

PETERBOROUGH CITY COUNCIL SUMMONS TO A MEETING

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

WEDNESDAY 29 JULY 2020 at 6.00 pm

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 - (b) **To the Leader of Member of the Cabinet**
 - (c) **To the Chair of any Committee or Sub-Committee**
 - (d) **To the Combined Authority Representatives**

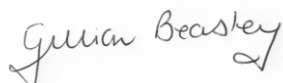
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Chief Executive

21 July 2020
Town Hall
Bridge Street
Peterborough

Observers may view the meeting online at Peterborough City Council's Youtube Page

For more information about this meeting, please contact Pippa Turvey in the City Council's Democratic Services team on Peterborough 01733 452460 or by email at democraticservices@peterborough.gov.uk

**MINUTES OF THE COUNCIL MEETING
HELD WEDNESDAY 4 MARCH 2020
COUNCIL CHAMBER, TOWN HALL, PETERBOROUGH**

THE MAYOR – COUNCILLOR GUL NAWAZ

Present:

Councillors Aitken, Ali, Allen, Ash, Ayres, Barkham, Bashir, Bisby, Andrew Bond, Sandra Bond, Brown, Burbage, Casey, Cereste, Andrew Coles, Day, Dowson, Ellis, Farooq, Fitzgerald, John Fox, Judy Fox, Goodwin, Harper, Haynes, Hemraj, Hiller, Hogg, Holdich, Howard, Howell, Hussain, Amjad Iqbal, Azher Iqbal, Jamil, Jones, Joseph, Lamb, Lane, Lillis, Murphy, Nadeem, Gul Nawaz, Shaz Nawaz, Over, Qayyum, Robinson, Rush, Sandford, Seaton, Shaheed, Simons, Skibsted, Walsh, Warren, Wiggin, Yasin and Yurgutene.

The meeting opened with a minute's silence in honour of the late Pam Winslade, who served on the City Council until 2012.

65. Apologies for Absence

Apologies for absence were received from Councillors Lamb, Fower and Louise Coles.

66. Declarations of Interest

Members were advised that the Audit Committee had granted a general dispensation, should they have any pecuniary interest, to enable them to debate and vote on the budget item. Members more than two months in arrears with council tax payments were asked to declare such as their right to vote on the budget item would be affected.

There were no declarations of interest at the start of the meeting however Councillor Ash declared that he was a Trustee of The Citizens Advice Bureau when this subject was raised later.

67. Minutes of the Full Council Meeting held on 5 February 2020

The minutes of the meeting held on 5 February 2020 were approved as a true and accurate record of the meeting.

COMMUNICATIONS

68. Mayor's Announcements

Members were also advised of the forthcoming Mayors Ball to be held on 30 May 2020 for the benefit of Friends of Peterborough Hospital, Little Miracles and Caring Together. Tickets were available from the Civic Office.

The Mayor thanked those Members who were attending their last meeting, including the Leader of the Council, Councillor Holdich OBE, for their hard work and commitment to their communities.

69. Leaders' Announcements

The Leader spoke on his decision to stand down. And advised Council that there had been a member of the Holdich family on the council since 1880 and Councillor Holdich himself had served the council for almost 43 years since 1978, following the footsteps of his father. He had been Leader and held portfolios in education and housing and also served as a parish councillor.

He had been a popular councillor and Members showed their appreciation with a round of applause.

Opposition Leaders bid Councillor Holdich farewell and wished him well in retirement. Councillor Holdich responded and thanked the officers for their support during his time in office.

QUESTIONS AND PETITIONS

70. Questions with Notice by Members of the Public

Questions from members of the public were raised in respect of the following:

1. Idling Engines Education
2. Waste Hierarchy and circular economy
3. Water Preservation plan and carbon emissions associated with water treatment
4. Adoption of the artery road that runs through Orton Northgate – Loch Lomond Way.
5. Support to help Cherry Tree Community Interest Company

The questions and responses are attached in **APPENDIX A** to these minutes.

71. Petitions

(a) Presented by Members of the Public

There were no petitions presented by members of the public.

(b) Presented by Members

There were no petitions presented by Members.

72. Questions on Notice

a. To the Mayor

b. To the Leader or Member of the Cabinet

c. To the Chair of any Committee of Sub-Committee

d. To the Combined Authority Representatives

Questions (b) to the Leader or Member of the Cabinet were raised and taken as read in respect of the following:

1. Renewables infrastructure cost
2. Sale of London Road Stadium and open space

3. Commission of services and property purchase compatibility with fair tax declaration.
4. Student Housing
5. Frequency of cutting bushes and hedges
6. Removal of Trees
7. Savings identified by Grant Thornton
8. Climate Emergency Deadline 2030
9. Home Insulation
10. Children in Care in unregistered Accommodation

The questions and responses are attached in **APPENDIX A** to these minutes.

Questions (d) to the Combined Authority Representative were raised and taken as read in respect of the following:

1. Local Transport Plan
2. Public transport services - Question withdrawn and therefore not answered

The questions and responses are attached in **APPENDIX A** to these minutes.

Councillor Holdich, with permission of the Mayor, addressed the Council to advise that Councillor Seaton and Councillor Bisby had been called away due to urgent family health matters.

EXECUTIVE BUSINESS TIME

73. Executive and Committee Recommendations to Council - Part One

(a) Cabinet Recommendation - Medium Term Financial Strategy 2020-21 to 2022-23 Tranche Two

Council received a report for consideration on the on 25 February 2020 on the Medium Term Financial Strategy (MTFS) 2020/21 to 2022/23 – Tranche Two and the recommendations of the Joint Meeting of the Scrutiny Committees regarding CO² emissions, increased parking charges, and refuse collection. Further information was provided in the Additional Information which included a revised Appendix A- 2020/21-2022/23 Medium Term Financial Strategy (MTFS) Detailed Budget Position with regards to the Housing Benefit Grant.

Councillor Fitzgerald introduced the report in place of Councillor Seaton and advised Council he would be reading Councillor Seaton's previously prepared words and moved the recommendation. He outlined briefly why there was still a deficit and advised that this was hampered by specific local issues such as low council tax, low housing bands, high growth, public health underfunding and deprivation issues.

He reminded councillors that there was a balanced budget for 2020 – 2021 with no service cuts and a continued investment in ICT, schools, intelligent transport systems, leisure trust schemes and housing. Agreement was still awaited on the Capital Correction but there was confidence this would be achieved which would enable future transformation reserves to be maintained.

He outlined the awards and achievements of various departments and schemes within Peterborough City Council and praised the considerable expertise which was reflected in the high performance of services and the income this generated.

Councillor Holdich seconded the motion and reserved his right to speak.

Councillor Amjad Iqbal moved an amendment to the motion. He advised that grants had reduced whilst social care costs had increased and acknowledged that the Council had streamlined services and found new ways of operating whilst continuing to deliver vital services and commended work of officers during the recent period of austerity. He acknowledged the Council's financial position however he felt that were additional objectives to provide more local vibrant communities and meet climate emergency objectives and these ideas would require business cases for formal approval and as such were cost neutral at this stage. He outlined the plans as detailed in the additional information pack including the Investment Fund for Local Business, the purchase of a Technical Building, Housing Revenue Account (HRA), Housing, Digital Delivery, Transport, Climate Emergency and Eco-living.

Councillor Shaz Nawaz seconded the amendment and reserved his right to speak.

Council debated both the motion and the amendment and Members raised the following key points and comments:

- Members acknowledged there had been an 80% reduction in grants over a five year period which had left the council in a difficult financial situation.
- The budget proposals needed to be considered alongside those made at the meeting in January.
- Some Members felt that the cross-party budget group were only presented with one set of proposals which had previously been agreed by Cabinet and appeared as a fait accompli.
- Members would have like the amendment to have been submitted to the cross-party budget working group to enable full discussion as Members could not be expected to agree to the amendments without knowing the full impact on the proposed budget and further background information.
- Members felt that some parties did not participate in the cross-party working group meetings.
- Some Members felt that there had been free and open discussions at the meetings where Members could make suggestions and praised the Leader for his open-door policy.
- Members advised that all parties had been invited to the budget working group meetings but needed to be present to discuss their suggestions.
- The budget needed to be refocused towards areas of expenditure which would reduce carbon emissions such as more investment in public transport and cycling rather than roads.
- New property developments needed to be linked to public transport routes. Whilst some Members felt these were designed by private developer, others felt the Planning Department would have had influence over the design.
- The Tree and Woodland Strategy was not being followed. Earlier in the meeting the response to a question regarding cutting back existing trees and shrubs suggested an enhanced service could be provided whilst the budget made cuts to the current cycle and Members would like to see more tree planting if the budget would allow.
- Members felt that the budget should readdress the balance in spending between the city centre and outlying areas with more investment in directed towards outlying areas.
- Members felt it was difficult to locate the budget proposals.
- Some members felt the budget was not a balanced budget as it included proceeds from the sale of assets.
- Members felt funds had been mismanaged on Rhubarb Bridge, St Michel's Gate and computer services.
- The amendment included provisions for climate change and some Members expressed a wish to be able to vote on this element of the amendment in isolation.

- The amendment, Item 8c called for the use of consultants to implement the climate emergency proposals (amended) against a background of criticism for the use of consultants.
- Climate Emergency was being addressed in the current budget as illustrated by the conversion of 27,000 street lights to LED and work in schools to educate children on energy efficiency who would pass these practices onto their households.
- Members explained that the costs of refurbishing properties was great and by using modern technology it was possible to build new properties which were zero carbon and including renewables could further increase the carbon efficiencies. Members heard of a company who constructed panels, similar to those used in building refrigerators, for house building in place of the traditional brick and block construction that could be erected to roof level and made watertight in 3 days and insulated to the point where no further heating would be required. Members considered this was the way forward in housebuilding which would meet the requirements for tackling the climate emergency.
- Cabinet Members advised Council that a City Council Carbon Management Plan would work towards achieving the operational carbon zero promise, investigate where current emissions came from, review existing plans to reduce emissions and identify the areas where further reductions could be made.
- Members did ask if the amendment item on climate change could be proposed separately and Members understood it could not.
- Members were advised of measures taken by other local authorities towards the climate emergency, including the a study on the impact of a car free city centre, building energy efficient homes, modifying current council housing to achieve more energy efficiencies, restricting private vehicles within the city centre, the purchase of land for tree planting and the creation of a team lead by a Head of Service of Climate Change and Carbon Reduction.
- Members expressed concern regarding the maintaining pavements and landscaped areas, bulky waste collections and fly-tipping.
- The cuts needed to balance the city centre and urban areas and the neighbourhoods where people live and be the best budget for the people of Peterborough.
- The building of more council houses was considered beneficial however it needed to be done with full knowledge of the costs. Using the figures from the amended budget proposal, the costs of borrowing would be approximately 6% which equated to a cost of about £5.4million.
- Members felt there would be difficulties achieving a build rate of 600 affordable homes per annum.
- Cabinet Members advised that the Cabinet was already looking at setting up an HRA (*The Housing Revenue Account*) and would continue with this work whilst ensuring that decisions made were not detrimental to the relationships already established with housing associations.
- The company, Medesham Homes had already been set up by the council to deliver affordable housing.
- Councillor Cereste provided some background information on the cost of borrowing relevant to the setting up of an Investment Fund for local businesses. The example rates given were the minimum borrowing rate being 3.8%, increasing to 22+% if the loan is not repaid after five years. For loans taken over 25 years the interest charged was approximately 6.9% and over 40 years 5.9%.
- Members calculated that the total capital cost proposed in the amendment came to £126million with a revenue cost each year if the council borrowed at a rate of 3.8%, of £4.8million, which exceeded the cost of bin collections for the whole year. The council could not afford this and core services would be affected. It would not be feasible for local business to secure sufficient return on the borrowing whilst the national economy was growing at around 2%. There were risks associated with recovering the business

loans as 9 out of 10 small business ventures fail, and if loans were secured against assets there was the potential to make 9 out of 10 people homeless if a venture was unsuccessful.

- Members were advised that Aragon Services continued to look at growth opportunities and the council were looking towards bringing more services in-house.
- The amendment was similar to the amended proposals made previously and was based on the principle of spending capital to produce better services and increase income, which was considered by some to be a sound concept, however further background information to the proposals would have been useful as costs for the amended proposals had not been provided.
- The amendment was considered by some Members to be high risk and unachievable.
- Some Members wanted more emphasis should be on digital innovation.
- Some Members felt the amendment should be supported as the whole city needed to look towards the future and pay particular attention to job creation, the digital age, the environment, housing and the climate emergency.
- Members disagreed over whether items in the amendment would generate or lose money for the council.
- Members noticed that some items on the amendment had been carried forward from last years amendment document with little evidence of additional information being provided.
- As the meeting needed to approve a budget for next year, there was insufficient information within the amendment to support it as an alternative budget.
- Some Members were concerned about the increase in Residential Permit Charges which would bring £107,000 to the budget per year and felt that the cost of running the scheme had not increased by this sum making this was therefore a stealth tax to shore up other budget areas.
- With regards to the planning of Manor Drive area, Members asked it to be noted that the planning consent was granted in 2014. In 2016 the boundaries were re-drawn and Manor Drive became part of Gunthorpe ward.
- Members explained that all council software upgraded, together with the web site. The installation of city fibre would ensure Peterborough was one of the first cities to provide fast track digital service to all residents.
- Members explained that there would be a higher demand for power when people had access to access digital services.
- Members expressed concern over the reduced operations of the Citizens Advice Bureau which was now only open by appointment and would be making job cuts which will have an adverse reaction to the council.

The Mayor felt that the matter had been sufficiently debated and invited the seconds to exercise their right to speak.

Councillor Shaz Nawaz exercised his right to speak as seconder of the amendment and referred to various comments previously made saying earlier speeches and calculations contained contradictions. He felt that alternative suggestions proposed at the budget working group had not been considered and that the Labour and Liberal Democrats were no longer part of the budget working group. He felt that the Administration lacked vision and ambition and that there were failings within the programmes for digital transformation, housing and the climate emergency. He explained the ideas within the amendment had been re-presented as they were really good ideas which would help to move the city forward. He felt that small business generally operated within 15% – 20% net margin and would be able to afford interest payments generated by their debt. He thought the loans to small business would help them to achieve higher profit margins which would lead to increased employment, implementing the living wage and additional apprenticeships within the area. Medesham Homes was a good start however it did not go far enough. He felt a house could be built for £150,000 and

suggested there was an established builder amongst the Members who had the expertise to build such houses and suggested working.

Councillor Holdich exercised his right to speak on the original proposal. He informed Council that a profit could not be made on car parking charges. He explained that money had remained within the budget for Youth Services and the libraries although there was no statutory requirement to do so. He repeated that Members could call at his office to discuss any matter. He advised the Members that the council were applying for lottery funding for £1.5million to replant hedgerows across the county. The CA (*Combine Authority*) already had an Investment Fund for Local Business within the Growth Fund which businesses could and had access. A new appointment, a Business Accelerator would be attached to the university, funded by private money. Several sections within the amendment were currently being considered or had been in the past including housing, transport and contracted services, which had become more expensive to run externally and would be bought back in house when the opportunity arose.

As mover of the original motion Councillor Fitzgerald summed up and advised Members he couldn't see any savings within the amendment. He felt there were no guarantees in any proposals. He thought most Members were insufficiently informed on digital communications and were unable to back up their claims on the digital economy within the area. He advised that the council had a Director of Business Improvement already in place to implement item 1 of the amendment. He commented on item 2, Invest in the purchase of a Technical Building Business, and reiterated Councillor Holdich's comments on the appointment of Business Accelerator on the university site, working in conjunction with the private sector on business innovation, job creation and revenue ideas. He felt it would have been useful if information on the viability of an HRA had been investigated and he quoted a housing association as saying it was unrealistic to build 600 houses from a standing start. The council was moving towards digital platforms, partly driven by cost and partly because it was easier. There was already a move towards bringing Aragon Services into as much council business as possible to support services and staff. He felt the amendment was unworkable with insufficient background information and research, it was not an alternative to the budget and was political posturing for the sake of posturing.

At the request of Members the Mayor moved directly to the vote with no further speakers.

A vote was taken on the amendment to the Medium Term Financial Strategy 2020-21 to 2022-23 Tranche Two recommendation from Councillor Amjad Iqbal (18 voted in favour, 28 voted against, 9 abstained from voting).

Councillors For: Ali, Day, Dowson, Ellis, Hemraj, Howell, Hussain, Amjad Iqbal, Jamil, Jones, Joseph, Murphy, Shaz Nawaz, Qayyum, Robinson, Skibsted, Yasin, Yurgutene

Councillors Against: Aitken, Allen, Ash, Ayres, Bashir, Brown, Burbage, Casey, Cereste, Andy Coles, Farooq, Fitzgerald, John Fox, Judy Fox, Goodwin, Harper, Hiller, Holdich, Howard, Azher Iqbal, Lane, Nadeem, Gul Nawaz, Over, Rush, Simons, Walsh, Warren

Councillors Abstaining: Barkham, Sandra Bond, Andrew Bond, Haynes, Hogg, Lillis, Sandford, Shaheed, Wiggin

Councillors Not Voting: Nil

The amendment was **DEFEATED**.

A vote was taken on the Medium Term Financial Strategy 2020-21 to 2022-23 Tranche Two recommendation as originally moved (27 voted in favour, 28 voted against, 0 abstained from voting).

Councillors For: Aitken, Allen, Ayres, Bashir, Brown, Burbage, Casey, Cereste, Andy Coles, Farooq, Fitzgerald, John Fox, Judy Fox, Goodwin, Harper, Hiller, Holdich, Howard, Azher Iqbal, Lane, Nadeem, Gul Nawaz, Over, Rush, Simons, Walsh, Warren

Councillors Against: Ali, Ash, Barkham, Sandra Bond, Andrew Bond, Day, Dowson, Ellis, Haynes, Hemraj, Hogg, Howell, Hussain, Amjad Iqbal, Jamil, Jones, Joseph, Lillis, Murphy, Shaz Nawaz, Qayyum, Robinson, Sandford, Shaheed, Skibsted, Wiggin, Yasin, Yurgutene

Councillors Abstaining: Nil

Councillors Not Voting: Nil

The recommendation was **DEFEATED**.

Group Leaders were invited to join the Chief Executive, the Monitoring Officer and the Resources Acting Corporate Director and the meeting was adjourned.

The meeting reconvened.

Councillor Sandford wished to bring an amendment to the budget proposal and asked to move the suspension of standing order 21.7 (b).

The motion was seconded and a vote was taken to suspend standing order 21.7(b) (26 voted in favour, 29 voted against, 0 abstained from voting).

Councillors For: Ash, Barkham, Sandra Bond, Andrew Bond, Day, Ellis, Haynes, Hemraj, Hogg, Howell, Hussain, Amjad Iqbal, Jamil, Jones, Joseph, Lillis, Murphy, Shaz Nawaz, Qayyum, Robinson, Sandford, Shaheed, Skibsted, Wiggin, Yasin, Yurgutene

Councillors Against: Aitken, Allen, Ayres, Bashir, Bisby, Brown, Burbage, Casey, Cereste, Andy Coles, Farooq, Fitzgerald, John Fox, Judy Fox, Goodwin, Harper, Hiller, Holdich, Howard, Azher Iqbal, Lane, Nadeem, Gul Nawaz, Over, Rush, Seaton, Simons, Walsh, Warren

Councillors Abstaining: Nil

Councillors Not Voting: Nil

The motion was **DEFEATED**.

Councillor Fitzgerald moved to suspend standing order 23.2. to allow the budget vote and the amendment proposed by Councillor Amjad Iqbal again.

The motion was seconded and a vote was taken to suspend standing order 23.2 (45 voted in favour, 10 voted against, 0 abstained from voting).

Councillors For: Aitken, Allen, Ayres, Bashir, Bisby, Brown, Burbage, Casey, Cereste, Andy Coles, Day, Ellis, Farooq, Fitzgerald, John Fox, Judy Fox, Goodwin, Harper, Hemraj, Hiller, Holdich, Howard, Howell, Hussain, Amjad Iqbal, Azher Iqbal, Jamil, Jones, Joseph, Lane, Murphy, Nadeem, Shaz Nawaz, Gul Nawaz, Over, Qayyum, Robinson, Rush, Seaton, Simons, Skibsted, Walsh, Warren, Yasin, Yurgutene

Councillors Against: Ash, Barkham, Sandra Bond, Andrew Bond, Haynes, Hogg, Lillis, Sandford, Shaheed, Wiggin

Councillors Abstaining: Nil

Councillors Not Voting: Nil

The motion was **CARRIED** and standing order 23.2 was suspended.

Councillor Amjad Iqbal moved his amendment again on the Medium Term Financial Strategy 2020-21 to 2022-23 Tranche Two.

This was seconded by Councillor Jamil.

A second vote was taken on the amendment to the Medium Term Financial Strategy 2020-21 to 2022-23 recommendation from Councillor Amjad Iqbal (16 voted in favour, 30 voted against, 9 abstained from voting).

Councillors For: Day, Ellis, Hemraj, Howell, Hussain, Amjad Iqbal, Jamil, Jones, Joseph, Murphy, Shaz Nawaz, Qayyum, Robinson, Skibsted, Yasin, Yurgutene

Councillors Against: Aitken, Allen, Ash, Ayres, Bashir, Bisby, Brown, Burbage, Casey, Cereste, Andy Coles, Farooq, Fitzgerald, John Fox, Judy Fox, Goodwin, Harper, Hiller, Holdich, Howard, Azher Iqbal, Lane, Nadeem, Gul Nawaz, Over, Rush, Seaton, Simons, Walsh, Warren

Councillors Abstaining: Barkham, Sandra Bond, Andrew Bond, Haynes, Hogg, Lillis, Sandford, Shaheed, Wiggin

Councillors Not Voting: Nil

The amendment was **DEFEATED**.

A second vote was taken on the Medium Term Financial Strategy 2020-21 to 2022-23 recommendation as originally moved (29 voted in favour, 17 voted against, 0 abstained from voting).

Councillors For: Aitken, Allen, Ayres, Bashir, Bisby, Brown, Burbage, Casey, Cereste, Andy Coles, Farooq, Fitzgerald, John Fox, Judy Fox, Goodwin, Harper, Hiller, Holdich, Howard, Azher Iqbal, Lane, Nadeem, Gul Nawaz, Over, Rush, Seaton, Simons, Walsh, Warren

Councillors Against: Ash, Day, Ellis, Hemraj, Howell, Hussain, Amjad Iqbal, Jamil, Jones, Joseph, Murphy, Shaz Nawaz, Qayyum, Robinson, Skibsted, Yasin, Yurgutene

Councillors Abstaining: Nil

Councillors Not Voting: Barkham, Sandra Bond, Andrew Bond, Haynes, Hogg, Lillis, Sandford, Shaheed, Wiggin

Council **RESOLVED** to approve:

1. The Tranche Two service proposals outlined in Appendix C.
2. The revised capital programme outlined in Section 8 and referencing Appendix H.

3. The Medium Term Financial Strategy 2020/21 – 2022/23-Tranche Two, as set out in the body of the report and the following appendices:
 - Appendix A – 2020/21-2022/23 MTFS Detailed Budget Position-Tranche Two
 - Appendix B – Budget Proposals Tranche One
 - Appendix C – Tranche Two Budget Proposal Detail
 - Appendix D – Grant Register
 - Appendix E – Council Tax Information
 - Appendix F – Business Rates- Discretionary Retail Relief
 - Appendix G – Fees and Charges
 - Appendix H – Capital Programme Schemes 2020/21- 2022/23
 - Appendix I – Financial Risk Register
 - Appendix J – Carbon Impact Assessments
 - Appendix K – Treasury Management Strategy
 - Appendix L – Capital Strategy
 - Appendix M – Asset Management Plan
 - Appendix N – Investment Acquisition Strategy

4. The use of local discretionary powers to ensure eligible business ratepayers receive retail relief, public houses discount and local newspaper office discount, in accordance with the ministerial statement of 27 January 2020 and the relevant government guidance as set out Appendix F.

74. Reports to Council - Part One

(a) Council Tax Resolution

Council were presented with the report on the Council Tax requirement as part of the formal budget process as set out within the Constitution and in accordance with legislative requirements to set a balanced budget for 2020/21, which proposed a rise in council tax of 3.99%, including a rise in general Council Tax of 1.99% and an Adult Social Care Precept of 2.00%.

Councillor Holdich moved the recommendation.

Councillor Fitzgerald seconded the recommendation.

A vote was taken on the Council Tax Resolution recommendation (39 voted in favour, 16 voted against, 0 abstained from voting).

Councillors For: Aitken, Allen, Ash, Ayres, Barkham, Bashir, Bisby, Sandra Bond, Andrew Bond, Brown, Burbage, Casey, Cereste, Andy Coles, Farooq, Fitzgerald, John Fox, Judy Fox, Goodwin, Harper, Haynes, Hiller, Hogg, Holdich, Howard, Azher Iqbal, Lane, Lillis, Nadeem, Gul Nawaz, Over, Rush, Sandford, Seaton, Shaheed, Simons, Walsh, Warren, Wiggin

Councillors Against: Day, Ellis, Hemraj, Howell, Hussain, Amjad Iqbal, Jamil, Jones, Joseph, Murphy, Shaz Nawaz, Qayyum, Robinson, Skibsted, Yasin, Yurgutene

Councillors Abstaining: Nil

Councillors Not Voting: Nil

Council **RESOLVED** to approve the Council Tax Resolution which proposes a Council Tax Increase of 3.99%, which includes the following breakdown:

- A rise in general Council Tax of 1.99%
- An Adult social Care Precept of 2.00%

Members voted on the remaining agenda items without debate as the guillotine had been reached and standing orders had not been suspended to allow an extension to the meeting.

75. Executive and Committee Recommendations to Council - Part Two

(a) Cabinet Recommendation - Climate Change - City Council Carbon Management Action Plan 51 - 94

Cabinet at its meeting on 3 February 2020, received a report on the City Council Carbon Management Action Plan and recommended to Council that delegation be given to the Executive Director for Place and Economy to undertake minor amendments to the Council-CMAP before it was published, provided such amendments did not materially amend the policy.

A vote was taken on the Climate Change – City Council Carbon Management Action Plan (46 voted in favour, 9 voted against, 0 abstained from voting).

