

CABINET

MONDAY 24 SEPTEMBER 2012, 10.00 AM

Bourges/Viersen Room - Town Hall

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AGENDA

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2 Declarations of Interest	
<i>At this point Members must declare whether they have a disclosable pecuniary interest, or other interest, in any of the items on the agenda, unless it is already entered in the register of members' interests or is a "pending notification" that has been disclosed to the Solicitor to the Council.</i>	
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Cabinet Members
Scrutiny Committee Representatives
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*Any agenda item highlighted in bold and marked with an * is a 'key decision' involving the Council making expenditure or savings of over £500,000 or having a significant effect on two or more wards in Peterborough. These items have been advertised previously on the Council's Forward Plan (except where the issue is urgent in accordance with Section 15 of the Council's Access to Information rules).*



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MINUTES OF CABINET MEETING HELD 10 JULY 2012

PRESENT

Cabinet Members: Councillor Cereste (chair), Councillor M Dalton, Councillor Fitzgerald, Councillor Hiller, Councillor Holdich, Councillor Lee and Councillor Walsh.

Cabinet Advisers: Councillor Eley, Councillor Goodwin and Councillor North

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Scott.

2. DECLARATIONS OF INTEREST

None received.

3. MINUTES OF CABINET MEETING 26 MARCH 2012

Cabinet agreed that the minutes of the meeting held 26 March 2012 were accurate.

STRATEGIC DECISIONS

4. ARMED FORCES COMMUNITY COVENANT

Cabinet received a report seeking agreement on the adoption of the Armed Forces Community Covenant for the City of Peterborough. The Armed Forces Community Covenant is a statement of mutual support between the Armed Forces community and the civilian community in Peterborough.

Councillor Walsh introduced the report and introduced Councillor Victor Lucas, former Captain RN DL and Chairman of Cambridgeshire Reserve Forces and Cadets, who addressed Cabinet and spoke of the need for the military to work with local authorities and that he was looking forward to work in the future on joint projects. Group Captain Hill, Wittering Station Commander, also addressed Cabinet and welcomed the opportunity for closer working with the local authority to further improve relations and to access funding for community projects.

Councillor Lee added that work with the Territorial Army had already begun with the introduction of free gym passes for its members.

Cabinet **RESOLVED** to:

Adopt the Armed Forces Community Covenant for the City of Peterborough.

REASONS FOR THE DECISION

The Armed Forces Community Covenant would bring benefits to the city. It would strengthen the relationship between the city, RAF Wittering and the Armed forces community and would open up the opportunity to apply for funding for community projects through the Community Covenant Fund.

ALTERNATIVE OPTIONS CONSIDERED

The only alternative option was not to adopt the Covenant in Peterborough. Although it was entirely optional to implement a Covenant in the city it would prevent any community groups or organisations from having the opportunity to apply for funding from the Community Covenant Fund. This funding was specifically designed to fund projects that would benefit all members of the community.

5. CONSULTATION ON THE REVIEW OF THE OLDER PEOPLE'S ACCOMMODATION STRATEGY AND OPTIONS FOR THE FUTURE OF CARE HOMES IN PETERBOROUGH

Cabinet received a report seeking its approval for the Peterborough Older People's Accommodation Strategy 2012 and for Cabinet to agree adoption of the strategy and consequent consultation on the proposed closure of the two care homes: Greenwood House and Welland House.

Councillor Fitzgerald introduced the report, advising that officers sought approval for consultation to begin, not approval for closure of the homes. Cabinet was advised that neither care home had been at full capacity for some time and the standard of the buildings did not allow the best access to care that could be provided.

Tim Bishop, Assistant Director Strategic Commissioning Adult Social Care, addressed Cabinet and highlighted the updates to the strategy since 2007 which included the recommendation to close both Welland House and Greenwood House.

Ms Marie Skells, a representative of residents and families from the two care homes, addressed Cabinet, opposing the proposed closures and stating that equivalent specialist care for dementia and Alzheimer's sufferers was not available in the private sector and that the day services must also continue to be provided.

Sally Cartwright, representing the care staff from the care homes, addressed Cabinet, opposing the proposed closures, stating that assurances were given in 2011 that the homes would not close, a rebuild could be afforded from the proposed redundancy funds, referrals were not made to the homes ensuring they were not full, many residents would not cope with the stress of moving home and the rising demand in the city should see the homes remain or be replaced.

Councillor Saltmarsh, representing residents as a Ward Councillor for Dogsthorpe, addressed Cabinet, opposing the proposed closures and stating that residents from the recently closed Peverells had already moved to Welland House and would now have to move again, many jobs in the ward would be lost, land should be identified for rebuilds of the homes, a new home would ensure residents stayed with friends and known staff and the standard of care was first class in each home.

Councillor Cereste stated that all options would be considered during the consultation exercise.

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

1. Approve the refreshed Peterborough Older People's Accommodation Strategy and;

2. Authorise consultation with residents and families, and appropriate staff, on the proposed closure of the two care homes: Greenwood House and Welland House.

REASONS FOR THE DECISION

The previous strategy was now five years old and needed to be updated, taking into account modern standards and expectations of care provision for older people.

The Council needed to ensure people had access to good quality residential and nursing care in fit for purpose surroundings, which supported staff and managers to meet people's individual personalised needs.

ALTERNATIVE OPTIONS CONSIDERED

The homes to continue to provide a residential service with no changes. This was rejected because the resident room sizes are small and do not meet modern standards, or the quality of provision that the Council wishes to provide for older people.

The homes to be sold as a going concern. This option has been rejected because the costs of running the homes and the improvement costs would not make them viable businesses to sell.

The homes be developed and improved. Significant costs would be incurred to improve the homes and it may be more cost effective to demolish and rebuild them. Initial cost modelling indicates that for the two homes, with like for like built on modern standards, the build cost alone would be circa £2.2m, with additional costs of demolition and fitting out. Given the national data and the number of rooms it is unlikely this would be a cost effective option and would still require residents to leave the homes while work was undertaken.

6. GROWTH AND DEVELOPMENT ITEMS

6.a ENDORSEMENT OF THE 2012-13 OPPORTUNITY PETERBOROUGH BUSINESS PLAN

Cabinet received a report requesting it endorsed the Opportunity Peterborough annual business plan. As sole funder it was important that the council was satisfied that the draft business plan would deliver the objectives agreed.

Councillor Cereste introduced the report stating that many successes had been achieved over the previous 12 months. Neil Darwin, Director of Economic Development, addressed Cabinet highlighting successes included growing numbers of jobs, Skills Vision, investment in the city continuing from the private sector and good ratings had been received from investment and financial companies.

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

Endorse the 2012/13 business plan for Opportunity Peterborough.

REASONS FOR THE DECISION

It was required that the Council considers and agrees the draft business plan. The specific schemes for implementation would potentially evolve during the course of the plan period and it was therefore appropriate that funding was approved by the Council through its normal decision-making processes.

ALTERNATIVE OPTIONS CONSIDERED

The draft business plan could not be approved, which would significantly limit the operations of Opportunity Peterborough as the City's Economic Development Company.

6.b DELIVERY STRATEGY FOR SOUTH BANK AND SURROUNDING AREAS

Cabinet received a report to consider the outcomes of the review of the options for delivery of the Riverside Opportunity Area and to agree the way forward.

Councillor Cereste introduced the report stating that the development of the area was moving forward well.

Councillor Dalton declared an interest as a Member of the Athletics Club, and asked if there were plans for the athletics track. Andrew Edwards, Head of Growth & Regeneration, advised that the plans would not be detrimental to the track. Councillor Lee added that any development would consider what enhancements could be made and would not look to move the track.

The Head of Growth and Regeneration further advised Cabinet that another location was being discussed with the operators of the Green Back Yard and would be of comparable size to the existing site.

Cabinet **RESOLVED** to:

1. Agree that the South Bank Opportunity Area (SBOA) is renamed as the Riverside Opportunity Area (ROA).
2. Agree that the embankment and areas north of the river and Pleasure Fair Meadows car park are included within the ROA as shown in the plan at Appendix 1.
3. Agree the proposed delivery strategy for ROA and the outline scope of development as detailed in the report.
4. Delegate authority to the Head of Growth & Regeneration in consultation with the Leader of the Council and Cabinet Member for Growth, Strategic Planning, Economic Development, Business Engagement and Environment Capital, the Executive Director Strategic Resources and the Solicitor to the Council to procure a joint venture partner(s) to participate in a corporate joint venture with the council for the delivery of parts of the ROA including but not limited to Fletton Quays.
5. Delegate authority to the Head of Growth & Regeneration in consultation with the Leader of the Council and Cabinet Member for Growth, Strategic Planning, Economic Development, Business Engagement and Environment Capital, the Executive Director Strategic Resources and the Solicitor to the Council to negotiate with the freeholders to acquire land and assets necessary to support the successful development of the ROA up to a limit of £3m, subject to due diligence and a viable business case; to be funded through:
 - a. Up to £1m through the existing corporate Invest To Save budget in this financial year, for those assets where a clear Invest To Save business case can be demonstrated; and
 - b. Up to £2m for other assets, for which Cabinet is asked to support a growth bid for the FY13/14 budget process.

6. Support a growth bid in FY13/14 for £600k to cover the procurement and establishment of the Joint Venture.

REASONS FOR THE DECISION

The recommendations were made to enable the delivery of regeneration on the South Bank area of Peterborough, now to be extended and known as the Riverside Opportunity Area. It was considered that without these steps it would not be possible to deliver timely and comprehensive regeneration on this key city centre site.

ALTERNATIVE OPTIONS CONSIDERED

The alternative options were considered in the report at Appendix 2 and the reasons that these alternatives were not being taken forward were given.

6.c DEVELOPMENT OF GROUND MOUNTED SOLAR PHOTOVOLTAIC (PV) PANELS (SOLAR FARMS) AND WIND TURBINES

Cabinet received a report seeking its approval for the development and delivery of ground mounted solar photovoltaic (PV) panels, known as solar farms, wind turbines and other types of renewable energy schemes on sites within the Peterborough area.

Councillor Cereste introduced the report stating that the city should aspire to become self sufficient and this project would move a long way to achieve this goal.

Cabinet considered the report and commented that renewable energy projects must be brought forward and money will be generated from the energy developed to alleviate budget pressures. It was requested that it be noted that Cabinet passed its thanks to John Harrison and his team for the development of the work and this report.

Cabinet **RESOLVED** to:

1. Approve the outline strategy for the development of renewable energy parks at the three council owned agricultural sites identified in para 4.11.1 of this report, to include Ground Mounted Solar PV (solar farms), wind turbines or other types of renewable energy schemes;
2. Note that the delivery of the outline strategy for the above sites is subject to further due diligence and studies around planning, environmental, technical and financial issues;
3. Delegate authority to the Executive Director – Strategic Resources in consultation with the Leader of the Council and/or Cabinet Member for Resources to:
 - (i) identify further sites for development in the vicinity of the three sites set out in para 4.11.1, and carry out appropriate project appraisal studies in relation to them, and if not already in Council ownership to negotiate the acquisition of those sites or interests in them, (subject to further decisions of cabinet or the relevant cabinet member to approve such acquisitions before any commitment is made, as set out in recommendation 4 below);
 - (ii) to award contracts in respect of all sites identified as suitable for renewable energy projects for project appraisal studies and associated professional support;
 - (iii) to extend the current contract with AECOM for project appraisal studies and other preparatory work, if required, (see para 4.7), as the current financial limit is unlikely to be sufficient to carry out all work preparatory to development on multiple sites;

4. Note that subject to the outcome of the necessary studies and negotiations a further report will be brought back to Cabinet prior to submitting any planning applications and conclusion of negotiations; and
5. Approve the use of the Invest to Save budget to deliver the strategy, as outlined in para 4.21, including the need to ensure updates are included in the next refresh of the MTFS as necessary.

REASONS FOR THE DECISION

To enable the Council to progress its “green” agenda by developing renewable energy technologies, thus generating income through sale of energy, reducing energy costs, and reducing CO2 emissions.

ALTERNATIVE OPTIONS CONSIDERED

The Council could decide not to proceed with the studies and potential development of the identified sites. If it chose to do so, it would lose a valuable opportunity to progress its development of green energy. At this stage, no credible alternative sites to those proposed had emerged.

7. SAFER PETERBOROUGH PARTNERSHIP PLAN

Cabinet received a report presenting the refreshed version of the Safer Peterborough Partnership Plan seeking Cabinet endorsement prior to Full Council.

Councillor Walsh introduced the report highlighting reductions in crime figures and commended the hard work by officers to achieve this. Gary Goose, Strategic Safer and Stronger Peterborough Manager, addressed Cabinet advising that developments within the previous year enabled an update to crime targets and was ahead of national targets for this.

Councillor Walsh added that it would be highlighted to the new Police and Crime Commissioner the importance of the partnership in order to maintain its funding. Councillor Cereste requested that the success in reducing crime figures should be featured in the next press release to try to alleviate people’s concerns over crime rates.

