s monitoring officer, are already subject to the approval of full council, and this includes their remuneration. All other Directors and Heads of Service are subject to approval of Employment Committee (with Cabinet members having the right to object to any appointment). Full Council has already delegated this responsibility to Employment Committee, and in practice it means that remuneration packages at a much lower level than £100,000 are subject to scrutiny by the council’s properly appointed committee, including some Heads of Service who are paid at the top end of the NJC scale. Before approving any appointment and remuneration package, Employment Committee receives advice as to the appropriate level of remuneration, taking into account a number of factors that enable them to assess the value of the appointment to the organisation. This enables Employment Committee to ensure that the council acts properly in accordance with employment legislation, in approving an appointment and remuneration package.
- 3.3 It is important to note that on 1st March 2012 Adult Social Care Staff will transfer back from the PCT to the council. They will transfer under the Transfer of Undertakings (Protection of Employment) (TUPE) Regulations 2006 and as such many of their terms and conditions, including remuneration, will have some level of protection. The council will fully review the impact of the transferring staff on the Pay Policy following the transfer, as the final list of staff will only be confirmed shortly before the transfer takes place. It is likely that a revised Pay Policy Statement will then be referred to a later council meeting. This is because there is a higher number of lower paid staff in Adult Social Care, and this will impact on the data in the pay policy, particularly in relation to the ratios of the remuneration of the highest paid to lowest paid, and highest paid to average earnings. It will also be necessary to ensure the Policy contains accurate information about those roles in Adult Social Care that fall within the definition of “chief officers”. This cannot be finalised in advance of the final transfer list being agreed with the PCT.

4. IMPLICATIONS

(i) FINANCIAL IMPLICATIONS

There are no specific financial implications to the approval of a Pay Policy Statement. The contents of the Statement are consistent with the current approach to remuneration and will not result in a change to the remuneration package to any employee. The current remuneration of employees is accounted for in the 2012/13 budget proposals.

(ii) LEGAL & HUMAN RESOURCES IMPLICATIONS

It is a requirement of the Localism Act 2011 that the council must approve a Pay Policy Statement. Once the Pay Policy Statement is passed, all decisions relating to remuneration must be made in accordance with it. If amendments are required, they can be made by resolution at a subsequent council meeting. As soon as practicable after approving or amending its Pay Policy

Statement council must publish it in such manner as it thinks fit, which must include publication on the authority's website.

Council is advised that the Pay Policy Statement appended to this statement has legal and human resources approval. It has been prepared with regard to the guidance given by the Secretary of State in relation to sections 38 to 43 of the Localism Act 2011. As with any other resolution, council may move amendments to the policy before it is passed by council, but it is strongly advised to seek both legal and human resources advice before moving an amendment, as amendments may have employment law implications, and may need consultation with affected employees and possibly trade unions. In the absence of legal and human resources advice having been obtained in advance, council is advised to pass the resolution in its current format, and subsequently seek advice with a view to referring an amended Pay Policy Statement to a subsequent council meeting.

If council does not pass a resolution at this council meeting to approve a Pay Policy Statement, it will be necessary to convene an extraordinary council meeting for this purpose prior to 31st March 2012, to prevent the council being in breach of its statutory duty.

(iii) EQUALITIES IMPLICATIONS

The Council's Pay Policy is consistent with its obligations as an employer to comply with equality duties. It ensures that all employees are rewarded fairly and objectively, without discrimination, for the work that they undertake on behalf of the council, and provides an objective mechanism to review pay dispersal throughout the council.

5. CONSULTATION

This report has been discussed with political groups in advance of the council meeting. Any group that has not been briefed has been given the opportunity of a briefing. The trade unions have been consulted, with particular reference to the definition of "lowest paid employees". It has not been necessary to carry out any specific employee consultation as the Pay Policy Statement does not change their terms and conditions of employment.