Councillors For: Aitken, Allen, Ash, Ayres, Bashir, Bisby, Brown, Burbage, Casey, Cereste, Andy Coles, Day, Ellis, Farooq, Fitzgerald, John Fox, Judy Fox, Goodwin, Harper, Hemraj, Hiller, Holdich, Howard, Howell, Hussain, Amjad Iqbal, Azher Iqbal, Jamil, Jones, Joseph, Lane, Murphy, Nadeem, Gul Nawaz, Shaz Nawaz, Over, Qayyum, Robinson, Rush, Seaton, Simons, Skibsted, Walsh, Warren, Yasin, Yurgutene

Councillors Against: Barkham, Sandra Bond, Andrew Bond, Haynes, Hogg, Lillis, Sandford, Shaheed, Wiggin

Councillors Abstaining: Nil

Councillors Not Voting: Nil

Council **RESOLVED** to:

1. Adopt the Council-CMAP at its meeting of 4 March 2020, subject to the addition of a Parish Council representative on the Climate Change Member Working Group.
2. Delegate authority to the Executive Director of Place and Economy to undertake any presentational, factual or other minor amendments to the Council-CMAP before it is published, provided such amendments do not materially amend the content of the Council-CMAP.

(b) Cabinet Recommendation - Cambridgeshire and Peterborough Youth Justice Plan 2019 – 2022

Cabinet at its meeting on 3 February 2020, received a report on the joint Cambridgeshire and Peterborough Youth Justice Plan 2019-22. The plan was in line with Peterborough's Strategic Objectives:

- Improving educational attainment and skills
- Safeguarding vulnerable children and adults
- Keeping all our communities safe, cohesive and healthy
- Achieving the best health and wellbeing for the city

A vote was taken on the Youth Justice Plan 2019 - 2022 (unanimous) and **RESOLVED** to approve the Joint Cambridgeshire and Peterborough Youth Justice Plan.

COUNCIL BUSINESS TIME

77. Notices of Motion

The following motions had been received in accordance with the Council's Standing Orders:

1. Motion from Councillor Skibsted

Councillor Skibsted's motion regarding veganism was taken as read.

A vote was taken on the motion from Councillor Skibsted in relation to veganism (23 voted in favour, 27 voted against, 4 abstained from voting).

The motion was **DEFEATED**.

2. Motion from Councillor Sandford

Councillor Sandford's motion regarding the Global Biodiversity Emergency and Climate Emergency was taken as read.

A vote was taken on the motion from Councillor Sandford in relation to declaring a biodiversity emergency (27 voted in favour, 27 voted against, 1 abstained from voting).

The motion was **DEFEATED**.

3. Motion from Councillor Yasin

Councillor Yasin's motion regarding the abuse of children online was taken as read.

A vote was taken on the amendment from Councillor Ayres to Councillor Yasin's motion in relation to child sexual exploitation (unanimous) and the amendment was **CARRIED**.

A vote was taken on the motion from Councillor Yasin as amended by Councillor Ayres in relation to child sexual exploitation (unanimous) and the motion was **CARRIED** as follows:

"Recorded sexual offences against children have reached an all-time high. New figures released by NSPCC found there were 76,294 sexual offences against children in the UK in 2018/2019; a rise of over 60% since 201/15. These offences include rape, grooming and sexual assault.

More than 70% of sexual exploitation took place on the main social media networks such as Facebook, Instagram, WhatsApp and Snapchat. The NSPCC also found 20% of the victims were under the age of 12 despite the minimum age of most social media platforms being 13 or 16 for WhatsApp. Online risks also include viewing sexual and violent content.

However, it can be difficult to measure the true scale and nature of all forms of abuse as victims often feel unable to report their experiences and the adults around them are not always able to recognise that abuse is taking place. This is particularly true for the rapidly changing world of online communications.

To prevent online and offline abuse those working with or supporting children and young people need access to timely and effective guidance to aid them in reducing risks, promoting healthy relationships, spotting issues and reporting concerns.

Therefore, this council resolves to:

- Call upon the government to expedite the an Online Harms Bill to impose a statutory duty of care on tech companies to protect their users from harm.
- Call upon both of Peterborough's MPs to ensure the government delivers its commitment to regulate tech companies.
- Support our local schools in their safeguarding efforts by promoting the need for an online safety policy and sharing the latest guidance to Heads and Governing bodies about online safety including the DfE's 'Teaching online safety in school: Guidance supporting schools to teach their pupils how to stay safe online, within new and existing school subjects' 2019.
- ~~Ensure that the safeguarding training offered to the council's youth workers and foster carers covers online safety plus provide signposting to information that they can use to up-skill children and young people on this issue.~~
- Circulate to registered early years settings in Peterborough a link to the latest UKCIS guidance about online safety 'Safeguarding children and protecting professionals in early years settings: online safety considerations for manager' 2019."

4. Motion from Councillor Burbage

Councillor Burbage's motion regarding autism was taken as read. There was an alteration to his motion which could be found in the additional information.

A vote was taken on the altered motion from Councillor Burbage in relation to Autism (unanimous) and the motion was **CARRIED** as follows:

~~Autistic people~~ People with Autism see, hear and feel the world differently to other people. Autism is a spectrum condition and all ~~autistic people~~ people with Autism share certain difficulties, but being autistic will affect them in different ways.

Some ~~autistic people~~ people with Autism also have learning disabilities, mental health issues or other conditions, meaning people need different levels of support. All people on the autism spectrum learn and develop. With the right sort of support, all can be helped to reach their potential and live a fulfilling life of their own choosing.

Our vision is to make Peterborough an autism-friendly city where people with autism have the same opportunities as everyone else.

Council notes:

- Autism is much more common than most people think. There are around 700,000 ~~autistic people~~ people with Autism in the UK - that's more than 1 in 100;
- Whilst many ~~autistic people~~ people with Autism are able to live a full independent life, some find certain situations difficult to cope with;
- Peterborough has a strong track record in supporting children with special educational needs and vulnerable adults and is currently working towards the creation of Autism Strategy to cover all ages across Peterborough and Cambridgeshire.

- Peterborough MP Paul Bristow has become a Vice Chair of the All Party Parliamentary Group on Autism, and has called for Peterborough to become an autism friendly City.

Council resolves:

- To engage with health and social care organisations, education, the police, charities, people with autism and their families and carers, with input from local MPs Paul Bristow and Shailesh Vara, in drafting the Autism Strategy.
- To ensure that the Autism Strategy currently in development is designed to make Peterborough an autism friendly city and improve the lives of those who live in Peterborough who have autism.
- That Council officers identify opportunities for frontline staff and Councillors, who have regular interactions with residents, to receive appropriate training to help residents with autism receive the best service from the Council and their ward Councillors.”

5. Motion from Councillor Robinson

Councillor Robinson’s motion to support the Education (Guidance about costs of school uniform) Bill was taken as read.

A vote was taken on the motion from Councillor Robinson in relation to school uniforms (unanimous) and the motion was **CARRIED** as follows:

“The cost of school uniform and PE kits can be a huge financial pressure on families and carers. Many Peterborough’s secondary schools currently require pupils to have multiple school-specific items from a single supplier. These can include items such as trousers and blouses with a logo that could otherwise be purchased more cheaply elsewhere.

A statutory policy on uniform costs had been promised by the government in 2015. Now MP Mike Amesbury’s private member’s bill titled ‘Education (Guidance about costs of school uniform) Bill’ seeks to put the Department for Education’s 2013 school uniform guidance on a statutory footing. The guidance instructs schools to “give highest priority to the consideration of cost and value for money for parents” when sourcing uniforms and also discourages exclusive single-supplier contracts. The Children’s Society has reported that the guidance is not currently being followed by all state schools.

The Private Member’s Bill has now passed its initial stage with cross-party support and for it to pass into law would benefit the parents and carers of Peterborough.

The council praises those Primary and Secondary schools in Peterborough who do offer a discount scheme or some free items of uniform to pupils who are in receipt of free school meals. However, with more than 26 000 children estimated to be living in poverty (after housing costs) in the Peterborough local authority area many other families are likely to be struggling with current uniform costs.

This council resolves:

To ask Peterborough’s two MPs to support the Education (Guidance about costs of school uniform) Bill at each stage as it moves through the House of Commons.

To ensure that local school governors, through the council's round of update briefings, are aware of the current Department of Education guidance and keep them up to date with any change in the law relating to school uniforms."

6. Motion from Councillor Hogg

Councillor Hogg's motion regarding the Councillors Community Leadership Fund was taken as read.

A vote was taken on the motion from Councillor Hogg in relation to the Community Leadership Fund (11 voted in favour, 44 voted against, 0 abstained from voting).

Councillors For: Barkham, Sandra Bond, Andrew Bond, Day, Haynes, Hogg, Howell, Lillis, Sandford, Shaheed, Wiggin

Councillors Against: Aitken, Allen, Ash, Ayres, Bashir, Bisby, Brown, Burbage, Casey, Cereste, Andy Coles, Ellis, Farooq, Fitzgerald, John Fox, Judy Fox, Goodwin, Harper, Hemraj, Hiller, Holdich, Howard, Hussain, Amjad Iqbal, Azher Iqbal, Jamil, Jones, Joseph, Lane, Murphy, Nadeem, Gul Nawaz, Shaz Nawaz, Over, Qayyum, Robinson, Rush, Seaton, Simons, Skibsted, Walsh, Warren, Yasin, Yurgutene

Councillors Abstaining: Nil

Councillors Not Voting: Nil

The motion was **DEFEATED**.

28. Reports to Council – Part 2

(a) Grouping of St Martin's Without Parish Meeting with Wothorpe Parish Council

Council received a report seeking approval to group the parishes of Wothorpe and St Martin's Without to allow a common parish council called Wothorpe and St Martin's Without Parish Council.

A vote was taken on the grouping of St Martins Without Parish Meeting with Wothorpe Parish Council (unanimous) and Council **RESOLVED** to:

1. Agree to the grouping of St Martin's Without Parish Meeting with Wothorpe Parish Council under the name of Wothorpe and St Martin's Without Parish Council;
2. Authorise the Monitoring Officer to draw up an Order to group the parish meeting with the parish council to include the following electoral arrangements:
 - (a) The number of parish councillors should be six, five representing Wothorpe ward and one representing St Martin's Without ward;
 - (b) The new grouping arrangements are to come into force for the next scheduled Parish Council elections on Thursday, 07 May 2020.

(b) Annual Pay Policy 2020/21

Council received a report seeking approval for the Pay Policy Statement for 2020/21.

A vote was taken on the Pay Policy Statement 2020/21 (unanimous) and Council **RESOLVED** to approve the Pay Policy Statement for 2020/21. The Policy was attached at Appendix 1 to the report.

The Mayor
6.00pm –11:51 pm
4 March 2020
Town Hall
Bridge Street
Peterborough

**FULL COUNCIL 4 MARCH 2020
QUESTIONS AND ANSWERS**

Questions were received under the following categories:

<u>PUBLIC PARTICIPATION</u>	
<u>Questions from members of the public</u>	
1.	<p>Question from Dorothy Ball</p> <p>For Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment:</p> <p>Petrol and diesel engines are a major source of air pollution, an effect that is significantly worse if the engines are idling. They are also a major contributor to greenhouse gases. There are laws about idling engines – what can the Council do to educate about and enforce the turning off of engines of stationary vehicles? Could the Council also use its licencing power for taxis & public transport to speed up the transition to electrification?</p> <p>Councillor Cereste responded:</p> <p>Thank you Mr Mayor, I hope you can hear me. Air quality in Peterborough does not exceed national air quality standards. As a result the council is not under a legal duty to act to improve such. The council does however recognise that air quality improvements are beneficial to our health, and consequently is focusing on available resources and on measures that experts advise are most effective and efficient to improving air quality. The council has no duty to enforce against idling vehicles, and as such staff are not employed to undertake this function.</p> <p>The council will promote its initiatives to improve air quality as well raising public awareness of best practice and is committed to using its licensing policy to transition to the use of electrification and other low carbon and low emission vehicles as soon as is feasibly possible. As you well know, infrastructure is key to enabling this transition, and funding for which you know we have to go to government and we have received funding from government as well and the process is being installed.</p>
2.	<p>Question from Miles Buntin</p> <p>For Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment:</p> <p>Thank you, good evening everyone. I would like to ask what safeguards are in place to ensure council is following the waste hierarchy, ensuring that only materials truly non-recyclable is sent for incineration? In addition, how are the council incorporating and promoting the circular economy within this process?</p> <p>Councillor Cereste responded:</p>

	<p>Thank you Mr Mayor. The Council adheres to the waste hierarchy in all its waste services wherever it's practical.</p> <p>We provide a comprehensive system so that residents can make informed decisions and re-use and recycle as much of their household waste as possible. And I plead to residents, to actually be very conscious about what they put in their recycling as we do have an issue with contaminated waste which then spoils the waste hierarchy and has to go for incineration. So it is something we are doing in education as well. We promote the reduction of waste through ongoing communication campaigns which try and inform residents of the need to reduce the waste they produce by making decisions on items they purchase. Re-use has an important role at the Council's Household Recycling Centre and items such as books, bikes, electrical equipment and many more are separated for re-use.</p> <p>Recycling is very much dependent on the resident using the services we provide and placing the right materials in the right bin. That may change soon so it is going to be even more complicated. In an ideal world only the non-recyclable waste would be processed through the Council's Energy Recovery Facility (ERF).</p> <p>Miles Bunten asked a follow up question:</p> <p>Yes Mr Mayor, I do. Having many XR members and other members of the local public arranging many different community-based projects regarding waste management, it is clear that the council does not have a set policy on resident / community engagement. Different members have been told different things regarding how to manage and process their waste from splitting and sorting the waste on litter picks to what should and should not be included in their home recycling. Can the council not sing from the same hymn sheet and have a clear set of guidelines following waste hierarchy, following best practice and helping to educate rather than confuse their residents.</p> <p>Councillor Cereste responded:</p> <p>Thank you Mr Mayor. I think the answer is simple. We need to work together. If the premise of your question is correct, then clearly we need to do a lot more education and we need to work far more closely with community groups. There is no issue with that. We now have a task force, a cross party working group, etc, etc, etc, please contact me or whoever, one of our officers and we'll be happy to look at all those issues. It's in our interest and your interest for us to work together and make it work.</p>
3.	<p>Question from Laura Howes</p> <p>For Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment:</p> <p>Thank you. Following release of the Carbon Management Action Plan, which was great to see by the way, I would just like to ask is the environmental crisis also means we need to review the way in which we use precious resources such as water, does the council have a plan to engage in looking at water efficiency across its profile, with water preservation in mind, but also with a view to take steps towards carbon neutrality by reducing the carbon emissions associated with the supply of clean water and the treatment of wastewater?</p> <p>Councillor Cereste responded:</p>

	<p>Thank you Mr Mayor and thank you for your question. I completely agree with you and your sympathies on this and I share the same points and on the agenda tonight, I'm sorry, can't you hear me, I am sorry, I can't look at you whilst talking to you, on the agenda tonight, as Members will no doubt be aware, we are due to discuss the proposed adoption of a new Carbon Management Action Plan for the Council's activities. Section 2.2.3 of this proposed plan details emissions that are currently excluded from the scope, one of course of which is water. Whilst energy used to heat water is included, what is not included is the energy used relating to cold water. Even cold water has an emissions believe it or not and the implications through the treatment and pumping process from source ie a reservoir, to a tap. That is why the Council, should it choose to adopt this plan, commit to investigating and including emissions arising from water use in future versions.</p>
4.	<p>Question from Joanne Piercy</p> <p>For Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments:</p> <p>Thank you Mr Mayor. Would the relevant Cabinet Member please explain why adoption of the artery road that runs through Orton Northgate, which is called Loch Lomond Way and associated spur roads have yet to be adopted by the council given house building on this section of the development was completed in 2017?</p> <p>Councillor Hiller responded:</p> <p>Thank you Mr Mayor and I thank you for the question. Loch Lomond Way as you know is currently private as the developers have yet to enter what we call a S38 legal agreement dedicating the roads as public highway for adoption. The internal section of Loch Lomond Way is landlocked I'm afraid by the first section of Loch Lomond Way and a private section of Dunblane Drive, as such we as the local highways authority are unable to enter a legal agreement for this area.</p> <p>Joanne Piercy asked a follow up question:</p> <p>Yes I do. Does the Cabinet Member agree that is unacceptable that, due to these delays the adoption of the road and the lack of a confirmed date for the said adoption, that Orton Northgate residents are not only pay full council tax but also have to pay a management agency on top of their council tax and yet they receive a far from complete service. Some residents have been living on this estate for over ten years and cannot get Cityfibre and cars get excessive damage due to the condition of roads. Can he confirm that some action on behalf of the council and it's residents will be committed to, to remedy this situation.</p> <p>Councillor Hiller responded:</p> <p>Thank you for the follow up question. Yes I completely agree with you, it is an appalling situation. It is not unique, but I can tell you that the council highways team are currently working with the developer to enter into that legal agreement for the first section of Loch Lomond Way. As I said before, it should be completed by Summer this year and it will allow the local highways authority to progress the remainder of Loch Lomond Way and side roads with the other developers. Yes I do, I completely agree with you, I think it's really not on. You're paying as you say, council tax for a service that you're not getting, I do stress, it's not at the fault of the council, it is the developer's problem.</p>

5.	<p>Question from Imtiaz Ali</p> <p>For Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments:</p> <p>Thank you Mr Mayor. Following the recent listing of the former public house, The Cherry Tree, by Barker Storey Matthews, and the likelihood that this will again be a site that is developed into a monstrosity of flats in a revolting colour, what kind of support (not necessarily monetary) can the Community Interest Company “The Cherry Tree CIC” expect with respect to purchasing, planning applications, and general ongoing support, as an organisation representing hundreds of Woodstoners who seek only to retain the beautiful building that is a part of Peterborough’s history?</p> <p>Councillor Hiller responded:</p> <p>Thank you Mr Mayor and I thank Mr Ali for asking the question. I would start by saying that not all flats are horrible colours, some flats really are quite pleasant Mr Ali. Take a trip over the river to Fletton Quays and I think you’ll understand what I mean. The property being registered as an Asset of Community Value, an (ACV) to use the acronym, allows for a community group to express an interest in making a bid to purchase the property, you’ll be aware of that, this is to allow them the opportunity to keep the property in community use. It was in fact only through the intervention of long-standing Conservative Ward Councillor, Andy Coles, that the building was subject to an ACV in the first place. You’ll be aware of this I hope Mr Ali. Because Mr Mayor the application had not been submitted correctly and it was sent to the wrong email address. Had Councillor Coles not been involved in the campaign group, the community would have had no opportunity to submit an application, that’s a very relevant point Mr Mayor.</p> <p>I also recently read about two ladies campaign and the valiant effort they’re making to keep the pub open Mr Mayor and indeed the Leader and I have had dialogue and advised residents involved in a similar case within our own ward a while ago.</p> <p>As the Cherry Tree pub is private property, owned I understand by Milton Estates, Peterborough City Council has no control over the decision by the owner regarding any offer, if indeed any offer is made.</p> <p>The council haven’t yet to date, received any expression of interest from any community group stating that they intend to raise funds with a view to making a bid Mr Mayor. If and when an expression of interest is made, this would extend the six week moratorium period to six months which is inclusive of the initial six weeks to allow the group time to raise the required money in order to make a bid for consideration. I think it’s worth mentioning Mr Mayor that the owners have no obligation to accept the communities offer, the right to bid is not the right to buy. Thank you Mr Mayor, thank you Mr Ali.</p> <p>Mr Ali asked a follow up question:</p> <p>Yes I do Mr Mayor, thank you for that detailed answer, I don’t think it quite answers my question. But my supplementary question is, that in the event that Save the Cherry Tree was unsuccessful, in their bid, can the council at least provide some assurance</p>

that this highly motivated and community centred group will be invited to participate in planning committees representing their neighbourhood in the event the eventual buyer submits a planning application.

Councillor Hiller responded:

It would be a matter of course Mr Ali, I am surprised your Labour colleagues haven't advised you of that. But what I also would say is that the Property Team at the council is available to assist with queries regarding the Asset of Community Value but I must stress, it appears that this is almost being made into a bit of a political ping pong ball, if and when an application comes forward or any application comes forward within the ward, the residents have the right to comment and contribute and any organised group, I am sure the Planning Committee would be welcome to hear what they have to say. Thank you Mr Mayor, thank you Mr Ali.

COUNCIL BUSINESS

Questions on notice to:

- a) The Mayor
- b) To the Leader or Member of the Cabinet
- c) To the Chair of any Committee or Sub-committee

1. **Question from Councillor Shaz Nawaz**

For Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment:

How much will the Peterborough Renewables Infrastructure Project cost the council net of external funding?

Councillor Cereste responded:

Thank you Mr Mayor. The project will not involve the Council in any expenditure as it is fully funded from external sources. The Council will receive, I repeat will receive, 100% funding from Innovate UK for salaries and time as well. There will also be work in connection with a Heat Network, which believe it or not I believe is as important as the electrical pipe for a heat network design that will be brought into the project, which is partly funded, that's £107k by BEIS [the Government Department for Business, Energy and Industrial Strategy] and the council funding the other £33k I repeat, only cost to the council is £33k, probably one of the most significant pieces of work the council will ever undertake.

Council Shaz Nawaz asked a supplementary question:

Thank you for that response Councillor Cereste but I am sure that you will appreciate my line of questioning in light of the grand plan. The previous grand plan of building renewable energy plants which cost the council £3million and without being personal or political, in the interest of accountability and transparency I just want reassurance we are not going to have a repeat performance of that particular project.

Councillor Cereste responded:

Thank you Mr Mayor, I heard that. That was very good, that was very good, very good. The problem with what the question is first of all the numbers are wrong. Secondly the council has recovered all of that money and the interest for the local authority and the local people. In solar energy they have saved, in the various projects that came from that, the council has recovered a lot of that money if not all of it. And the local people have benefitted amazingly from that project and this project itself, now before we go onto this project, since my absolutely wonderful councillor friend over there is having a little go about the old project. Let's be absolutely clear, the previous project that came to council would have generated between £10-20million a year and the reason that it did not go ahead was not because there was any incompetence or the local authority administration did not understand what was going on, it was because every time it came to council it was held up by the opposition requiring more and more completely inappropriate information. That delayed us to the point that where government changed the policy, not this council, it was not this council got it wrong. Government changed the policy. Now if you show me any politician who works in local government

	<p>that's not been caught by the government changing its policy half way through a project, then you show me an angel. So, and the reply is, you've had your answer to the first one, it is £33k.</p>
<p>2.</p>	<p>Question from Councillor Ash</p> <p>For Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments:</p> <p>The leader has in the past written about the sale of the London Road Stadium to the football club and mentioned that relocating the club and building a new stadium might be of benefit to the City.</p> <p>I am led to believe that a lot of supporters hope that a new stadium will be built on the embankment.</p> <p>I'm sure the Cabinet will agree that open space gives life and breathing space for a vibrant growing City and that it will be of benefit to the City Centre to enhance this much valued riverside location for leisure and relaxation for all.</p> <p>Are we able to have assurances that a new stadium will not be detrimental to existing amenities in the City Centre nor cause harm to the embankment as a public open space or have an adverse effect on the various events held on the embankment?</p> <p>Councillor Hiller responded:</p> <p>Yes Mr Mayor and I thank Councillor Ash for his question. I won't be speaking as loudly as Councillor Nawaz. So I hope everybody can hear me clearly if I don't.</p> <p>At present Councillor Ash, there is around 55 acres of open, green space along the Embankment site extending up to the Wirrina Car Park and Bishops Road. For much of the year, a lot of this space is poorly used, with two exceptions being the Peterborough Beer Festival and the Fun Fair.</p> <p>It is accepted that it's be important to retain the essential character of the area as green, open space for residents and visitors to enjoy in particular, the areas closest to the river Nene so that people can enjoy access to recreation and leisure along the riverfront. I am sure we would all agree with that.</p> <p>The first three phases of the University will take up around 13.5 acres of space Councillor Ash, most of which will be on the site of the Wirrina Car Park. Naturally there will be a need for investment in public realm and landscaping around the University Campus to ensure it retains a green, parkland environment.</p> <p>Were a new Football Stadium to be accommodated somewhere on the Embankment site, it is likely to take up around 10 acres. With careful master-planning there is potential to retain about 30 acres of open, green space on the Embankment, to ensuring the parkland character of the area remains intact.</p> <p>I hope this answers you immediate concerns, thank you Mr Mayor.</p> <p>Councillor Ash asked a follow up question:</p> <p>Yes just a quick one, thanks for that. That does quite a way to reassuring me that most of the space will be preserved for its existing use. But just going on from what you've</p>

	<p>told us, is what sort of plans are there if any to actually enhance the area to make it a bit more attractive.</p> <p>Councillor Hiller responded:</p> <p>I would say Councillor Ash what more of enhancements can you need for a verdant riverside embankment with fabulous views over the latest development on the other side of the river. I think any master plan design that will link the various areas of green space through connecting pedestrian and cycle routes supplementing by careful investment in tree planting and the public realm can only be a good thing, There'll also be a need to retain a central area of course Councillor Ash, for festivals and events like the Great Eastern Run, the Perkins Great Eastern Run and of course potentially an opportunity for the football stadium were it indeed to be built on the embankment to host such events. It will of course be the responsibility of the planning committee to consider in the round any proposals that come forward for a new stadium, if indeed they do come forward, whether on the Embankment or indeed at another location. Thank you Councillor Ash for your follow up question and thank you Mr Mayor.</p>
3.	<p>Question from Councillor Murphy</p> <p>For Councillor Seaton, Cabinet Member for Finance:</p> <p>Can the Cabinet Member for Finance tell me if the commissioning of services and purchase of property from organisations such as Stef & Phillips and Magic properties (who have one company making big loans to the other, which is known as a trigger to check for tax avoidance measures) are compatible with our fair tax declaration and fair tax mark.</p> <p>Councillor Seaton responded:</p> <p>Thank you Mr Mayor and thank you Councillor Murphy for your question. What I can tell you is that our Fair Tax Declaration and Fair Tax Mark will apply to any service procurement which is why, as we advised Audit Committee, we are undertaking an ongoing review. I'm sure Councillor Murphy does not want me to pre-judge that review. Thank you Mr Mayor.</p> <p>Councillor Murphy had a follow up question:</p> <p>Yes I do and thank you for letting us know that the review still hasn't happened. We signed up to the Fair Tax Mark a while ago. I would urge this council to get on and check our compliance. You've not answered whether Steff and Philips failed to comply or not, we'll wait and see on that one. When were the earliest communications and contact that you had with directors of Stef and Philips or Magic Homes or any of their employees?</p> <p>Councillor Seaton responded:</p> <p>Thank you Mr Mayor. I'm not sure what that question relates to. It is a very strange comment. What it might help, Councillor Murphy with is if I tell him that checks for property transactions include tests for money laundering, possible tax evasion and links to drugs so they actually go far further than the Fair Tax Mark and those tests are approved by the Fair Tax Group. Now, you're asking the question when did we get in touch with Stef and Philips, you said we've not actually done the review yet, that's why I said it's ongoing Councillor Murphy. I am happy to come back to you and tell you whether there has been engagement on that particular issue with..... Councillor</p>