Cabinet **RESOLVED** to:

Endorse the 2012 revision of Safer Peterborough Partnership 3-year Plan (2011-2014) and recommend it to Full Council for approval.

REASONS FOR THE DECISION

The Crime and Disorder Act 1998, revised by the Police and Justice Act 2006, required that the Community Safety Partnership publishes an annual Partnership Plan.

ALTERNATIVE OPTIONS CONSIDERED

The previous partnership plan ran from 2008 – 2011.

8. POLICE AND CRIME PANEL

Cabinet received a report requesting it agree to the foundation of the Cambridgeshire Police and Crime Panel as a joint committee of the seven Cambridgeshire authorities and to

nominate and appoint members to the Panel. Furthermore Cabinet was invited to agree that Peterborough City Council shall be the host authority to facilitate the operation of the Panel.

Councillor Walsh introduced the report advising Cabinet that there would be no allowance paid to members until the Members' Allowance Panel had considered it and reported to Council. Councillor Walsh further advised that the members from Peterborough would be Councillors Elsey, Khan and Walsh.

Cabinet **RESOLVED** to:

1. Agree to establish the Cambridgeshire Police and Crime Panel as a joint committee of the Cambridgeshire local authorities as defined in Section 28 of the Police Reform and Social Responsibility Act 2011
2. Agree that Peterborough City Council will be the host authority for the Panel.
3. Agree the nomination and appointment of three members and three substitute members of the Council to the panel as set out in paragraph 4.14 and authorises the Leader of the Council to appoint to any position becoming vacant
4. Agree to delegate authority to the Solicitor to the Council to finalise the terms of the panel arrangements for the Cambridgeshire Police and Crime Panel, provided that the agreement is substantially in the form attached to this report.

REASONS FOR THE DECISION

The Police Reform and Social Responsibility Act 2011 required that local authorities in each police force area established a police and crime panel, as a joint committee, primarily to scrutinise the commissioner.

ALTERNATIVE OPTIONS CONSIDERED

It was a statutory obligation to appoint a Police and Crime Panel. If the Council did not appoint a Panel the Secretary of State had the power to do so, and make appointments to that panel. It was considered preferable for the council to take this step for itself.

Being a county with seven authorities the statutory position required the Cambridgeshire authorities to establish a 10 member panel, however the Cambridgeshire authorities have opted for an 11 member panel as they considered that this offered the optimum level of skills and experience necessary for a successful panel.

The terms of reference and membership arrangements had been developed with the other authorities across Cambridgeshire and therefore no other arrangement options were available.

9. BUDGET MONITORING REPORT FINAL OUTTURN 2011/12

Cabinet received a report informing it of the final financial position for revenue and capital at 31 March 2012 and approve the reserves position for the council. The report also contained performance information on treasury management activities, the payment of creditors, collection performance for debtors and local taxation and benefit overpayments. This was introduced by Councillor Cereste.

Cabinet **RESOLVED** to:

1. Note the final outturn position on the council's revenue budget 2011/12 of £678k overspend, including the improvement of £1,431k since the provisional outturn position;
2. Note the final outturn position on the council's capital budget 2011/12;
3. Approve the reserves position for the council and note the refreshed five year forecast.
4. Note the performance against the prudential indicators;
5. Note the performance on treasury management activities, payment of creditors in services and collection performance for debtors, local taxation and benefit overpayments; and
6. Note that the uncertainty of local government funding arrangements from 2013/14 onwards, including the impact of the economic outlook and potential consequences on the level of reserves that council will deem to be sufficient under the new local government funding arrangements.

REASONS FOR THE DECISION

This monitoring report for the 2011/12 financial year was part of the process for producing the Statement of Accounts and final budget monitoring report for 2011/12.

ALTERNATIVE OPTIONS

Not to report the final budget position for the Council to Cabinet. However, this report was the final budget monitoring report for 2011/12 financial year and was a management report of the Council's finances to supplement the publication of the Statement of Accounts reviewed by Audit Committee at their meeting of 25 June 2012.

10. IMPROVING CHILDREN'S SERVICES UPDATE

Cabinet received a report updating it with details of improvement actions undertaken since the March Cabinet meeting in response to the findings of the Ofsted Inspection of Safeguarding carried out in August 2011. This was introduced by Councillor Cereste.

Malcolm Newsam, Director of Children's Services, addressed Cabinet and advised that the report to the Parliamentary Undersecretary of State from the chairman of the External Improvement Board had been submitted and stated that the service was on the right track to continue to improve. Mr Newsam emphasised that there was still the improvement programme - which was a long-term project - and he anticipated that it would take at least a further twelve months, nonetheless rapid progress had been achieved over the past six months and he expected this pace to continue.

Cabinet **RESOLVED** to:

Note the improvement activity and progress within Children's Services.

REASONS FOR THE DECISION

The Council needs to secure immediate improvements to safeguard children and in the longer term put in place a sustainable high quality Children's Service in Peterborough.

ALTERNATIVE OPTIONS

Not applicable.

11. OUTCOME OF PETITIONS

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

Councillor Cereste introduced the report and requested that further information should be included in future reports on the outcomes of officer actions.

CABINET RESOLVED TO:

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

REASONS FOR THE DECISION

Standing Orders require that Council receive a report about the action taken on petitions. As the petitions presented in this report have been dealt with by Cabinet Members or officers it is appropriate that the action taken is reported to Cabinet, prior to it being included within the Executive's report to full Council.

ALTERNATIVE OPTIONS

Any alternative options would require an amendment to the Council's Constitution to remove the requirement to report to Council.

11.45 a.m.

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CABINET	AGENDA ITEM No. 4
24 SEPTEMBER 2012	PUBLIC REPORT

Cabinet Member(s) responsible:	Cllr Cereste (Leader of the Council and Cabinet Member for Growth, Strategic Planning, Economic Development, Business Engagement and Environment Capital) Cllr Hiller (Housing, Neighbourhoods and Planning)	
Contact Officer(s):	Richard Kay (Group Manager Strategic Planning, Housing & Environment) Simon Pickstone (Strategic Planning Officer)	Tel. 863795 Tel. 863879
Head of Service:	Simon Machen	Tel. 453475

PETERBOROUGH 'COMMUNITY INFRASTRUCTURE LEVY (CIL) – PRELIMINARY DRAFT CHARGING SCHEDULE (PDCS)' AND INFRASTRUCTURE DELIVERY SCHEDULE (IDS)

R E C O M M E N D A T I O N S	
FROM: Director of Operations	Deadline date: 24 September 2012
It is recommended that Cabinet:	
<ol style="list-style-type: none"> 1. Approves the Community Infrastructure Levy Preliminary Draft Charging Schedule and supporting documentation, including the Infrastructure Delivery Schedule 2012, for 6 weeks public consultation commencing in October 2012; 2. Agrees that a refreshed Infrastructure Delivery Schedule is scrutinised and approved by Cabinet annually each year (around summer), but that delegated authority is given to the Leader, as Portfolio Holder for Growth, to add or delete infrastructure items on the Schedule at any time via a CMDN; and 3. Agrees to the request made by Sustainable Growth and Environment Capital Scrutiny Group on 6 September 2012 that it is made explicit that the intention, subject to consultation, is for the element of the CIL receipts which is to be ringfenced for spend by Neighbourhood Committees should be distributed to each Neighbourhood Committee on an equal basis. 	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to Cabinet following its approval on 8 February 2010 to research the potential for adopting a Community Infrastructure Levy (CIL) for Peterborough.
- 1.2 Responsibility for this report, and for overseeing CIL generally, falls within the Strategic Planning function of the city council. However, the content of this report is based upon work undertaken by the IDS Working Group, a group of senior officers from across the city council.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is for Cabinet to approve a set of documents for the purpose of public consultation, this being the first step in an 18 month process for bringing into force a CIL for Peterborough. Perhaps the most important element Cabinet is being asked to approve is the 'Preliminary Draft Charging Schedule' (see Table 1 below). If, following due process, CIL is subsequently adopted by full council in late 2013 or early 2014, it will signify

an important shift in the way the council collects and administers developer contributions to help pay for the necessary infrastructure Peterborough needs to grow sustainably.

- 2.2 This report is for Cabinet to consider under its Terms of Reference No. 3.2.3, 'to take a leading role in promoting the economic, environmental and social wellbeing of the area'.

3. **TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	Not at present, but to be added to constitution as a Major Policy item shortly	If Yes, date for relevant Cabinet Meeting	24 September 2012 (stage 1); Mid-2013 (stage 2); Late 2013 (final stage)
Date for relevant Council meeting	Mid-2013 (Stage 2); Late 2013/early 2014 (adoption)	Date for submission to Government Dept <i>(please specify which Government Dept)</i>	N/A

4. **WHAT ARE THE CRITICAL ITEMS/ISSUES FOR FOCUS?**

Community Infrastructure Levy (CIL)

- 4.1 The CIL is a new nationally based optional approach to securing developer contributions which, if adopted by the city council, will replace (a) the current locally based Peterborough Planning Obligations Implementation Scheme (POIS) and (b) elements of the current s106 arrangements.
- 4.2 The key driver for introducing CIL is legislative change which, from April 2014, will make unlawful both our current POIS system and some elements of the current S106 process. In simple terms, the key legislative change is that if a council wants to 'pool' developer contributions in order to pay for infrastructure then it must introduce a CIL. If it does not introduce a CIL, then from April 2014 there are severe restrictions on the ability of a council to pool contributions.
- 4.3 It is important to note at this stage that CIL will not be a radical new initiative in Peterborough. It is very similar to the existing POIS system we have successfully had in place in Peterborough for the past few years, i.e. a 'levy' placed on development, a similar set of '£' rates, and a similar proposed spending arrangement. It is not therefore anticipated to cause undue concern to the vast majority of developers and investors in the city.
- 4.4 Cabinet endorsed research into the potential for adopting a CIL on 8 February 2010. In order to set a CIL in Peterborough we need to consult on and ultimately adopt a CIL Charging Schedule. In order to be in a position to do this we have commissioned consultants (Roger Tym and Partners) to undertake a development viability study (Peterborough City Council Community Infrastructure Levy Study, Roger Tym and Partners, May 2012 - see Appendix 5) and we have undertaken work internally to refresh and update our approach to Infrastructure Planning. This latter work is required to both demonstrate we have a valid need for developer contributions to support growth and that we have a realistic idea of what infrastructure is necessary to accommodate this growth.
- 4.5 In summary, there are a number of important points to note about the CIL:
- First, as referred to above, from April 2014 it will be unlawful for Local Authorities to pool contributions from more than 5 planning obligations secured via Section 106 agreements for funding any single infrastructure project. In effect, this makes our current S106/POIS tariff-based system unlawful from April 2014 and a CIL will become the only available mechanism to pool funds.

- Second, the setting of a CIL charge for development must be based on viability grounds (hence the need for the aforementioned viability study) and backed up by the demonstration of an infrastructure funding gap. CIL cannot be used as a policy mechanism i.e. you cannot: set artificially low rates in order to attract development, or too high rates if this would make the majority or specific types of development unviable.
- Third, differential rates can be set by geographical zone, by land use, or by both. Zero rates can also be set where viability evidence shows that development across the area would be unviable because of the imposition of a charge. The statutory guidance is clear that Charging Authorities should avoid ‘undue complexity’ when setting rates and should seek to achieve an ‘appropriate balance between the need to fund infrastructure and the potential implications for the economic viability of development’.
- Fourth, the drivers for seeking contributions are:
 - to mitigate for additional pressures placed on existing infrastructure;
 - to help fund infrastructure needs arising from development;
 - to ensure infrastructure is in place to attract private investment in Peterborough; and
 - to help ensure we deliver sustainable communities.
- Fifth, if adopted, the levy will become a fixed, non-negotiable charge placed on all applicable development. This is a change to our current POIS system, where an element of flexibility and negotiation is possible.
- Sixth, money collected through a CIL is not as limited in terms of how it is spent (unlike Section 106). This will provide a simple process which is flexible, predictable and transparent.
- Seventh, three forms of Discretionary Relief are available to Charging Authorities (CAs) in addition to mandatory relief set out in the regulations. These are **Discretionary Charitable Relief**, **Discretionary Relief for Exceptional Circumstances** and the ability to adopt an alternative **Instalments Policy** than that set out in the original CIL Regulations. Although these elements do not strictly need to be decided upon until after a CIL is adopted, it is considered prudent to set out our intentions early on to give people an opportunity to comment on them. It is the officers’ view that the **Discretionary Charitable Relief** is not included in our policy, because of the complexity and infrequent likely use of such relief, but we do recommend that the council takes advantage of the other two forms of relief. Full details of these reliefs are in the CIL Preliminary Draft Charging Schedule consultation document (Appendix 2).

4.6 The proposed levy rates in Peterborough are set out in Table 1 overleaf. The PDCS will, by law, be consulted upon in public before it can be drafted into the ‘Draft Charging Schedule (DCS)’ which is also required to go through a second round of public consultation, followed by independent examination, before finally being able to be adopted by full council.

