

## **MINUTES OF CABINET MEETING HELD 7 NOVEMBER 2016**

### **PRESENT:**

**Cabinet Members:** Councillor Holdich (Chair), Councillor Elsey, Councillor Fitzgerald, Councillor Goodwin, Councillor Hiller, Councillor Lamb, Councillor Seaton, Councillor Smith and Councillor Walsh

**Cabinet Advisors:** Councillor Casey and Councillor Stokes

### **1. APOLOGIES FOR ABSENCE**

No apologies for absence were received.

### **2. DECLARATIONS OF INTEREST**

The Chair advised that, in relation to Item 12 'Endorsement of the 2016-17 Opportunity Peterborough Business Plan' although he and Councillor Hiller sat on the Opportunity Peterborough Board, and Councillor Seaton sat on the Opportunity Peterborough Audit Committee, as Opportunity Peterborough was a wholly owned Council company, there were no interests to declare.

### **3. MINUTES OF THE CABINET MEETINGS HELD ON 26 SEPTEMBER 2016**

The minutes of the meeting held on 26 September 2016 were agreed as a true and accurate record.

### **4. PETITIONS PRESENTED TO CABINET**

There were no petitions presented to Cabinet.

## **STRATEGIC DECISIONS**

### **5. THE DRAFT PETERBOROUGH HOUSING STRATEGY 2016 to 2021**

Cabinet received a report the purpose of which was to provide Cabinet with an overview of the draft Housing Strategy 2016-21 and seek approval for the document to begin a minimum of 4 weeks public consultation.

The Cabinet Member for Growth, Planning, Housing, and Economic Development introduced the item and advised that in light of the current challenging economic climate, Peterborough was performing well overall. The four priorities of the Housing Strategy were set out within the report. The proposals were presented within a landscape of national and local changes and addressed how the Council would respond to these issues.

Cabinet debated the report and in summary, key points raised and responses to questions included:

- The Strategy outlined provision to maintain existing housing stock, in addition to providing new housing.

- Partners had been liaised with in order to cater for demand regarding temporary accommodation.
- While physical solutions were being pursued, it was noted that proposals for devolution would bring in additional funding to manage this.
- The Strategy would be measured against its four priorities, with an annual report provided to Cabinet.
- The Strategy was considered to be clear and user friendly.
- The issue of Houses of Multiple Occupancy (HMO's) and the subsequent parking pressures was raised. The Cabinet were advised that the Selective Licensing Scheme would help with tackling issues with rented accommodation, including HMO's.
- It was noted that the priorities within the Strategy covered a wide range of Cabinet Portfolios.
- The Cabinet discussed the matter of office space within the city centre. It was advised that conversion of existing office space was within permitted development. It was however noted that new office space was needed.
- The current shared ownership provisions were discussed, and it was advised that some funding was available for supported or specialist housing, however this funding had decreased.

Cabinet considered the report and **RESOLVED** that Cabinet approved the draft Housing Strategy for public consultation.

#### **REASONS FOR THE DECISION**

The stated lifespan of the existing Peterborough Housing Strategy was from 2011 to 2015. Plans to renew the Strategy were delayed to await the outcome of the Housing and Planning Act 2016. The major anticipated announcements has now been made by Government, so the timing to publish the Council's own local housing strategy was very timely.

#### **ALTERNATIVE OPTIONS CONSIDERED**

A 'do nothing' option (where no new Housing Strategy was developed and the existing Housing Strategy was not updated) was considered. However, such an approach would mean that Peterborough would have an out of date Strategy which did not reflect the significant changes to national housing and welfare policy and how the Council planned to respond to them. A refresh of the Strategy was necessary to ensure that the Council had a fit for purpose Housing Strategy.

### **6. PETERBOROUGH LOCAL PLAN FURTHER DRAFT**

Cabinet received a report the purpose of which was for Cabinet to approve the Further Draft version of the Local Plan for public consultation.

The Cabinet Member for Growth, Planning, Housing, and Economic Development introduced the item and advised that the Local Plan Further Draft addressed the challenges in identifying sites for future growth. The Draft Plan outlined a 5 year supply of deliverable housing sites. These had been identified following submission from the preliminary consultation. The new Draft identified sites for growth up to 2036, however, planning consent would still be required for development on such sites.

The Principal Strategic Planning Officer advised the Cabinet of an updated recommendation, which outlined two corrections to the Local Plan Further Draft.

Mr Dale McKean addressed the Cabinet and in summary, raised the following key points:

- Mr McKean questioned whether the situation in Eye with regard to growth had changed at all since the previous Local Plan was published.
- Residents of Eye had consistently rejected proposals for further growth in the area.
- It was noted that development was currently underway in Eye, and was already placing a strain on the local infrastructure.
- Mr McKean advised that the local school and doctor's surgery were already full, with limited parking availability.
- It was questioned who exactly would be paying for the expansion of the local school to three form entry or highway infrastructure.
- The delivery schedule in the proposals identified 94 more houses in the area, none of which were considered to be wanted or feasible.