	<p>Murphy, don't keep making faces and mouthing things at me, please, I don't think that is particularly fair. So I will check and again don't keep doing it , I don't need it, please, so what I will do is ask our Director of Finance just to let you have an update on that review and how far we have got into it, whether we have got to that particular transaction yet I don't know. Thank you Mr Mayor.</p>
<p>4.</p>	<p>Question from Councillor Wiggin</p> <p>For Councillor Holdich, Leader of the Council and Deputy Mayor of the Cambridgeshire and Peterborough Combined Authority</p> <p>While the proposals for the building of the university are welcomed, it is concerning that there is no planned student housing to be built in phase 1. What assessments have been made on the future impact on the housing market in Peterborough, particularly the rental sector, due to the increase in population to be caused by the university opening?</p> <p>Councillor Holdich responded:</p> <p>Mr Mayor, grateful for the question. Officers gave me about a 3 foolscap sheets of reply to this but my reply, because I've been involved in it is, it is not proposed to build student accommodation on the Embankment but I am talking to developers who wish to provide student accommodation and when we know who is going to be the education provider we will discuss with them their requirements of such accommodation. Thank you Mr Mayor.</p> <p>Councillor Wiggin asked a follow up question:</p> <p>Thank you Mr Mayor, no just wanted to say thank you to Councillor Holdich for that answer and I look forward to hearing from him or his colleagues, depending on when these negotiations take place and what the outcome will be. It is a concern having lived in student towns, the effects student accommodation can have if not managed properly and I wanted to make sure Councillor Holdich and the Administration were managing this properly. Also I'd like to take this opportunity to share the news of colleagues earlier with best wishes to Councillor Holdich and also Councillor Seaton and other Councillors retiring from the Chamber. Thank you.</p>
<p>5.</p>	<p>Question from Councillor Ellis</p> <p>For Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment:</p> <p>Given that we have taken in the landscaping contract, albeit to a devolved City Council Company, Aragon Services, does the Contract allow the Council to vary the terms, frequencies and standard of cutting back bushes and hedges in Peterborough?</p> <p>Councillor Cereste responded:</p> <p>Thank you Mr Mayor, thank you Councillor Ellis. We currently cut shrub's once per year and we do have some locations where allow them, the word I've got here is naturalise, that probably means go wild so they've got flowers and that sort of stuff, where they, in the end, do not cause any obstruction. With the current contract, we can work with Aragon Direct Services to vary these frequencies in some locations but any increase above the contractual minimum would be at an additional cost.</p>

	<p>Councillor Ellis asked a follow up question:</p> <p>I do, thank you. Thank you Councillor Cereste. The reason why I ask is because some many areas of Peterborough including Bretton overgrown hedges and overgrown bushes are a problem blocking paths, blocking roads, blocking car parking spaces and blocking the line of sight, being a health and safety hazard. So if we can seriously look at perhaps increasing it to two cuts a year. I appreciate we don't want to be doing it during the nesting period but you know lets, the service does have to improve, because this Summer, myself and other councillors in Bretton and elsewhere in Peterborough, are hugely busy you know with the amount of overgrown bushes and hedges. Perhaps looking to the future maybe some sort of citizen's panel which could perhaps help oversee.....</p> <p>The Mayor interjected:</p> <p>Is it a question, Councillor Ellis are you asking a question?</p> <p>Councillor Ellis continued:</p> <p>Can you please confirm you will be considering this?</p> <p>Councillor Cereste responded:</p> <p>Thank you, thank you Mr Mayor. I take it that wasn't a question and therefore you are ignoring it Mr Mayor. But just in case you weren't ignoring it and it slipped somebodys mind, if Councillor Ellis wants to contact either me or somebody at Aragon, if there is a health and safety issue with any tree or bush we will deal with it immediately. So you know you need to tell people if you have a problem, thank you very much.</p>
6.	<p>Question from Councillor Sandford</p> <p>For Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment:</p> <p>Could the Cabinet Member tell me how many trees in streets, parks, green spaces and housing areas have been removed by Peterborough City Council or Aragon Direct Services in the past 12 months and how many replacement trees have been planted in the same period?</p> <p>By "replacement trees" I mean standard trees, as are usually planted in street or greenspace locations, and not small "whips" used in woodland planting.</p> <p>Councillor Cereste responded:</p> <p>Thank you. In the past 12 months, that's February 19 – Feb 2020, the following trees have been felled and planted in streets, parks, green spaces and housing areas:</p> <p>Trees Felled 341 Standard Trees Planted 170 Whips Planted 200</p> <p>So that's the answer to your question Councillor Sandford.</p> <p>Councillor Sandford asked a follow up question:</p>

	<p>Thank you Mr Mayor. What those figure show is that our current policy is to plant a replacement tree for every tree that is removed. What that shows is that we are not even meeting our current policy and is Councillor Cereste aware that other councils around the country, particularly in the light of the climate emergency, have much more ambitious policies. I heard that Lincolnshire County Council, at their recent budget meeting, decided that for every tree removed in Lincolnshire, they were going to plant four trees. Why can't Peterborough City Council being equally ambitious?</p> <p>Councillor Cereste responded:</p> <p>Thank you, thank you Mr Mayor. You could all though then say you're in exactly the same vein and of course I agree with Councillor Sandford, we are probably both trying to achieve the same thing.in different ways. One of course is you've got to find the money, and so the choice is, the choice could simply be, we plant more tress or do we help two or three elderly, infirm people with home help or homecare. Those are the issues to be frank. And secondly, to compare us with another council who wants to build a few tress, why not compare us with Lincoln when it comes to Photovoltaic panels on the roofs where we have many more per capita than they have.</p>
7.	<p>Question from Councillor Shaz Nawaz</p> <p>For Councillor Seaton, Cabinet Member for Finance:</p> <p>What is the exact amount of savings Grant Thornton have identified which will be implemented by the administration?</p> <p>Councillor Seaton responded:</p> <p>Yes I would Mr Mayor and thank you Councillor (<i>Shaz</i>) Nawaz for your questions.</p> <p>The overall challenge was to find £33m. £24m was in Tranche 1. How much did Grant Thornton specifically identify? We believe at least £18m but then this was never just about Grant Thornton. Rather it was about providing extra expert capacity to work along all the experts in the Council. Thank you Councillor (<i>Shaz</i>) Nawaz.</p> <p>Councillor Shaz Nawaz asked a follow up question:</p> <p>I do Mr Mayor. And in view of Councillor Hiller's earlier comments, I think he might have sensitive hearing so to show due regard I hope you and Councillor Seaton won't mind if I lower my tone. Thank you for that response Councillor Seaton. But are you really telling me that our most brilliant and talented officers were not capable of finding the savings that Grant Thornton have found for us?</p> <p>Councillor Seaton responded:</p> <p>Thank you Councillor (<i>Shaz</i>) Nawaz. What I just said was they provided extra expert capacity to work alongside the experts in the council. Thank you Mr Mayor.</p>
8.	<p>Question from Councillor Ellis</p> <p>For Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment:</p>

Today, 4th March, is Peterborough City Council Climate Change Day. Will Peterborough City Council meet the Climate Emergency Deadline of 2030?

Councillor Cereste responded:

Thank you again Mr Mayor and Councillor Ellis. You can have a little giggle cos I just bought a bike and I am even going to try and ride it so that's a real so. And as the guy on the radio asked me today, please don't wear Lycra. My response to him was the size of my backside Lycra on a bicycle just wouldn't work. So at least somebody has taken it humorously.

You know, the answer is everybody has got to make changes, we all need to look at what we are doing and how we do it. We can't guarantee that Peterborough, nobody can guarantee that the city of Peterborough will reduce emissions to net zero emissions by 2030, come on, let's all be honest about this. We want to, hopefully we will do it, but I can't give you that guarantee and I don't believe any city could give you that guarantee no matter what they are doing.

What I can say is that we won't do this alone and it requires everyone one of you, to help, get involved, if you've got an idea turn up to the cross-party working group. There are no ideas barred, there is nothing you are going to say that's going to be ridiculed. You will be extremely welcome to participate either ad hoc or otherwise as long as you talk to Charlotte Palmer or one of the other administrators so that we know you are coming but otherwise you will be extremely welcome.

I hope you will join me tonight, in agreeing to take one step closer to achieving this particular ambition by actually voting for the Carbon Management Action Plan that we will present to you later.

Councillor Ellis asked an additional question:

I do, thank you very much, thank you Councillor Cereste. Do you really think that the actions planned on the Carbon Management Plan are going to be enough to go towards reducing our carbon emissions to go towards the targets of 2030? We need to do more, like you said, reduce the use of diesel and petrol vehicles with more use of buses and bicycles, electric cars, great idea, however the cost of them and we need more charging points. Not just working with the city council but we need to work with outside business, we need to work with schools, we need to work with parish councils etc but to do.....

The Mayor interjected and asked Councillor Ellis if there was a question.

Councillor Ellis responded:

Do you agree with me that the actions in the Carbon Management Plan don't go far enough to meet the targets?

Councillor Cereste responded:

No, absolutely not, it does not go far enough and anybody that thinks we are going to achieve it on what we are going to present this evening is an idiot. Of course what we are going to present this evening is one year's work that was only started a few months ago, so that we could actually get onto the road to doing it. So, you know, no, course it's not enough and then next year we will add to it and the year after that we will add to that and we will learn from our mistakes and do things differently and do things better

	<p>and more technology will come in to play, because that's the way of the world goes and let's be perfectly honest, we can want to put as many charging points as we like into our city but you find me the electricity. Find me the connections so we can put the charging points in. We've got four charging points somewhere in one of our properties which we can't put in because there is no power. So, you know, this is not about the council, this is about all of us working together to try and deliver something that will be better for our children and grandchildren. And remember, one little drop, if we do it all together, if it's one little drop each, we will end up with an ocean and that's what we are trying to do. Thank you.</p>
9.	<p>Question from Councillor Wiggin</p> <p>For Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment:</p> <p>A recent Friends of the Earth report showed that 51% of homes in Peterborough are well insulated. Can I ask the relevant cabinet member what action is being taken to help the other 49% to insulate their homes to meet this standard?</p> <p>Councillor Cereste responded:</p> <p>Thank you Mr Mayor. My head's beginning to spin. The Council has been part of the Local Energy Advice Partnership called (LEAP) since January 2017 and was the pilot authority for the scheme. It is now delivered across 120 Local Authorities in the country. The scheme, run in conjunction with, I think it's called Agility Eco, is funded through the Warm Homes Discount Industry Initiative obligations on energy companies and therefore delivered at no cost to residents or the Council. Home energy assessments are carried out in resident's homes and onward referrals are automatically made when insufficient loft or cavity wall insulation is identified. Free loft and cavity wall insulation is sourced for the residents under the Energy Company Obligation (ECO) Scheme.</p> <p>From April 2017 to March 2019, 1014 referrals were made to LEAP, resulting in 731 Home Energy Visits. The energy advice given, of course if taken by the residents equated to £125,000 in lifetime bill savings. 5,965 easy measures, such as LED lighting, radiator reflectors, draught proofing, cylinder jackets etc were installed and that amounts to £470,788 of lifetime bill savings, whoever worked that out is a genius. The LEAP service also has an IncomeMax service, and we all need more information on that, and this identifies benefits, giving debt advice and assistance with bill management. 179 cases had new income identified equating to £537,000. Tariff switching amounted to £21,302 in savings and the total activity equated to £1,166,527 of savings and new income.</p> <p>So far this year 758 referrals have been made to the scheme and in addition PCC has linked the wider ECO Flexible Criteria to the LEAP scheme in order to ensure assistance on all energy efficient measures is given to those residents with health conditions, on low income and having other vulnerability. Thank you Mr Mayor.</p> <p>Councillor Wiggin asked a follow up question:</p> <p>Yes thank you Mr Mayor. I thank Councillor Cereste for his comprehensive answer and I'm sad he was cut off in full flow because I'm sure he would have presented us with even more statistics of how help is being given to Peterborough residents. My concern is, that given that half of Peterborough households, by the rating, have an energy performance certificate lower than C, so that's how I came to the figure that's in the report I quoted, figures in the low hundreds or just over a thousand aren't going to be</p>

	<p>enough to get this figure a lot higher and won't be able to contribute to Peterborough residents dealing with the climate emergency. What more can we do to encourage take up of these services?</p> <p>Councillor Cereste responded:</p> <p>Thank you Mr Mayor. I'll tell you what would be a really good if you all agree with me, I mean, let's face it there's a lot of gobbledegook in my answer and to be frank, some of these organisations I've never heard of, and I didn't have the time to research. So what I would suggest is that we get the officer who did a very good, made a great effort to respond to this question and give me this information, ask him to get the information round to all of you and in a way that we can all understand it, using you know, words and letters that we know what they mean, and you know, it will be an opportunity for all of us, all of us to actually try and inform our electors and residents and we become part of the scheme so at least that probably would be a good start and why don't we take it from there. And if you get any more ideas again, come to the cross party working group or drop us a note or whatever and we will try and incorporate it or use it and make the best of it. Thank you Councillor Wiggin.</p>
10.	<p>Question from Councillor Murphy</p> <p>For Councillor Ayres Cabinet Member for Children's Services, Education, Skills and the University</p> <p>"Does Peterborough city council have plans or policies not to use unregulated children's homes, how many children (aged up to 16 and over) are currently in such homes and how many have been placed in such homes for each year since 2015</p> <p>The Councillor Ayres responded:</p> <p>Thank you Mr Mayor and thank you Councillor Murphy. For your question. It does mean I can speak tonight instead of Councillor Cereste again. Since of course it's about Education and Children's Services and there is an important difference everyone between unregistered and unregulated accommodation for children and young people. I will cover both types of accommodation in my answer because the two can sometimes be confused.</p> <p>No children or young people of any age are currently placed in unregistered children's homes, and our policy is not to place children or young people in unregistered provision of any kind.</p> <p>There is, however, an acute shortage of placements for children in care, which is a national problem. This means that on very rare occasions, we have had to make short-term crisis arrangements for children aged under 16 where we have not been able to identify a placement, although we haven't done this recently.</p> <p>Officers have only had a very short time to complete the answer to this question Councillor Murphy as you know, which is why I am not able to provide a definitive answer about whether any children or young people have been placed in unregistered provision within the last five years. I can provide the information as a written answer after tonight's meeting, if this would be helpful to you.</p>

	<p>We do have a number of 16 and 17 year olds in unregulated provision. This is provision that is outside of the Ofsted inspection framework and is often known as semi-independent or independent living. Placing young people in unregulated provision, known as locally quality assured and monitored provision, is permissible under the regulations. It is often a good option for older young people who are moving towards independence and for whom a foster placement or children's home is not suitable.</p> <p>In Peterborough, we have a number of providers of this type of accommodation. These providers all have to satisfy our quality assurance requirements, including in respect of staff training, safer recruitment processes and so on. We are also monitored to ensure they are supporting young people to achieve good outcomes. So I thank you again for the question.</p> <p>Councillor Murphy asked a follow up question.</p> <p>Yes I do. First of all thank you very much for what is a very comprehensive reply considering the late notice you got because of a hiccup with the prior notice of that question. You confirmed that there is a problem and that we may have been using not the best. Our policy is to try and use the best, we want to do better, and I think councillors know that within their wards they have accommodation that isn't properly managed. We've had problems with child exploitation in Peterborough etc etc. Do you agree with me, that what's best is direct provision and the use of foster care where ever possible? Can we work as a council to encourage that that is what we go for.</p> <p>Councillor Ayres responded:</p> <p>I certainly can agree with you Councillor Murphy. Foster careing is obviously the best result for most of our children. We are out advertising even now as we speak on the reports we are asking for foster carers to come forward for our children in care because we know that is going to be the best way to bring them forward in life and to make a good life for them which is everybody in this council desire I am sure.</p>
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<u>Questions on notice to:</u>	
d) The Combined Authority Representatives	
1.	<p>Question from Councillor Sandford</p> <p>For Councillor Hiller, Combined Authority Transport and Infrastructure Committee Representative</p> <p>Last year a consultation was carried out by the Combined Authority on the draft Local Transport Plan for Cambs and Peterborough. Could our representative tell me what has happened to the plan since then and whether any significant changes have been made to the draft following the consultation, particularly in relation to transport projects proposed for the Peterborough council area?</p> <p>Councillor Hiller responded:</p> <p>Yes Mr Mayor, I'd be very happy to. Thank you and I thank Councillor Sandford for the question. The Local Transport Plan or LTP as we know it will be printed and published by the end of the current financial year.</p>

Members will be aware that the LTP is indeed a snapshot in time and therefore as strategies, policies and the overall direction of travel continues to evolve it is imperative that the Plan remains “live” and is therefore updated and revised in a timely manner to reflect the changing environment.

The revised LTP has been produced in partnership with Peterborough City Council, Cambridgeshire County Council, the Greater Cambridge Partnership, the City and District Councils of Cambridge, East Cambridgeshire, Fenland, Huntingdonshire and South Cambridgeshire. Throughout the LTP’s development, ongoing engagement has taken place with central Government, Highways England and Network Rail; as well as neighbouring Transport and Highway Authorities. In addition, to working with public sector partners, the LTP was informed by wider stakeholder consultation, including with transport operators, industry groups; and community organisations.

The public consultation for the LTP ran for 15 weeks, between Monday 17th June and Friday 27th September 2019 last year. The decision was taken to have a 15-week consultation rather than the 12-week statutory requirement as it was scheduled over the Summer months. It was designed to enable the Authority to better understand the views of residents and other key stakeholders on the overarching strategic vision, aims, objectives and the detail contained in the LTP.

The Authority has undertaken an assessment of the public consultation undertaken during the development of the LTP. This review found that the public consultation met the statutory requirements for a strategic document of this type.

Thank you Mr Mayor, thank you Councillor Sandford.

Councillor Sandford asked a follow up question:

Yes Mr Mayor. I didn’t actually hear him say that the Combined Authority had approved the Local Transport Plan but I assume it has done. Is he intending to circulate the final draft of the Local Transport Plan to councillors as it would be of great interest to quite a number of us. And is he aware that two of the major criticisms that were raised during the public consultation were firstly the Local Transport Plan did not address how the Combined Authority was going to tackle the climate emergency and there was also the point that there were a lots of big public transport schemes for Cambridge but not, hardly anything for Peterborough so could he tell us if in the final version of Local Transport Plan those concerns had been addressed.

Councillor Hiller responded:

Yes Mr Mayor I can.

COUNCIL	AGENDA ITEM No. 9(a)
29 JULY 2020	PUBLIC REPORT

EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL

BUDGET SETTING PROCESS

Cabinet at its meeting on 13 July 2020, received a report on Budget setting process.

IT IS RECOMMENDED that Council approve the updated Budget Policy Framework outlined in Appendix A to the report.

Appendix A and the original Cabinet report follow.

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Section 6 - Budget and Policy Framework Procedure Rules

1. THE FRAMEWORK FOR EXECUTIVE DECISIONS

- 1.1 The Council will be responsible for the adoption of its Budget and Policy Framework. The Executive will be responsible for implementing the Budget and Policy Framework. The Executive will be responsible for initiating Budget and Policy framework proposals, and Council will be responsible for their approval on the recommendation of the Executive.
- 1.2 The Council may, from time to time, review which plans and strategies shall comprise the major policy framework (as listed in in Part 2 Article 4). The Cabinet will usually make recommendations on the plans that should be added or deleted.

2. PROCESS FOR DEVELOPING THE COUNCIL'S BUDGET

- 2.1 The budget setting process will have a two phased approach for developing and recommending budget proposals to Council for approval.
- 2.2 The Council's budget will be reviewed and reported on twice throughout each financial year. The Cabinet will consider the Council's Budget and Financial Strategy on both occasions. The Corporate Resources Director will confirm the number of phases and the timetable that will apply in the forthcoming financial year by the end of March prior to the start of each financial year.
- 2.3 This approach will enable identified budget proposals for savings and income generation and actions that mitigate new arising financial pressures to be implemented earlier in the financial year. This will therefore enable the Council to benefit from the result of more timely management action.
- 2.4 The Cabinet shall consider the Council's Budget and Financial Strategy in accordance with the Budget setting plan set out in 2.4 below. This will include consideration of the Revenue Budget, the Asset Investment Strategy, the Treasury Management Strategy and Medium Term Financial Strategy (MTFS).

Budget setting plan

MEETING	CONTENT	DATE
PHASE ONE		
Cabinet	To consider the first phase of budget proposals for consultation (following approval through CPF and BWG). The publication of the report commences the Consultation period.	Summer/ Autumn
Scrutiny Committee	To formally scrutinise the first phase of budget proposals	Summer/ Autumn

Cabinet	To recommend the first phase of budget proposals to Council having regard to feedback from the joint scrutiny committee and stakeholders	Summer/ Autumn
Council	To approve the first phase of budget proposals	Summer/ Autumn
PHASE TWO		
Cabinet	To agree: <ul style="list-style-type: none"> • Council Tax base and estimated position on the Collection Fund; • NNDR1 (Business Rates position); • Any changes proposed to the Council Tax Support Scheme. 	January
Cabinet	To consider the final phase of budget proposals and the MTFs report for consultation (following approval through CPF and BWG). The publication of the report commences the Consultation period.	February
Scrutiny Committee	To formally scrutinise the final phase of budget proposals	February
Audit Committee	To review and approve the Asset Investment Strategy and Treasury Management Strategy prior to inclusion in the MTFs.	January/February
Cabinet	To recommend the MTFs including the revenue budget and Council Tax rates to Council having regard to feedback from the joint scrutiny committee and stakeholder consultation	February
Council	Approve the consolidated MTFs, including the revenue and capital budget and Council Tax Resolution.	March

PHASE ONE

2.5 The purpose of phase one is:

- (a) identify new financial pressures arising in the current financial year and take timely actions to contain expenditure within approved budgets
- (b) to identify the likely budget position for the forthcoming financial year prior to the Government providing the financial settlement and
- (c) to provide an opportunity for directors to work up budget proposals at an early stage in consultation with Members and relevant stakeholders, and allow sufficient time for the delivery and implementation of budget proposals, in advance of the forthcoming financial year.

2.6 Directorates will be required to develop and present budget proposals that will contribute towards containing expenditure within the approved budget for the current financial year

and balancing the budget in future financial years. These options will be discussed with Cabinet Members and with a cross party working group set up for the purpose. An outline terms of reference for the group is attached. (Appendix 1).

- 2.7. Within Phase one Cabinet will formally publish budget proposals and if required, will be subject to a consultation process, which will commence at this time. As part of the consultation process, the Cabinet shall formally consult all scrutiny committees at a joint meeting on these proposals. The Cabinet shall also consult with local stakeholders, including residents, partner organisations and businesses.
- 2.8. Cabinet will then formally consider the budget proposals and the results of the consultation, including the views of the joint scrutiny committee and make recommendations to Council to agree them.

PHASE TWO

- 2.9 Phase two will result in Cabinet making recommendations to Council on further budget proposals and the consolidated MTFS Report, to enable Council to set a lawful and balanced budget and to set the Council Tax by 11 March each year. Every Council has a statutory obligation to agree the Council tax by that date.
- 2.10 In January, Cabinet will formally publish its second phase of budget proposals and the consolidated MTFS and if required, will be subject to a consultation process, which will commence at this time. As part of the consultation process, the Cabinet shall formally consult on the further budget proposals with all scrutiny committees at a joint meeting on these proposals. The Cabinet shall also consult with local stakeholders, including residents, partner organisations and businesses, the same process outlined in Phase one to ensure that decisions made reflect community and Members' views
- 2.11 Following consultation, the final budget proposals and consolidated MTFS report will be considered by Cabinet and presented to Council for consideration and approval. This will be required to take place no later than 11 March.
- 2.12 Details of the Cabinet's consultation process as set out within the budget plan shall be included in the Forward Plan.
- 2.13 At any stage during the year, Cabinet Members may also consult and seek advice from any scrutiny committees about relevant service issues in relation to the formulation of budget proposals. Scrutiny committees have the ability to develop their own proposals as part of any themes they are reviewing as part of their work programme. Any such proposals will be reported to Cabinet and Cabinet will formally respond when recommending their budget proposals.
- 2.14 In addition to the requirements of this procedure rule the Cabinet may also receive and invite comments from any or all Members or persons on its proposals.
- 2.15 The Growth, Environment & Resources Scrutiny Committee will have overall oversight of the Budget and finance issues (and corporate issues such as Council Tax and the Treasury Management Strategy).

3. PROCESS FOR DEVELOPING THE POLICY FRAMEWORK

- 3.1 Where statutory deadlines allow, at least two months before a plan or strategy in the policy framework needs to be adopted by Council, the relevant Scrutiny Committee will consider initial proposals for the plan or strategy. Details of any consultation processes shall be included in relation to each of these matters in the Forward Plan, where the plan or strategy is being recommended by the Cabinet. The consultation process shall be published and available on the Council's website.
- 3.2 Any representations made to the relevant Scrutiny Committee shall be taken into account when considering the initial proposals, and shall be reflected in any report dealing with them. If the matter is one where a Scrutiny Committee has carried out a review of policy, then the outcome of that review will also be considered alongside the initial proposals.
- 3.3 The Scrutiny Committee may consult local stakeholders, any or all Members and any such persons or communities as they shall consider appropriate, allowing a period of four weeks for them to respond to the initial proposals, unless there are special factors that make this timescale inappropriate. If there are, it will inform the consultees of the time for response when the proposals are referred to them.
- 3.4 With the exception of the Corporate priorities, the relevant Scrutiny Committee will submit its proposals, including any views received during the consultation process, to the Cabinet for them to determine and make recommendations to Council.

4. ADOPTION OF BUDGET AND POLICY FRAMEWORK

- 4.1 The Cabinet will consider the comments of the Scrutiny Committees and, if it considers it appropriate, may amend its proposals before submitting them to the Council meeting for consideration. It will also report to Council on how it has taken into account any recommendations from the scrutiny committee.
- 4.2 The Council will consider the proposals of the Cabinet and may adopt them, amend them, refer them back to the Cabinet for further consideration, or substitute its own proposals in their place. In considering the matter, the Council shall have before it the Cabinet's proposals and any report from the relevant Scrutiny Committees.
- 4.3 Where at a Council meeting a Member wishes to move a substantial amendment or amendments which amount to an alternative Budget to be adopted by the Council, they may only do so provided they give notice in writing of the proposed amendment(s) to the Proper Officer no later than 10 am three working days before the Council meeting (not including the day of the meeting). A substantial amendment, or amendments which amount to an alternative budget, is deemed to be one that proposes a different level of council tax. Any other amendments must comply with the rules relating to amendments to motions in the Council Standing Orders. Such notice shall be

circulated to all Members and the alternative proposal(s) will be dealt with as amendments in the order they are received by the Proper Officer.