Table 1: Proposed Preliminary Draft Charging Schedule (PDCS)

Use	CIL charge (per sq m)
Private market houses on:	
(i) Sites where no affordable housing provision is secured via a S106 Planning Obligation	£110
(ii) Sites of up to 799 units where affordable housing provision is secured via a S106 Planning Obligation	£75
(iii) Strategic Development Sites (800 plus residential units)	£30
Apartments or flats with*/without** affordable housing requirement	£10*/£50**
Retail development:	
(a) All Comparison*/Convenience** retail development unless covered by (b) or (c)	£175*/£400**
(b) All retail development within the City Centre Primary Shopping Area	£10
(c) All retail development below 280 sq m (net additional floorspace) within a District or Local Centre	£10
Public/institutional facilities as follows: education, health, community and emergency services	£0
All other chargeable development	£10

Infrastructure Delivery Schedule (IDS)

- 4.7 In order for a Charging Authority (Peterborough City Council in this instance) to justify setting a CIL, it not only needs to demonstrate that CIL rates will not make overall development of the area unviable (which is the purpose of the CIL Viability Study), but it also needs to demonstrate it has an '**Infrastructure Funding Gap**' larger than the amount they anticipate securing through the imposition of a CIL (which is the purpose of the Infrastructure Delivery Schedule (IDS) 2012: Appendix 3). This provides the 'moral' justification (although it is also required as part of the evidence base for examination) for seeking contributions from the private development sector to contribute towards infrastructure provision.
- 4.8 In order to demonstrate an **Infrastructure Funding Gap** it is first necessary to demonstrate an understanding of the infrastructure requirements of the area covering the plan period and where the likely sources of funding for these items will come from. This is largely achieved through the already adopted Integrated Development Programme (adopted by Cabinet in 2009) but has required a significant level of updating and refreshing since then.
- 4.9 Once all potential sources of known funding have been identified and quantified, the gap between what can be funded and what is required overall to accommodate the growth planned over the plan period (to 2026) is referred to as the 'gap'.
- 4.10 A schedule of infrastructure projects, known as the Peterborough Infrastructure Delivery Schedule (IDS), is provided in Appendix 3 along with their estimated costs and anticipated source(s) of funding. To qualify for inclusion on the IDS, a project must have appropriate justification and evidence i.e. it can not be a 'wish list' of projects, but rather a genuine list of projects which will enable the sustainable growth of Peterborough.
- 4.11 In summary, we are currently able to demonstrate an approximate 'infrastructure funding gap' across all relevant 'Thematic Areas' of around £491 million over the period 2011-2026. This is in excess of what we anticipate CIL income will be over the same period (approximately £67m). Thus, as the CIL income does not exceed the 'gap', then we pass an important element in setting the CIL rates (Note: if the CIL likely income exceeded the 'gap' then we would not be able to proceed with the CIL rates because it would mean we would be collecting more money than we needed).

- 4.12 The IDS provided at Appendix 3 should be regarded as ‘live’ document. Due to the nature of infrastructure planning this list is subject to constant changes. Ultimately, once CIL is adopted and running, only projects on the IDS will be able to access CIL funds.
- 4.13 It is intended that the IDS is fully refreshed, scrutinised and agreed by Cabinet annually, in summer, in order to keep it up to date. However, between such full refreshes, it is likely to be necessary for previously unforeseen or urgent projects to be added (or deleted) in order for such projects to access CIL funding. It is therefore recommended that delegated authority is given to the Leader, as Portfolio Holder for Growth, to be able to add or delete projects at any time, via the CMDN approval route.

Spending CIL Receipts

- 4.14 Whilst not required by law to be part of the CIL adoption/consultation process, agreement on how we decide corporately to allocate the CIL funds once they begin to accrue is a crucial part of the governance arrangements relating to the administration of our infrastructure delivery plans.
- 4.15 The IDS Working Group were tasked with recommending how CIL receipts should be split, and as a starting point took the current council agreed ‘POIS Split’ (Appendix 1). This was refined slightly and the current recommended proposal is as follows:

Table 2: Proposed CIL funding split.

Transport	28%
Education & Skills	38%
Community Infrastructure	9%
Utilities & Services	5%
Emergency Services	5%
Environmental Sustainability	5%
Health & Wellbeing	5%
‘Meaningful Proportion’ for neighbourhoods as set out in CAP’s	5%

- 4.16 One of the key changes from the original POIS approach has been the introduction of a 5% contribution to ‘neighbourhoods’. This is in keeping with the Localism Act 2011 requirement for a ‘meaningful proportion’ of CIL funds to be given to local communities.

How will the ‘Meaningful Proportion’ contribution to Neighbourhoods work?

- 4.17 The ability of the council to invest flexibly in services, facilities and resources in our neighbourhoods has been restricted to those areas where tangible growth has attracted a direct planning contribution. This has the effect of benefitting areas of growth over other areas where perhaps growth is less viable. In recent years we have tried to address this through, for example, maximising the delegations to Neighbourhood Committees so that service delivery can be shaped and influenced by communities. However, this goes only so far in tackling some of the more deep-rooted or entrenched issues, spatial or otherwise, where more significant and real investment would have a greater effect.
- 4.18 There is likely to be an opportunity to effectively top-slice CIL contributions by 5% with the specific purpose of forming a flexible fund to invest in communities. Our estimations suggest that this could amount to a figure in the region of £220k per annum. This development coincides with the drafting of our Community Action Plans, which set out the social and economic issues in neighbourhoods and begins to suggest actions that address those issues. The plans themselves are overseen by each Neighbourhood Committee but will provide a robust evidence-based set of recommendations and actions. Thus, our proposal is that investment into neighbourhoods from the 5% pot will be made in direct support of these actions. We propose that the pot is managed and allocated as flexibly as possible on both revenue and capital projects, with the overall budget remaining under the control of the Neighbourhood Managers in the same way that the current allocation is of £25k per Neighbourhood Committee.

User Friendly Guide

- 4.19 It is acknowledged that CIL, and associated background documents, are complex and subject to considerable legislative rules. However, to assist members of the public, officers have prepared a user-friendly guide entitled: **'How CIL may work in Peterborough: A Simple Guide'**. Subject to any comment from Cabinet, this will be published on the city council website and is provided in Appendix 4 to this report.

5 CONSULTATION

- 5.1 The Regulations require a minimum of 6 weeks public consultation on the proposed CIL Preliminary Draft Charging Schedule (PDCS). Subject to Cabinet approval today, the PDCS will be published for public consultation in Autumn/Winter 2012. Further public consultation will be required in 2013 for a minimum of 4 weeks (after the document is approved by Full Council).
- 5.2 The CIL PDCS and supporting documentation (particularly the IDS) have been prepared by working closely with infrastructure providers across the council and some external partners.
- 5.3 The Rural Scrutiny Commission Panel was given a high level briefing on the implications of CIL on the 16 July 2012.
- 5.4 Planning and Environment Protection Committee (4 September) and Sustainable Growth and Environment Capital Scrutiny Committee (6 September) have also been consulted on the emerging proposals. In summary, they requested the following points be put to Cabinet today for their consideration prior to approval of the documentation:

Planning and Environment Protection Committee (4 September) comments:

- Following a good debate, the committee welcomed the presentation and supported the proposals.
- The only suggestion by the Committee to Cabinet was to ask Cabinet to consider whether, as a matter of principle, the growth in university provision in the city be added to the list of projects which could benefit from CIL funding. Having considered this suggestion (which was only a suggestion, rather than a firm recommendation of the Committee), officers are of the opinion that university related projects remain off the list eligible for CIL funding for the following reasons:
 - Being essentially a privately operated business, using public funding to help deliver university provision may involve complicated State Aid considerations (and may make such contributions unlawful).
 - By adding university projects to the list would, obviously, mean less funding available to other infrastructure projects on the list, many of which have no alternative form of funding (unlike university provision).
 - The documents will be published for consultation. Should we receive representation requesting that university provision be added to the list, then officers will reconsider this request in detail. Officers leading on the CIL are not aware of any such request to date.

Sustainable Growth and Environment Capital Scrutiny Committee (6 September) comments:

- Again, following a lengthy discussion (especially around the arrangements to apportion and spend CIL receipts, including a discussion whether the apportionment of 5% of all receipts to Neighbourhood Committees was sufficient)

the Committee welcomed the presentation. It was agreed that Cabinet be advised of two points in particular:

- **Scrutiny Recommendation 1:** That the consultation documentation makes it absolutely clear that the intention, subject to consultation, is that the element of the CIL receipts which is to be ring fenced for spend by Neighbourhood Committees should be distributed to each Neighbourhood Committee on an equal basis i.e. each Neighbourhood Committee would receive exactly the same level of CIL funding irrespective of size, population or level of growth within a Neighbourhood Committee Area.
- **Officers Recommend** this request is agreed by Cabinet, though officers caveat this remark with the fact that government has indicated it may shortly set more specific regulations on how CIL receipts are distributed to local communities, which may make such equal distribution unlawful. However, at present it would be lawful (and therefore reasonable to propose for the purposes of public consultation) to have an equal distribution as recommended by Scrutiny Committee. If Cabinet agree with this request, then officers will ensure this equalisation point is made clear in the document we intend to publish entitled 'How CIL may work in Peterborough: A Simple Guide' (see Appendix 4 for the current version of the document which does not make this point absolutely clear at present)
- **Scrutiny Recommendation 2:** That the Cabinet report emphasises that infrastructure projects can be added to the Peterborough Infrastructure Delivery Schedule (IDS) 'at any time'. This would ensure, for example, that projects identified in Community Action Plans that have been justified with an evidence base later this year could be added to the IDS after 24 September 2012 without having to wait for the annual full refresh of the IDS.
- **Officers** agreed to this request and this agenda report (and recommendation) makes this point clearly. The explanatory remarks at the front of the IDS (Appendix 3) already made this point, but clarifying this point in this covering agenda report is helpful. There is no further action required in this respect, other than, of course, for Cabinet to decide whether it agrees with the recommendation set out at the start of this agenda report regarding how and when projects can be added to the IDS and when a full refresh will be considered by Cabinet.

6 ANTICIPATED OUTCOMES

- 6.1 It is anticipated that Cabinet will approve the documentation presented today in order for officers to proceed with public consultation on them. It is then anticipated that there will be a reasonably significant level of public interest in the proposals being set out in the CIL PDCS, particularly from landowners, businesses and developers.
- 6.2 It is then anticipated that a revised set of documents be brought to Cabinet in early to mid-2013.

7 REASONS FOR RECOMMENDATIONS

- 7.1 Government is introducing changes to the way Developer Contributions can be collected and spent. Charging Authorities have the option of adopting a CIL. From April 2014 the use of our existing methodology for collecting Developer Contribution (POIS) will become unlawful and so unless a CIL is adopted, the collection and use of Developer Contributions will be severely limited from that date.
- 7.2 There are many potential benefits of adopting a CIL. In particular, a standard charge will:
- introduce a clearer and simpler system for collecting and spending Developer Contributions for strategic infrastructure considered necessary to accommodate future growth

- aid infrastructure providers in planning the delivery and operation of infrastructure;
- aid developers in identifying the likely costs associated with development;
- improve accountability to the public for use of developer contributions for infrastructure;
- ensure that payments are made to town and parish councils when development occurs in their areas so that they can deliver local priority infrastructure; and
- increase the range of developments that are able to contribute towards infrastructure, including small residential developments which have often not been required to make contributions in the past.

8 ALTERNATIVE OPTIONS CONSIDERED

- 8.1 The option to not prepare a CIL has been considered and rejected. This option may have been acceptable if, for example, Peterborough was only expecting very minimal growth over the plan period and the majority of that growth could be dealt with through the limited pooling of contributions for strategic infrastructure. This would have made the adoption of a CIL superfluous.
- 8.2 Any options to propose charging higher or lower CIL rates have been rejected, as to do so would result in development being unviable (if rates too high) or infrastructure not provided (if rates too low).

9 IMPLICATIONS

- 9.1 **Legal Implications** – The proposed changes have been prepared and will be consulted on in accordance with the regulations and statutory guidance issued by national government. There are legal implications arising from the changes relating to the implementation, monitoring and enforcement of the CIL once adopted. However, we are only at a draft stage and therefore there are no direct legal implications if today's recommendations are approved.
- 9.2 **Financial Implications** – There are financial implications in terms of the way we collect, administer, monitor, report on and spend CIL receipts. There will also be an ongoing requirement to monitor and review the Charging Schedule which may trigger the need for further specialist viability modelling should market conditions change significantly. However, we are only at a draft stage and therefore there are no direct financial implications if today's recommendations are approved.
- 9.3 **Human Resources** – CIL can be delivered within existing resources but will potentially require additional training, software and changes to existing work practises, especially ongoing engagement and input from service areas.
- 9.4 **Equality & Diversity** – The changes will have a positive impact on our customers and help to ensure continued investment in infrastructure considered critical to maintaining sustainable communities. Contributing a 'meaningful proportion' of CIL funds to local neighbourhoods will empower people and help to facilitate positive engagement and planning input.