Councillor Allen addressed the Cabinet and in summary, raised the following key points:

- Councillor Allen supported Mr McKean's concerns and advised that the roads in Eye were struggling with the current amount of traffic.
- Cabinet were requested to address the funding for the expansion of the local school and the land that would be lost to residents.
- It was also considered that funding would need to be made available for road improvement works and the need for a new medical centre before any expansion works were begun.

Cabinet debated the report and in summary, key points raised and responses to questions included:

- The Cabinet were advised that the Infrastructure Delivery Schedule, to be discussed within the next agenda item, would identify the infrastructure required for existing and upcoming development. This was a live document.
- It was noted that Eye had, within the previous Local Plan, been allocated a higher level of growth, which had been decreased following community feedback. This was subsequently increased again following review by the inspector.
- It was considered that the greater the level of planning that was put in place for growth, the more appropriate the timing of infrastructure delivery would be.
- In relation to education provision this would be progressed at the point of any planning permission being granted. Once permission had been granted, the funding required would be identified so that school provision can be finalised before any dwellings are built.
- The Health Policy within the proposal set out the requirements for development.
- It was questioned whether growth was set against the needs of specific areas. The Cabinet was advised that the policy was spatial in nature, and it would be difficult to draft the Plan in any other manner.
- It was suggested that developers to provide with their submissions evidence based need assessments. It was further noted that this was already undertaken in the form of neighbourhood plans.

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

1. Approved the Further Draft version of the Peterborough Local Plan for public consultation starting in December 2016, subject to:

- The amendment of policy LP3, on page 17, to reflect the updated table included within the supplementary report; and
  - The amendment of page 28 to read “on all development proposals of 50 dwellings or more 2% of homes should meet Building Regulations part M (Volume 1), Category 3;” and
2. Delegated authority to officers to make any minor, inconsequential amendments to the Document prior to its publication (in order to correct matters of fact or aid clarity to the reader).

## **REASONS FOR THE DECISION**

Cabinet were asked to approve the Further Draft version of the Local Plan so that public consultation could be carried out on the document.

## **ALTERNATIVE OPTIONS CONSIDERED**

The alternative option of not preparing a new Local Plan was rejected by Cabinet in July 2015 as part of the approval of Local Development Scheme.

The alternative options for each policy would be assessed as part of the Local Plan Sustainability Appraisal Report to be published in December 2016 alongside the Further Draft Local Plan for public consultation. Consultation would also help inform the Council of options which could be considered as the plan progresses.

## **7. COMMUNITY INFRASTRUCTURE LEVY GOVERNANCE PROPOSALS AND INFRASTRUCTURE DELIVERY SCHEDULE UPDATE 2016**

Cabinet received a report the purpose of which was to establish governance arrangements for managing Community Infrastructure Levy (CIL) receipts, and to provide an updated Infrastructure Delivery Schedule (IDS).

The Cabinet Member for Growth, Planning, Housing, and Economic Development introduced the item and advised that the Governance of the CIL and the IDS were two separate but related matters. The proposed split of CIL funding was considered to be straightforward and logical. The IDS identified what infrastructure was required to support Peterborough’s expected growth.

Cabinet debated the report and in summary, key points raised and responses to questions included:

- It was noted that there was nothing in the IDS in the west of the city. This was because entirely new development provided its own infrastructure, so would not require addition delivery.
- The Cabinet raised the matter of Ward Councillors being notified of funding from CIL in their areas, this would be investigated by officers.

Cabinet considered the report and **RESOLVED** that Cabinet approved the CIL Governance Proposals and Infrastructure Delivery Update 2016.

## **REASONS FOR THE DECISION**

Through approving the CIL governance proposals, Cabinet would enable the Council to meet its statutory duties for managing CIL receipts (including, administration, reporting and transfer of Neighbourhood Portion); and, to spend CIL receipts on strategic

infrastructure. Publication of the Infrastructure Delivery Update 2016 would provide an up to date schedule of infrastructure essential to support Peterborough's growth.

## **ALTERNATIVE OPTIONS CONSIDERED**

A 'do nothing' option (where no governance process put in place and the IDS is not updated) was considered. However such an approach was not appropriate as the Council would likely fail to meet its statutory duties for managing CIL receipts. The current IDS (2014) was deemed out of date, and therefore did not provide a suitable evidence base to inform spending decisions.

## **8. TASK AND FINISH GROUP REPORT ON THE REVIEW OF THE AMEY STREET CLEANSING CONTRACT**

Cabinet received a report the purpose of which was to obtain the views of Cabinet following a review of the Street Cleansing elements within the Amey Contract.