- 4.4 The Council's decision will be published on the Council's website. The Proper Officer will notify the Leader of the Council's decision and a copy shall be given to the Leader. The notice of decision shall be dated and shall state either that the decision shall be effective immediately (if the Council accepts the Cabinet's proposals without amendment) or (if the Cabinet's proposals are not accepted without amendment), that the Council's decision will become effective on the expiry of five working days after the publication of the notice of decision, unless the Leader objects to it in that period.
- 4.5 If the Leader objects to the decision of the Council, he or she shall give written notice to the Proper Officer to that effect prior to the date upon which the decision is to be effective. The written notification must state the reasons for the objection. Where such notification is received, the Proper Officer shall convene a further meeting of the Council to reconsider its decision and the decision shall not be effective pending that meeting.
- 4.6 The Council meeting must take place within 10 working days of the receipt of the Leader's written objection. At that Council meeting, the decision of the Council shall be reconsidered in the light of the objection, which shall be available in writing for the Council.
- 4.7 The Council shall at that meeting make its final decision which shall be published on the Council's website, and shall be implemented immediately.
- 4.8 These procedures only applies to plan which relate to executive functions. Plans that relate to non-executive functions will be reported to the relevant committee prior to submission to Council.

5. DECISIONS OUTSIDE THE BUDGET OR POLICY FRAMEWORK

- 5.1 Subject to the provisions of paragraph 6 below, the Executive may only take decisions which are in line with the Budget and Policy Framework. If the Executive wishes to make a decision which is contrary to the Policy Framework, or contrary to or not wholly in accordance with the Budget approved by the Council, then that decision may only be taken by the Council. In approving the Medium Term Financial Strategy, the Council will specify the level of virement within the budget. Any other changes to the Budget and Policy Framework are reserved to the Council.
- 5.2 The Executive shall take advice from the Monitoring Officer and/or the Chief Financial Officer as to whether a decision would be contrary to the Policy Framework, or contrary to or not wholly in accordance with the Budget. If the advice of either of those officers is that the decision would not be in line with the existing Budget and/or Policy Framework, then the decision must be referred by the Executive to the Council for decision, unless the decision is a matter of urgency, in which case the provisions in paragraph 6 below apply.

6. URGENT DECISIONS OUTSIDE THE BUDGET OR POLICY FRAMEWORK

- 6.1 The Executive may take a decision which is contrary to the Council's Policy Framework or contrary to or not wholly in accordance with the Budget approved by the Council if the decision is a matter of urgency. A decision will be urgent if any delay likely to be caused in taking it would seriously prejudice the Council's or the public's interests. However, the decision may only be taken:
- (a) if it is not practical to convene a quorate meeting of the full Council;
 - (b) if the Chair of the Growth, Environment & Resources Scrutiny Committee agrees that the decision is a matter of urgency;
 - (c) In the absence of the Chair of the Growth, Environment & Resources Scrutiny Committee, the Chair of the Scrutiny Committee relevant to the decision must give consent;
 - (d) In the absence of both Chairs, the consent of the Mayor or Deputy Mayor will suffice.
- 6.2 The reasons for urgency and why it is not practical to convene a quorate meeting of the Council and the Chairman of the relevant scrutiny committee's consent to the decision being taken as a matter of urgency must be noted on the record of the decision
- 6.3 Following the decision, the decision taker will provide a full report to the next Council meeting explaining the decision, the reasons for it and why the decision was treated as a matter of urgency.

7. IN-YEAR CHANGES TO BUDGET OR POLICY FRAMEWORK

- 7.1 Changes to the Budget may be made by the Executive where those changes:
- (a) are necessary to ensure compliance with the law, ministerial direction or government guidance;
 - (b) where the changes do not exceed virement limits set by Council;
 - (c) follow a decision to spend less than the budget allocated by Council (R (Buck)v Doncaster MBC (2013)).
- 7.2 Changes to the Budget may be made by the Executive where those changes are in respect of:
- (a) a policy which would normally be agreed annually by the Council following consultation, but where the existing policy document is silent on the matter under consideration.
 - (b) two or more policies which conflict with one another on the matter under consideration.

8. CALL-IN OF DECISIONS OUTSIDE THE BUDGET OR POLICY FRAMEWORK

- 8.1 Where a Scrutiny Committee is of the opinion that an Executive decision is, or if made would be, contrary to the Policy Framework, or contrary to or not wholly in accordance with the Council's Budget, then it shall seek advice from the Monitoring Officer and/or Chief Financial Officer.
- 8.2 Where the Monitoring Officer and/or Chief Financial Officer are of the opinion that the decision in question is contrary to the Policy Framework or contrary to or not wholly in accordance with the Council's Budget then they shall prepare a report to the Cabinet with a copy to every Member of the Council. Regardless of whether the decision is delegated or not, the Cabinet must meet to decide what action to take in respect of the Monitoring Officer's report and to prepare a report to Council.
- 8.3 If the decision has yet to be made, or has been made but not yet implemented, and the advice from the Monitoring Officer and/or the Chief Financial Officer is that the decision is or would be contrary to the Policy Framework or contrary to or not wholly in accordance with the Budget, a scrutiny committee may refer the matter to Council. In such cases, no further action will be taken in respect of the decision or its implementation until the Council has met and considered the matter. The Council shall meet within 21 days of the request by the Scrutiny Committee. At the meeting it will receive a report of the decision or proposals and the advice of the Monitoring Officer and/or the Chief Financial Officer. The Council may either:
- (a) endorse a decision or proposal of the Executive decision taken as falling within the existing Budget and Policy Framework. In this case no further action is required, save that the decision of the Council be minuted and circulated to all Members in the normal way;
 - (b) amend the Council's Financial Regulations or Policy concerned to encompass the decision or proposal of the body or individual responsible for that Executive function and agree to the decision with immediate effect. In this case, no further action is required save that the decision of the Council be minuted and circulated to all Members in the normal way;
 - (c) where the Council accepts that the decision or proposal is contrary to the Policy Framework or contrary to or not wholly in accordance with the Budget, and does not amend the existing framework to accommodate it, require the Cabinet to reconsider the matter in accordance with the advice of the Monitoring Officer and/or Chief Financial Officer.

Budget Working Group - Terms of Reference

Objective

A cross party working group of members reviewing Council expenditure and services with a view to recommending a sustainable, balanced budget to Cabinet for the next financial year and the medium term.

This will also include reviewing the current year financial position with a view to making recommendations to be incorporated as part of a revised budget, in order to strengthen the current financial position and deliver savings and efficiencies at the earliest opportunity.

The primary purpose of the Budget Working Group (BWG) is to address the funding gap and deliver a robust and sustainable budget.

Purpose

- To review the Council's budgets;
- To review budget proposals presented by senior officers;
- To identify savings, income generation and efficiencies;
- To recommend a budget for following financial year to Cabinet within available resources
- To advise the Cabinet on a Medium Term Financial Strategy for following financial year;
- To advise the Cabinet on a revised budget position for the current financial year

Where a presented proposal is opposed by the BWG, the group will need to nominate (or volunteer) members of the group, to work with officers to bring an alternative proposal to the following meeting. This will need to evidence the same level of financial benefit, or more in order to replace the original proposal.

Constitution & powers

The BWG shall comprise of:

- Group Leaders are automatically nominated;
- One nominate member from each group;
- The Cabinet Member for Finance.

Substitution arrangements will not apply.

BWG meetings will begin with a financial briefing at the start of the budget setting process followed by regular meetings throughout the process. This will usually be held within 10 working days of Cabinet Policy Forum. Meetings may be held more or less frequently as the Group sees fit.

The BWG is an informal meeting of members and officers to which the Access to Information rules shall not apply.

The Budget Working Group shall appoint a Chair and Vice-Chair at its first meeting

The quorum of the Working Group shall be 3 members

Meetings of the Working Group will be supported by a senior officer of the Finance team and administered by the Leader's executive support assistant, with confidential briefing papers being issued in advance of the meeting. The Corporate Management Team will attend as necessary to present and discuss proposals, and respond to Group queries.

Note:

Members agree to retain the confidentiality of the budget working papers until proposals are published for the Cabinet meeting. Confidentiality is of particular importance as the impact of the proposals will directly affect

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CABINET	AGENDA ITEM No. 5
13 JULY 2020	PUBLIC REPORT

Report of:	Peter Carpenter, Acting Director of Corporate Resources	
Cabinet Member(s) responsible:	Cllr David Seaton, Cabinet Member for Finance	
Contact Officer(s):	Peter Carpenter, Acting Director of Corporate Resources Kirsty Nutton, Head of Corporate Finance	Tel. 452520 Tel. 384590

BUDGET SETTING PROCESS

R E C O M M E N D A T I O N S	
FROM: Corporate Director: Resources	Deadline date: N/A
<p>It is recommended that the Cabinet endorses the updated Budget Policy Framework Procedure Rules, as outlined in Appendix A and recommends to Council for approval.</p>	

1.	ORIGIN OF REPORT		
1.1	This report is presented to Cabinet following referral from The Corporate Director of Resources, the <i>S151 Finance Officer</i> .		
2.	PURPOSE AND REASON FOR REPORT		
2.1	The purpose of this report is to update the Budget Policy Framework Procedure Rules as set out in part 4, section 6 of the Councils constitution.		
3.	TIMESCALES		
	Is this a Major Policy Item/Statutory Plan?	YES	If yes, date for Cabinet meeting
	Date for relevant Council meeting	29 July 2020	Date for submission to Government Dept. <i>(Please specify which Government Dept.)</i>
			13 July 2020
			N/A
4.	BACKGROUND AND KEY ISSUES		
4.1	Background		
	The current Budget Policy Framework Procedure Rules, approved in March 2018, outline a rolling budget approach, whereby the budget model is continually revised on an ongoing (quarterly) basis. This was to enable the Council to identify saving proposals and actions that mitigate new arising		

pressures to be implemented throughout the financial period and the Council to benefit from results as quickly as possible.

The Council is in a very difficult financial position, as outlined within the Medium Term Financial Strategy (MTFS) approved by Council in March. A budget gap of £14.2m remains in 20221/22 and the Council is also facing additional financial challenges resulting from the actions required to respond to the COVID-19 pandemic. This includes the loss of income streams, additional pressures from service users and difficulty with delivering the planned savings. Current estimates indicate that the additional pressure to the Council to be at least £14.1m in 2020/21, with further Council Tax and Business Rates reduced income collection expected to cause a further pressure on the 2021/22 budget. These financial implications, together with the already fragile reserves balances will impact the Councils financial position in the medium to longer term, and is anticipated to decrease the Councils financial resilience and ability to effectively respond to emergencies.

The magnitude of savings required means that the Council will have to make significant operational changes, which will affect the way we deliver services. Due to the scale of this, together with additional consideration of the post COVID-19 recovery, development of proposals is expected to take longer to ensure the plans are robust, deliverable and collectively achieve financial sustainability. Therefore a different budget setting process will be required to accommodate this.

In July 2019 the Council approved an extraordinary budget setting approach for the 2020/21 budget process, outside of the Budget Policy Framework Procedure Rules. However this approach is required to be made on an ongoing basis to reflect the development required to deliver savings of this size.

4.2

Proposal Detail

This report proposes the implementation of the budget process adopted within 2020/21, as a permanent change to the Budget Policy Framework. This will enable budget proposals developed in to business cases, scrutinised and implemented throughout the financial period to ensure the Council can maximise the financial benefits as quickly as possible.

The following table is for illustrative a high level timeline for the proposed budget setting approach. The process would need to include all Governance processes presently in the budget process (Cabinet Policy Forum, Budget Working Group, and Joint Scrutiny of the Budget, Cabinet Report, Council Approval and consultation requirements) and would work with this process repeating itself twice throughout the financial year

MEETING	CONTENT	DATE
PHASE ONE		
Cabinet	To consider the first phase of budget proposals for consultation (following approval through CPF and BWG). The publication of the report commences the Consultation period.	Summer/ Autumn
Scrutiny Committee	To formally scrutinise the first phase of budget proposals	Summer/ Autumn
Cabinet	To recommend the first phase of budget proposals to Council having regard to feedback from the joint scrutiny committee and stakeholders	Summer/ Autumn
Council	To approve the first phase of budget proposals	Summer/ Autumn
PHASE TWO		

Cabinet	To agree: <ul style="list-style-type: none"> • Council Tax base and estimated position on the Collection Fund; • NNDR1 (Business Rates position); • Any changes proposed to the Council Tax Support Scheme. 	January
Cabinet	To consider the final phase of budget proposals and the MTFS report for consultation (following approval through CPF and BWG). The publication of the report commences the Consultation period.	February
Scrutiny Committee	To formally scrutinise the final phase of budget proposals	February
Audit Committee	To review and approve the Asset Investment Strategy and Treasury Management Strategy prior to inclusion in the MTFS.	January/February
Cabinet	To recommend the MTFS including the revenue budget and Council Tax rates to Council having regard to feedback from the joint scrutiny committee and stakeholder consultation	February
Council	Approve the consolidated MTFS, including the revenue and capital budget and Council Tax Resolution.	March

The Following table outlines the specific timetable for the 2021/22 Budget setting process:

Phase One	Date
Budget Consultation start Date	16/10/2020
Cabinet	26/10/2020
Joint Scrutiny	10/11/2020
Cabinet	30/11/2020
Budget Consultation Close Date	07/12/2020
Council	09/12/2020
Phase Two	
Budget Consultation start Date	22/01/2021
Audit Committee	25/01/2021
Cabinet	01/02/2021
Joint Scrutiny	10/02/2021
Cabinet	22/02/2021
Budget Consultation Close Date	01/03/2021
Council	03/03/2021

5.	CONSULTATION
5.1	There are no consultation requirements. This is an enhancement to the budget process.
6.	ANTICIPATED OUTCOMES OR IMPACT

6.1	Following approval by Cabinet on 13 July 2020 and Full Council on 22 July 2020, The Corporate Management Team will develop proposals in order to deliver a balanced budget, within the budget timetable and process proposed in this report.
7.	REASON FOR THE RECOMMENDATION
7.1	<p>The Cabinet is responsible for initiating Budget Proposals within the Council’s Budget and Policy Framework Procedure Rules. This proposes a revised approach, to that outlined within the current Budget Policy Procedure Rules, set out in the Councils Constitution. This is due to the magnitude of the financial savings required in order to reach a balanced budget in 2021/22.</p> <p>Adopting this approach will ensure that robust and deliverable plans are approved in order to achieve a budget for the Council, which is financial sustainability. The additional time required on the development of these opportunities will ensure that they have undergone a greater level of scrutiny, and implementation plans outlined within the business cases have been fully considered by the corporate management team and Cabinet, before being proposed. This will ensure that the Council is successful in the implementation of these proposals.</p> <p>This recommendation will best support the Council to fulfil its statutory obligation to set a lawful and balanced budget by 11 March annually.</p>
8.	ALTERNATIVE OPTIONS CONSIDERED
8.1	<p>No other options have been considered. The Council had previously adopted a different rolling budget approach to the budget setting process which was adopted within the Budget Policy Framework Procedure Rules and implemented for the 2019/20 process.</p> <p>However as outlined within this report the Council moved to an extraordinary approach to the budget setting process for 2020/21. This approach was revised mid –year (approved in July 2019), and this report proposes to incorporate this change within the Constitution.</p>
9.	IMPLICATIONS
	Financial Implications
9.1	<i>None</i>
	Legal Implications
9.2	The provisions of the Local Government Finance Act 1992 (LGFA 1992) set out what the Item 9(c) - For Information Only 9.1 9.3 9.4 council must base its budget calculations on and require the council to set a balanced budget with regard to the advice of its Chief Financial Officer (section 151). The setting of the budget in March each year is a function reserved to Full Council, who will consider the draft budget which has been prepared and proposed by Cabinet. When it comes to making its decision in March each year the Council is under a legal duty to meet the full requirements of s31A of the LGFA 1992 which includes the obligation to produce a balanced budget.
9.3	Once the budget has been agreed by Full Council the Cabinet cannot make any decisions which conflict with it, although virements and year-in-year changes can be made in accordance with the Council’s financial regulations.

9.4	Councils are under a general duty (Section 151 of the Local Government Act 1972) to make arrangements for 'the proper administration of their financial affairs'. It is for each council to decide on the detail of its budget setting process as part of this overall duty.
	Equalities Implications
9.5	None.
	Carbon Impact Assessment
9.6	There is no change to the Council's Carbon Impact arising from this report.
10.	BACKGROUND DOCUMENTS Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985
10.1	Council 24 July 2019- revised 2020/21 Budget Setting Process Report Council 24 July 2019- Appendix Constitution – Part 4, Section 6 – Budget and Policy Framework Procedure Rules
11.	APPENDICES
11.1	<i>Appendix A - Revised Budget Policy Framework Procedure Rules</i>

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COUNCIL	AGENDA ITEM No. 10
29 JULY 2020	PUBLIC REPORT

RECORD OF EXECUTIVE DECISIONS MADE SINCE THE LAST MEETING

1. CABINET MEETING HELD ON 11 MAY 2020

i. Peterborough City Council's Response to COVID-19

Cabinet considered the report and **RESOLVED** to note the progress made to date in responding to the impact of the Coronavirus.

ii. Peterborough City Council's Financial Position

Cabinet considered the report and **RESOLVED** to consider on a monthly basis the financial implications of COVID19 on the Council in the short, medium and long term and to note:

- the significant financial implications that COVID-19 is having on the Council, including the current estimated cost of £18.3m in 2020/21 which exceeds the current £11.0m of funding made available from Government (£5.3m originally and £5.7m on the 18th April);
- the likely ongoing financial implications in future years, and that current savings plans must continue to be delivered where possible to prevent further deterioration in the financial position;
- the lobbying already underway with Government over the financial position;
- the financial packages being delivered by the Council and approves the proposed financial support to communities; and
- the arrangement in place with the Cambridgeshire and Peterborough Combined Commissioning Group for people coming out of hospital and into care.

2. CABINET MEETING HELD ON 22 JUNE 2020

i. Peterborough City Council's Response to COVID-19

Cabinet considered the report and **RESOLVED** to note the progress made to date in responding to the impact of the Coronavirus.

ii. Extended Support to Businesses as a Result of the COVID-19 Coronavirus

Cabinet considered the report and **RESOLVED** to note the additional Discretionary Grant Payment Scheme being implemented.

iii. Budget Monitoring Report Final Outturn 2019-20

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

1. Note the final outturn position for 2019/20 (subject to finalisation of the statutory Statement of Accounts) of a £0.096m underspend on the Council's revenue budget;
2. Note the reserves position outlined in section 6 and Appendix B, which includes a contribution to the capacity building reserve of £0.096m, as a result of underspend in the revenue outturn report details contained in Appendix A to the report;
3. Note the implications of the COVID-19 pandemic on the Council's financial position, as outlined within section 5 of the report and Appendix E to the report;

4. Note the outturn spending of £64.3m in the Council's capital programme in 2019/20 outlined in section 7 of the report;
5. Note the performance against the prudential indicators outlined in Appendix C to the report;
6. Note the performance on the payment of creditors, collection performance for debtors, local taxation and benefit overpayments outlined in Appendix D to the report.

iv. Suspension of Affixing Council Seal to Legal Documentation

Cabinet considered the report and **RESOLVED** to note the decision taken by the Chief Executive under Part 4, Section 4.6.1 of the constitution as set out in the report.

v. Budget Control Report April 2020

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

1. The Budgetary Control position for 2020/21 as at April 2020 is a forecast overspend of £5.877m against budget. This includes the current estimated impact of COVID-19 and the additional COVID-19 Response funding;
2. Included in this is forecast overspend is £18.3m of additional pressure due to COVID-19, as reported to the Ministry of Housing Communities and Local Government, within the monthly returns, as outlined in section 4 of the report.
3. The reduction in collection rates in respect of Council Tax and National Non-Domestic Rates, in comparison to the levels achieved in 2019/20, as outlined in section 4 of the report;
4. The additional funding that has been made available and allocated to the business community due to COVID-19, as outlined in section 4 of the report;
5. The requirement to continue to lobby for additional funding to minimise the effects of COVID19 on Peterborough, as outlined in section 4 of the report;
6. The financial and HR controls the Council is continuing to operate, as outlined in section 4 of the report;
7. The key variance analysis and explanations are contained in Appendix A to the report.

7. CABINET MEETING HELD ON 13 JULY 2020

i. Peterborough City Council's Response to COVID-19

Cabinet considered the report and **RESOLVED** to note the progress made to date in responding to the impact of the Coronavirus.

ii. Budget Setting Process

Cabinet considered the report and **RESOLVED** to endorse the updated Budget Policy Framework Procedure Rules, as outlined in Appendix A to the report and recommend to Council for approval.

iii. Budget Control Report May 2020

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

1. The Budgetary Control position for 2020/21 as at May 2020 is a forecast overspend of £6.3m against budget. This includes the current estimated impact of COVID-19 and the additional COVID-19 Response funding;
2. Included in this is forecast overspend is £30.8m of additional pressure due to COVID-19, as reported to the Ministry of Housing Communities and Local Government, within the monthly returns, as outlined in section 4 of the report.
3. The reduction in collection rates in respect of Council Tax and National Non-Domestic Rates, in comparison to the levels achieved in 2019/20, as outlined in section 4 of the report;

4. The additional funding that has been made available and allocated to the business community due to COVID-19, as outlined in section 4 of the report;
5. The approach to the 2021/22 MTFS as set out in section 4 of the report;
6. The key variance analysis and explanations are contained in Appendix A to the report;
8. The Councils reserves position, as outlined within Appendix A to the report.

9. CALL-IN BY SCRUTINY COMMITTEE

Since the publication of the previous report to Council, the call-in mechanism has not been invoked.

5. SPECIAL URGENCY AND WAIVER OF CALL-IN PROVISIONS

Since the publication of the previous report to Council the urgency, special urgency and/or waiver of call-in provisions have been invoked as follows:

- Extended business rate reliefs and support to businesses as a result of the COVID-19 coronavirus APR20/CMDN/95 - With the approval of the Chairman of Growth, Environment, and Resources Committee, the urgency procedure, special urgency procedure, and waiver of call-in procedure have been invoked to suspend the requirement to publish notice of the decision for 28 days, to suspend the requirement to publish the decision for five days, and to subject the decision to a three day call-in period. These procedures have been invoked to ensure that relief is provided to business in line with Government guidance to mitigate the impact of COVID-19 as soon as possible.
- Approval of Contract Award to Adult Social Care Providers APR20/CMDN/102 - With the approval of the Chairman of Adults and Communities Scrutiny Committee, the urgency procedure, special urgency procedure, and waiver of call-in procedure have been invoked to suspend the requirement to publish notice of the decision for 28 days, to suspend the requirement to publish the decision for five days, and to subject the decision to a three day call-in period. These procedures have been invoked as it is imperative the recommendations are carried urgently. Failing to do so will result in services not being provide and members of the public being at risk of serious harm. These issues will manifest in the form of providers no longer providing their services to vulnerable people as a result of not being able to continue to sustain the significant increase in costs which have been a result of COVID-19.
- Request to re-implement the City Centre Public Spaces Protection Order MAY20/CMDN/105 - With the approval of the Chairman of Adults and Communities Scrutiny Committee, special urgency procedures have been invoked to suspend the requirement to publish the decision for five days. These procedures have been invoked for the reasons set out below. The decision is urgent due to time constraints. The current PSPO expires on 18 May 2020. The Council commenced preparations to extend the PSPO from early this year, with a view to have the extension implemented by 5 April 2020.
- Urgent decision required to approve street light dimming regimes whilst traffic movements are significantly reduced as a direct result of Covid-19 restrictions MAY20/CMDN/110 - With the approval of the Chairman of the Growth and Regeneration Scrutiny Committee, special urgency procedure, and waiver of call-in procedure have been invoked to suspend the requirement to publish the decision for five days, and to subject the decision to a three day call-in period. These procedures have been invoked in order to apply the new dimming regimes as soon as possible in order to gain maximum savings.
- COVID-19 Urgent and Surge Community Swabbing Service – delegation of function to Cambridgeshire County Council JUL20/CMDN/10 - With the approval of the Chairman of the Health Scrutiny Committee, urgency, special urgency procedure, and waiver of call-in procedure have been invoked to suspend the requirement to publish the decision on the forward plan for 28 days, to publish the decision for five days, and to subject the decision to a three day call-in period. These procedures have been invoked in order to meet critical timescales for the urgent procurement of these services and to ensure that delegated authority for CCC to act as lead authority in the commissioning of the COVID-19 Urgent and Surge Community Swabbing Service across Peterborough and Cambridgeshire is obtained.

The local testing service shall provide a swift response that is accessible to the local population. There is synergy in the Council's working together given that the COVID-19 Urgent and Surge Community Swabbing Service shall be provided within the boundaries of Cambridgeshire and Peterborough Local Authority areas and there are clear efficiencies in having one service provision across the two Local authority areas. The service will need to be able to swab in any community setting or workplace as national and local guidance on COVID-19 changes with time and where potential outbreaks could occur.