6. BACKGROUND DOCUMENTS

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

Department of Communities and Local Government (DCLG) guidance "Openness and accountability in local pay: Draft guidance under section 40 of the Localism Act" November 2011

Hutton Review of Fair Pay in the Public Sector: Final Report March 2011

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PAY POLICY STATEMENT FOR 2012/13

1. Purpose of the Policy

- 1.1 The council is required by ss38 to 43 of the Localism Act 2011 to produce an annual pay policy statement. It must be approved by Full Council each year by 31 March prior to the financial year to which it relates, and must then be published on the council's website.
- 1.2 The statement sets out the council's policy with regard to:
 - The remuneration of chief officers (as defined in 4.1);
 - The remuneration of the lowest paid employees (as defined in 6.2); and
 - The relationship between chief officers' remuneration and that of officers who are not chief officers.
- 1.3 It is important to note that this policy is not proposing changes to the approach to the remuneration of chief officers, it is simply codifying the council's current approach, as required by the Localism Act.
- 1.4 Remuneration includes salary or payment under a contract for services, expenses, bonuses, performance related pay and severance payments.
- 1.5 The objectives of this policy are:
 - 1.5.1 to set remuneration at a level sufficient to attract and retain adequately experienced, trained and qualified individuals to deliver the council's priorities,
 - 1.5.2 to reflect fairness and equality of opportunity, and
 - 1.5.3 to set out the council's approach to remuneration in a fair and transparent manner.

2. Pay Framework

- 2.1 The Council's pay framework was implemented in April 2007 in line with national guidance, with the grade for each role being determined by a job evaluation process. This followed a national requirement for all local authorities, and a number of other public sector employers, to review their pay

and grading frameworks to ensure fair and consistent practice for different groups of workers with the same employer. As part of this the council determined a local pay framework for NJC posts, up to grade 15.

- 2.2 In exceptional circumstances, basic pay for any officer may be supplemented by a market supplement if market evidence on demand for these skills supports it. This will be agreed by the Chief Executive and the Head of Human Resources.
- 2.3 This pay policy statement does not relate to:
- teaching staff and associated youth and school advisory roles where pay is governed by national consultation groups
 - contractors
 - companies wholly or partially owned by the council
 - the receipt or distribution of any payments received by the Chief Executive in her role as Returning Officer

3. Pay Awards

- 3.1 The council's policy on pay awards for all employees, including chief officers, is to follow national negotiations. There has been no annual pay award to any group of staff since April 2009, and the last pay award for chief officers was in April 2008.
- 3.2 The Council will implement any national settlement reached in respect of the financial year 2012/13, however it is anticipated that there will be no such settlement, and that there will be a further freeze for all officers.

4. Definition of Chief Officers

- 4.1 As is required by the Localism Act, for the purpose of this policy, chief officers are defined as:
- Head of Paid Service (Chief Executive)
 - Monitoring Officer (Solicitor to the Council)
 - S151 Officer (Executive Director - Strategic Resources)
 - Statutory Chief Officers : Executive Director - Children's Services & Executive Director - Adult Social Services
 - Non-Statutory Chief Officers : Executive Director - Operations and any post that reports directly to the Chief Executive (other than administrative posts)
 - Deputy Chief Officers: anyone who reports directly to a statutory or non-statutory chief officer (other than administrative posts).
 - Any self-employed individual engaged by the council in one of the categories above

A list of posts and officers included in this definition, together with their salary band, is attached at Appendix 1.