10 SUPPORTING DOCUMENTS

- Appendix 1: POIS Split (see below)

Separate PDF documents provided alongside this report:

- Appendix 2: Peterborough CIL Consultation Document – Incorporating the Preliminary Draft Charging Schedule.
- Appendix 3: Peterborough Infrastructure Delivery Schedule 2012 (Note: Colour Table).
- Appendix 4: 'How CIL may work in Peterborough: A Simple Guide'.
- Appendix 5: Peterborough City Council Community Infrastructure Levy Study (May 2012).

APPENDIX 1: POIS SPLIT

<i>Infrastructure Type</i>	<i>Strategic 'Pool'</i>	<i>Neighbourhood 'Pools'</i>
<i>Transport & Communications</i>	25%	5%
<i>Community & Leisure</i>	5%	5%
<i>Education & Learning</i>	20%	20%
<i>Emergency Services</i>	5%	
<i>Environment</i>	5%	5%
<i>Health & Adult Social Care</i>		5%
<i>Total</i>	60%	40%

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CABINET	AGENDA ITEM No. 5
24 SEPTEMBER 2012	PUBLIC REPORT

Cabinet Member(s) responsible:	Peter Hiller Cabinet member for Housing, Neighbourhoods and Planning	
Contact Officer(s):	Adrian Chapman/Paul Phillipson	Tel. 863887/453455

THE COMMON HOUSING REGISTER ALLOCATIONS POLICY

R E C O M M E N D A T I O N S	
FROM : Executive Director Operations	Deadline date : 4th February 2013
Cabinet is requested to note and agree the proposed Allocations Policy so public consultation can take place.	

1. ORIGIN OF REPORT

1.1 This report is submitted to Cabinet following a referral from CMT on 24th July 2012.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to obtain views on the proposed review of the Common Housing Allocations Policy
- 2.2 This report is for Cabinet to consider under its Terms of Reference No. 3.2.1, to take a leading role in promoting the economic, environmental and social well-being of the area'.

3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	YES	If Yes, date for relevant Cabinet Meeting	4 th February 2013
Date for relevant Council meeting	20 th February 2013	Date for submission to Government Dept <i>(please specify which Government Dept)</i>	

4. THE PROPOSED COMMON HOUSING REGISTER ALLOCATION POLICY

Peterborough City Council currently operates the Peterborough common housing register in partnership with 10 Registered Social Landlords (RSL) that have accommodation in Peterborough.

4.1 Eligibility to join the Housing Register

4.2 Currently Peterborough operates an open Housing Register, which is open to all who may wish to apply as long as they are 16 or over, except where:

4.3 They do not have a right to reside in the UK, or

- 4.4 They have previously been guilty of unacceptable behaviour, which would make them unsuitable to be a tenant.
- 4.5 Having such an open register has meant that over the last few years we have seen a large increase in the number of live applications. As of the 23 July 2012 there were 9328 live applications, these are prioritised into 5 bands determined by the applicants housing need and are broken down as follows:
- 311 Applicants in band 1
 - 3137 Applicants in band 2
 - 1280 Applicants in band 3
 - 3338 Applicants in band 4
 - 1258 Applicants in band 5
- 4.6 Unfortunately such is the demand for general needs accommodation most of the applicants in band 4 & 5 will never be successful for an allocation of accommodation.
- 4.7 Last year April 11- April 12 we allocated 1258 properties through our choice based lettings scheme. In the same time we accepted 2678 new applications.
- 4.8 The Localism Act 2011 made an amendment to the Housing Act 1996, which gave local authorities the power to set their own qualifying criteria for people who are allowed to join the housing register. This allows councils to restrict entry to the housing register to those who are in the most housing need as well allowing exclusions for other reasons based on local criteria.
- 4.9 The proposed amended allocations policy makes full use of these powers by setting the entry criteria to the housing register to those who are in the most urgent housing need, this includes:
- Homeless households
 - Those who are threatened with homelessness
 - Those living in insanitary or unsatisfactory housing conditions
 - Those who need to move for social/welfare reasons, or
 - Failure to assist in moving will cause particular hardship
- 4.10 In addition it is proposed that we will only accept applications from those who have a connection with Peterborough. A connection will be established by:
- having lived in the area for 6 of the last 12 months or 3 of the last 5 years
 - having immediate family members who live in the area and have done for the last 5 years
 - those who are working in the city
 - those who need to move to the area for special reasons e.g. in order to receive specialist medical care
- 4.11 Also we propose to exclude applicants who own suitable accommodation or those who have sufficient financial resources from joining the housing register. However this will not apply to those who are over 55 and eligible for sheltered accommodation.
- 4.12 Those who have previously behaved in an unacceptable manner will continue to be excluded from applying. This will be more rigidly defined to the following categories:
- 4.13 The Council (or in the case of transfers, the relevant Housing Association) is satisfied that the applicant or a member of their household has previously been guilty of unacceptable behaviour, which would make them unsuitable to be a tenant, or
- 4.14 The applicant or a member of their household has been served with an injunction by a council or their landlord to stop them behaving in a way which causes nuisance or annoyance to others, or

- 4.15 The applicant or a member of their household has current tenancy arrears in excess of 8 weeks rent, or
- 4.16 The applicant or a member of their household has any outstanding former tenant arrears
- 4.17 This will mean that a number of applicants who are not considered to be in housing need will be removed from the Housing Register. Further details can be found in section 9 page 15 of the draft policy.
- 4.18 We are due to undertake a review of the housing register in the next month, which we expect to see a reduction in the number of live applications. This will be prior to the proposed changes included in the allocations policy. We expect the changes to reduce the numbers further still. To give an indication of the impact we expect the policy make on the number if we were to apply the proposed changes today the number on the Housing Register would be reduced from 9328 to 5974.
- 4.19 **Welfare Reform & the Bedroom Standards Policy**
- 4.20 Current benefit rules mean that tenants who are currently living in social housing are not subject to having their property assessed against the size criteria housing benefit use when assessing eligibility in the private sector. This means that applicants renting a property from a local authority or housing association and rely wholly on benefits income will receive the housing benefit to cover their full rent irrespective of the size of the property they occupy.
- 4.21 Changes brought about by the Welfare Benefit reform means that from April 2013 households in receipt of housing benefit who are living in social housing will be assessed to determine what size property they require based on the same criteria as if they were renting in the private sector: The criteria is as follows:
- 1 Bedroom for: every adult/couple
 any other adult aged 16 or over
 any two children of the same sex
 any two children regardless of sex under age 10
 any other child
- 4.22 Any household assessed under these criteria who is deemed to be occupying a property larger than they require will have their housing benefit reduced by:
- 14% if they are under occupying by 1 bedroom, or
 25% if they are under occupying by 2 or more bedrooms
- 4.23 The current allocations policy does not mirror this criteria and is more generous in terms of the number of bedrooms we allow applicants to apply for. Our current bedroom standards policy is as follows:
- 1 Bedroom for: every adult/couple
 Any member of the household over 10 years of age
 Any two children of the same sex under the age of 10
 (where there is less than 5 years difference between them)
 Any other child
- 4.24 We propose to bring the bedrooms standards policy in line with the criteria to be applied from April 2013 as continuing to do so would put families at greater risk of being placed into poverty as a reduction of housing benefit would mean they would have to find the rent shortfall from other benefit income.
- 4.25 In addition this places an additional burden on our Housing Association partners as they are likely to see an increase in families in rent arrears as they are unable to meet the shortfall in benefit. This could ultimately lead to households being subject to eviction action

and becoming homeless as a result. Further details can be found in section 19, page 39 of the draft policy.

4.26 **Additional Preference**

4.27 Recent statutory guidance highlighted that local authorities have the power to frame their allocations policies to give additional preference to particular groups of people. The guidance recommends that Local authorities consider how they can use their allocation policies to support those households who want to work, as well as those who – while unable to engage in paid employment - are contributing to their community in other ways, for example, through voluntary work.

4.28 In addition local authorities have to frame their allocations policy to give additional preference to serving and former members of the armed forces. With this in mind it is proposed that additional preference is awarded to applicants who:

4.29 **Have strong local connections with Peterborough** - Additional preference will be given to applicants who can demonstrate a substantive and long-standing local connection through 5 years continuous settled residence in the city.

Are working or are in training for work - Peterborough's economic growth is a key priority for the authority. We want to encourage people, who can, to work and seek to raise levels of aspiration and ambition. We will give additional preference to applicants who are working and who are therefore making a contribution to Peterborough's economy. Working households are defined as households where at least one adult member is in employment within Peterborough unitary authority boundary. For the purposes of this Allocations Scheme employment is described as having a permanent contract, working as a temporary member of staff or being self-employed. Applicants would normally only qualify for the additional preference if the worker has been employed for 9 out of the last 12 months and has been working for a minimum of 16 hours per week. Peterborough City Council does however recognise the important role part-time workers play within the local economy and want to reward those who are making a concerted effort to get back into work. Such activities may include participating in partner RSL's back to work schemes.

Are making a community contribution - People who play a part in making their neighbourhood strong, stable and healthy, those who help make it a good place to live, work and play are valuable people. They are the backbone of their community, and they need to be recognised for those efforts. Applicants will receive additional preference if they are able to demonstrate that they, or anyone moving with them undertakes voluntary work for at least ten hours per month and has done so for at least six months continuously.

Are members of the armed forces – This applies to:

- (a) Former members of the Armed Forces
- (b) serving members of the Armed Forces who need to move because of a serious injury, medical condition or disability sustained as a result of their service
- (c) bereaved spouses and civil partners of members of the Armed Forces leaving Services Family Accommodation following the death of their spouse or partner
- (d) serving or former members of the Reserve Forces who need to move because of a serious injury, medical condition or disability sustained as a result of their service

This includes people who have served in the Royal Navy, Royal Air Force and British Army, with the exception of those who have been dishonourably discharged.

4.30 Applicants who are awarded additional preference would receive priority over an applicant in the same priority band, who does not have additional preference, irrespective of the length of time they have been in the band. Further details can be found in section 13, page 29 of the draft policy.

4.31 **Summary of proposed changes**

Description of change	Current Policy	Proposed policy
Admission to the Housing Register	<p>All applicants, aged 16 or over, are eligible to apply to join the Housing Register except where:</p> <ul style="list-style-type: none"> i. The are not eligible to make an application, because they do not have a right to reside in the UK ii. The applicant or a member of their household has been guilty of unacceptable behaviour, which would make them unsuitable to be a tenant 	<p>It is proposed that entry to the housing register be restricted to those who need accommodation most. Therefore we will not consider an applicant to be a 'qualified person' and will not accept an application to join the housing register where:</p> <ul style="list-style-type: none"> i. The applicant is not eligible for an allocation of accommodation because they do not have a right to reside in the UK, or ii. The Council (or in the case of transfers, the relevant Housing Association) is satisfied that the applicant or a member of their household has previously been guilty of unacceptable behaviour, or iii. The applicant or a member of their household has been served with an injunction by a council or their landlord to stop them behaving in a way which causes nuisance or annoyance to others, or iv. The applicant or a member of their household has current tenancy arrears in excess of 8 weeks rent, or v. The applicant or a member of their household has former tenant arrears with a local authority or Registered Social Landlord (RSL), or vi. The applicant or a member of their household own a property or have sufficient financial resources to secure a suitable property by way of purchase or rental in the private sector, or vii. The applicant does not have a local connection with Peterborough, or viii. The applicant does <u>not</u> fall into at least one of the reasonable preference categories as set out in s.166A(3) of the Housing Act 1996 <ul style="list-style-type: none"> a) people who are accepted as homeless (within the meaning of Part 7 of the Housing Act 1996) <i>this includes people who are intentionally homeless, and those who are not in priority need</i> b) people who are owed a duty by any housing authority under section 190(2), 193(2) or 195(2) of the 1996 Act (or under section 65(2) or 68(2) of the Housing Act 1985) or who are occupying accommodation secured by any housing authority under s.192(3) c) people occupying insanitary or overcrowded housing or otherwise living in unsatisfactory housing conditions (see section 9.6 for further information) d) people who need to move on medical or welfare grounds, including grounds relating to a disability, and e) people who need to move to a particular locality in the district of the housing authority, where failure to meet that need would cause hardship (to themselves or others).