6. CABINET MEMBER DECISIONS

CABINET MEMBER AND DATE OF DECISION	REFERENCE	DECISION TAKEN
<p>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> <p>Cllr Hiller</p> <p>13 March 2020</p>	MAR20/CMDN/87	<p><i>Approval for spend of Concessionary Fares Budget 2020/21</i></p> <p>The Cabinet Member approved:</p> <ol style="list-style-type: none"> 1. The carrying out by the Council of the Cambridgeshire and Peterborough Combined Authority's statutory duties to agree and administer Concessionary Fare reimbursements to individual Bus Operators for the 2020/21 financial year in the Peterborough area, in line with guidance from the Department for Transport, on behalf of and under the delegated authority of the Cambridgeshire and Peterborough Combined Authority (referred to in this report either as the Combined Authority or CPCA); and 2. The Council's Concessionary Fare reimbursement rates to Bus Operators for the 2020/21 financial year (detailed in Annex 1), up to the total value of £3,120,343 per annum
<p>Cabinet Member for Adult Social Care, Health and Public Health</p> <p>Cllr Fitzgerald</p> <p>17 March 2020</p>	MAR20/CMDN/88	<p><i>Contract Extension for the Integrated Sexual and Reproductive Health Service - Peterborough</i></p> <p>The Cabinet Member approved the following:</p> <ol style="list-style-type: none"> 1. The extension of the Peterborough City Council commissioned Integrated Sexual and Reproductive Health service contract for Peterborough that is due to end on 31st March 2020 for an additional six months to 30th September 2020 for a value of £783,149.00 <p>This is in order to allow sufficient time for the transformational recommissioning of sexual and reproductive health services collaboratively between Cambridgeshire and Peterborough local authorities, Cambridgeshire and Peterborough CCG and NHS England.</p>
<p>Cabinet Member for Communities</p> <p>Cllr Walsh</p> <p>18 March 2020</p>	MAR20/CMDN/89	<p><i>The Rural North West Peterborough Good Neighbours Scheme</i></p> <p>The Cabinet Member agreed funding of £19,000 to Rural North West Peterborough Good Neighbours Scheme.</p>
<p>Leader of the Council and Deputy Mayor of the Cambridgeshire</p>	MAR20/CMDN/90	<p><i>Waiver of Six Month Councillor Attendance Rule (Section 85 Local Government Act 1972)</i></p> <p>The Cabinet Member:</p>

and Peterborough Combined Authority Cllr Holdich 18 March 2020		<ol style="list-style-type: none"> 1. Approved the waiver of the six-month attendance rule provided for within Section 85(1) of the Local Government Act for Councillor Diane Lamb due to illness. 2. Approved the extension of the permitted non-attendance time period for a further six-month period, to expire on 16 October 2020.
Cabinet Member for Strategic Planning and Commercial Strategy and Investments Cllr Hiller 20 March 2020	MAR20/CMDN/91	<p><i>Recommendation to approve the local transport plan programme of capital works for 2020/21</i></p> <p>The Cabinet Member approved the 2020/21 Transport Programme of Works, as follows:</p> <ul style="list-style-type: none"> • The 2020/21 Integrated Transport Programme; • The 2020/21 Highway Maintenance Programme • The 2020/21 Street Lighting Maintenance Programme; and • The 2020/21 Bridge Maintenance Programme.
Cabinet Member for Finance Cllr Seaton 23 March 2020	MAR20/CMDN/93	<p><i>Uncollectable Debts in Excess of £10,000</i></p> <p>The Cabinet Member authorised the write off of the debt shown as outstanding in respect of non-domestic rates, council tax, housing benefit overpayments and accounts receivable (sundry debt) accounts included in the Appendices. This details the financial year and the category for the write off request.</p>
Cabinet Member for Communities Cllr Walsh 24 March 2020	MAR20/CMDN/94	<p><i>Enforcement of householder duty of care</i></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1. Agreed that the Council will use additional enforcement powers granted under the amended Environmental Protection Act 1990, to issue Fixed Penalty Notices to individuals where there is evidence that they have breached their duty of care for disposal of household waste. 2. Set the fine rate for the offence of £400.00 if paid within 28 days.
Cabinet Member for Finance Cllr Seaton 2 April 2020	APR20/CMDN/95	<p><i>Extended business rate reliefs and support to businesses as a result of the COVID-19 coronavirus</i></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1. Approved the payment of the various reliefs and grants as requested by government and as set out by the full guidance provided by government departments including the additional categories as referred to in paragraphs 7.4 to 7.5 under the councils discretionary powers; 2. Instructed officers to ensure that the reliefs and payments are processed in accordance with the agreed schemes for the qualifying properties and rebilling takes place at the earliest opportunity and that any further categories as advised by government to be included within the scheme are also processed at the earliest opportunity;
Leader of the Council and Deputy Mayor of	APR20/CMDN/96	<p><i>Embankment, University Site</i></p> <p>The Cabinet Member:</p>

<p>the Cambridgeshire and Peterborough Combined Authority</p> <p>Cllr Holdich</p> <p>2 April 2020</p>		<ol style="list-style-type: none"> 1. Authorised the Council to transfer land into the joint venture with the Cambridgeshire and Peterborough Combined Authority once established, as set out in the report. 2. Authorised the Council to enter into a Subscription and Project Management Agreement to enable delivery of the University in Peterborough. 3. Delegated authority to the Executive Director Place and Economy and Director of Law and Governance to finalise and agree the necessary legal and related documents needed to execute the recommendations above and the approach outlined in the report.
<p>Cabinet Member for Integrated Adult Social Care and Health</p> <p>Cllr Fitzgerald</p> <p>3 April 2020</p>	<p>MAR20/CMDN/97</p>	<p><i>Recommissioning of the Unpaid Carers Contract</i></p> <p>The Cabinet Member authorised the delegation of the discretionary function of contracting for the provision of adult and young carers services to Cambridgeshire County Council (CCC) for a period of 3 years commencing the 1 August 2020, with an optional 1 year extension.</p>
<p>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> <p>Cllr Hiller</p> <p>8 April 2020</p>	<p>APR20/CMDN/98</p>	<p><i>Award of contract for the refurbishment of Town Hall North</i></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1. Authorised the main refurbishment works of the Town Hall North to enable the letting of the space to Cambridgeshire & Peterborough NHS Foundation Trust (CPFT) up to the total value of the budget sum of £5,089,241.73 . 2. Authorised the Council to award the design and build contract to RG Carter (Cambridge) Ltd. 3. Authorised the Director for Legal and Governance, or delegated officers, to enter into any other legal documentation on behalf of the Council in relation to this matter
<p>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> <p>Cllr Hiller</p> <p>8 April 2020</p>	<p>APR20/CMDN/99</p>	<p><i>Proposed Development of North Westgate: Collaboration Agreement with Hawksworth Securities PLC</i></p> <p>The Cabinet Member, in consultation with the Leader of the Council:</p> <ol style="list-style-type: none"> 1. Authorised the Council to enter into a land assembly collaboration agreement with Hawksworth Securities plc to enable the development of the first phase of North Westgate to proceed within the scope of the outline planning permission 18/01374/OUT approved by the Planning and Environmental Protection Committee on 27th November 2018. 2. Authorised the Council to procure the services of a Land Referencing Agent and Valuation Surveyor (not expected to exceed £60k) for the purpose of clarifying land ownership title and constraints across the proposed development site and completing accurate valuation of all remaining third party owned land and property to inform and update the Council's budget for assembling the third party land and cleansing title to enable development to proceed. 3. Authorised the procurement by the Council of necessary expert legal advice and other expertise to support the

		<p>Council at a CPO Inquiry (not expected to exceed £100k), should it prove necessary for the Council as Planning Authority to make a CPO (Compulsory Purchase Order) resolution.</p> <ol style="list-style-type: none"> 4. Authorised financial arrangements proposed in this report and set out in the summary Heads of Terms shown in the commercially protected information at Appendix 2 whereby the Council can be required by Hawksworth Securities plc to purchase third party properties, on terms and at a price negotiated by Hawksworth Securities plc, but approved by the Council (such approval not to be unreasonably withheld or delayed). In relation to any such land so acquired, and in relation to the Council's existing land on site, the Council could recover all its costs and transfer properties at Market Value to the scheme promoter Hawksworth Securities plc if the necessary conditions for the scheme to progress to construction procurement have been met; 5. Agreed that, in the event of failure of a CPO to be confirmed by the Secretary of State (and for the avoidance of doubt, the Cabinet or Cabinet Member would first need to approve the making of a CPO at a future date and following a further report), the costs incurred in the making and pursuit of the CPO and related CPO Inquiry costs would be shared on a 50:50 basis by the Council and the scheme promoter Hawksworth Securities plc. 6. Agreed that in the event that the scheme promoter is unable to progress the scheme through failure of a CPO, or for other reasons, (a) that the Council having by then expended up to an estimated £9m to secure land assets (as set out at item 2 above) may, depending on market demand and fluctuations, not be able to recover the entirety of such expenditure, and (b) that the Council should retain an option that will allow it to acquire the land assets at North Westgate then owned by Hawksworth Securities plc at market value and progress the scheme either itself or with and through another developer. 7. Delegated the authority to agree the finalisation of the necessary legal contract documentation to give effect to the Heads of Agreement at Appendix 2 to the Executive Director of Place and Economy and the Director of Law and Governance for PCC and CCC.
<p>Cabinet Member for Housing, Culture and Recreation</p> <p>Cllr Allen</p> <p>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> <p>Cllr Hiller</p> <p>15 April 2020</p>	<p>APR20/CMDN/100</p>	<p><i>Lease renewal at St. Michael's Gate, Parnwell, Peterborough</i></p> <p>The Cabinet Members:</p> <ol style="list-style-type: none"> 1. Approved the renewal of the lease at St Michael's Gate for a term of two years. 2. Approved associated professional fees and SDLT costs
<p>Cabinet Member for Finance</p> <p>Cllr Seaton</p>	<p>APR20/CMDN/101</p>	<p><i>Housing Related Support Grant Agreements 2020/2021</i></p> <p>The Cabinet Member:</p>

<p>16 April 2020</p>		<p>1. Awarded specific grants for Housing Related Support, which will be funded through the Housing Related Support Programme (formerly Supporting People Programme), to the following organisations for the period of 12 months, 1 April 2020 to 31 March 2021:</p> <ul style="list-style-type: none"> - Longhurst Group (formerly Axiom Housing Association) – Hostel Accommodation and Drop-in Services - £530,000.04; - Cross Keys Homes – Hostel Accommodation - £99,109.08; - Cambridgeshire & Peterborough YMCA – Hostel Accommodation - £250,059.48; - Peterborough Women’s Aid – Refuge Service - £60,205.68; - Futures Housing Group – Hostel Accommodation - £58,066.56 - Home Group – Hostel Accommodation - £73,375.20
<p>Cabinet Member for Adult Social Care, Health & Public Health</p> <p>Cllr Fitzgerald</p> <p>17 April 2020</p>	<p>APR20/CMDN/102</p>	<p><i>Approval of Contract Award to Adult Social Care Providers</i></p> <p>The Cabinet Member for Adult Social Care, Health & Public Health authorised the Council to award a 10% uplift to adult social care providers to contribute to the significant increase in costs which have been born out of the COVID-19.</p> <p>This uplift is to be effective as of 20th April 2020 and applied until the end of June. The cost will be up to £1.5m until the end of June 2020</p>
<p>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> <p>Cllr Hiller</p> <p>20 April 2020</p>	<p>APR20/CMDN/103</p>	<p><i>Disposal Of Plots 7 & 8 Fletton Quays [Whitworth Mill]</i></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1. Approved the disposal of the Whitworth Mill site (plot 7) and the adjacent site (plot 8) to Samsons Property Limited who made the highest unconditional bid for the sites which were marketed through an open bidding process, managed by local property agent Barker Storey Matthews; 2. Approved conditions attaching to the sale namely that a planning application is submitted within 18 months of exchange of the sale contract and construction is to be completed within 3 years of exchange. 3. Authorised the Director for Legal and Governance and the Executive Director Place and Economy to enter into the necessary legal documentation to ensure the satisfactory completion of the disposal of sites 7 and 8.
<p>Cabinet Member for Housing, Culture and Recreation</p> <p>Cllr Allen</p> <p>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> <p>Cllr Hiller</p>	<p>APR20/CMDN/104</p>	<p><i>Bushfield Court, Orton Goldhay, Peterborough</i></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1. Approved an agreement to lease and new lease of 51 flats at Bushfield Court at Local Housing Allowance rates for a term of 5 years. 2. Approved payment of associated Stamp Duty Land Tax and professional fees.

29 April 2020		
Cabinet Member for Communities Cllr Fitzgerald 6 May 2020	MAY20/CMDN/105	<i>Request to re-implement the City Centre Public Spaces Protection Order</i> The Cabinet Member authorised the re-implementation of a City Centre Public Space Protection Order under Sections 60 and 61 of the Anti-Social Behaviour, Crime & Policing Act 2014.
Cabinet Member for Adult Social Care, Health and Public Health Cllr Fitzgerald 7 May 2020	MAY20/CMDN/106	<i>Approval of Contract Award: Lyons Gardens (Hereward Care Services Ltd)</i> The Cabinet Member for Adult Social Care, Health and Public Health 1. authorised the award of a 12-month contract to Hereward Care Services Ltd to run from 1 May 2020 to 30 April 2021 for the contract sum of £787,456.56 in consultation with the Executive Director of Adult Social Services (“DASS”) and the Executive Director of Strategic Resources with an option to extend for a further 12 months subject to funding approval from both parties. 2. authorised the Council to enter into a Section 75 agreement with the Peterborough & Cambridgeshire Clinical Commissioning Group to fund up to 50% of the contract sum for a 12 month contract (and option to extend for a further 12 months) recommended in paragraph 1 above.
Cabinet Member for Strategic Planning and Commercial Strategy and Investments Cllr Hiller 13 May 2020	MAY20/CMDN/109	<i>Award of Increased funding to complete Nene Bridge Bearings Works through the Peterborough Highway Services Contract</i> The Cabinet Member authorised the increase in value of the works package awarded to Skanska Construction UK Limited (“Skanska”) under the Council’s existing Peterborough Highway Services Contract (the “Contract”) from £5.1m to £6.7m.
Cabinet Member for Strategic Planning and Commercial Strategy and Investments Cllr Hiller 28 May 2020	MAY20/CMDN/110	<i>Urgent decision required to approve street light dimming regimes whilst traffic movements are significantly reduced as a direct result of Covid-19 restrictions</i> The Cabinet Member is recommended to approve the street lighting dimming regimes detailed below during the enforced covid-19 restriction period: 1. Dim residential lighting by 40% from switch on to switch off; and 2. Dim traffic route lighting by 40% from switch on to switch off.
Cabinet Member for Children’s Services, Education, Skills and the University Cllr Ayres 9 June 2020	MAY20/CMDN/111	<i>Award of 6 Special Educational Needs Tail Lift Routes to Peterborough Limited Trading as Aragon Direct Services</i> The Cabinet Member is recommended to: 1. award a contract to Peterborough Limited for additional passenger transport service routes at a cost of £291,840 per year totalling £1,167,360 for an initial period from 1 September 2020 until 31

		<p>August 2021 with an option for the council to extend for further three years (1+1+1) ("Extended Period"), provided Peterborough Limited's annual Business Plan(s) for the Extended Period is approved by Cabinet.</p> <p>2. authorise that the Council's existing operational services agreement ("OSA") with Peterborough Limited is varied to include the delivery by Peterborough Limited for the additional passenger transport service routes as set out in paragraph 1 above.</p>
<p>Cabinet Member for Finance</p> <p>Cllr Seaton</p> <p>12 June 2020</p>	JUN20/CMDN/112	<p><i>Extended Support To Businesses As A Result Of The Covid-19 Coronavirus</i></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1. Approved the additional payment of grants as requested by government and as set out by the full guidance provided by government departments including the additional categories as referred to in paragraphs 7.4 to 7.5 under the councils discretionary powers; 2. Instructed officers to ensure that the payments are processed in accordance with the agreed schemes for the qualifying properties and rebilling takes place at the earliest opportunity and that any further categories as advised by government to be included within the scheme are also processed at the earliest opportunity.
<p>Cabinet Member for Children's Services, Education, Skills and the University</p> <p>Cllr Ayres</p> <p>17 June 2020</p>	JUN20/CMDN/113	<p><i>Approval to Enter into a S76 Agreement with the Cambridgeshire and Peterborough Clinical Commissioning Group</i></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1. Authorised the Council to enter into a Section 76 Agreement under the National Health Service Act 2006 with the Cambridgeshire and Peterborough Clinical Commissioning Group for the payment of £250 000 for an annual payment relating to 2020/21 relating to the speech and language therapy services (SALT) across Cambridgeshire and Peterborough.
<p>Leader of the Council and Deputy Mayor of the Cambridgeshire and Peterborough Combined Authority</p> <p>Cllr Holdich</p> <p>19 June 2020</p>	JUN20/CMDN/01	<p><i>Appointments and Nominations to Outside Bodies 2020-21</i></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1. Approved the amendment to appointments and nominations to outside bodies as set out in Appendix A and B. 2. Authorised the Monitoring Officer as Proper Officer to carry out the wishes of the Leaders of Political Groups in allocating Members to outside bodies, and to appoint or nominate those Members with effect from the date at which the Proper Officer is advised of the names of such Members.
<p>Cabinet Member for Digital Services and Transformation</p> <p>Cllr Farooq</p> <p>24 June 2020</p>	JUN20/CMDN/07	<p><i>Novation of ICT Contracts from Serco Ltd to Peterborough City Council As Part Of The Serco Exit Plan</i></p> <p>The Cabinet Member is recommended to:</p> <ol style="list-style-type: none"> 1. Approve Peterborough City Council's option to novate from Serco Ltd to the Council, any Third-Party contracts or licences as required for the efficient

		continuation of IT services by the Council upon expiry of the Serco Managed ICT Contract with effect from 1 October 2020, or earlier where essential, to ensure continuity of service delivery
<p>Cabinet Member for Adult Social Care, Health & Public Health</p> <p>Cllr Fitzgerald</p> <p>29 June 2020</p>	JUN20/CMDN/08	<p><i>Amendment to Section 75 Partnership Agreement Between the Council and the NHS Cambridgeshire and Peterborough CCG relating to the Commissioning of Health and Social Care Services under the Better Care Fund (BCF) 2019-20</i></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1. Authorised amendments to the existing Section 75 Agreement with the NHS Cambridgeshire and Peterborough Clinical Commissioning Group relating to the commissioning of health and social care services to reflect key changes to the Better Care Fund in 2019/20; and 2. Authorised the Corporate Director of People and Communities, in consultation with the Director of Governance and subject to the officer delegations set out in the constitution, to agree further changes to the Section 75 Agreement as required.
<p>Cabinet Member for Children's Services, Education, Skills and the University</p> <p>Cllr Ayres</p> <p>3 July 2020</p>	JUL20/CMDN/09	<p><i>St John Henry Newman VA RC Primary School - New Build Project</i></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1. Authorised the Council to act as the Responsible Body for the self-delivery of the procurement, design and build of a new primary school at Hampton and enter into a Memorandum of Understanding with the Department for Education to enable a feasibility study to be completed and a capital budget to be set by the DfE. 2. Authorised the Executive Director People and Communities to enter into a Pre-Construction Services Agreement (to include the completion of early works) and subsequently award the design and build contract to the successful DfE MMC1 Framework Panel Member. 3. Authorised the Head of Legal Services or delegated officers to enter into any legal documentation on behalf of the Council in relation to this matter, including the transfer of land to the Council for the purposes of the school. 4. Authorised the Head of Legal Services or delegated officers to enter into a Development Agreement with the DfE and the Roman Catholic Diocese of East Anglia (RCDEA), and grant a 125 year lease of the school playing field only to the RCDEA after the defects liability period has expired. Upon completion, the buildings and hard standing areas will be vested to the RCDEA pursuant to paragraph 20 of Schedule 6 to the School Standards Framework Act 1998.
<p>Cabinet Member for Adult Social Care, Health & Public Health</p> <p>Cllr Fitzgerald</p> <p>7 July 2020</p>	JUL20/CMDN/10	<p><i>COVID-19 Urgent and Surge Community Swabbing Service – delegation of function to Cambridgeshire County Council</i></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1. Authorised the urgent delegation of authority to Cambridgeshire County Council (CCC) to act as lead local authority in commissioning the COVID-19 Urgent and Surge

		Community Swabbing Service across Peterborough and Cambridgeshire and for delivery of the function of the service, which shall include the associated transfer of funding to CCC from 10 July 2020 until 31 October 2020. CCC shall enter into contract with the supplier for the delivery of this service.
<p>Leader of the Council and Deputy Mayor of the Cambridgeshire and Peterborough Combined Authority</p> <p>Cllr Holdich</p> <p>10 July 2020</p>	JUL20/CMDN/11	<p><i>Proposed Development of North Westgate - In Principle Agreement for Use of the Councils Compulsory Purchase Powers</i></p> <p>The Cabinet Member agreed:</p> <p>In principle to make a Compulsory Purchase Order ("CPO") under Section 226(1)(a) of the Town and Country Planning Act 1990 (as amended) for the acquisition of the land and interests within the area shown edged in red on the plan (including the potential re-location sites shown Blue and Orange) attached to this report for the purpose of enabling the carrying out of a scheme (the "Scheme") of development, redevelopment and improvement of part of the Peterborough City Centre (the Property") being satisfied that (i) the acquisition will facilitate the carrying out of the development, redevelopment or improvement on or in relation to the land, and (ii) the development, redevelopment or improvement is likely to contribute to the promotion or improvement of the economic, social and environmental wellbeing of Peterborough City Centre, and acquisition of any new rights pursuant to Section 13 of the Local Government (Miscellaneous) Provisions Act 1976 as may be required, for example for access and construction purposes.</p> <p>To authorise the Executive Director Place & Economy to take all necessary steps as considered appropriate to secure the making of the CPO including but not limited to; issuing notices pursuant to section 16 of the Local Government (Miscellaneous Provisions) Act 1976 (Section 16 notices), engaging, consulting and negotiating with landowners and preparation of documentation and undertaking all matters that the Council might need to undertake to inform a further report to Cabinet to resolve to make, the CPO if required.</p> <p>To authorise the Executive Director Place & Economy, in consultation with the Cabinet Member for Strategic Planning, Commercial Strategy and Investment to approve the acquisition of legal interests by agreement including for the purposes of resolving any objections to the CPO.</p>
<p>Cabinet Member for Children's Services, Education, Skills and the University</p> <p>Cllr Ayres</p> <p>15 July 2020</p>	JUL20/CMDN/15	<p><i>Post 16 Transport Partnership Policy</i></p> <p>The Cabinet Member approved the Council's 'Post -16 Transport Partnership Policy' to operate until August 2021.</p>
<p>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> <p>Cllr Hiller</p>	JUL20/CMDN/16	<p><i>Cycling and Walking Infrastructure Enhancements</i></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1. Approved the award of a programme of work, up to the value of £625k to Skanska (Construction) UK Limited to deliver measures identified as a direct result of a second tranche of funding awarded by the Department for

16 July 2020		<p>Transport, via the Cambridgeshire and Peterborough Combined Authority, to support walking and cycling; and</p> <p>2. Approved the award of a second programme of work to Skanska (Construction) UK Limited up to the value of £501k to enhance areas of the Green Wheel.</p>
<p>Cabinet Member for Adult Social Care, Health & Public Health</p> <p>Cllr Fitzgerald</p> <p>16 July 2020</p>	JUL20/CMDN/17	<p><i>Approve contract 3yrs + 2 +1 for refresh of s75 Agreement for the commissioning and provision of health-related services for people with learning disabilities</i></p> <p>The Cabinet Member for Integrated Adult Social Care and Health authorised the Council to enter into a Section 75 agreement with the Cambridgeshire and Peterborough Clinical Commissioning Group (CCG) for the commissioning and provision of specialist health related learning disability services in line with the lead commissioning arrangements for Learning Disabilities from 1 April 2020 until 31 March 2023, with an option for the Council to extend annually until 31 March 2026</p>

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COUNCIL	AGENDA ITEM No. 11
29 JULY 2020	PUBLIC REPORT

RECORD OF CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY DECISIONS MADE SINCE THE LAST MEETING

1. MEMBER REPRESENTATIVES

Meeting	Dates of Meeting	Representative
Mayoral Decisions Making Meeting	25 March 2020	N/A
Overview and Scrutiny Committee	24 April 2020 29 May 2020	Andy Coles Murphy
Combined Authority Board	29 April 2020 3 June 2020	Holdich
Audit and Governance Committee	26 May 2020	Lillis

1.1 The above meetings have taken place in March to June 2020.

2. MAYORAL DECISION MAKING MEETING – 25 MARCH 2020

2.1 Due to Government guidance on social distancing, this meeting was being held remotely via Zoom. The law as it stood meant that these virtual arrangements could not stand in place of a physical meeting of the Combined Authority Board. In order for decisions to be made via these virtual arrangements they were made by the Mayor using his General Power of Competence. However, in order to ensure that these decisions remained as transparent and accountable as possible, officers introduced each report in the usual way and the Mayor invited the views of the members of the Combined Authority Board before taking each decision

2.2 This meeting took place on the 25 March 2020. The decision summary is attached as **Appendix 1**.

3. OVERVIEW AND SCRUTINY COMMITTEE MEETING – 24 APRIL 2020

3.1 The Overview and Scrutiny Committee met on 24 April 2020, the decision summary is attached as **Appendix 2**.

4. COMBINED AUTHORITY BOARD – 29 APRIL 2020

4.1 The Combined Authority Board met on 29 April 2020, the decision summary is attached as **Appendix 3**.

5. AUDIT AND GOVERNANCE COMMITTEE –26 MAY 2020

- 5.1 The Audit and Governance Committee met on 26 May 2020, the decision summary is attached as **Appendix 4**.

6. OVERVIEW AND SCRUTINY COMMITTEE – 29 MAY 2020

- 6.1 The Overview and Scrutiny Committee met on 29 May 2020, the decision summary is attached as **Appendix 5**.

7. COMBINED AUTHORITY BOARD – 3 JUNE 2020

- 7.1 The Combined Authority Board met on 3 June 2020, the decision summary is attached as **Appendix 6**.

8. THE AGENDAS AND MINUTES OF THE MEETINGS ARE ON THE COMBINED AUTHORITY WEBSITE

- 8.1 Links in the Appendices.



CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY - MAYORAL DECISIONS FOLLOWING CONSULTATION WITH THE COMBINED AUTHORITY BOARD

Meeting: 25 March 2020

Agenda/Minutes: Cambridgeshire and Peterborough Combined Authority Board - 25th March 2020

Item	Topic	Decision
Part 1 – Governance Items		
1.1	Announcements, Apologies and Declarations of Interest	Apologies were received from Councillors S Count (substituted by Councillor R Hickford) and R Fuller (substituted by Councillor J Neish) and Jessica Bawden, Cambridgeshire and Peterborough Clinical Commissioning Group. No declarations of interest were made.
1.2	Minutes – 29 January 2020	Consideration of the minutes of the meeting on 29 January 2020 was deferred.
1.3	Petitions	None received.

1.4	Public Questions	None received.
1.5	Forward Plan – March 2020	Having consulted the Combined Authority Board, the Mayor resolved to: Approve the Forward Plan
1.6	Designation of Monitoring Officer and Director of Angle Holdings Ltd	The Board considered a report recommending the appointment of a new Monitoring Officer and Director of Angle Holdings Limited. Having consulted the Combined Authority Board, the Mayor resolved to: a) Designate Robert Parkin as Monitoring Officer with effect from 26th March 2020 b) Consent to the appointment of Robert Parkin as a Director of Angle Holdings Limited
1.7	Designation of Scrutiny Officer	The Board considered a report recommending the appointment of a new interim Scrutiny Officer. Having consulted the Combined Authority Board, the Mayor resolved to: Designate Robert Fox as the interim Scrutiny Officer until the return of the permanent Scrutiny Officer.