5. Policy relating to remuneration of Chief Officers

- 5.1 The current policy relating to the remuneration of chief officers is that it is broadly based on evaluation under the Hay system, but has also historically been mainly market driven. Salary on appointment has regard to the relative size and challenge of the role compared with other chief officer roles within the council, and account is also taken of other relevant available information, including the salaries of chief officers in other similar sized councils.
- 5.2 Full Council is responsible for approving the appointment or dismissal of the Head of Paid Service (Chief Executive), the s151 Chief Finance Officer (Executive Director – Strategic Resources) and the Monitoring Officer (Solicitor to the Council) following the recommendation of such an appointment or dismissal by Employment Committee, which will include a recommendation on the appropriate remuneration on appointment. All Cabinet members have a right to object to the appointment or dismissal before the recommendation is made.
- 5.3 Employment Committee is responsible for approving the appointment (including remuneration) or dismissal of all other Directors and Heads of Service, only some of whom are chief officers. All Cabinet members have a right to object to the appointment or dismissal.
- 5.4 The council does not use performance related pay for chief officers, nor does it pay bonuses. It has not ruled out that it may introduce some performance related pay in the future, but this will be dependent upon gaining Silver Investors in People status, and further developing its Performance Development Review (PDR) system, and managerial training, so that it can be satisfied that it has a sufficiently sophisticated system to ensure that any performance related pay system is fairly applied in accordance with employment legislation.
- 5.5 Incremental progression for chief officers is not automatic and in practice there is rarely any incremental progression for chief officers. Any progression is at the discretion of the chief executive and appropriate cabinet member, and is normally linked to a change in responsibilities, or agreed on recruitment following an initial period in the role. This contrasts with salary progression for NJC evaluated posts where increments are paid in accordance with agreed council policy, usually on an annual basis. Incremental progression for NJC evaluated jobs is automatic within the pay range for the job, and takes place until the maximum incremental point within the pay range is achieved. Thereafter the employee is only eligible for any annual cost of living award negotiated by the appropriate bodies.
- 5.7 Information relating to the remuneration of Senior Officers is published annually in the statement of accounts, and also in accordance with the Department of Communities and Local Government's (DCLG) Transparency Code. The Council will continue to follow these requirements when determining disclosure for chief officers. Information in relation to payments made under a contract for services, (for Chief Officers who are self-employed) will be published at the same time.

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

- 6.1 The Localism Act requires the council to determine who its lowest paid employees are. It may adopt any definition which most appropriately fits local circumstances, providing it explains in the policy why that definition has been adopted.
- 6.2 For the purpose of this policy, the Council defines its lowest paid employees as those in the bottom 10% of employees by remuneration. This includes those on grades 1 to 5, and these grades have been objectively evaluated against their job content, in accordance with the NJC scale. There are approximately 100 employees in this bracket at the time of writing this policy. The average remuneration package for those employees is in the region of £15,931. For employees who work part-time, their salary is calculated pro rata of the full-time equivalent. When adult social care staff transfer back to the council from the PCT on 1st March 2012, this is likely to decrease the average remuneration package of the bottom 10%, as there is a high number of lower paid staff in that service.
- 6.3 Various options for the definition of lowest paid employees have been considered with the Cabinet Member for Community Cohesion and Safety (who is the portfolio holder for Human Resources). Her preference and recommendation to council is to adopt the definition explained above. This definition has been selected because it captures a meaningful number of employees and avoids the distortions that might occur with a very small group, or the excessive averaging that would be required if a larger group was used, such as the lowest quartile. This definition has been agreed with the relevant trade unions.
- 6.4 Former council employees who have transferred to external contractors with whom the authority has contracted to perform services are excluded from this definition.

7. Policy relating to remuneration of all employees

- 7.1 The council's policy is to differentiate between remuneration of its employees by setting different levels of basic pay to reflect differences in responsibility, but not to differentiate on other allowances, benefits and payments it makes. The council has separate policies relating to travel and subsistence, redundancy, relocation, and other entitlements, and does not differentiate between chief officers and those who are not chief officers in respect of entitlement to these benefits. Similarly, all officers who work on elections are entitled to payment for specific roles such as count supervisor or count assistant, at rates agreed each year by the Returning Officer, and the rates agreed relate specifically to the election role undertaken, and not to the grade or employment status of the officer undertaking the role.
- 7.2 Mobile phones
- Officers including chief officers, are entitled to be provided with a mobile phone or other personal data device if it is necessary to carry out their duties. Personal use is permitted, but must be reimbursed in accordance with council policies, so this is not classified as a benefit in kind for tax purposes.

7.3 Policy on receipt of salary & pension

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

7.4 Enhancement of pension benefits

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

7.5 Termination of employment

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

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

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

remuneration is currently 10.68 times the remuneration of the lowest paid employees.