Additional Preference	There is no provision to give additional preference under the current allocations policy	<p>it is proposed that in Peterborough additional preference will be awarded where applicants can demonstrate:</p> <ol style="list-style-type: none"> i. a strong local connection with Peterborough, or ii. a commitment to and contribute towards the economic growth of the Peterborough City Council district as working households, or iii. that they make a significant impact by their contribution to their local community, or iv. that they are a former member of the armed forces (where the application is made within 5 years of discharge)
Bedroom Standards Policy	<p>The current bedroom standards policy is quite generous and calculates the number of bedrooms required as follows:</p> <ul style="list-style-type: none"> • one bedroom for the applicant and partner (over 16 - including same sex couples) • one bedroom for any other person aged 10 or over • one bedroom for any two children of the same sex aged under 10, except where there are more than 5 years age difference between them • one bedroom for any other child <p>We will also allocate an extra bedroom when a disabled member of the household, or someone with a long term health condition, has a proven need for overnight care and this is provided by a non-resident carer and where medical advice has established that a larger property is required on medical grounds.</p>	<p>In light of the recent welfare benefits reforms and the in particular the reduction in housing benefit, which will be applied to working age tenants where they are under occupying social housing it is proposed that the future bedrooms standards policy mirrors the eligibility criteria applied when assessing Local Housing Allowance (LHA).</p> <p>LHA is calculated on the number of rooms the applicant's household needs not the number of rooms in the property or the amount of rent charged. The number of bedrooms needed is based on the number, age and gender of people who form their household. It is proposed that the bedroom requirement is calculated as follows:</p> <ul style="list-style-type: none"> • one bedroom for the claimant and partner (over 16 - including same sex couples) • one bedroom for any other person aged 16 or over • one bedroom for any two children of the same sex aged under 16 • one bedroom for any two children regardless of sex who are less than ten years old • one bedroom for any other child <p>We will also allocate an extra bedroom when a disabled member of the household, or someone with a long term health condition, has a proven need for overnight care and this is provided by a non-resident carer and where medical advice has established that a larger property is required on medical grounds.</p>

5. CONSULTATION

- 5.1 This proposed policy has been developed in partnership with 10 Registered Social Landlords and has been presented to the Peterborough Homes Board. Councillor Hiller and Councillor Holdich have been briefed on the proposed changes.
- 5.2 The next steps are for the policy to be taken to Cabinet Policy Forum, All Party Policy Forum, a ten week public consultation before going through Scrutiny, Cabinet and Full Council for approval.

6. ANTICIPATED OUTCOMES

- 6.1 That the proposed policy changes are noted, discussed and amended if necessary before the policy goes out to public consultation.

7. REASONS FOR RECOMMENDATIONS

- 7.1 The proposed Allocation Policy has been written to meet the duties of Part VI of the Housing Act 1996, as amended by the Homelessness Act 2002 and with regard to the Communities and Local Government Allocation of Accommodation: guidance for Local Authorities in England June 2012
- 7.2 The Localism Act 2011 made an amendment to the Housing Act 1996, which gave local authorities the power to set their own qualifying criteria for people who are allowed to join the housing register. This allows councils to restrict entry to the housing register to those who are in the most housing need as well allowing exclusions for other reasons based on local criteria.
- 7.3 The proposed amended allocations policy makes full use of these powers by setting the entry criteria to the housing register to those who are in the most urgent housing need. Therefore reducing the number of households on the Housing Register and providing realistic options and expectations for households in housing need in the City.

8. ALTERNATIVE OPTIONS CONSIDERED

- To not review the Policy and continue implementing the existing Policy- this would mean the Housing Register would continue to grow in number and households would be housed into properties which they would under-occupy (due to the bedroom standard) their housing benefit would not cover and they would fall into rent arrears.
- Review the bedroom standard only – This would mean the Housing Register would continue to grow in number and the households on it would continue to have unrealistic expectations of being re-housed
- Review the Policy but not include the awarding of additional preference – this would not promote full discussion and debate of the policy
- Review the Policy and adopt everything in the Communities and Local Government Allocation of Accommodation: guidance for local authorities in England – this would not take into account Peterborough’s housing needs and issues

9. IMPLICATIONS

- 9.1 These are contained in section 4

10. BACKGROUND DOCUMENTS

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

- 10.1 Communities and Local Government Allocation of Accommodation: guidance for local authorities in England June 2012
- 10.2 Part VI of the Housing Act 1996, as amended by the Homelessness Act 2002
- 10.3 The Localism Act 2011

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CABINET	AGENDA ITEM No. 6
24 SEPTEMBER 2012	PUBLIC REPORT

Cabinet Member(s) responsible:	Cllr David Seaton	
Contact Officer(s):	John Harrison, Executive Director Strategic Resources Steven Pilsworth, Head of Strategic Finance	Tel. 452520 Tel. 384564

MEDIUM TERM FINANCIAL STRATEGY 2013/14 TO 2022/23

R E C O M M E N D A T I O N S	
FROM : Executive Director Strategic Resources	Deadline date : 14 September 2012
<p>That Cabinet:</p> <ol style="list-style-type: none"> 1. Note the position in the current financial year and approve the actions to manage in year budgetary pressures that will ensure that the Council reduces the overall overspend. 2. Note the current consultations affecting future local government funding arrangements and the implications on the Council's future settlements and medium term financial strategy (MTFS). 3. Approve the approach that is proposed for the budget process incorporating the MTFS and suggested approach to consult with Scrutiny and Stakeholders. 	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to Cabinet following approval by the Corporate Management Team.

2. PURPOSE AND REASON FOR REPORT

- 2.1 This report comes to Cabinet as part of the council's agreed process for integrated finance and business planning. It continues the multi-year approach to budgeting to help plan for the financial challenges ahead. The drivers continue to be meeting the council's priorities by creating a sustainable budget strategy whilst responding to changes arising from decisions made in the distribution of local government funding.
- 2.2 The council's agreed Annual Budget Framework requires Cabinet to consider the council's budget and financial strategy and to set provisional cash limits for the forthcoming year.
- 2.3 The purpose of this report is to:
 - update Members on the likely financial situation of the council
 - to outline the approach to the budget process and budget consultation
 - to outline national issues which will need consideration within the medium term financial strategy for 2013/14 onwards, including funding consultations

- 2.4 This report is for Cabinet to consider under its Terms of Reference No. 3.2.1 which states 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 programme to deliver excellent services.

3. **TIMESCALE**

Is this a Major Policy Item/Statutory Plan?	Yes	If Yes, date for relevant Cabinet Meeting	24 September 2012
Date for relevant Council Meeting	20 February 2013	Date for submission to Government department	26 February 2013

4. **BUDGET 2012/13 AND CURRENT POSITION**

Revenue

- 4.1 Full Council approved a deficit budget within the MTFs 2012 in February 2012 on the basis that it would use reserves to balance the 2012/13 budget and bring forward and deliver further savings that would provide a surplus in 2013/14. Council were also updated with the particularly challenging financial position of 2011/12. Since the setting of this budget, demand on social care budgets has continued to place pressure on the council's finances; the local economic conditions are adversely impacting on parking and other income including the commercial property portfolio. The impact on resources across the Council required to resolve budgetary issues may compromise the Council's business transformation programme and a prudent view has been to include a 12 month delay into the current year with the expectation that these savings will be realigned into future financial years as part of the budget setting process.

Corporately, savings have been identified to partially offset the overspend and further work is continuing to reduce pressures across the council to ensure that the council can bring in a balanced budget.

- 4.2 The following table provides a summary view of the revenue forecast for 2012/13. A detailed breakdown by departments can be seen at appendix A:

Department	Forecast Outturn Variance £k
Deficit budget as per MTFP 2012	-2,700
One off use of reserves	2,700
Adult Social Care	-1,547
Chief Executive	283
Legal and Governance Services	51
Children Services	-992
Operations	-331
Strategic Resources	-470
Business Transformation	-1,896
Corporate Solutions	1,633
REVISED TOTAL – surplus (+) / deficit (-)	-3,269

Capital

4.3 Update on Capital Programme

- i. The capital programme is outlined in Appendix B. The revised Capital Programme for 2012/13 at the end of August is £269.7m. This has been amended since the Capital Programme was agreed in the Medium Term Financial Strategy (MTFS) at £244.6m due to slippage from the previous year and a refresh of the current position. Actual spend to date remains low at £32m. It should be noted that a refresh of the capital programme has been requested for both 2012/13 and the future 10 year capital programme. It is expected that as a result of this exercise the capital programme will reduce for 2012/13 as a more accurate profile of capital expenditure is ascertained.
- ii. A project where slippage is expected is on the Affordable Housing Project which has a budget of £3m for 2012/13. This has been discussed at Head of Service and Director level, and from these discussions the service are anticipating to reprofile some of this years budget to the following year of 2013/14. However, before this is built into a revised profile of expenditure, the service are investigating why submission of applications is slow, as this has wider implications for both Council Tax and the New Homes Bonus.

4.4 The capital programme is partly funded by the receipts generated through the disposal of capital assets. There are risks that not all assets expected to be disposed of during 2012/13 will happen in line the with the current budget strategy. Any resulting financial impact will be assessed in conjunction with the overall capital programme and revised accordingly. The Capital receipts have been risk assessed and the result of this is demonstrated by the table below.

RAG Status	Amount Originally Expected	Updated Figures	Received
	£000	£000	£000
Red	11,650	9,300	0
Amber	6,413	6,258	0
Green	1,863	1,624	442
Total	19,925	17,181	442

4.5 A further source of capital receipts for the Council is from former Council housing stock that was transferred to Cross Key Homes. Under the stock transfer agreement the Council receives a proportion of the sale receipt of each 'Right To Buy' house sold. The amount of receipt due to the Council is reported quarterly by Cross Keys and this information then informs the calculations required for funding of the capital programme, and resulting financing costs in revenue. Last financial year Cross Keys confirmed that total receipts due was £1.3m and during the closure process this receipt was used to fund the capital expenditure for the year of £77.3m. During August 2012 Cross Keys highlighted to the Council that an error had occurred whereby 'Right to Acquire' sale receipts had be included in the £1.3m, an overpayment of £0.3m. Repayment terms have been agreed with Cross Key Homes. However, of note is that errors of this nature have occurred in four of the last five years, with the total value of errors £0.9m. This in turn has meant additional borrowing costs for the Council to date of approximately £177k.

5. LOCAL GOVERNMENT FUTURE FUNDING ARRANGEMENTS

5.1 There are fundamental changes to local government funding arrangements for councils from 2013/14 which government have been further consulting over the past few months with legislation to implement these changes expected to be implemented later this financial year. As part of the consultations and Chancellor announcements since the Spending Review 2010, it is anticipated that council's will see a further reduction in their funding

distributed by government. All consultations impacting on council funding will continue to have a submitted council response.

- i. Localisation of Business Rates – This technical consultation which closes on 24 September seeks views on how council's can benefit from retaining a proportion of their growth in business rates in future years over and above their baseline funding levels. As part of the consultation government are seeking views on specific grants that councils receive and whether these grants should remain as separate identifiable grants from 2013/14. The consultation response will be shared with the relevant Cabinet Member, Scrutiny Chairman and Group Representatives for comment. The Cabinet Member for Resources, will submit the Council's response in line with his delegated powers.
- ii. Localisation of Council Tax Benefit – Each council is expected to implement their own scheme for managing council tax benefit from 2013/14 whilst ensuring that vulnerable groups continue to receive council tax benefit. As announced in the Spending Review 2010, the overall national benefit bill will be reduced by 10% in cash terms.
- iii. Academy Funding – LA Block (Local Authority Central Spend Equivalent Grant) LACSEG funding – This consultation closes on 24 September and links into the outcome of the localisation of business rates consultation. With more schools moving to academy status providing them with a broader range of responsibilities, the current funding arrangements between local authorities and academy funding is no longer sustainable. The consultation proposes a new funding methodology to remove the funding in formula grant in its entirety from local authorities assuming all schools had academy status and distribute back funding to local authorities for all non academy schools.
- iv. Early Intervention Grant – extending free education to more two year olds – closes 15 October. This consultation is referenced within the localisation of business rates consultation as it seeks views on the future distribution of two year old funding.

5.2 The impact of the above consultations and post Spending Review 2010 announcements will impact all local authorities and the council is not expecting to know the provisional impact until the provisional local government finance settlement later in autumn.

6. OVERVIEW AND FUTURE BUDGET PROSPECTS

6.1 At its meeting in February 2012, the council approved the ten year budget for the years 2012 – 2022. In setting this budget, the council recognised that the MTFs suggested a balanced budget until and including 2013/14. From 2014/15 onwards the council is forecasting a deficit bottom line position as seen in the below table. The council recognises that early action is required to mitigate significant service reductions in later years, whilst taking into account changes in local government funding anticipated from 2013/14. The following table is a reminder of the budget strategy for the first five financial years.