Part 2 – Finance		
2.1	Budget Monitor Update – March 2020	This report was deferred.
2.2	Treasury Management Strategies 2020-21	<p>The Board considered a report outlining the draft Treasury Management Strategies for 2020/21.</p> <p>Having consulted the Combined Authority Board, the Mayor resolved to:</p> <p>a) Approve the following Treasury Strategies:</p> <ul style="list-style-type: none"> i. The Capital Strategy 2020/21 ii. The Treasury Management Strategy 2020/21 iii. The Investment Strategy 2020/21 iv. The Minimum Revenue Provision Statement 2020/21 <p>b) Approve the creation of a £40m ‘top up’ fund to extend the availability of recycled funding to bring additional affordable housing to the market.</p>
Part 3 - Combined Authority Decisions		
3.1	Market Towns Programme - Approval of Masterplans for Huntingdonshire	<p>The Board considered a report requesting approval of the ‘Prospectus for Growth’ Market Town Masterplans produced for the Huntingdonshire towns of St Ives, Huntingdon and Ramsey.</p> <p>Having consulted the Combined Authority Board, the Mayor resolved to:</p> <p>Approve the Huntingdonshire ‘Prospectus for Growth’ Market Town Masterplans produced for St Ives, Huntingdon and Ramsey.</p>

By Recommendation to the Combined Authority:		
Part 4 – Transport & Infrastructure Committee Recommendations to the Combined Authority		
4.1	Lancaster Way A142/ A10 Roundabout Improvements	This report was deferred.
4.2	St Neots River Great Ouse Northern Crossing Cycle Bridge	This report was deferred.
By Recommendation to the Combined Authority		
Part 5 – Housing and Communities Committee Recommendations to the Combined Authority		
5.1	£100m Affordable Housing Programme (Non-Grant) - Cambridge City, Histon Road, Development Loan to Laragh Homes	<p>The Board considered a report seeking approval for the provision of a 30 month repayable loan facility capped at £9.637m to Histon Road Development LLP for the development of a 27 unit housing scheme at 295-301 Histon Road, Cambridge CB4 3NF.</p> <p>Having consulted the Combined Authority Board, the Mayor resolved to:</p> <ul style="list-style-type: none"> a) Approve the provision of a loan facility of £9.637m to Histon Road Developments LLP for a scheme of 27 units based on the heads of terms detailed in exempt Appendix 1. b) Delegate authority to the Director of Housing and Development, in consultation with the Lead Member for Housing, the Monitoring Officer and the Lead Member for Investment and Finance, to conclude any necessary legal documentation, including the determination of the interest rate to be charged and the security for the loan by way of a first charge upon the land.

By Recommendation to the Combined Authority		
Part 6 – Business Board Recommendations to the Combined Authority		
6.1	Business Board Governance Review	<p>The Board considered a report presenting the findings of the Business Board Governance Review and requesting approval of its recommendations.</p> <p>Having consulted the Combined Authority Board, the Mayor resolved to:</p> <ul style="list-style-type: none"> a) Approve the preliminary recommendations and next steps outlined in the Appendix. b) Delegate authority to the Monitoring Officer to amend the Assurance Framework and Constitution to reflect the recommendations outlined in the Appendix.
6.2	Enterprise Zone Funding Utilisation	<p>The Board considered a report seeking approval to revise the level of financial commitment made against Combined Authority Enterprise Zone NNDR income and reallocate a proportion to Local Growth Funds (LGF).</p> <p>Having consulted the Combined Authority Board, the Mayor resolved to:</p> <p style="padding-left: 40px;">Approve the reallocation of £306,313 (representing 75% of all eligible costs) from Enterprise Zone National Non-Domestic Rates (NNDR) income to Local Growth Fund.</p>
6.3	Advanced Materials and Manufacturing Sector Strategy	This report was deferred.

Part 7 – Urgent Report

7.1	Combined Authority Response to Covid-19	<p>The Board considered a report outlining the Combined Authority’s response to COVID-19.</p> <p>Having consulted the Combined Authority Board, the Mayor resolved to:</p> <ul style="list-style-type: none">a) Note the proposed Combined Authority response to COVID-19 set out in this reportb) Note the development of medium term business recovery supportc) Note the offer of interest accruing repayment holidays to companies in receipt of a Local Growth Fund loans covering repayments due between 24th March 2020 and 31st August 2020d) Note the adjustment of the current Small Capital Grant Scheme criteria on Intervention rates, Jobs output value ratio to grant value, including safeguarded jobs in output measures for grants, subject to consultation with BEIS advice.
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Overview and Scrutiny Committee Decision Summary

Meeting: 24 April 2020

Agenda/Minutes [Overview and Scrutiny Committee - 24th April 2020](#)

Chair: Cllr Lorna Dupre

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1.	Apologies	Apologies were received from: Cllr P Heylings (substituted by Cllr P Fane), and Cllr K Price (substituted by Cllr C McQueen)
2.	Declaration of Interests	There were no declarations of interest
3.	Minutes of the last meeting held on 24 February 2020	The minutes of the meeting held on 24 February 2020 were agreed as a correct record.
4.	Public Questions	There were no public questions received.

5.	The Mayor of the Combined Authority	<p>Mayor James Palmer was in attendance.</p> <p>Any decision related to the relocation of the Combined Authority offices would be presented to the Combined Authority Board as a matter of process.</p> <p>The Mayor gave his commitment that transport links into Alconbury would be provided for when the County Council moves its offices. A timeline for this implementation would be published.</p>
6.	The Chair of the Business Board	<p>Austen Adams, Chair of the Business Board was in attendance.</p> <p>AGREED:</p> <p>a) The response from BEIS will be shared with the O&S Committee once established this is available publicly and also be made available on the Business Board website</p>
7.	Market Town Masterplans	<p>The East Cambridgeshire Market Town Masterplans would be presented to the Combined Authority Board in June 2020.</p>
8.	Chairman of the Independent Commission on Climate Change	<p>Process for the appointment of a Chairman was ongoing.</p> <p>The Commission appointees would take account of broad diversity requirements.</p> <p>Constituent authorities were being kept abreast of developments on technical work.</p> <p>AGREED:</p> <p>a) Once appointed the Chair of the Commission be invited to attend the O&S Committee as soon as is practicable</p>

9.	Wisbech Rail Project	<p>The Final Business Case for the project was due in June 2020.</p> <p>There was ongoing liaison with Network Rail regard to the Ely expansion.</p> <p>AGREED:</p> <p>a) Following publication of the Final Business Case a further update be presented to the O&S Committee</p>
10.	Overview & Scrutiny Committee Annual Report 2019/20	<p>The report was endorsed.</p> <p>AGREED:</p> <p>a) The request by the Bus Review Task & Finish Group to continue its work to take into account the publication of the Bus Review Final Business Case in January 2020 be deferred for consideration by the Overview & Scrutiny Committee appointed for 2020/21</p> <p>b) The recommendations of the Bus Review Task & Finish Group were agreed</p> <p>c) The extension to the work of the CAM Metro Task & Finish Group to May 2020 was agreed</p> <p>d) It was agreed the Annual report be submitted to the Combined Authority Board</p>
11.	Combined Authority Board Agenda	<p>The following questions from the Chair of the Overview & Scrutiny Committee were:</p> <p>AGREED:</p>

		<p>a) When and how does the Combined Authority intend to publish the results of the recent public consultation on the CAM Metro, and how does it intend to use the response to guide its future work on this scheme?</p> <p>b) The Overview & Scrutiny Committee is concerned by the delay in the appointment of a Chairman of the Independent Commission on Climate Change. Can the Overview & Scrutiny Committee have a statement on the progress on an appointment, and on the progress of work in this area, and when the Committee might expect some engagement with the Chairman once appointed?</p> <p>c) What have been the additional set-up costs of the Angle Holdings traded companies as it is stated that some of these costs would have been incurred in any case?</p> <p>d) The answer provided to the Overview & Scrutiny Committee in March on the plans by Homes England to proactively fund accessible homes and homes that tackle climate change indicated an allocation of £125 million of government monies is being made available through the Care and Support Specialised Housing Fund. The Overview & Scrutiny Committee recognises this will be used to develop new affordable homes, which meet the needs of older people and disabled adults. The Overview & Scrutiny Committee has heard that, to date, just one disabled family has been assisted in the Combined Authority area. Can the Board assure the Overview & Scrutiny Committee that the Combined Authority will be doing all it possibly can to improve the accessibility of new homes and to achieve homes that meet the 2050 carbon-neutral target?</p>
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		<p>e) The Overview & Scrutiny Committee has expressed some reservation around the transparency of the process to date regarding the Combined Authority headquarters move to Ely. Can the Committee therefore be supplied with details of the process, both to date and moving forward, and when the Board is expected to be asked to make the decision regarding the lease at Alconbury and any new lease to be entered into?</p>
12.	Combined Authority Forward Plan	<p>AGREED:</p> <p>a) The O&S Committee appointed for 2020/21 to consider going forward</p>
13.	Overview & Scrutiny Work Programme	<p>AGREED:</p> <p>a) The O&S Committee appointed for 2020/21 to consider going forward</p>
14.	Committee Meetings – Lead Member Questions and Answers	<p>Questions for the Skills Committee from Cllr Coles:</p> <p>a) Regarding the Innovation fund item on the agenda: Is the premise of the fund still on target when the impact of social distancing is to have substantial and medium-term impact on the ability of training organisations to delivery any face-to-face training? Is there a review in place to consider how best to deliver training and skills through virtual and distance learning programmes over all areas if social distancing measures make standard training delivery more difficult? How nimble is the current strategy to the possible impact of longer-term social distancing measures?</p> <p>b) Regarding the Work Readiness and Careers Aspiration Pilot item on the agenda: We note the project is on hold for six months due to school closure measures. What is being done over this six-month period to ensure the project can restart after the pause in work – NEET learners are already the most difficult group to engage with in terms of training delivery. What assurances can be given that the participating students will remain engaged</p>

		<p>with the project and be guided into work in the current climate? What alternatives are in place to facilitate their continued engagement during the “lockdown” period?</p> <p>c) Regarding the ESB Board item on the agenda: Clearly the impact of the pandemic on businesses in the CA area has been profound and there are significant levels of uncertainty ahead as the country seeks to recover from the “lockdown”. How well is the ESB sighted on the impact of the pandemic measures on local business and how long will it take to be able to provide strategic leadership on what future skills development and learning programmes will be necessary to support local businesses in the recovery phase?</p> <p>Questions for the Housing & Communities Committee from Cllr Murphy:</p> <p>Questions for the Transport & Infrastructure Committee from Cllr Sharp:</p> <p>a) Budget & Performance Report: In terms of capital spend, a number of the projects have been delayed because of circumstances and now with Covid-19?</p> <p>b) Are there any thoughts on how this will affect the plan for deliverables for 2020/2021?</p> <p>c) Presumably, there may need to be a revision of the MTFP and budget for 2020/2021 and what is achievable in the new world that we are living in?</p> <p>d) Bus Review: The vision of the bus network is very laudable and when implemented will provide a solution in helping the transport infrastructure. How are we working with other counties to get connectivity to out of county locations around the area, as this affects a number of communities around the county?</p>
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		e) When the scheme is set-up, what proposals are there for encouraging people out of the car and onto public transport. We can set the system up and show that it runs well, but what positive steps can we make to increase usage?
15.	Date of next meeting	<p>AGREED:</p> <p>a) The Scrutiny Officer to circulate dates for week commencing 25 May 2020</p> <p>b) The meeting will be held virtually</p>

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CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY BOARD - Decision Summary

Meeting: 29 April 2020

Agenda/Minutes: Cambridgeshire and Peterborough Combined Authority Board - 29th April 2020

Item	Topic	Decision
Part 1 – Governance Items		
1.1	Announcements, Apologies and Declarations of Interest	<p>Apologies were received from Councillor Ray Bisby, Acting Police and Crime Commissioner for Cambridgeshire and Peterborough.</p> <p>A declaration of interest was made by Mayor James Palmer in Item 6.1: Consent to the Adoption of a Revised Business Plan for Angle Developments (East) Limited. The Mayor left the meeting for the duration of this item and the vote.</p>
1.2	Minutes of the Combined Authority Board meeting 29 January 2020	The minutes of the meeting on 29 January 2020 were confirmed as an accurate record.

1.3	Minutes of the Mayoral decision-making meeting 25 March 2020	The minutes of the Mayoral decision making meeting on 25 March 2020 were confirmed as an accurate record.
1.4	Petitions and public questions	None received
1.5	Forward Plan – 21 April 2020	It was resolved to: Approve the Forward Plan
Part 2 – Finance		
2.1	Budget Monitor Update – April 2020	The Board considered a report providing an update on the 2019/20 financial position of the Cambridgeshire and Peterborough Combined Authority as at 29 th February 2020. It was resolved to: Note the updated financial position of the Combined Authority for the year.
Part 3 - Combined Authority Decisions		
3.1	Update on the Combined Authority's response to Covid-19 and Funding Decisions	The Board considered a report providing an update on the Combined Authority's response to COVID-19 and requesting approval of further recommendations to enhance the response work. It was resolved to: a) Approve the Combined Authority responses to COVID-19, as described in this report b) Approve the Recover Orient Adapt and Regrowth (ROAR) approach, set out in appendix A

		<p>c) Approve the offer of interest-accruing repayment holidays to companies in receipt of a Local Growth Fund loans, covering repayments due between 24th March 2020 and 31st August 2020</p> <p>d) Approve the adjustment of the current Small Capital Grant Scheme eligibility criteria on Intervention rates, Jobs output-value ratio to grant-value, including safeguarded jobs in output measures for grants, subject to consultation with BEIS where appropriate</p> <p>e) Approve the allocation of £3million Local Growth Funding to the COVID-19 Capital Grant Scheme, from returned unallocated Local Growth Funding.</p> <p>f) Approve the creation of a £500,000 capital grant scheme aimed at supporting the smallest businesses in the Cambridgeshire and Peterborough Combined Authority area and delegate to the Director of Business and Skills, in consultation with the Mayor, the Section 73 and the Monitoring Officer, the setting of detailed parameters and criteria for the scheme.</p>
3.2	Sustainable Travel	<p>The Board considered a report requesting the release of funding for the 2020/21 financial year for Peterborough Council's work on Sustainable Travel.</p> <p>It was resolved to:</p> <p>Approve the release of £150,000 from the provisional allocation in the Medium-Term Financial Plan to continue with the sustainable travel project within Peterborough.</p>

3.3	Local Transport Plan Sub Strategy – Cambridgeshire Autonomous Metro	<p>The Board considered a report reviewing and requesting agreement for the Local Transport Plan (LTP) sub-strategy setting out the vision for the Cambridgeshire Autonomous Metro (CAM) as a whole to go to public consultation.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Note the draft Cambridgeshire Autonomous Metro (CAM) Local Transport Plan Sub Strategy that sets out the vision for the CAM metro as a whole, against which schemes contributing to the CAM will be considered; and b) Agree for a public consultation exercise to be conducted in relation to the proposed Sub Strategy with the results of that consultation being brought back to a further meeting of the Combined Authority Board.
<p>By Recommendation to the Combined Authority:</p> <p>Part 4 – Transport & Infrastructure Committee Recommendations to the Combined Authority</p>		
4.1	Lancaster Way A142 - A10 Roundabout Improvements	<p>The Board considered a report presenting a summary of the position on the A142/A10 roundabout scheme to date.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approve a new additional budget of £1,168,243.20 from the 2020/21 single pot allocation to reflect current cost estimate, including a 20% risk allowance. b) Grant the Director of Delivery and Strategy, in consultation with the Mayor, delegated authority to either (i) approve a reduction in the scope of the scheme to enable delivery of the BP Roundabout alone in the event of the risks set out at paragraph 2.7 of the report materialising or (ii) to conduct a review of the budget and timetable for the project should there be any

		<p>further costs arising and refer approval of any additional budget to the Transport Committee.</p> <p>c) Delegate authority to an extraordinary Transport Committee to approve additional budget for the scheme subject to a full account from the Highways Authority of the reasons for the budget and an assessment of the risks for Covid.</p> <p>d) Agree that the Transport Committee are authorised to approve any additional budget and Covid risk subject to ratification of that budget at the next Board meeting.</p>
4.2	St Neots River Great Ouse Northern Crossing Cycle Bridge	<p>The Board considered a report summarising the work to date on the St Neots Foot and Cycle Bridge at Regatta Meadows. The report also sought approval that the scheme should not proceed as it no longer met the requirements for Value for Money set out in the Combined Authority's Assurance Framework.</p> <p>It was resolved to:</p> <p>a) Agree that work on the St Neots Foot and Cycle Bridge should cease and the project be removed from the Combined Authority's Business Plan; and</p> <p>b) Agree that the £3.1m CPCA funding allocated to the project be re-allocated to projects within the St Neots Masterplan.</p>

By Recommendation to the Combined Authority

Part 5 – Skills Committee Recommendations to the Combined Authority

5.1	Adult Education Budget Innovation Fund	<p>The Board considered a report recommending the establishment of an Adult Education Budget (AEB) Innovation Fund.</p> <p>It was resolved to:</p> <p>Approve the carry forward of 50% of the 2019-20 underspend on the “AEB Devolution Programme – ITP and grant ” funding lines and ring-fence this for the Innovation Fund in the 2020-21 Budget, up to a maximum of £500k.</p>
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By Recommendation to the Combined Authority

Part 6 – Housing and Communities Recommendations to the Combined Authority

6.1	Consent to the Adoption of a Revised Business Plan for Angle Developments (East) Limited	<p>The Board considered a report requesting that consent be given to the adoption of the revised business plan for Angle Development (East) Limited.</p> <p>It was resolved to:</p> <p>Consent to the adoption of the revised business plan for Angle Development (East) Limited at Appendix 3.</p>
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Audit and Governance Committee Decision Summary

Meeting: 26 May 2020

Agenda/Minutes: [Audit and Governance Committee - 26th May 2020](#)

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
1.	Apologies and Declarations of Interests	There were no apologies and no declarations of interest made.
2.	Confirmation of Membership of the Audit & Governance Committee for Municipal Year 2020/21	<p>Membership was the same as in the last municipal year and there had been no changes amongst substitute members. The Committee noted Fenland DC Annual General Meeting was to be held on 17 June, which could signal change in Fenland DC membership of the Committee.</p> <p>A Vice-Chairman of the Committee would be appointed at the next meeting on 31 July as the Combined Authority Board Annual Meeting was not until 3 June and a decision on a Vice-Chairman appointment would be ratified at that meeting.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
3.	Chairs Announcement's	<p>The Chair informed the Committee that a report on internal audit provision would be received at the 31 July meeting of the Committee.</p> <p>The Chair stated his intention to hold a development session for the Committee in the autumn of 2020.</p>
4.	Minutes of the last meeting	<p>The minutes of the last meeting held on 16 December 2019 were agreed as an accurate record.</p> <p>Action sheets appended to the minutes at future meetings will be presented in an improved format with additional information related to when they have been resolved.</p>
5.	Combined Authority Board Update	<p>The Chief Executive provided the Committee with an update on the work of the CA Board.</p> <p>The Chief Executive explained the actions the Combined Authority were taking to mitigate the risks of the Covid-19 pandemic. The CEO explained all decisions made during the pandemic, using the Mayor's general power of competence were published on the Combined Authority website.</p> <p>The Chief Executive undertook to provide Cllr Sandford with detail on the Local Transport Plan and how it relates to Peterborough.</p>
6.	Statement of Accounts 2019/20	<p>Several members of the Committee expressed their disquiet about the timing of the receipt of the accounts.</p> <p>The s.73 officer elaborated on the report provided for which the purpose was to provide the Committee with the opportunity to comment on the draft in a workshop format, rather than be tabled on the day.</p>

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
		<p>The s.73 officer explained that as a result of the Covid-19 pandemic the publication deadlines for the accounts had been pushed back nationally. Draft accounts would need to be published by 31 August 2020 and the final version of the accounts by 30 November 2020.</p> <p>An updated draft statement of accounts would be published on the CA website once outstanding information contained in the actuarial report (which was not received until 21 May) was incorporated.</p> <p>The external audit was underway and the intention was for the Committee to receive final audited accounts at its meeting on 31 July 2020. The external audit report was not expected to be provided until September.</p> <p>A decision was made not to consolidate the CA subsidiary companies within the financial statements as they had not yet starting trading and the impact was not material. This approach had been discussed and agreed with the auditors.</p> <p>The s.73 officer resolved to provide some additional detail on loans and to consider within the context of post balance sheet events.</p> <p>The Chief Executive provided a commitment to provide the Committee with advance sight of the statement of accounts two-weeks in advance of the 31 July meeting.</p> <p>RESOLVED:</p> <p style="padding-left: 40px;">The statement of accounts to be presented at the 31 July 2020 meeting of the Committee would be circulated to Members two-weeks in advance of the meeting.</p>

7.	External Audit Update	<p>The external auditors presented an update to the Committee and reiterated the change in deadlines for the publication of accounts.</p> <p>The external audit of the Combined Authority was taking place over the next three or four weeks.</p> <p>The total audit fee was expected to be c. £45,000.</p> <p>Chair welcomed the report and praised the progress being made and looked forward to receiving a further update at the 31 July 2020 meeting of the Committee.</p> <p>RESOLVED:</p> <p style="padding-left: 40px;">A further report be received at the 31 July 2020 meeting of the Committee.</p>
8.	Internal Audit Update	<p>The Committee received a progress report from the Internal Auditor.</p> <p>It was reported that Covid-19 had had an impact on some of the audits; however, the Internal Audit with opinion was on track to be reported to the 31 July 2020 meeting of the Committee.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> a) That the Internal Audit with opinion be received at the 31 July 2020 meeting of the Committee. b) A separate paper on how the Combined Authority was to take Internal Audit forward after the Service Level Agreement with Peterborough City Council concluded.

9.	Draft Annual Report of the Chair of the Audit & Governance Committee	<p>The Chair presented his report and informed the Committee that it would be presented to the CA Board meeting on week commencing 3 August 2020.</p> <p>RESOLVED:</p> <p>The report was approved by the Committee for submission to the CA Board subject to the correction of a typographical error.</p>
10.	Corporate Risk Register	<p>The Risk Register was presented to enable the Committee to review and recommend any amendments.</p> <p>The document is a 'live' document which was ever-evolving, for example risks associated with the Covid-19 pandemic.</p> <p>A question was raised as to whether climate change be included on the risk register? The Chair encouraged climate change to be included on future iterations of the register. The Monitoring Officer agreed to discuss this with the CA Corporate Management Team.</p> <p>The Chair raised a concern that around 75% of the risk are red rated and that this would not be sustainable moving forward. The Monitoring Officer stated he would be working closely with CMT to improve the ratings on the register.</p> <p>The Chief Executive stated she was taking an active role and was confident the risks would change to amber/green. The report presented was put together at the height of the Covid-19 outbreak and improvement is fully expected.</p> <p>RESOLVED:</p> <p>a) That a recommendation from the Committee to include climate change on the Risk Register in future.</p>

		<p>b) The Committee expressed its concern that around 75% of the risks are rated red but welcomed the advice from the Chief Executive that these would be ameliorated.</p> <p>c) That a further report be presented to the 31 July 2020 meeting of the Committee so that progress could be monitored. This report to include the top three to four risks that were improving/getting worse.</p> <p>d) That a future report either be more eligible or posted to members in advance of the meeting in hard copy.</p>
11.	Complaints Procedures	<p>The report presented would be taken to the CA Board meeting on 3 June. Committee received a report which provided an update on the activities of the Cambridgeshire and Peterborough Combined Authority Board meetings of the previous 6 months.</p> <p>RESOLVED:</p> <p>That the Committee noted the revised procedures and, with the addition of the contact details of 'street scene' issues for the borough, city and district councils, approve them to the CA Board.</p>
12.	Treasury Management Strategy Summary	The Committee noted the strategies.
13.	Trading Companies	<p>A report, previously presented to the Overview & Scrutiny Committee in February 2020, was received. It was explained this was being presented to this Committee in order that it understood the dynamic of the Overview & Scrutiny functions in terms of the traded companies. Additionally, this Committee needed to be satisfied with the governance and expenditure of the traded companies.</p> <p>The companies were wholly owned by the Combined Authority.</p>

		<p>The Committee was assured the Chairman of the traded companies went through a rigorous appointments process.</p> <p>RESOLVED:</p> <p>That a development session on the trading companies be held, possibly in autumn 2020.</p>
14.	Revised Guide for Project Management	<p>The Committee received and noted the revised guide.</p> <p>RESOLVED:</p> <p>That future items to be noted by the Committee be sent in advance to members as a batch, thus enabling them to request further information to be presented to the Committee where necessary.</p>
15.	Work Programme	<p>The report which provided the draft work programme for Audit and Governance Committee was noted.</p> <p>RESOLVED:</p> <p>a) The meeting initially scheduled for 2 April 2021 would be moved to 6 April 2021. The pre-election period for 2021 would have no impact on this date change.</p> <p>b) Future presentation of the work programme would provide greater clarity.</p>
16.	Urgent Business at the Chair's Discretion: Lancaster Way	<p>The Chief Executive and Monitoring Officer stated they were grateful to the Chair for agreeing to include this item, at late notice onto the agenda.</p> <p>The Transport & Infrastructure Committee had referred the item to this Committee to approve the implementation of an independent review. Terms of Reference for</p>

		<p>the review had been drawn up by the CA and in conjunction with Cambridgeshire County Council as the Highways Authority.</p> <p>The County Council, it was reported, by the Chief Executive was keen for a speedy resolution. Therefore, an Extraordinary meeting of the Committee might be required. The reporting timescale would be kept under review.</p> <p>It was confirmed the Lancaster Way project itself would not be delayed as a result of the independent review.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> a) That the Committee responds positively to the request for an independent review and that this had no impact on the delivery of the project. b) That the Committee was open to an Extraordinary meeting, if necessary, with the proviso that sufficient time was afforded to enable the Committee to have all the background information it requires.
17.	Date of Next Meeting	The next meeting would be held virtually on the Zoom platform on 31 July 2020 at 10.00 a.m.



Overview and Scrutiny Committee Decision Summary

Meeting: 29 May 2020

Agenda/Minutes: Overview and Scrutiny Committee - 29th May 2020

Chair: Cllr Lorna Dupre

Summary of decisions taken at this meeting

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
1.	Apologies	Apologies were received from: Cllr P Heylings (substituted by Cllr P Fane), and Cllr J Scutt
2.	Confirmation of Membership	The Membership of the Committee remained the same as last year. Fenland DC had its AGM on 17 June and could, potentially, change its appointments to the Committee. If required this would be reported to the next meeting of the Committee.
3.	Appointment of Chair and Vice-Chair	The Monitoring Officer took the Chair for this item. Cllr Dupre was nominated and seconded to continue as Chair for 2020/21 and was elected unanimously. Cllr Price was nominated and seconded as Vice-Chair for 2020/21 and was elected unanimously.