This is summarised below:

Chief Execs salary	£170,175
Lowest salary (using bottom 10)	£15,931
Ratio	10.68 : 1

- 8.2 Hutton considered that the most appropriate metric to track the pay dispersion across the organisation is the multiple of the remuneration of the Chief Executive to the average remuneration of the organisation’s workforce. At the time of writing this policy it is unclear from the government guidance (which is still only available in draft form) whether the average remuneration that should be used is the mean average, or the median average, and both calculations are therefore shown in the table below.

The current calculation and ratio is as follows:

	Median	Mean
Chief Exec’s salary	£170,175	£170,175
Average	£27,849	£29,539
“pay multiple” ratio	6.11 : 1	5.76 : 1

- 8.3 The ‘average salary’ is calculated as follows:

- Median – where the full time equivalent salaries of every employee are listed in order of value, and the value of the employee in the middle is used. In this case, the council currently has 1084 employees covered by this pay policy. When all of these salaries are listed in order, the total salary package of the 543rd employee is £27,849
- Mean - where the full time equivalent salaries of every employee are added together, and then divided by the total number of employees (in this case 1084). It should be noted that adding the salaries together is not the same as the total pay bill, as it is full time equivalent salaries that are added together.

- 8.4 A graph showing pay dispersal across the council as at February 2012 is included at Appendix A. This is likely to fluctuate as the shape of the council changes, particularly if services are transferred into, or out of the council’s control.

- 8.5 The transfer of adult social care staff into the council with effect from 1st March 2012 is likely to see the average remuneration reduce. The ratio will therefore

increase as a consequence, but it must be made clear that this is not as a result of any increase in chief officers' pay.