	2012/13 £k	2013/14 £k	2014/15 £k	2015/16 £k	2016/17 £k
Budget Bottom line	-2,700	2,265	-6,551	-12,861	-18,045

	2012/13 £k	2013/14 £k	2014/15 £k	2015/16 £k	2016/17 £k
Deficit	-2,700		-6,551	-12,861	-18,045
Less: Use of Reserves	2,700		2,265		
Surplus		2,265			
Less: Transfer of Reserves					
Overall Position	0	0	-4,286	-12,861	-18,045

- 6.2 Expenditure estimates will be refreshed in line with assumptions outlined in section 8 below. Our funding estimates will be significantly affected by the proposals in section 5.
- 6.3 The budget plans will maintain our commitment to delivering the Sustainable Communities Strategy, including:
- Improving educational attainment and skills for our children and young people. A key part of this vision is bringing established universities to deliver courses to students in Peterborough in a multi-versity approach. It will enable people to study a wider choice of higher education courses without having to leave the city;
 - Safeguarding children and vulnerable adults;
 - Growth, regeneration and economic development of the city to bring new investment, housing and jobs;
 - Environment Capital agenda including pursuing new income streams from solar energy and wind farm developments;
 - Delivering services at a neighbourhood level; and
 - Supporting Peterborough's Culture Trust, Vivacity, to continue to deliver arts and culture in the city.
 - Working with partners to promote community safety and cohesion
- 6.4 The council aims to maintain its commitment to meeting these priorities and ensuring community needs are met longer term whilst undertaking the necessary role of tackling the challenges it faces. To do so it will be focussing on the following key areas:
- i. Renewable energy – reduce the impact of climate change through the use of sustainable energy sources and investment in energy efficiency and renewable generation;
 - ii. Income generation - includes review of specific income streams as well as identifying opportunities for generating additional income into the council;
 - iii. Inflation – includes detailed review of inflation including benchmarking with other local authorities as well as measuring against latest forecasts for Consumer Price Index (CPI) and Retail Price Index (RPI), particularly with regards to energy costs
 - iv. Consider areas for potential saving proposals;
 - v. Identify areas within the council that could benefit from transformational change;
 - vi. Consider options with partnership working; and
 - vii. Consider growth opportunities and infrastructure requirements

7. BUDGET SETTING APPROACH

- 7.1 The council continues to adopt an integrated approach to service and financial planning and will incorporate where appropriate changes to national policies and local priorities to ensure that the council remains strategically well placed to support local business and communities. The council will continue to be an integral partner with other public bodies within the area in which it operates.
- 7.2 It is anticipated that the process will have two distinct stages (with discussions regarding the impact on priorities, performance and business plans underpinning all stages):
- I. Departments will finalise developing options that will contribute towards reducing the deficit budgets in future years. Cabinet has specific delegated responsibility under the part 3, section 3 of the constitution to ensure the council spends within its available resources.

- 3.2.7 To be responsible for the council's overall budget and determine action required to ensure that the overall budget remains within the total cash limit.

- II. It is anticipated that these proposals will be considered by Cabinet by early January 2013. Due to the fundamental local government funding changes, it maybe necessary for Full Council to approve an update to the council's constitution in reference to Part 4, section 6 on the Budget and Policy Framework Procedure Rules with regards to the budget setting and consultation timetable. Cabinet has specific delegated responsibility under the part 3, section 3 – '3.2.5 - To review and recommend to council changes to the Council's Constitution, protocols and procedure rules'. The budget will then be consulted upon to seek views from the public, businesses, Members, partners, unions, staff and other stakeholders prior to the budget being approved no later than the 11 March in accordance with current legislation, ensuring that decisions made reflect these community views. The current budget timetable assumes that the budget will be submitted to Full Council on 20 February 2013 for approval.

8. SETTING OF PROVISIONAL REVENUE CASH LIMITS AND CONTROL TOTALS

- 8.1 Cabinet is required to consider the overall cash limits for the council each year, in line with the constitution. Local authorities will not know their individual provisional budget settlement figures until early December and will be based on the outcome of current government consultations on local government funding arrangements. However, since the government announced national local government spending for 2013/14 and 2014/15 as part of the spending review 2010, subsequent announcements made by the Chancellor and government make it clear that the national spending will be further reduced. The formula grant available for distribution to local authorities is likely to reduce by a further 10.8% in 2013/14 and 7.7% in 2014/15 on local government spending.
- 8.2 An update of items included in the medium term financial plan for 2013 is being finalised to take account of any changes that have since materialised. Key assumptions are as follows:

Key Assumptions:

1. Government committed to reducing Local Government Funding by 28% in real terms (24% cash terms) during the SR 2010. Subsequently, government have indicated further grant reduction within local government funding consultations and announcements, suggesting a further 10.8% reduction in 2013/14, with 7.7% reduction in 2014/15. Currently, the forecast for future year's grant reduction is in line with forecasts as indicated by government until 2014/15, and then frozen after this. Any increase in future years will be realised through growth in business rates locally. There is currently no impact from the Dedicated Schools Grant (DSG) included in budget proposals. Changes to grants currently under review will be modelled and included as appropriate.
2. Pay inflation has been assumed at 1.0% increase 2013/14 and 1.5% increase 2014/15, 2015/16 and 2.5% increase up to and including 2022/23. General inflation has been included at 2% per annum although subject to change through further detailed review e.g. for energy
Fees and charges has been included at 2.5% per annum although subject to change through further detailed review.
3. The council tax base assumes a 1.0% increase per annum and will be reviewed as part of the work on the localisation of council tax benefit and a review of the council's plan for future housing.

4. Interest rates used are based on the latest information available from our treasury advisors. The table below shows the interest rates received on deposits and payable on borrowing for the next ten years.

	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19 onwards
Borrowing Rates (50 years)	3.99%	4.00%	4.35%	4.75%	5.13%	5.13%	5.13%
Interest Rates	0.50%	0.50%	0.69%	1.00%	1.00%	1.00%	1.00%

- 8.3 The figures will be updated accordingly during the budget setting process, before final approval by council in setting the 2013/14 budget and medium term financial plan.
- 8.4 The budgets that departments prepare in line will contain only inflation. Any additional adjustment for service changes, statutory activity changes (including new and changing grant streams), savings and other resource realignment will be considered corporately.

9. CAPITAL PROCESS

- 9.1 The planning process will include a review of the current capital programme and the calculation of the capital requirement in each year of the plan. This will include an assessment of likely levels of resources including capital receipts and asset disposals.
- 9.2 The capital programme needs to consider new programme options without compromising the external funding opportunities available and the council's ability to deliver strategic priorities.
- 9.3 The Asset Management Plan will also be refreshed to ensure that the council continues to make the most effective use of its assets

10. CONSIDERATION OF RISK

- 10.1 Key risks have been considered and will continue to be monitored throughout the budget setting process and next financial year. Many of the risks are a continuation from last year's budget setting process and reflect the uncertainty of future local government funding arrangements. Key risks identified include:
- The impact of the uncertainty of local government funding levels in future years has been mitigated as much as possible during current SR 2010 and future forecasts are in line with the trajectory as indicated by government. Modelling of the further grant reductions is in progress and growth modelling will need to be done for future years at a more detailed level and integrated with planning assumptions to ensure funding levels meet resource needs.
 - Resource implications on spending and saving proposals are considered in terms of the council's overall priorities, finances and human resource implications. Detailed budget analysis and human resource analysis has been undertaken for each budget area to support any decision made in preparation for consultation.
 - Growth within Peterborough in future years could be compromised if the Council has insufficient budget resources to meet these priorities. This will be reviewed and addressed through a challenging process during the budget setting period.
 - Inflation and fees and charges. These areas are undergoing a robust review to ensure that the expenditure and income applied to the council's budget is still appropriate given the change in service provision over the previous few years and outsourcing / partnership arrangements in progress.

- The council provides services in a number of areas where the need for support lies outside the council's direct control, for example in children's and adult social care. Whilst specific provision has been included in budget plans for estimates of increased demand, the need for such services remains difficult to predict, and support must be provided where needed.
- Capital financing estimates are developed using latest forecasts of interest rates for MTFS (which allow for a level of increase). If interest rates increase beyond forecast levels then a review of the capital programme and debt portfolio will be required.

11. ANTICIPATED OUTCOMES

- 11.1 Following approval by Cabinet, Departments will develop budget proposals for consideration at the next stage of the budget setting process.

12. REASONS FOR RECOMMENDATIONS

- 12.1 The Constitution requires Cabinet to outline its approach to developing the MTFS. This process helps to ensure that the Council achieves a balanced budget, aligned to corporate priorities.

13. ALTERNATIVE OPTIONS CONSIDERED

- 13.1 The alternative option was to do nothing. This was rejected because the constitution requires the council to outline the approach to next year's budget setting by the end of preceding month of September.

14. IMPLICATIONS

14.1 Elected Members

Members must have regard to the advice of the Section 151 Officer. The Council may take decisions which are at variance with this advice, providing there are reasonable grounds to do so.

14.2 Legal Implications

These are considered within the main body of the report.

14.3 Human Resource Implications

These are considered as part of setting the budget in accordance with HR policies and procedures.

15. BACKGROUND DOCUMENTS

Council Constitution - Part 3, Section 3 – Executive Functions – Executive Delegations
 Council Constitution - Part 4, Section 6 - Budget and Policy Framework Procedure Rules

Government Consultations:

- i. Business Rates Retention consultation
- ii. Localising Support for Council Tax in England
- iii. Early Intervention Grant – Extending free education to more two year olds
- iv. Academy Funding – LA Block (Local Authority Central Spend Equivalent Grant) LACSEG

Appendix A – Budget Monitoring Report as at 31 July 2012

	Budget 2012/13 £k	Forecast Spend 2012/13 £k	Forecast Variance 2012/13 £k
ADULT SOCIAL CARE			
Director of Adult Social Care	386	382	4
Strategic Commissioning	34,463	35,239	-776
Care Services Delivery	8,493	9,441	-948
Quality, Information and Performance	2,006	1,916	90
Finance and Organisational Change	-1,203	-1,286	83
TOTAL ADULT SOCIAL CARE	44,145	45,692	-1,547
CHILDREN SERVICES			
Education and Resources	-1,517	-1,169	-348
Strategy, Commissioning and Prevention	19,401	21,513	-2,112
Safeguarding Family and Communities	9,836	10,336	-500
Departmental Action Plan	0	-1,968	1,968
TOTAL CHILDREN SERVICES	27,720	28,712	-992
OPERATIONS			
Business Support	406	402	4
Commercial Operations	-1,436	-547	-889
Directors Office	895	874	21
Neighbourhoods	6,066	6,372	-306
Planning, Environment, Transport and Engineering	14,206	14,239	-33
Departmental Action Plan		-872	872
TOTAL OPERATIONS	20,137	20,468	-331
CHIEF EXECUTIVE'S DEPARTMENT			
Chief Executive's Office	339	336	3
Legal and Governance Services	3,711	3,660	51
Chief Executive Departmental Support	203	173	30
Growth and Regeneration	2,189	1,939	250
Communications	517	517	0
Human Resources	957	957	0
TOTAL CHIEF EXECUTIVE'S DEPARTMENT	7,916	7,582	334
STRATEGIC RESOURCES			
Director's Office	198	198	0
Corporate Services	16,128	15,897	231
Environment Capital	774	774	0
Internal Audit	327	316	11
Insurance	61	61	0
Strategic Client Services	-1,553	-1,086	-467
Peterborough Serco Strategic Partnership	8,779	8,779	0
ICT	3,700	3,700	0
Waste and Operational Services Management	12,978	13,223	-245
Cultural Services	4,279	4,309	-30
Registration and Bereavement	-1,232	-1,262	30
Westcombe Engineering	3	3	0
TOTAL STRATEGIC RESOURCES	44,442	44,912	-470
Business Transformation		1,896	-1,896
Corporate Solutions		-1,633	1,633
TOTAL GENERAL FUND	144,360	147,629	-3,269

Appendix B – Capital Monitoring Report

Capital Programme by Directorate	Budget 01/04/2012 £000	Budget as at August 2012 £000	Budget to Date £000	Actual Expenditure £000	Total Spent Against Profiled Budget
Adult Social Care	4,524	4,536	1,615	134	8%
Chief Executive Department	14,517	15,162	6,379	831	13%
Childrens Services	72,911	90,053	33,021	22,941	69%
Operations	20,529	21,021	8,979	1,963	22%
Strategic Resources	39,339	38,977	18,396	4,933	27%
Invest to Save	100,000	100,000	1,785	1,262	71%
Total	251,820	269,749	70,175	32,064	46%
Financed by:					
Grants & Contributions	35,232	45,534	19,125	13,755	72%
Capital Receipts	15,495	19,925	451	0	0%
Borrowing - Invest to Save	100,000	100,000	1,785	1,262	71%
Borrowing	101,093	104,290	48,814	17,047	35%
Total	251,820	269,749	70,175	32,064	46%

CABINET	AGENDA ITEM No. 7
24 SEPTEMBER 2012	PUBLIC REPORT

Cabinet Member(s) responsible:	Cllr David Seaton	
Contact Officer(s):	John Harrison, Executive Director Strategic Resources	Tel. 452398

Localised Council Tax Support Scheme (replacing Council Tax Benefit)

RECOMMENDATIONS	
FROM : Executive Director Strategic Resources	Deadline date : 24 September 2012
<p>That Cabinet:</p> <ol style="list-style-type: none"> Approves the draft scheme as a basis for consultation and the approach to consultation outlined in this report; and Approves further work on mitigating the impacts of these changes, as outlined in section 6 of this report, and for the outcomes to be reported back to Cabinet following consultation. 	