The Cabinet Member for Waste and Street Scene introduced the item and advised that the intention behind the Work Group had been to identify ways in which the existing Amey resource could be better utilised. The challenges faced in relation to street cleansing were not localised to Peterborough, as a litter and fly tipping epidemic was being experienced across the country. Management schemes were being implemented as well as meetings with the courts in an attempt to increase the fines around littering and fly tipping. The recommendations of the Task and Finish Group were welcomed and it was requested that those with financial implications be considered within the budget process.

Councillor Peach, Task and Finish Group Chairman, addressed the Cabinet and in summary, raised the following key points:

- Councillor Peach thanked Task and Finish Group members, and supporting officers for their work on the recommendations.
- The opportunity to see the work of Amey and their equipment had proved very interesting.
- In light of previous success in clearing up Cathedral Square, it was considered that improved the street cleansing around the rest of the city centre was entirely feasible.
- At the current time Amey were paid a certain rate, which had not been reconsidered. It was suggested that this may be renegotiated to allow for a better price per metre.

Cabinet debated the report and in summary, key points raised and responses to questions included:

- The recommendations put forward by the Task and Finish Group were considered to be achievable, a number of relating not to monetary commitments but to alternative ways of working.
- Education was considered to be key and work was to be carried out with Ward Councillors to establish how best this could be progressed further.
- The Cabinet was advised that the glutton machine provided a cleaner finish to street cleansing that individual litter pickers could achieve.
- A number of queries were raised in relation to the financial implications of a number of recommendations, confirmation that waste composition analyses were undertaken, and the role of parish councils.

- It was confirmed that although parish councils were involved in discussion, the proposals set out related to a city wide approach and were not specific to parish areas.
- It was advised that the recommendations with implications for the budget would be fed into the budget process.

Cabinet considered the report and **RESOLVED** that Cabinet approved the recommendations of the Street Cleansing Task and Finish Group Final Report.

### **REASONS FOR THE DECISION**

The recommendations put forward as part of the report were made as a result of the formation of a cross party Street Cleansing Task and Finish Group review of current cleansing standards. The Task and Finish Group viewed the current equipment available for Amey to use and looked at the intensity classifications for cleansing of all the streets within the review.

The Task and Finish Group were aware that Amey were currently meeting their contractual standards and that further consideration needed to be given to enhancements, education, and enforcement to improve the service further.

### **ALTERNATIVE OPTIONS CONSIDERED**

The option to retain the current Street Cleansing standards was considered by the Task and Finish Group when producing their report, it was felt that this would not be an acceptable outcome for residents.

## **9. MEDIUM TERM FINANCIAL STRATEGY 2017-18 TO 2016-27**

Cabinet received a report the purpose of which was to be considered by Cabinet as part of the council's Budget and Policy Framework that required Cabinet to initiate and propose budget proposals to set a balanced budget for the forthcoming financial year.

The Cabinet Member for Resources introduced the item and advised that £19 million worth of savings were required in order to present a balanced budget. Via the proposed two phased approach the Council could implement savings much sooner. Half of the proposed increase in council tax was specifically for Adult Social Care. It was noted, however, that this was still one of the lowest rates in the county. Feedback on this scheme would be presented to Cabinet at its meeting on 5 December 2016 to recommend to Full Council on 14 December 2016.

Cabinet debated the report and in summary, key points raised and responses to questions included:

- The Autumn Statement would be released by central Government in the next few weeks. Following this the position of the Council may be better or worse.
- Consultation on the New Homes Bonus was still in progress and there was currently uncertainty around this allocation.
- It was noted that the 4 per cent increase in Council Tax in fact represented two increases of 2 per cent, one of which related to adult social care.

Cabinet considered the report and **RESOLVED** that Cabinet approved the Phase One Budget Proposals, including a Council Tax increase of 4 per cent, as the basis for public consultation.

## **REASONS FOR THE DECISION**

The Council must set a lawful and balanced budget. The approach outlined in the report worked towards this requirement.

## **ALTERNATIVE OPTIONS CONSIDERED**

No alternative option had been considered as the Cabinet was responsible under the Constitution for initiating Budget Proposals and the Council was statutorily obliged to set a lawful and balanced budget by 11 March annually.

### **10. COUNCIL TAX SUPPORT SCHEME CONSULTATION**

Cabinet received a report the purpose of which was to commence consultation for a localised council tax support scheme for the financial year 2017/18. There was a statutory requirement for the council to set a localised council tax support scheme by 31 January 2017 and formed part of the formal budget process under the Budget and Policy framework.

Cabinet considered the report and **RESOLVED** that Cabinet approved consultation on Peterborough's Council Tax Support Scheme 1 April 2017 – 31 March 2018 that contains the following local components:

- No change to the existing scheme reduction of 30% for all eligible working age claimants; and
- Aligns the Council Tax Support Scheme to Housing Benefit rules making it less complicated for claimants.