9. Review of the Pay Policy Statement.

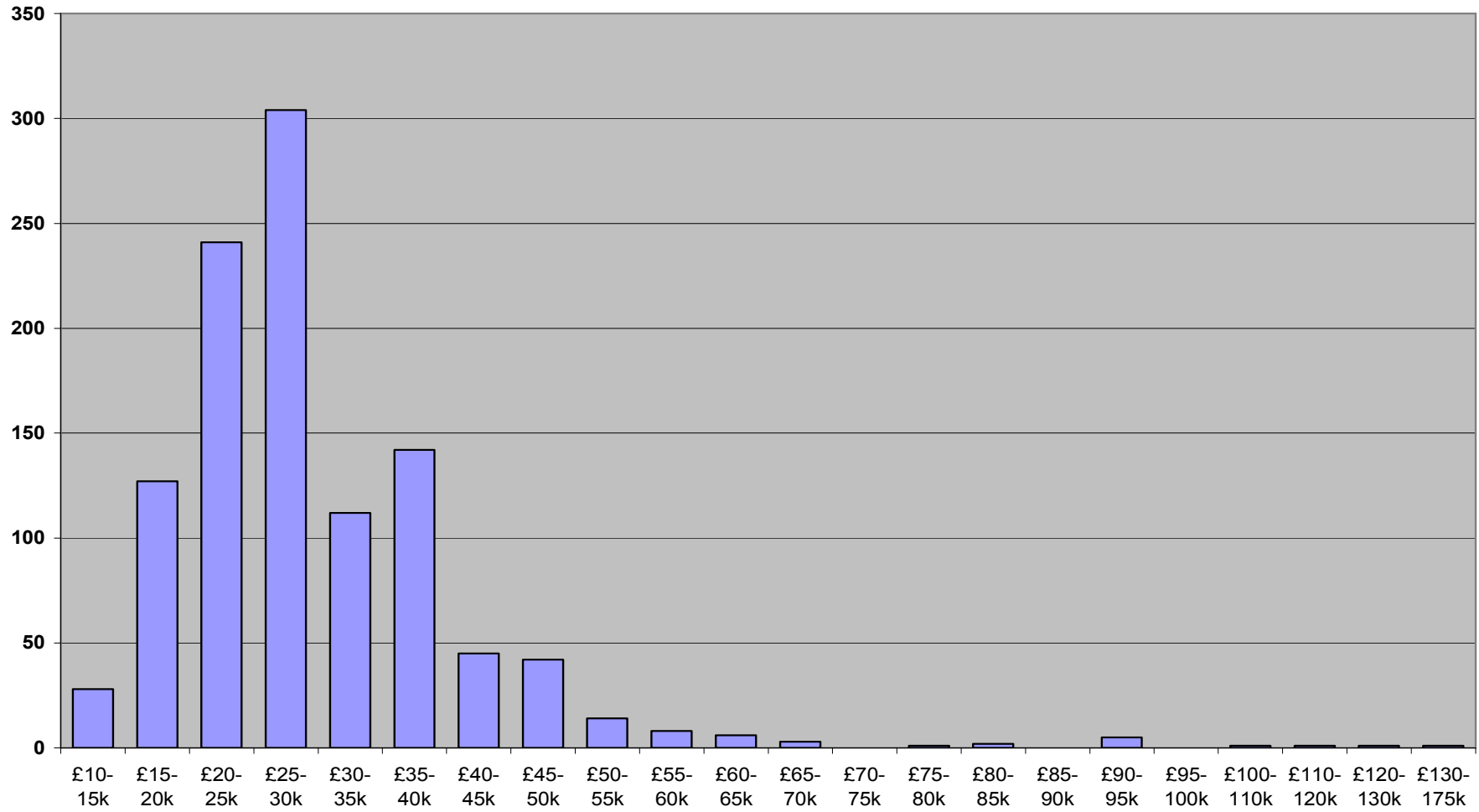
- 9.1 As has been referred to within this report, the Adult Social Services function transfers from the PCT to the council with effect from 1st March 2012. There will be some officers who fall within the definition of chief officers for the purposes of this policy, and as already referred to, there will also be an impact on the relationship between the remuneration of chief officers and those who are not chief officers. At the time of writing this policy, the final lists of those staff transferring to the council is not confirmed, and it is therefore not possible to factor those elements into this policy. It is proposed that following the transfer, the pay policy is revised, and an amended pay policy brought back to council for approval.
- 9.2 Thereafter, this policy will be kept under review in the light of external best practice and legislation, internal data on recruitment and retention, and external pay data. Any changes will be discussed with all stakeholders including recognised trade unions before being presented to council for approval. Council will approve its Pay Policy Statement at least on an annual basis, normally at the council meeting in February when the council's budget is considered.

10. Notes

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

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

ROLE	OFFICER IN POST AT FEBRUARY 2012
Chief Executive (Head of Paid Service)	Gillian Beasley
Solicitor to the Council (Monitoring Officer)	Helen Edwards
Executive Director – Strategic Director (s151 officer)	John Harrison
Statutory Chief Officers: Executive Director – Children’s Services Executive Director - Adult Social Services	Malcolm Newsam (Interim) Terry Rich (Interim)
Non-statutory Chief Officers: Executive Director - Operations	Paul Phillipson
Head of Growth & Regeneration	Andrew Edwards
Head of Legal Services	Kim Sawyer
Head of Governance	Diane Baker
Legal Services Practice Manager	Elliot Smith
Head of Strategic Finance	Steven Pilsworth
Head of Business Transformation	Paul Tonks (Interim)
Deputy Chief Officer - Assistant Director Education & Resources	Jonathan Lewis
Deputy Chief Officer Assistant Director Strategic Commissioning & prevention	Vacant
Deputy Chief Officer Assistant Director Children’s Community Health	Janet Dullaghan
Deputy Chief Officer Assistant Director Safeguarding Families & Communities	Ann Goldsmith (Interim)
Project Manager –Uni@PBORO	Robert Digby
Head of Commercial Operations	Annette Joyce
Head of Business Support	Karen Franklin
Head of Neighbourhoods	Adrian Chapman
Head of Planning Transport & Engineering	Simon Machen



APPENDIX B : GRAPH SHOWING PAY DISPERSAL ACROSS THE COUNCIL

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