1. ORIGIN OF REPORT

- This report is submitted to Cabinet following approval by the Corporate Management Team.

2. PURPOSE AND REASON FOR REPORT

- The purpose of this report is to:
 - update Cabinet on the requirement of the council to develop a new local Council Tax Support scheme
 - To propose a draft scheme as the basis for undertaking public consultation
 - to outline the approach and the required public consultation
 - to outline the timescales for implementation
- This report is for Cabinet to consider under its Terms of Reference No. 3.2.1 which states 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 programme to deliver excellent services.

3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	Yes	If Yes, date for relevant Cabinet Meeting	24 September 2012
Deadline for relevant Council Meeting	31 January 2013	Date when these changes will apply from	1 April 2013

4. CURRENT POSITION AND LEGISLATIVE CHANGES

Executive Summary

In its 2010 Spending Review the Government announced that it would localise support for Council Tax from April 2013, and at the same time reduce expenditure by 10%. This means that there will no longer be a nationally governed Council Tax Benefit (CTB) scheme and each Council will set their own schemes. This is part of the Government's wider policy of localisation, giving Council's increased financial autonomy and a greater stake in the economic future of their local area. However, Pensioners will be protected under these new arrangements and CTB for this group will continue to be subject to national controls, meaning pensioners will not have their CTB reduced by these legislative changes.

The Council's Medium Term Financial Strategy (MTFS) approved by Council in February was based on a local scheme being adopted and resulting in no additional pressure on the council's budget. As the CTB scheme is protected for pensioners the saving identified from this change in legislation, £2.8m, means that the impact will be to working age claimants and will be much higher than the headline 10% saving, and will instead be 35%.

The Council needs to devise, consult on and implement a local CTB scheme. This report advises Cabinet of the implication for the Council and recommends a way forward to meet these requirements.

Background

- 4.1 Council Tax Benefit (CTB) is the means tested way of reducing the Council Tax Bill for those on low incomes.
- 4.2 CTB expenditure has increased nationally from £2bn in 1997/98 to £4.3bn in 2010/11. The Government announced in the Spending Review 2010 that it would localise support for council tax making Councils responsible for local schemes and reducing the grant by 10%, saving £410m nationally in England. Councils would be responsible for determining, through their local scheme, how these savings are made. If councils do not make savings through the scheme, they will need to meet the cost of this elsewhere in their budgets.
- 4.3 Council Tax Benefit (CTB) becomes Council Tax Support (CTS) from April 2013.
- 4.4 Draft regulations were released in July 2012 and updated as recently 7 September 2012. Council Tax Support schemes are currently being designed across the country. Schemes must fully protect pensioners and so the impact is met by 'working age' claimants. Schemes should provide support to vulnerable claimants and those trying to return to work.
- 4.5 As the Council collects council tax on behalf of the Cambridgeshire Police Authority and the Cambridgeshire and Peterborough Fire Authority, any proposals could also impact upon these two organisations. Currently the precepting authorities' share of the council tax is 17p in every £1 collected.

Financial Impact for Peterborough

- 4.6 In Peterborough there are almost 18,000 Council Tax Benefit claimants (24% of households) which cost around £12m in 2010/11.

- 4.7 The Medium Term Financial Strategy (MTFS) approved by Council in February was based on a local scheme being adopted and therefore no additional pressure on the council's budget.
- 4.8 It was originally expected that the 10% reduction in grant would mean a funding gap of around £1.2m (10% of the £12m bill). However, recent Government consultation documents on the proposals have outlined that the 10% reduction is based on the 2013/14 forecast position which includes a reduction in the number of benefit claimants.
- 4.9 The Government claims that the reduction in funding should be around 10% of the benefit bill. However this assumes that the number of people claiming this benefit, and hence the cost of it, reduces by next year. In many parts of the country, including Peterborough, are seeing costs of benefit increasing. The Council estimate that the grant reduction will see a shortfall of nearer 20%. The gap between grant and the benefit bill for 2013/14 is currently estimated at £2.8m.
- 4.10 Failure to devise and implement a local scheme by 31 January 2013 would result in the Department for Communities and Local Government (DCLG) 'default scheme' being used by the Council. This scheme mirrors the current CTB scheme. If this were to happen Council would need to find the £2.8m of savings from elsewhere in the Council budget.
- 4.11 It must be stressed that the figures remain estimates at this stage. The Government will not confirm the final grant allocations that will be made available to Councils until the local government finance settlement in December. The timeline for making decisions on the scheme (see 7.5) will enable the Council to revise proposals if those figures change.
- 4.12 In Peterborough 40% of claimants and 38% of the CTB bill relates to pensioners. As Government legislation protects this group, the 20% loss in CTB funding has to be met by the remaining 60% of claimants.

5. OPTIONS AVAILABLE TO THE COUNCIL

- 5.1 The options available to the council are:

1. Do nothing

If the Council does not agree a local scheme, legislation means that a 'default scheme' apply to any council that does not formally adopt a Council Tax Support scheme by 31 January 2013. For Peterborough this would result in an additional pressure of £2.8m and savings to be made from elsewhere in its budget. This could also affect the services provided by our Fire and Police Authorities as over 17% of the council tax that is collected is distributed to these preceptors.

If the Council were to absorb the deficit, it would then have to find savings elsewhere in the budget due to the limited amount of resources available to run all Council services. The Council is already striving to provide the same level of services on a reduced budget and therefore is less able to absorb the cut in funding which results from this change in legislation.

2. Design a local scheme to deliver £2.8m savings

To reduce all CTB equally - as the Government has made clear that pensioners must be protected, the whole of this shortfall would need to be met by working age claimants. As a result, the reduction of 35% is necessary to meet the £2.8m funding shortfall.

To consider targeted arrangements - see section 9 which details the areas where the Council could potentially make savings based on targeted elements of the current CTB scheme.

3. Somewhere in between

As with the option to 'Do Nothing', absorbing any deficit from a shortfall in funding will impact on the services that the Council currently delivers, but would mean a lesser impact on benefit recipients.

- 5.3 Having considered the alternative options outlined in part 9 of this report, which collectively only deliver around 2% towards the required savings, the fairest and least complicated option would be to apply a 35% reduction across all working age claimants.
- 5.4 As well as the protection for pensioners, the council could consider further protection for particular groups, for example certain classes of disabled claimants. It is likely that the cost of such additional protection would need to be met by the other working age claimants, increasing the benefit reduction for this group. For example to protect all people in receipt of a disability premium it would cost £576k per year, which equates to a further 9% reduction across all working age claimants to a total of 44%.
- 5.5 It is suggested that this option is included in the consultation.

6. IMPACT OF THE PROPOSED NEW SCHEME & MITIGATING ACTIONS

Impact of the proposed new scheme

- 6.1 Detailed analysis of our existing council tax benefit records shows that under the new council tax support scheme there will be a significant impact:
- 8,437 households who previously received 100% council tax benefit will now have something to pay
 - 2,226 households will be paying more council tax than before
 - of which 232 households who previously received some council tax benefit will no longer receive any support and will now have 100% to pay

Mitigating Actions

- 6.2 Although Pensioners will not be affected, the Council recognises the significant impact the changes will have on working age claimants of CTB in Peterborough.
- 6.3 The Council currently works in a number of areas to support people in Peterborough, covering two main areas:
- Helping people get back into work and off benefit

- Helping alleviate the impacts of poverty on individuals and households

The majority of these activities are led by the Neighbourhoods service within Operations.

6.4 The following list details some of these groups and activities:

Tackling Worklessness in Peterborough group (TWIP) - this group pulls together a wide range of partners, including DWP, to address worklessness and benefits dependency.

Financial and debt advice – the Council continues to provide funding to a number of voluntary sector, accredited information and advice agencies who focus on debt and financial advice to people who are in need. The main provider for this service is Citizens Advice Peterborough, but DIAL (for services to people with disabilities) and Age UK are also funded to provide similar services. The Council's proposal is to focus all of our investment in the voluntary sector from 2013/14 into organisations that can directly support individuals and families affected by the welfare reform.

Tackling Homelessness – the Council's entire Strategic Housing team is structured around preventing homelessness. In the main, the work of the team supports people who are already housed but who, for one reason or another, are finding it difficult or are unable to maintain that position. For example, the Supporting People programme provides housing related support for people with mental health issues, elderly or disabled people, young people leaving care and many more with the aim of ensuring they can remain living independently. The Care and Repair Service provides direct support to adapt properties to ensure vulnerable people can remain living at home. Our Housing Needs service manages the housing register on behalf of the city's social landlords, and allocates housing to those who need it most. In all cases, the client groups of people who are being supported by the Housing teams will be affected most by some of the reforms, and our preventative and proactive model of service delivery will mitigate against further decline.

Fuel Poverty – part of the Strategic Housing team's focus is to tackle fuel poverty. It is a basic human right to have access to warm affordable and secure housing yet some people aren't able to keep their homes warm leading to illness and other problems. Every increase in energy costs pushes more people into fuel poverty, and our team manages a range of initiatives, with partners, to address this problem locally (including home energy grants, insulation schemes, home adaptations, external cladding programmes etc).

Tackling Poverty – Neighbourhoods and Children's Services jointly lead on the council's new Tackling Poverty strategy and action plan. This is aimed at identifying those who are in poverty or are at risk of being pushed into poverty, and implementing a range of different, practical short and long term measures to support them. Seven distinct but linked strands form the action plan, ranging from short term solutions such as Food Banks and Credit Unions through to longer term goals such as apprenticeships and digital inclusion.

Cohesion – risks associated with reform include the rising tension amongst communities and the potential increase in social issues such as shoplifting. The Council has developed a comprehensive community cohesion action plan that supports groups of people who might be vulnerable to reform, such as young NEET people. This approach builds on the 'After the Riots' report from the unrest experienced elsewhere last year.

Welfare Reform Action Group – this new, cross-departmental and multi-agency action group has been formed to identify and lead on addressing the impacts of reform. The group is currently sharing data across agencies to fully understand who might be affected so that proactive contact can be made and appropriate, rapid solutions implemented.

Children and Families Commissioning Partnership – this new, collaborative commissioning Board brings together all of the officers and agencies who support vulnerable children and families, with the aim of making joined up and evidence based commissioning decisions with the end user as the core focus.

Mortgage Scheme - this scheme is designed to help first time buyers who have often stated that raising enough money for a deposit is the biggest challenge they face when looking to take their first steps onto the property ladder. Lloyds TSB and the Council joined forces to help first-time buyers purchase a home with a deposit of just five per cent. First time buyers will put down five per cent of the property price, and the Council will provide a cash backed indemnity of up to 20 per cent as additional security. The local authority then earns interest on this amount. The first time buyer owns the property in its entirety, and will have access to a range of products at a lower rate of interest than would normally be available for this level of deposit.

- 6.5 During and following the consultation period, the project team and the Neighbourhoods service will continue to work with these organisations to see what else can be done to minimise the impact of the CTB changes and support those people affected the most by these changes. These findings will be fed back to Cabinet alongside the consultation feedback.

7. CONSULTATION APPROACH

- 7.1 Following approval by Cabinet, due to the extent and the impact of the changes will have, there will be public and stakeholder consultations. It is proposed that this runs for six weeks from 25 September to 5 November 2012.
- 7.2 Consultation with the general public will be available through an online questionnaire available on the website to ensure everyone in the city has the opportunity to respond and have their say on the proposed changes. The questionnaire will be supported by further information on the proposed changes, including a 'Questions & Answers (Q&A)'. Copies of material will also be made available at council offices and libraries.
- 7.3 There will also be a targeted engagement with stakeholders and will include (but is not limited to):
- Drop-in sessions so the changes can be explained in person
 - CAB Peterborough
 - Registered Social Landlords & Private Landlords who attend our forums
 - DIAL (services to people with disabilities)
 - AGE UK
 - Tackling Poverty group
 - Welfare Reform Action Group
 - Children & Families Commissioning Partnership
 - Tackling Worklessness in Peterborough
 - Any other groups identified by the updating of the Equalities Impact Assessment

Dates and venues for the drop-in sessions will be publicised at the launch of the consultation.

There have also been initial discussions about these changes with officer representatives from the Councils' major precepting authorities. These organisations will continue to be included in the consultation process.

- 7.4 Following the consultation exercise, there will remain a need to communicate effectively and directly with all affected households ahead of the implementation from 1 April 2013.
- 7.5 The scheme requires approval by Full Council by the end of January 2013. Key dates leading up to that are as follows:

Key dates:	Events:
25 September to 5 November 2012:	Public Consultation & updating Equalities Impact Assessment following engagement with affected groups
12 November 2012:	Scrutiny
December 2012	Cabinet approval
31 January 2013:	Deadline for Full Council to approve a new scheme and avoid the default scheme
February & March 2013:	Staff and public awareness campaigns, issue of council tax bills showing 'Council Tax Support' as a discount. Direct engagement with all affected households
1 April 2013:	Council Tax Support goes live

The exact timescale is being worked through, and may necessitate changes to the current meetings schedule.