## **REASONS FOR THE DECISION**

The Council was statutorily required to approve a council tax support scheme by the 31 January 2017 having had regard for the Council's financial position and feedback from responses to the consultation. As part of this consultation, the Council was consulting on a council tax discretionary hardship policy.

## **ALTERNATIVE OPTIONS CONSIDERED**

The Council was statutorily required to approve a local scheme by 31 January but could choose to make no changes to the current 2016/17 local scheme. Cabinet had discussed the current 30% council tax support scheme with the cross party Budget Working Group as part of ongoing budget discussions. Options discussed were:

- One option would be to increase the 30% scheme, however this would have a negative impact on low income households with claimants having to pay more council tax.
- Another option would be to reduce the 30% scheme, however, this would require the council to find savings of up to £2.4m from elsewhere in the budget.

### **11. EXECUTIVE PROCEDURE RULES**

Cabinet received a report the purpose of which was to obtain Cabinet's approval to the amended executive procedure rules for ratification by Council.

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

1. Approved the proposed changes to the Executive Procedure Rules (Part 4 - Section 7);
2. Request that Council note these changes at its meeting on 14 December 2016.

## **REASONS FOR THE DECISION**

The Cabinet procedure rules were updated in March but since that time, Council decided not to implement a hybrid model. Reference to the hybrid model needed to be removed from the procedure rules agreed by Cabinet.

The Committee Review Group was asked to review the Council's scrutiny arrangements and it had asked the Executive to consider its recommended changes to the rules. The amended rules would need to be reviewed by Council in December, as part of the review of the committee structure.

## **ALTERNATIVE OPTIONS CONSIDERED**

The Monitoring Officer was required to keep the constitution up to date, taking into account current legislation. The Cabinet may have considered that speaking rights of scrutiny chairs were not required, as the Chair or Cabinet had the power to agree arrangements once a request was received. However, these were recommended to avoid confusion. There was no requirement to adopt pre-scrutiny arrangements as recommended in this report.

## **12. ENDORSEMENT OF THE 2016-17 OPPORTUNITY PETERBOROUGH BUSINESS PLAN**

Cabinet received a report the purpose of which was for the Council, as the sole shareholder of Opportunity Peterborough, to endorse its annual business plan. As sole shareholder it was important that the Council was satisfied that the draft business plan would deliver city objectives.

The Cabinet Member for Growth, Planning, Housing, and Economic Development introduced the item and advised that Opportunity Peterborough represented an important element of Peterborough's future growth, and that the 2015/2016 audit had gleaned positive results.

Steve Bowyer, Chief Executive Officer Opportunity Peterborough, addressed the Cabinet and in summary, raised the following key points:

- Opportunity Peterborough attracted a number of new investors into the city in the past year, and persuaded a number of existing companies to stay.
- The company supported a number of research and development enterprise, and had raised the profile of the city nationally and internationally.
- Further investment was to be made into improving in media, building on pre-existing relationships with Radio Cambridgeshire and Look East.
- The businesses within Peterborough were made up of both distribution centres and offices, and had a significant focus on technology.
- It was considered that the Skills Agenda would continue to contribute to the work of the company, which was key for the support of young people in the area.
- Opportunity Peterborough attended a number of careers fairs with great success and were looking at ways to deliver 'mentoring' funding.
- The Cabinet were advised that an open evening was being held at the innovation lab and Councillors were welcomed to attend.



Cabinet considered the report and **RESOLVED** that Cabinet endorsed the 2016/17 business plan for Opportunity Peterborough.

### **REASONS FOR THE DECISION**

It was required that the Council considered and agreed 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 alternative would be that the draft business plan was not be approved, which would significantly limit the operations of Opportunity Peterborough as the City's Economic Development Company.

### **MONITORING ITEMS**

#### **13. OUTCOME OF PETITIONS**

Cabinet received a report which followed the presentation of petitions to Cabinet at its meeting held on 26 September and Council at its meeting held on 12 October 2016

The report provided an update on the progress being made in response to petitions as follows:

1. Petition relating to the entrance to Charlotte Way, Thorpe Green, Peterborough
2. Petition relating to the travellers site at Hurn Road, Peterborough
3. Petition relating to better EU citizen support
4. Petition relating to lighting on Cissbury Ring and Fulbridge Road
5. Petition relating to St Michaels Gate
6. Petition relating to Russell Street cleansing
7. Petition relating to the redirection of Drake Avenue
8. Petition relating to traffic calming measures for Gunthorpe Ridings

### **ALTERNATIVE OPTIONS CONSIDERED**

No alternative options had been considered.

Cabinet considered the report and **RESOLVED** to note the actions taken in respect of petitions.

Chairman  
10.00am – 12:05pm