		All Lead Members shadowing the Housing, Skills and Transport Executive Committees agreed to continue.
4.	Declaration of Interests	There were no declarations of interest
5.	Minutes of the last meeting held on 24 February 2020	<p>With a minor correction the minutes of the meeting held on 24 April 2020 were agreed as a correct record.</p> <p>AGREED:</p> <ul style="list-style-type: none"> a) Future CA Board answers to questions raised at O&S Committee be appended to the minutes as a supplement b) The response from BEIS, as agreed in Agenda item 8 on 24 April 2020, had yet to be shared with Committee. It to be established that this could be provided
6.	Public Questions	There were no public questions received.
7.	CPCA Project Register	<p>Roberta Fulton, DESIGNATION, was in attendance.</p> <p>AGREED:</p> <ul style="list-style-type: none"> a) An updated table be provided to the next meeting of the Committee indicating the status of projects that were no longer proceeding b) That O&S receives project updates on some of the larger schemes in its 'fallow' months c) The Committee lead members to consider the projects in the register, look at the key dates and suggest dates these could be scheduled into the Committee work programme. The lead members should meet with

		<p>the Monitoring Officer and Scrutiny Officer to bring a paper to the next meeting of the Committee</p> <p>d) Further updates be bought to the Committee on a quarterly basis commencing in September 2020</p>
8.	Report of the CAM Metro Task & Finish Group	<p>AGREED:</p> <p>a) The work of the T&F Group continue into this municipal year</p> <p>b) The T&F Group provide quarterly updates to the Committee commencing in September</p>
9.	Horizon Scanning: Strategic Forward View	<p>The Committee discussed the impact of Covid-19 which would have particularly impacted the skills and transport agendas.</p> <p>On skills the committee were keen to know how the pandemic would fully affect HEIs, apprenticeships and the impact of any recession.</p> <p>On housing the affordable housing programme and the committees continuing concerns over accessibility and environmental factors was raised. The status of the £100k homes programme was also raised.</p> <p>On transport the CAM Metro T&F Group will continue and at the April meeting of the Committee it was agreed the Bus Review T&F Group be extended until the Mayoral decision in January 2021.</p> <p>AGREED:</p> <p>a) The lead members consider the issues highlighted above and raise at the meeting indicated in item 7 (c) above to assist in formulating the work programme</p>

		<p>b) A presentation from the Skills team at a future meeting to present on the impact of Covid-19 on employment, training and education be requested</p>
10.	Combined Authority Board Agenda	<p>The following questions from the Chair of the Overview & Scrutiny Committee to the CA Board were:</p> <p>AGREED:</p> <p>a) Agenda item 1.2: The Overview & Scrutiny Committee received a written response following its question to the meeting of the Combined Authority Board on 29 April stating that ‘productive discussions’ were ongoing relating to the appointment of a Chair of the proposed Independent Commission on Climate Change. What have these discussions consisted of and have they resulted in the appointment of a Chair of the Independent Commission and other commissioners? What progress on this important piece of work has been made in the last month?</p> <p>b) Agenda item 3.3: There is an increased emphasis on active transport modes and an increased level of importance attached to cycling, walking and equestrian transport as a result of the Covid-19 pandemic. What steps are being taken to prioritise active travel not only in the light of Covid-19 but more generally?</p> <p>c) Agenda item 3.6: The paper accompanying this item refers to savings that will be achieved as a result of the surrender of the lease on the Combined Authority headquarters in Alconbury. However, there are no assumptions included in terms of the costs associated with alternative accommodation. Can the Board provide a more accurate savings figure which takes into account such costs? Secondly, why is the Combined Authority paying a whole year’s rental costs to terminate the lease at Alconbury?</p>

11.	Combined Authority Forward Plan	The CA Forward Plan was noted.
12.	Committee Meetings – Lead Member Questions and Answers	<p>AGREED:</p> <p>Questions from Lead Members will be forwarded to the Committee Chairs at least 48 hours in advance throughout the municipal year</p>
13.	Date of next meeting	<p>The CA Board would confirm dates for all meetings on 3 June 2020. Confirmed dates would be circulated as part of the minutes of this meeting.</p> <p>The next scheduled meeting of the Committee is Monday, 22 June 2020 at 11.00 a.m. (with a 10.00 a.m. pre-meeting). This would be held virtually on the Zoom platform.</p>

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CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY BOARD - Decision Summary

Meeting: 3 June 2020

Agenda/Minutes: Cambridgeshire and Peterborough Combined Authority Board - 3rd June 2020

Item	Topic	Decision
Part 1 – Governance Items		
1.1	Announcements, Apologies and Declarations of Interest	Apologies were received from Jessica Bawden, representing the Cambridgeshire and Peterborough Clinical Commissioning Group.
1.2	Minutes of the Combined Authority Board meeting 29 April 2020	The minutes of the meeting on 29 April 2020 were approved as an accurate record.
1.3	Petitions	None received
1.4	Public Questions	None received

1.5	Forward Plan – 22 May 2020	<p>It was resolved to:</p> <p style="text-align: center;">Approve the Forward Plan</p>
1.6	Membership of the Combined Authority	<p>The Board reviewed the membership of the Combined Authority Board for the 2020/21 municipal year.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Note the Members and substitute Members appointed by constituent councils to the Combined Authority for the municipal year 2020/2021 (Appendix 1); b) Appoint the Business Board’s nominations as Member and substitute Member to represent them on the Combined Authority for the municipal year 2020/21 (Appendix 1). c) Confirm that the following bodies be given co-opted member status for the municipal year 2020/21: <ul style="list-style-type: none"> (i) The Police and Crime Commissioner for Cambridgeshire; (ii) Cambridgeshire and Peterborough Fire Authority; (iii) Cambridgeshire and Peterborough Clinical Commissioning Group. d) Note the named representative and substitute representative for each organisation as set out in the report. e) Agree that any late notifications of appointments to the Monitoring Officer shall take immediate effect.

1.7	Appointments to Executive Committees Appointment of Chairs and Lead Members	<p>The Board reviewed Lead Member responsibilities and Committee membership for the 2020/21 municipal year.</p> <p>It was resolved to:</p> <p>Note and agree the Mayor's nominations to Lead Member responsibilities and the membership of the committees including the Chairs of committees for 2020/21 as set out in Appendix 1.</p>
1.8	Appointment of Overview and Scrutiny Committee	<p>The Board reviewed the membership of the Overview and Scrutiny Committee for the 2020/21 municipal year.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Confirm that the size of the Overview and Scrutiny Committee should be 14 members; two members from each constituent council and two substitute members for the municipal year 2020/2021; b) Agree the political balance on the committee as set out in Appendix 1; c) Confirm the appointment of the Member and substitute Member nominated by constituent councils to the Overview and Scrutiny Committee for the municipal year 2020/21 as set out in Appendix 2. d) Request that the Overview and Scrutiny Committee consider the co-option of an independent member from a Constituent Council.

1.9	Appointment of Audit and Governance Committee 2020-21	<p>The Board reviewed the membership of the Audit and Governance Committee for the 2020/21 municipal year.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Confirm that the size of the Audit and Governance Committee should be eight members; one member and one substitute from each Constituent Council and confirm the reappointment of the existing independent person for the municipal year 2020/2021; b) Agree the political balance on the committee as set out in Appendix 1; c) Confirm the appointment of the Member and substitute Member nominated by Constituent Councils to the Committee for the municipal year 2020/2021 as set out in Appendix 2 d) Appoint a Chair and Vice Chair of the Audit and Governance Committee for the municipal year 2020/2021.
1.10	Calendar of Meetings 2020-21	<p>The Board reviewed the proposed Calendar of Meetings for the 2020/21 municipal year.</p> <p>It was resolved to:</p> <p style="text-align: center;">Approve the Calendar of Meetings for 2020/2021 (Appendix 1).</p>

1.11	Complaints Policy	<p>The Board reviewed the Combined Authority's corporate complaints procedure.</p> <p>It was resolved to:</p> <ul style="list-style-type: none">a) Approve and adopt the complaints procedures, subject to any amendments made by the Audit and Governance Committee and to the Monitoring Officer refining the first paragraph of Section 5 regarding complainants' right to anonymity in consultation with the Mayor.b) Notify the Local Government and Social Care Ombudsman of its decision to approve and adopt the revised complaints procedures.c) Note that the Monitoring Officer has delegated authority to make any changes recommended by the Local Government and Social Care Ombudsmen or resulting from the Audit and Governance Committee's function to monitor the complaints procedures.
1.12	Performance Report June 2020	<p>The Board reviewed the June Delivery Dashboard.</p> <p>It was resolved to:</p> <p style="text-align: center;">Note the June Delivery Dashboard</p>

Part 2 – Finance		
2.1	Budget Monitor Report – June 2020	<p>The Board received an update report on the provisional outturn position of the Combined Authority for the year ended 31 March 2020.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Note the provisional outturn position against budget for the year to 31 March 2020. b) Approve the carry forward of budget underspends to increase the 2020/21 budget to deliver the outcomes identified. c) Update the 2020/21 budget and Medium Term Financial Plan in accordance with the proposed changes made following the COVID-19 MTFP response review.
Part 3 - Combined Authority Decisions		
3.1	Cambridge City Council £70m Affordable Housing Programme Forecast 2020-21	<p>The Board considered a report seeking approval for, the carry forward of underspend from the 2019/20 budget into the new financial year and of the 2020/21 budget figure for the £70 million Cambridge City programme.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Note the revised expenditure profile in respect of the £70 million Affordable Housing Programme led by Cambridge City Council, as part of the £170 million Affordable Housing Programme b) Approve a carry forward of £5,266,287 from the approved 2019/20 budget into the 2020/21 financial year

		c) Approve a budget of £15,270,231 for 2020/21, giving a total budget of £20,536,518 for the year once the carry forward
3.2	Wisbech Rail	<p>The Board considered a report providing an update on the progress made with the Wisbech Rail Full Business Case (FBC) and the Governance for Railway Investment Projects (GRIP) 3b study and proposed next steps.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Note the headline conclusions of the draft Full Business Case that restoring a heavy rail link between Wisbech and Cambridge would be practicable and provide value for money; b) Delegate authority to the Transport and Infrastructure Committee to approve the final version of the Full Business Case; and c) Approve continued engagement with the Department for Transport, and other central government departments to explore the future funding of this project through the Restoring Railways Fund.
3.3	Peterborough - Transport Schemes, Studies and Monitoring	<p>The Board considered a report requesting the release of funding for the 2020/21 financial year to enable Peterborough City Council to undertake initial transport studies.</p> <p>It was resolved to:</p> <p>Approve the release of £100,000 from the provisional allocation in the Medium Term Financial Plan.</p>

3.4	Market Towns Programme Investment Prospectus 2020	<p>The Board considered a report providing background and strategic context to the Combined Authority Market Towns Programme and recommending that the Combined Authority issue an Investment Prospectus in June 2020.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Agree the below scope of the Investment Prospectus to in delivery of Market Town Masterplans, and delegate authority to the Director of Business and Skills, in consultation with the Lead Member for Skills, to sign-off of the final version; b) Note that the Investment Prospectus would be launched to Market Town leads and partners in June 2020; c) Note that funding applications will be brought to the Combined Authority Board for approval from July 2020 onwards.
3.5	Combined Authority Retraining Scheme	<p>The Board considered a report seeking approval to develop and launch a new Retraining Scheme Pilot and to spend the allocated funding received from the Department for Education (DfE) of £80,100 for the Retraining Scheme Pilot.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Approve the development and launch of the Cambridgeshire & Peterborough Retraining Scheme Pilot. b) Give approval to spend the allocated budget of £80,100 from the Department for Education.

3.6	Surrender of Lease - Alconbury	<p>The Board considered a report requesting agreement for the surrender of the Lease of the Alconbury site.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> a) Agree to the surrender of the Lease of the Alconbury site, and to approve the payment of £151,537.50 in respect of the cost of the surrender. b) Note the updates provided in this report relating to the work to engage with staff on approaches to agile working, and to identify possible alternative sites, c) Note that a further report would be brought back to the Combined Authority Board proposing a shortlist of locations for a permanent HQ for the Cambridgeshire and Peterborough Combined Authority.
Part 4 – Mayoral Decision		
4.1	Local Highways Maintenance Capital Grant Allocation 2020-21	<ul style="list-style-type: none"> a) The Combined Authority Board was consulted regarding the Mayor’s intention to allocate grants totalling £22,554,000 to Cambridgeshire County Council (CCC) and Peterborough City Council (PCC) in line with the Department for Transport formula as set out below. b) Having consulted the Board, the Mayor allocated the grants as set below: <ul style="list-style-type: none"> CCC - £17,781,000 PCC - £ 4,773,000 Total - £22,554,000

By Recommendation to the Combined Authority

Part 5 – Business Board Recommendations to the Combined Authority

5.1	Local Growth Fund Programme Management June 2020	<p>The Board considered a report requesting approval of an allocation of £320,000 returned Local Growth Funding into the new Adult Education Budget Innovation Fund.</p> <p>It was resolved to:</p> <p>Approve of an allocation of £320,000 returned Local Growth Funding into the new Adult Education Budget Innovation Fund as capital match to that fund to support the Further Education Sector plus Apprenticeships and Retraining.</p>
5.2	Business Board Constitution Review	<p>The Board considered a report requesting approval for amendments to be made to the Business Board Constitution.</p> <p>It was resolved to:</p> <p>Approve the amendments to the Constitution set out in Appendix 1, subject to specifying that the Director of Business and Skills had delegated authority to approve small grants to small and medium sized enterprises (SMEs) of up to £150k.</p>

Part 6 - Additional report added to the agenda after publication under Special Urgency arrangements

n/a	Emergency Active Travel: Advance Payments to Highways Authorities	<p>The Board considered a report seeking agreement for payment of the Combined Authority's full allocation under the Emergency Active Travel Fund to the two Highways Authorities in advance of the Authority's receiving the full payment from the Government.</p> <p>It was resolved to:</p> <ul style="list-style-type: none">a) Note and endorse the programme of work under way on temporary active travel measures;b) Agree payments of £2,093,346 to Cambridgeshire County Council and £781,654 to Peterborough City Council as local allocations under the Emergency Active Travel Fund;c) Agree that the payments can be made in advance of the Combined Authority receiving full payment from the Department for Transport.
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COUNCIL	AGENDA ITEM No. 12
29 JULY 2020	PUBLIC REPORT

MOTIONS ON NOTICE

The following notice of motion has been received in accordance with the Council's Standing Orders:

1. Motion from Councillor Joseph

"In June 2019, MPs debated the findings of a six-month review of the measure put in place to deal with sexual harassment in politics.

An alarming 81.1% of respondents to a 2016 interparliamentary union survey of female parliamentarians reported facing psychological violence. 65.5% said they had been subjected to humiliating sexual remarks and 20% reported having been sexually harassed

The norms, rules and practices Parliament is built upon are founded on 'assumptions of masculinity'. The assumed norm is a white, cisgender man and the greater an individual's deviation from this norm, the more excluded they find themselves from the culture of Parliament.

And at local level, the picture is not much different. In the 2018 national census of local authority councillors only 35.7% were female. Having spoken to many women in Peterborough and asked them why they don't want to put themselves forward to become councillors and they have cited bullying, aggressive behaviour and rudeness as some of the main reasons.

Many have said that since the advent of live streaming, the behaviour in the chamber has become worse.

Council recognises that:

- Women are the biggest consumers of council services, the majority of its staff are women, yet the majority of councillors and council leaders are male.
- Equal opportunity is not a 'one size fits all' approach. It is about recognising that different people have different requirements to enable them to achieve the same goal.
- It has a duty to consider all individuals when carrying out its day to day work, including shaping policy, delivering services and in relation to its employees.
- Improved provision for parental leave will contribute towards increasing the diversity of age experience and background of councillors. In addition to assisting with retention of experienced councillors and make public office more accessible to those who might otherwise feel excluded
- Action must be taken to improve the number of female councillors, by not only making it easier for them to become councillors but by creating a culture where they wish to stay

The council therefore to resolves to:

- **Pay particular attention to all aspects of equality and diversity as each policy comes up for review.**
- **Adopt the LGA's policy for Parental leave, to assist and encourage younger people to come forward as councillors.**
- **To ensure councillors with children and other caring commitments are supported as appropriate**
- **Ensure better behaviour in the Chamber to create an atmosphere to mutual respect by:**
 - **Reminding members of their responsibilities at the start of each meeting**

- **Stepping in quickly if members fail to behave correctly**
- **Apply fairness in their decisions and in the overseeing of meetings.**
- **To phase out the use of gender defining titles**

Only by recognising and working towards putting in place the necessary policies and creating a respectful and positive atmosphere can we truly become an all-inclusive body which in turn can communicate, encourage and promote across our City.”

2. Motion from Councillor Jones

“Council notes the prevalence of COVID-19 related scams and resolves to continue to work with the Cambridgeshire and Peterborough Against Scams Partnership and other community associations to tackle this important issue.”

3. Motion from Councillor Coles

“During the COVID-19 pandemic we have celebrated the fantastic work done by the NHS, by carers, by the police and by the extraordinary number of volunteers who have responded magnificently to the crisis.

However, some members of our community have, like me, suffered the pain of bereavement because a loved one has died from the virus.

There have been many cases where family and friends were not able to say good bye to their loved ones. There have been many funerals where only small numbers of the family could be present, and many occasions where the lives of our family members have not been celebrated or remembered.

This sense of lives lost and unremembered is not new to our society, as we have remembered lives lost on a foreign field though establishing War Memorials, and many examples of local memorials set up after loss of life during disasters.

This Council resolves to run a consultation, in support of the many bereaved families of our city, to establish what might be the best way of remembering all of our loved ones and to set up a body representing the bereaved and public authorities to make recommendations as to the most fitting way to mark the loss of so many to COVID-19.”

4. Motion from Councillor Burbage

“At the moment all e-scooters are not legal on our roads and there appear to be barriers for the police to take enforcement action as identification of an owner is difficult while both they and the vehicle are unlicensed.

The government has been consulting on urgent legislation to allow trials of rental e-scooters to commence more rapidly and in more areas than initially planned, as part of its green restart of local transport in response to the COVID-19 pandemic. To support this and to help mitigate reduced public transport capacity e-scooter trials are being brought forward.

The Department of Transport is currently looking to find Local Authorities who are willing to trial rentable e-scooters. The intention is to licence particular brands, restrict top speeds and to require riders to have a driving licence and insurance and ride them on roads and cycle lanes only. Training, and the wearing of helmets will be encouraged but not made mandatory. Privately owned e-scooters will remain illegal during the trials.

Local areas will be able to host trials of rental e-scooters if they wish to do so and local agreement reached on what controls should be in place during such a trial. For example, this could include controls over the number of vehicles permitted in a given area, requirements to park in designated spaces only, arrangements for access to certain geo-locational and wider trip data, service level agreements and

vehicle hygiene arrangements. Agreements will be contracted between local areas and e-scooter rental companies allowing for these controls to be put in place.

This Council believes it would be good to look at introducing such vehicles to reduce one's carbon footprint and to avoid a risk of COVID-19 transmission on public transport. We're a modern, connected and growing city and we want to support ideas like this that bring greater mobility to our residents. However it is also sensible to take a prudent approach to any new form of transport that has yet to be tested on a large scale in the UK.

Council therefore resolves to refer this issue to the Growth, Environment and Resources Scrutiny Committee for further consideration by a Task and Finish group who will make a recommendation to Cabinet."

5. Motion from Councillor Hiller

"Coronavirus and its wake has decimated social norms and forced us all into new realities we couldn't have fathomed just a few months ago. Its effects have been the most significant to our ways of living and working in peacetime and continue to be felt throughout the world.

This motion is to propose that the Council formally recognises our city's unsung heroes in response to the COVID-19 pandemic by introducing a special Citizen's Award for their contribution to the response to the coronavirus crisis, to ensure that the efforts made by so many individuals in the battle against the coronavirus can be recognised and celebrated.

This contribution could, but not exclusively, include:

- Frontline work supporting the most vulnerable members of society and those who have caught COVID-19
- Providing critical care to COVID-19 patients
- Developing innovations to support the vulnerable and those with COVID-19
- Going to extraordinary lengths to keep critical services going
- Volunteering in the community or for service organisations in support of those affected by COVID-19

The council has had an independent cross-party Honours Panel for many years, whose members are experienced and non-partisan in the process of reviewing and selecting nominations for a variety of honours submitted by both members of this council and the general public. Members will be aware these considered selections are then proposed to full council for ratification so it is proposed this process is largely adopted for the COVID-19 Peterborough Citizen's Awards.

The Council resolves to establish a new COVID-19 Peterborough Citizen's Award scheme in order to recognise and honour the amazing contribution and sacrifices made by some of the citizens of our city during this pandemic, which has affected so many lives."

6. Motion from Councillor Ali

"This Council notes how important heritage, museum, library, leisure, sports and arts facilities and services are for the city council and its residents.

Council believes that we need a long-term plan to secure such services and with the current situation in relation to Vivacity the council should explore direct provision and the establishment of a co-operative to deliver these services.

Council instructs that work to directly deliver, re-open such services, set up summer schemes and explore establishing a co-operative is progressed as a matter of urgency."

7. Motion from Councillor Murphy

“Council notes the regulations and guidance on meetings and governance during the COVID-19 pandemic and the resulting new ways of working, including different methods of decision making and a change in the duties and activities of elected members. Formal meetings of some committees have not occurred such as the Constitution and Ethics Committee, ordinary Scrutiny Committees and Full Council. This has affected all councillor activities and in particular those councillors with special responsibilities such as the Chairs of committees and the Mayor. In the case of the Mayor there has also not been the usual visits and similar activities nor council meetings to convene.

Council requests that all Special Responsibility allowances should be reviewed by the council's Independent Remuneration Panel as soon as possible and a report made back to Full Council for decision. Consideration should be given to achieving a reduction of at least 50% for this financial year, subject to further review as and when normal council meeting activities are resumed. The savings should be used for the benefit of local residents or special activities for residents to promote well-being.”

8. Motion from Councillor Sandford

“Council supports Natural Cambridgeshire's aim of doubling the area of land managed for nature across Cambridgeshire and Peterborough by 2050 and in particular supports the John Clare Countryside project, which aims to create, launch and deliver an ambitious and accessible nature recovery area across the landscape areas to the west of Peterborough. Further information can be found in **Appendix 1** to the motions report.”

9. Motion from Councillor Sandford

“Council:

1. Congratulates City Council staff, NHS and social care staff and all volunteers who have worked so hard in managing the COVID-19 crisis in Peterborough.
2. Believes that decisions on management of any future outbreaks of COVID-19 and any local lockdowns or other measures to deal with such outbreaks are best made locally here in Cambridgeshire and Peterborough.
3. Asks the Director of Public Health to write to Peterborough's members of Parliament urging them to press the Government to delegate the necessary powers to Cambridgeshire County and Peterborough City Councils to enable any such decisions to be made locally in future.”

10. Motion from Councillor Day

“Access to high quality, affordable, nutritious food should be a right of all Peterborough residents, but is not currently the case. For example,

- Peterborough is one of the 20% most deprived districts/unitary authorities in England and about 19% (8,500) of children live in low-income families. Life expectancy for both men and women is lower than the England average (source: Public Health England).
- In Peterborough, in Year 6, 22.6% (524) of children are classified as obese, worse than the average for England (source: Public Health England).

A ‘Food Strategy’ is a document that identifies actions to help enhance our current food system and prepare for the future. Key elements include environmental sustainability, healthy eating, economic and community growth and social justice. More specific topics within the Food Strategy may include growing, rearing or foraging for food, processing food, preparing food for consumption for households and the food service industry, eating food and composting the remains.

By creating a collaborative Food Strategy, as 51 other councils have done, Peterborough will become a city with a vibrant food culture, renowned for high quality, sustainable food and offering a rich variety of local produce accessible to everyone. Peterborough will become a city where a wide range of local

food businesses achieve high standards of sustainability, generate employment and contribute to economic prosperity.

The Council resolves to:

- Create a Food Strategy to address the causes of food inequality in Peterborough for implementation during the 2021/2022 municipal year. In order for this to happen, the council will:
 - Identify 'food champions' within the council to lead the project
 - Identify a lead partnership organisation and apply for funding to develop the strategy, action plans and projects
 - Create a network of food partnership organisations and consult residents to contribute to the creation of a 'Food Action Plan'
 - Prioritise those with least access to healthy food.
- The Council will endeavour to encourage the production of food locally and support the sale of such produce.”

11. Motion from Councillor Hogg

“Council notes:

- There are a number of recycling banks across the city, these banks are supplied and operated by a number of different charities and companies
- They are well used by residents and become full fairly often. This can lead to donations being left around the outside of the bank, with the potential for this to be spread around the area in high winds. Technically this practice is considered flytipping and should be discouraged.
- Currently if a member of public report full banks via FixMyStreet or the council's own website they are told that the council doesn't operate these banks and for the resident to contact the owner of the bank to get it emptied.

Council resolves to:

- Identify all the banks across the city, to create a register so that when the council has a full bin reported to it, the council will email the operator of the bank to get the bank emptied.
- Require, where possible but certainly encourage, the operators of recycling banks to place contact details for reporting full banks to, by phone and/or email.
- Require, where possible but certainly encourage, the operators of recycling banks to place warnings that putting donations around the bank is flytipping and they might be issued with a fine, if caught.”

12. Motion from Councillor Wiggin

“Council notes:

- The Black Lives Matter Movement was set up in 2013 after the death of Trayvon Martin and subsequent acquittal of his killer. Their aim is to end State-sanctioned violence, liberate Black people, and end white supremacy forever.
- Global protests have increased following the killing of George Floyd in June 2020, for which a Minneapolis police officer has been charged with second-degree murder and three other police officers have been charged with aiding and abetting second-degree murder.
- Peaceful protests in support of Black Lives Matter have been held in Peterborough and throughout the UK, including at sporting events
- BAME people are 54% more likely than white people to be fined under the new coronavirus lockdown laws in the UK
- Around two thirds of healthcare staff who have died as a result of COVID-19 are from a BAME background whereas they make up 20% of the overall workforce.

Council believes:

- Racism in all forms, both structural and in individuals, continues to be a serious and often unseen problem in the UK.
- Although progress has been made in combating racism, work to eradicate it entirely is far from complete.
- This Council, representing people in Peterborough, has a duty as a public leader to actively lead that work.