8. REASONS FOR RECOMMENDATIONS

- 8.1 The Constitution requires Cabinet to approve the consultation on the new Council Tax Support scheme.

9. ALTERNATIVE OPTIONS CONSIDERED

- 9.1 Over recent months the Council has undertaken detailed analysis and produced many different models looking at options for targeting savings towards particular aspects of the benefit scheme. These are listed with an outline of the possible savings below:

- **Maximum amount of Support** - Limit to £23.15 per week (Band C) saves £33,000 per year
- **Minimum amount of Support** - Limit to £2.00 per week saves £10,000 per year
- **Capital limit** - Reduce from £16,000 to £6,000 saves £33,000 per year

- **Adjust the figures used in the benefit calculation** – the Council considered this but discounted changing these amounts as they are set by the Government as the minimum requirements for a person to live off and determine how much benefit someone may be entitled to. They also provide support for vulnerable claimants and those trying to return to work
- **Alternative Maximum Council Tax Benefit (Second Adult Rebate)** - this rebate of up to 25% considers the income of any second adult in the property whose occupation has removed the single person discount. There are currently only 55 second adult claims in Peterborough and removing this rebate from our Council Tax Support scheme will save £18,000 per year

9.2 Overall, accepting all of these proposals would only reduce the overall reduction in benefit from 35% to 33%. As a result, it is not considered that these targeted savings, which impact directly on a limited number of claimants, should be part of the proposed scheme. The consultation will seek views in this area.

10. IMPLICATIONS

10.1 Elected Members

Further to this Cabinet meeting and the intended period of consultation, this proposal will then be presented to Scrutiny on 12 November 2012 before Full Council and all Elected Members will be asked to approve the draft scheme before 31 January 2013.

Members must have regard to the advice of the Section 151 Officer. The Council may take decisions which are at variance with this advice, providing there are reasonable grounds to do so.

10.2 Financial

Government funding for the localisation of Council Tax Support schemes will be cut by 10%. This will be based on 90% of forecast CTB expenditure for 2012/13. The funding will be an up front allocation for all billing and major precepting authorities and will not be ring fenced. The Council will not receive confirmation of the grant until late November/early December 2012 as part of the 2013/14 Formula Grant consultation.

No account of unforeseen increased demand for support will be taken into account when allocating the grant. The proposed fixed grant to local authorities represents a significant financial risk as it will not include any provision to manage increased take up.

The Council will also receive funding for the increased administration cost of the new council tax support scheme, although it is not yet clear whether this will be fully funded. The Council has received an initial implementation grant but has not been given the details of the administration grant.

The new Council Tax Support scheme must achieve a balance between delivering the required expenditure reductions and managing any adverse financial implications such as the effect on council tax collection rates and the cost of collection.

10.3 **Legal Implications**

The introduction of the localised Council Tax Support Scheme is as a result of the Local Government Finance Bill 2012, and a local scheme must be implemented by 31 January 2013.

10.3 **Human Resource Implications**

It is anticipated that the introduction of Council Tax Support will lead to an increase in the number of customers who contact the council. These contacts will be managed by Serco who have been involved in the discussions thus far.

Shared Transactional Services staff at Manor Drive and Customer Services staff at Bayard Place will require training ahead of the 1 April 2013 implementation of the new scheme.

10.4 **Risk Management**

The change from Council Tax Benefit to Council Tax Support presents a risk for the council and the precepting authorities (Fire & Police), as in future they will have to meet the financial impact of any increased demand and lower council tax collection rate.

The council and its precepting partners will need to closely monitor local social and economic changes, and factor the impact into the financial planning. This may include a need to revisit the scheme after year one.

10.5 **Equality and Diversity**

The impact of the new scheme will need careful consideration throughout the consultation and implementation stages. A thorough consultation and engagement process is being designed to support this.

An initial and full Equalities Impact Assessment (EIA) together with an action plan has been developed, will be updated over the coming weeks and published on the website as with all other EIA's.

11. **BACKGROUND DOCUMENTS**

11.1 **Link to supporting documents**

Council Tax Benefit Regulations:

<http://www.legislation.gov.uk/uksi/2006/215/contents/made>

DCLG – Localising Council Tax Support:

DCLG – Localising Council Tax Support - Equality Impact Assessment:

<http://www.communities.gov.uk/localgovernment/localgovernmentfinance/counciltax/counciltaxsupport/>

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CABINET	AGENDA ITEM No. 8
24 SEPTEMBER 2012	PUBLIC REPORT

Cabinet Member responsible:	Cllr David Seaton, Cabinet Member for Resources	
Contact Officer:	John Harrison, Executive Director of Strategic Resources	Tel. 452520

THE CITIZENS' PANEL SURVEY - MARCH 2012

R E C O M M E N D A T I O N S	
FROM : Executive Director Strategic Resources	Deadline date : N/A
1. For Cabinet to receive the findings from the Citizens' Panel Survey from March 2012 prior to submission to the Greater Peterborough Partnership and the Safer Peterborough Partnership.	

1. ORIGIN OF REPORT

1.1 This report is submitted to Cabinet following a referral from CMT on 24th July 2012.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to provide Cabinet with a summary of results from the Citizens' Panel survey undertaken in March 2012 sponsored by the Greater Peterborough Partnership (GPP) Executive prior to internal and external circulation.
- 2.2 This report is for Cabinet to consider under its Terms of Reference No. 3.2.3, to take a leading role in promoting the economic, environmental and social well-being of the area.

3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	NO
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4. BACKGROUND AND FINDINGS FROM THE CITIZENS' PANEL SURVEY MARCH 2012

- 4.1 The Council has an existing contract with NWA (a market research company) to operate a Citizens' Panel, who are asked to complete a number of annual surveys and some focus groups. Panel members have been recruited to be a representative sample of the demographic profile of the residents of the city. The last survey was in March 2012 with the next survey taking place in September 2012. The outcomes and results of the consultation activities are used to identify and drive service improvement and transformation activity through the Single Delivery Plan.
- 4.2 Benefits of effective community involvement include:
1. Giving local people the opportunity to influence and shape local services,
 2. Generating feedback about local services,
 3. Allowing the City Council and GPP to understand the needs of the local community and adapt services to meet these needs

- 4.3 The outcomes and results of the consultation activities are used to identify and drive service improvement and transformation activity through the Single Delivery Plan (SDP).
- 4.4 The benefits of a joined up approach amongst the Council, partners and agencies is to identify the opportunities to bring together and deliver joint community engagement activities to minimise duplication and maximise the benefits for stakeholders and residents.
- 4.5 The Citizens' Panel Survey carried out in March 2012 was conducted on behalf of GPP by NWA which involved emailing and posting to the Peterborough Citizens' Panel comprising 2000 local residents representing a diverse population mix. There were 1000 responses. (It should be noted that the Panel had not been sent a questionnaire since late 2010 and therefore this had an effect on response rates.) Questions for inclusion within the survey were formulated as a result with discussions with colleagues within the Safer Peterborough Partnership (SPP) and signed off by CMT.
- 4.6 NWA have completed a report of the findings obtained from the survey which includes an executive summary, and a comparative report which shows the trends of the questions that have appeared in the Citizens' Panel Surveys 2008-10 & 2012. These are available from the Strategic Improvement team at Manor Drive, Peterborough. A copy of the full report will be shared with partners and key outcomes are being included onto the Neighbourhood Window system.
- 4.7 The significant findings from the NWA report are as follows:
- The respondents believed the most important programme within the SDP was reducing crime and tackling anti-social behaviour (99.8%);
 - The least important was helping people make the right decisions (83.8%);
 - 63.8% felt that the Council provided good quality services. This is an improvement on the same measure taken from the Panel Survey from 2009 where the return was 56.9%;
 - My local area is a place where people from different backgrounds get on well together was 57.3%
 - Only 34.4% had heard of the Safer Peterborough Partnership. Comment: at first glance this figure may appear to be low, however, in reality maybe it is not such a disappointing figure;
 - Less than one-in-five respondents (18.4%) agreed that the SPP is successfully dealing with community safety issues in their area. Having said this 63.9% expressed no opinion on this subject;
 - Respondents that feel safe in the city centre during the day is 78.3%. However this figure drops to 20.1% after dark;
 - 69.1% think that people have a problem with illegal drugs with 42% have personally witnessed incidents involving drug taking.
- 4.8 The next survey involving the Citizens' Panel is planned for September 2012 which will be an opportunity to engage with residents concerning the awareness of Peterborough as the UK Environmental Capital. In 2009 just over half of all respondents, (55.3%), said that they were aware of Peterborough's status as a UK Environment City. This was an increase in awareness since 2008 of 6.5%. This will coincide with the re-branding of the initiative and the survey format will be developed with the Communications team and the Environment Capital steering group prior to submission to CMT for approval.

5. CONSULTATION

- 5.1 The Citizens' Panel Survey carried out in March 2012 was conducted on behalf of GPP by NWA which involved emailing and posting to the Peterborough Citizens' Panel comprising 2000 local residents representing a diverse population mix.

6. ANTICIPATED OUTCOMES

- 6.1 The outcomes and results of the Citizens' Panel Survey are used to identify and drive service improvement and transformation activity through the Single Delivery Plan.
- 6.2 To inform residents of the outcomes of the Citizens' Panel Survey.

7. REASONS FOR RECOMMENDATIONS

- 7.1 Cabinet are requested to approve the report prior to the outcomes and findings of the recent survey being shared by local residents and the media.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 NWA were recruited via a tendering exercise to provide specialist market research consultation support to the Council and deliver Citizens' Panel surveys. Topics for inclusion in the surveys are agreed with the appropriate Head of Service prior to the survey format being developed. CMT approve the structure of the survey before it is printed and distributed.

9. IMPLICATIONS

- 9.1 There are no direct implications related to this report. The outcomes and results of the consultation activities are used to identify and drive service improvement and transformation activity through the Single Delivery Plan.

10. BACKGROUND DOCUMENTS

None were used in the preparation of this report in accordance with the Local Government (Access to Information) Act 1985)

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CABINET	AGENDA ITEM No. 9
24 SEPTEMBER 2012	PUBLIC REPORT

Contact Officer:	Alex Daynes, Senior Governance Officer, Legal and Governance	Tel. 01733 452447
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UPDATE - PETITIONS

RECOMMENDATIONS	
FROM : Directors	
1. That Cabinet notes the action taken in respect of petitions presented to full Council.	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to Cabinet following the presentation of petitions to full Council.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to update Cabinet on the progress being made in response to petitions in accordance with Standing Order 13 of the Council's Rules of Procedure.
- 2.2 This report is for Cabinet to consider under its Terms of Reference No. 3.2.3 – 'To take a leading role in promoting the economic, environmental and social well-being of the area'.

3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	NO
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4. OUTCOME OF PETITIONS

4.1 Petition opposing the opening of a Tesco store on the site of the former Chequers public house

This petition was presented to full Council on 11 July 2012 by Councillor Sue Allen. The Council's Group Manager - Development Management responded on 13 July 2012 stating that planning permission was not required to convert the former pub to a shop. However, Tesco would still have to apply for aspects such as a new shop front, signage and air conditioning units. Regarding local traffic concerns, it would not be appropriate for the City Council to consider whether the existing traffic management measures should be modified or new measures introduced until such time as the store was operational and its impact could be properly assessed; to do otherwise could risk ineffective work being implemented.

4.2 Petition opposing the closure of Welland House and Greenwood House

This petition was presented to full Council on 11 July 2012 by Councillor Nabil Shabbir. The Council's Assistant Director Strategic Commissioning responded on 19 July 2012

stating that the petition would be included as part of the consultation agreed by Cabinet on 10 July. A final decision would be made about the care homes in the autumn once the Cabinet had carefully considered the proposals and the comments made by residents of the homes, respite and day care users, families, carers and advocates and affected staff. In addition the council was working with Age UK Peterborough to ensure people who do not have a carer, friend or relative could have an advocate to make sure their views are heard. It was further noted that there were around 800 care home places for older people within the independent sector in Peterborough including specialist dementia places and places which were dually registered for dementia and nursing and dementia and residential care.

5. REASONS FOR RECOMMENDATIONS

- 5.1 Standing Orders require that Council receive a report about the action taken on petitions. As the petitions presented in this report have been dealt with by Cabinet Members or officers it is appropriate that the action taken is reported to Cabinet, prior to it being included within the Executive's report to full Council.

6. ALTERNATIVE OPTIONS CONSIDERED

- 6.1 Any alternative options would require an amendment to the Council's Constitution to remove the requirement to report to Council.

7. LEGAL IMPLICATIONS

- 7.1 There are no legal implications.

8. BACKGROUND DOCUMENTS

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

- 8.1 Petitions presented to full Council and responses from officers.