Council resolves:

- To reaffirm the Council's support for the annual events in Peterborough celebrating Black History month
- That the relevant scrutiny committee convenes a Task and Finish group to review BAME issues to:
 - o Review and examine the City Council structure to ensure ethnic minorities are not disadvantaged. Understand specifically how many BAME we employ, where are they working, what barriers, if any exist to their career progression and whether a "name blind" recruitment process would aid in the recruitment of more BAME staff. Review the evidence, provide recommendations to Council and devise a set of KPIs and a challenging outturn for us to achieve this.
 - o BAME access to housing and to homelessness and welfare support are important parts of the council remit. Group to review and recommend concrete actions on how we adopt an actively anti-racist outlook within areas where we have influence. by reviewing our corporate policies so that anti-racism is explicit and not implied; by routinely calling for transparent reporting and continuous monitoring of the impact on the BAME community: and if any other meaningful statistics that can be monitored regularly can be produced.
 - o Review council Equality policies and recommend if any amendments are required
 - o Review progress on recommendations produced by this group.
 - To conduct an audit of street names and any public monuments or other buildings this Council is responsible for which name individuals or organisations, to review any that have racist links. Upon completion, the relevant scrutiny committee to convene a task and finish group to review this list and produce a set of recommendations back to Council on any actions that should be taken.
 - Ensure Peterborough schools include BAME history and culture in lessons, including providing further historical context for events normally only seen through the lens of white British history.
 - Ask the Combined Authority to produce a toolkit for businesses to help broaden their understanding of race inequality in the workplace, including but not limited to materials, signposts to relevant local groups and training that can be provided for staff, and links to relevant networks.
 - Write to our MPs to ask that, rather than spending money on another race inequality review, that the Government implements recommendations of previous reviews - for example the Lammy and Windrush recommendations."

13. Motion from Councillor Wiggin

"Council notes:

- No fault evictions, introduced under Section 21 of the 1988 Housing Act, allow landlords to evict tenants, without having to give a reason, once the term of the tenancy has expired;
- 80% of England's 11 million renters are on tenancies with fixed terms of six months or a year; after this period has ended, landlords can evict their tenants under Section 21 without cause;
- Research published by The Observer campaign group Generation Rent indicates that Section 21 evictions are now the single biggest cause of homelessness in England; and that
- In 2017, the Scottish Government made tenancies indefinite and banned no-fault evictions under the terms of the Private Housing (Tenancies) (Scotland) Act 2016.

Council believes:

- Abolishing Section 21 no-fault evictions would help to make renting more secure and

- communities more stable, improve standards and increase tenant confidence;
- Abolishing Section 21 no-fault evictions would further help to tackle homelessness, which should be a priority for government at all levels; and,
- Abolishing Section 21 no-fault evictions should happen as soon as practicably possible.
- Welcomes the UK Government announcement in April of plans to consult on new legislation to abolish Section 21 no-fault evictions in England; and

Council resolves:

- to work with the Unfair Evictions Campaign led by Generation Rent, the New Economics Foundation and renters' unions, to bring about the swift abolition of Section 21 no-fault evictions.
- to write to our MPs to ask that the Government introduce legislative changes to abolish Section 21 no-fault evictions as soon as possible”

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John Clare Countryside

Our joint vision for a heritage
landscape with nature at its heart



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Nightingale and cover image of grasshopper by Sarah Lambert

John Clare Countryside

Our joint vision for a heritage landscape with nature at its heart

Objectives

To create, launch and deliver an ambitious and accessible nature recovery area across the landscape areas west of Peterborough, designed, led and supported by residents, landowners, farmers, businesses and parish councils of the area.

This nature recovery area would be recognised by Natural England and other statutory agencies and recognised in local policy documents including Local Plans.

It would be distinguished from other nature recovery areas because it is community led and because of how it combines the natural and built heritage and its links, through John Clare, to literature and the arts.

Introduction

As residents, businesses, parish councils, landowners, farmers and visitors we want the countryside around us to be an area where nature is at the heart of our lives. Where swifts and swallows are a central feature of our summer evenings, where otters continue to enthral people as they play in the Maxey Cut, where bees and other insects thrive, not decline, and where there are far more, not less, ponds, meadows, wild flowers, hedgerows and trees. And where people can walk or cycle out in safety and tranquility across this thriving countryside, enjoying the sights and sounds and even the silence of the natural world; enjoying dark skies and cherishing the heritage – both natural and man-made- around them.

That sounds like a countryside worth living in. But it is a countryside under threat and increasing pressure from housing growth and traffic and sadly even from lack of appreciation. In recent years, despite many successes on and off the network of nature reserves, there have been significant declines in many key species, particularly farmland and woodland birds, such as lapwing, yellowhammer, nightingale, spotted flycatcher and woodcock; and decreases in the number of mammals such as hedgehog and hare and the variety of butterflies and moths.

Working in partnership, the Langdyke Countryside Trust now wants to ensure that we conserve the beauty of our landscape and conserve its rich local heritage and establish an area characterised by

- Outstanding natural biodiversity through major habitat restoration connected through a mosaic of smaller wildlife havens and corridors
- An unspoilt landscape that is used by local people and the people of an expanding Peterborough, providing them with a large area of unspoilt countryside on their doorstep
- Well-kept heritage sites, accessible to all and working together to involve and attract visitors
- Cycle paths, footways and ‘quiet roads’ – a green transport infrastructure - where priority is given to walkers and riders
- Prosperous and successful farming, profiting from a combination of environmentally friendly farming practice, sustainable tourism and recreational activities

Project Aims



European Turtle Dove by Brian Lawrence

Building on the substantial work of the partners to date and on the heritage and legacy of the work of the poet John Clare this project aims to

- 1.** Deliver significant increases in key wildlife habitats, particularly those of limestone grassland, wetland and arable farmland
- 2.** Raise levels of local pride, aspiration and community cohesion by helping local communities to understand, appreciate and enjoy their local natural and built heritage
- 3.** Pilot and champion best practice sustainable development in all aspects of future development within the area including sustainable techniques of land management both on and off the existing nature reserves
- 4.** Promote public health and wellbeing, providing large areas of accessible green open space for the people of Peterborough
- 5.** Create new jobs and economic opportunities within the area, allied to the delivery of these objectives, particularly in tourism, visitor attractions and farming and nature conservation.

The achievement of these objectives will create a better quality of life for residents and visitors through the creation of a more-sustainable local environment with easy access to rich and inspiring nature and greater appreciation of its heritage and history.

Background

John Clare Countryside lies between the Nene and Welland valleys to the west of Peterborough and to the east of the A1. The area sits across two National Character Areas – 92 Rockingham Forest and 75 Kesteven Uplands.

The birthplace of John Clare, one of the country's most significant poets of the natural world, it already boasts a network of existing nature reserves across a varied range of habitats, including two Natural England national nature reserves (Barnack Hills and Holes and Castor Hanglands), a number of SSSIs and several local nature reserves run by the Wildlife Trusts and the Langdyke Countryside Trust.

To the south of the area, the Nene Park Trust manages large areas of land in the interests of the community and for nature. The William Scott Abbot Trust operates the Sacrewell Farm visitor centre on the western edge of John Clare Countryside.

This distinctive landscape is rich in heritage – from the Roman roads of King Street and Ermine Street, the remains of Durobrivae, the Norman

manor house at Torpel, the beauty of the Medieval parish churches and the history and landscape settings of Burghley House and Milton Hall and their respective parks.

Another important visitor attraction, the John Clare Cottage, a museum in the birthplace of the poet in Helpston, lies at the centre of the area. Clare himself, lived and worked here and wrote poignantly about the environmental pressures the landscape was under in the 19th century. His voice can provide an important focus for the development of this nature recovery area.

The John Clare Countryside project is a partnership of local organisations, initially co-ordinated by the Langdyke Countryside Trust, a voluntary, membership-based organisation but in time likely to develop its own organisational structures. The project will be created and delivered by local residents, businesses and landowners.

Since its foundation in 1999 the Langdyke Countryside Trust has established a network of seven nature reserves across the area – Swaddywell Pit, Torpel Manor Field,

Bainton Heath, Etton Maxey Pits, Vergette Wood Meadow, Etton High Meadow and Marholm Field Bank. The Trust has an active membership of over 120 households and runs a variety of events throughout the year.

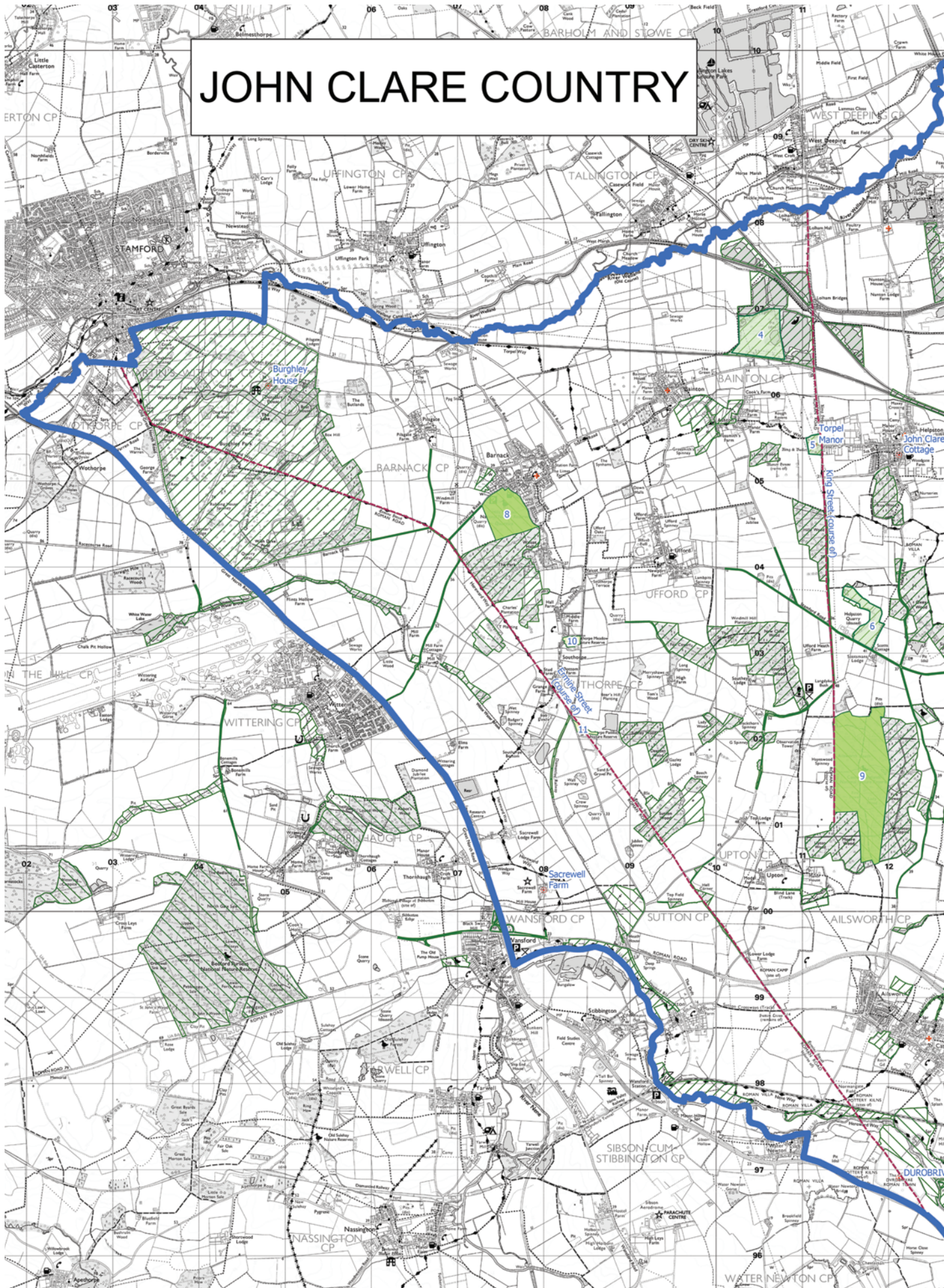
In that time the Trust has also created a new visitor centre at Torpel Manor Field and a range of educational materials to help people understand its heritage. It has put up nearly 200 nest boxes across the area and helped plant new hedgerows and new trees. As a result, orchids thrive at Swaddywell, avocets have bred at Etton Maxey and rare moths and butterflies prosper at Bainton. We have planted a community orchard at Etton High Meadow.

Working in close partnership with Natural England, the Wildlife Trusts, Nene Park Trust, PECT, William Scott Abbot Trust, John Clare Society, the John Clare Trust, parish councils and landowners the Trust now wants to take its work to a new level and create a nationally recognised, but still locally led, nature recovery area across the John Clare Countryside.



Thick-legged Flower Beetle by Paul Braham

JOHN CLARE COUNTRY





Map Key

- + Local Church
- o Place of Interest
- course of roman road
- SSSI
- JCC Boundary
- Nature Reserve
- National Nature Reserve
- Trust Reserve
- County Wildlife Site

LANGDYKE RESERVES:

- 1 – Etton Maxey Pits
- 2 – Etton High Meadow
- 3 – Vergette Wood and Meadow
- 4 – Bainton Heath
- 5 – Torpel Manor
- 6 – Swaddywell Pit
- 7 – Marholm Field Bank

NATURAL ENGLAND NATIONAL NATURE RESERVES:

- 8 – Barnack Hills and Holes
- 9 – Castor Hanglands

WILDLIFE TRUST NATURE RESERVES:

- 10 – Southorpe Meadow
- 11 – Southorpe Paddock



Scale: 1:29,000



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Key deliverables of the project

1. Increases in key indicator species

This will be achieved through a significant increase in the area of land actively managed in the interests of nature and heritage including both

- a. Land under the direct management of the partners – through the expansion of existing nature reserves, particularly around Hills and Holes, Castor Hanglands, Swaddywell Pit and along the Maxey Cut, linking the reserves at Bainton Heath and Etton Maxey Pits
- b. Land managed by other landowners as part of new agri-environment schemes designed to help the recovery of key species and as part of nature rich wildlife corridors which join up the network of nature reserves

As part of this work and working with partners and other landowners we would aim

- To create additional hectares of limestone grassland
- To create additional hectares of wetland, wet woodland and wet meadows
- To create new ponds including in gardens and on farmland
- To plant trees as part of new hedgerows and as standards
- To create actively managed wildlife corridors
- To create habitat and nesting space for key target species such as orchids, hedgehog, bats, barn owl and swift

2. Increase levels of public engagement, understanding and participation in the natural and built heritage of the area

This will be achieved through the active and co-ordinated promotion of visitor facilities at existing centres such as the John Clare Cottage, Sacrewell Farm and potentially at new facilities within the estate of the Nene Park Trust. A jointly managed natural and built heritage engagement and education programme would be run across all the partners, providing multiple opportunities to learn about the natural and built heritage of the area and to participate in all aspects of the project, including volunteering opportunities.

The project aims to link the existing visitor attractions through the creation of a network of well-maintained footpaths, bridleways and cycle paths, making John Clare Countryside a visitor destination with multiple easily accessible points of interest, without increasing levels of car traffic in the area.

Within this context we would aim to work with local landowners to consider

- a. Creating and maintaining new waymarked cycle ways
- b. Creating and maintaining new waymarked permissive footpaths
- c. Designating more local roads as quiet lanes and establish a clearer priority for pedestrians, cyclists and horse-riders on key roads

The project would actively involve local people in the achievement of its nature objectives by choosing to target key species that people are familiar with, but which need help, such as hedgehog and swift and

encouraging them to provide nesting and feeding habitat in their gardens and houses.

We would look to use on-line platforms to teach people how to recognise and support these species and to encourage them to record their sightings and to take pride in their role in the recovery of these populations.

The partners would work together to reach out to residents of Peterborough, particularly those with limited existing access to green open space and help them to visit, enjoy and appreciate John Clare Countryside. This would include educational programmes run at locations within the city, with the aim of taking the countryside into the city, rather than waiting for people to visit the countryside.

The project would also build on existing work designed to engage local people and residents of Peterborough (and indeed visitors generally) in the history and heritage of the area, making use of heritage assets at Durobrivae, Castor, village churches, John Clare Cottage and Torpel Manor Field.

We would seek to replicate the successful Torpel Heritage Lottery Funded project and expand Langdyke's existing history and archaeology group to engage more local people.

Finally, there would also be a creative theme throughout the project, linking the natural world with art and literature. Again, this would build on existing work through the John Clare Society and John Clare Trust and previous and current arts-based projects supported by local artists and members of the Society of Wildlife Artists.

3. Pilot and champion best practice sustainable development in all aspects of future development within the area including sustainable techniques of land management both on and off the existing nature reserves

Small scale housing and commercial development within the village envelopes and to support local farming are encouraged within the existing policy framework, including the neighbourhood plans (either in place or emerging) of Castor, Ailsworth, Glinton, Peakirk, Northborough, Helpston and Barnack.

The project would develop guidelines, based on the local nature partnership's Developing with Nature toolkit, to help developers support the objectives and aims of the project in terms of best practice design concepts and for achieving net biodiversity gain.

The project would work with local landowners to identify and promote new techniques of sustainable land management and techniques of nature conservation.



Froglet by Mike Horne



Pond at Swaddywell Pit

4. Promote public health and wellbeing, providing large areas of accessible green open space for the people of Peterborough

A primary function of the John Clare Nature Recovery Area will be to provide the combination of accessible green open space and protected areas for nature necessary to complement the economic growth agenda of the local and wider region.

JCC would be planned and managed to offer opportunities for local people to enjoy the countryside, and its thriving natural world and well conserved built heritage.

The project would consider carefully how to manage increased access to the landscape area to ensure

that we do not create additional traffic or put undue pressure through disturbance on important sites for nature.

Initial thinking is that we would encourage people to use existing (and improved) access points rather than create new ones and look at ways in which they can be linked by well-maintained footpaths and cycle ways. It might also be worth considering developing improved access point(s) (car park with footpaths etc) in the northern part of the area, perhaps as part of the evolving Etton-Maxey Pits complex, which already attracts dog-walkers and birdwatchers.

Another idea is to create access points into the JCC within the urban area of Peterborough from which people could walk or cycle out into the area.

Key deliverables of the project (cont)

5. Create new jobs and economic opportunities within the area, allied to the delivery of these objectives, particularly in tourism, visitor attractions and farming and nature conservation.

The creation and long-term delivery of the John Clare Countryside vision would create a small number of jobs both directly and indirectly.

Directly we would expect to see between 2-5 permanent jobs created to manage the delivery of the vision and of key projects within it. These would include a partnership and project manager role, plus conservation jobs in managing the expanded network of nature reserves and public education and engagement roles. Commercial opportunities would also be created through

contracts with local suppliers to deliver projects such as creating new ponds, mowing areas of grassland, planting hedgerows etc, where these cannot be delivered by volunteers.

The increased visitor numbers would also support the creation of new jobs at existing visitor destinations.

We also expect that the increased visitor numbers would lead to new jobs in other leisure facilities through increased demand at local shops, cafes and pubs and potentially to the creation of new facilities in the area, such as tea-rooms, cycle hubs etc.

The partnership would like to explore whether it could link into the University of Peterborough to support the local skills agenda with an emphasis on courses linked to sustainable development; natural sciences and land use.

Conclusion

The John Clare Countryside concept will deliver significant benefits to both people and wildlife.

The strength of the concept lies in the fact that it already exists. JCC is an established landscape feature that contains a mosaic of nationally important natural habitats, nature reserves, heritage sites and is supported by ambitious and like-minded local partners.

It is already happening - much has already been done and will continue be done through the efforts of the existing partners.

But our ambition is to make this so much more.

JCC has the potential to combine improvements to the health and wellbeing and social cohesion of local people with landscape-scale nature recovery. It can support the wider environment capital ambitions of Peterborough and the natural capital plans of our statutory partners.

It is an ambitious, but relatively easily achieved long-term project that can be sustained because it has been created and will be delivered by local people and landowners who have a personal interest in making it succeed.

It is about creating a thriving and cherished landscape – good for people, good for nature, good for the future.



Appendix A - Current supporters (September 2019)

The following organisations have been involved in developing this document and support its aims and will be involved in its delivery

- Langdyke Countryside Trust
- Nene Park Trust
- Wildlife Trusts for Bedfordshire, Cambridgeshire and Northamptonshire
- PECT
- William Scott Abbott Trust
- Protect Rural Peterborough
- John Clare Society
- John Clare Trust
- Natural England
- Natural Cambridgeshire
- Peterborough City Council
- Milton Estate
- Ailsworth Parish Council
- Castor Parish Council
- Barnack Parish Council
- Ufford Parish Council
- Helpston Parish Council
- Sutton Parish Council



Emperor Dragonfly by Steve Zealand

Appendix B - Proposed target species for public engagement

Flower rich grassland	Woodland	Wetland	Farmland	Villages and gardens
<ul style="list-style-type: none"> ● Orchids – Man, Pyramidal, Fragrant ● Glow-worm ● Grizzled and dingy skipper 	<ul style="list-style-type: none"> ● Marsh tit ● LS Woodpecker ● Longhorn beetle ● Purple emperor ● Bluebell 	<ul style="list-style-type: none"> ● Cuckoo ● Lapwing ● Otter ● Toad ● Frog ● Freshwater mussels 	<ul style="list-style-type: none"> ● Skylark ● Turtle dove ● Brown hare ● Key arable plant species 	<ul style="list-style-type: none"> ● Swift ● Hedgehog ● Toad ● Frog ● Wall ferns ● Bats



*Langdyke
Trust*

www.langdyke.org.uk

Email: chair@langdyke.org.uk



COUNCIL	AGENDA ITEM No. 13(a)
29 JULY 2020	PUBLIC REPORT

Report of:	Fiona McMillan, Director of Law and Governance	
Cabinet Member(s) responsible:	N/A	
Contact Officer(s):	Pippa Turvey, Democratic and Constitutional Services Director	Tel. 452460

POLITICAL BALANCE AND ALLOCATION OF COMMITTEE SEATS

R E C O M M E N D A T I O N S	
FROM: <i>Director of Law and Governance</i>	Deadline date: <i>N/A</i>
<p>It is recommended that Council:</p> <ol style="list-style-type: none"> 1. Notes that there are 109 seats on committees 2. Agrees the allocation of seats on those committees subject to political balance arrangements (Appendix 1 to be tabled). 3. Agrees the allocation of seats on those committees not subject to political balance arrangements (Appendix 2 to be tabled). 	

1. PURPOSE AND REASON FOR REPORT

1.1 The purpose of this report is to consider the impact on the political balance of the Council.

2. ALLOCATION OF SEATS TO POLITICAL GROUPS

2.1 Section 15 of the Local Government and Housing Act 1989 imposes a duty on the City Council at its Annual meeting to review the allocation of seats on its committees between political groups. The section does not apply to the statutory Licensing Committee or Health and Wellbeing Board and so the political balance rules are not applied to these (**Appendix 2** to be tabled).

2.2 Political Groups are allocated seats proportionate to their size, subject to the majority group being first given a majority of seats on the committees.

3. NUMBER OF SEATS ON COMMITTEES

3.1 In order to allocate seats, the Council must first decide the total number of seats on each committee. For the purpose of calculating the entitlement of each political group to seats on committees, it is proposed that the following be included:

Committee	Seats
Growth, Environment and Resources Scrutiny Committee	11
Adults and Communities Scrutiny Committee	11
Health Scrutiny Committee	11
Children and Education Scrutiny Committee	11
Employment Committee	7
Licensing Committee (Regulatory)	11
Planning and Environmental Protection Committee	11
Appeals and Planning Review Committee	11
Corporate Parenting Committee	11
Audit Committee	7
Constitution and Ethics Committee	7
TOTAL	109

4. POLITICAL PROPORTIONALITY

4.1 Once it has decided the number and size of committees, Council needs to decide how many seats each group is to have on its committees. In accordance with the legislation, the following principles should apply to the allocation of seats as far as reasonably practicable:

- 1) That not all the seats on the body to which appointments are being made are allocated to the same political group;
- 2) That the majority of the seats on each committee are allocated to a particular political group if the number of persons belonging to that group is a majority of the authority's membership;
- 3) Subject to (1) and (2) above, when allocating seats to a political group, the total number of their seats across all the ordinary committees of the Council, must reflect their proportion of the authority's membership; and
- 4) Subject to (1) to (3) above, that the number of seats on each committee is as far as possible in proportion to the group's membership of the authority.

4.2 The political balance of the Council can be calculated by using the following formula.

$$\frac{\text{No of Group Members} \times 100}{58}$$

4.3 Following the above changes to Groups numbers, the political balance of the Council is as follows:

Group	Conservative	Labour	Lib Dems	Werringt on First	Green	Total
Councillors (in Groups)	27	17	9	3	2	58
Proportionality %	46.55%	29.31%	15.52%	5.17%	3.45%	100%

4.4 The calculation to determine the strict entitlement of political groups to seats on committees is:

$$\frac{\% \text{ from table 1}}{100} \times \frac{\text{Total No of seats available (109) – see above}}{100}$$

5. APPLYING THE RULES

5.1 The majority of seats on each committee has to be allocated to the political group that forms the majority of the authority's membership to comply with the second principle (paragraph 4.1(2)). As there is currently not a political group with over 50% of the Council's seats, this rule is not relevant.

5.2 The seats will need to be shared out proportionately across the committees to ensure that the third principle (paragraph 4.1(3) above) is applied. The fourth principle is then applied to ensure that the seats then allocated are not unfairly weighted. A Group's seat on a committee will be allocated automatically in terms of whole numbers.

5.3 The allocations of seats between the political groups for each committee are set out in **Appendix 1** (to be tabled) based on a total of 109 seats. This allocation as outlined is the current political make-up of all the committee's concerned.

6. APPOINTMENTS EXEMPTED FROM POLITICAL BALANCE

6.1 Some Committees are automatically exempt from the internal political balance rules. These Committees are as follows:

- The Licensing Committee (Licensing Act 2003); and
- The Health and Wellbeing Board.

6.2 These Committees have statutory exemption from the political balance calculations. As agreed at the Annual Council meeting the membership of the Licensing Committee (Licensing Act 2003) reflects the same membership as the Licensing Committee (Regulatory). The Health and Wellbeing Board has a prescribed membership.

7. IMPLICATIONS

Financial Implications

7.1 There are no direct financial consequences arising from this report.

Legal Implications

7.2 All the relevant legal implications are addressed within the report.

Equalities Implications

7.3 There are no equalities implications arising from this report.

Carbon Impact Assessment

7.4 There is no change to the Council's carbon impact arising from this report.

8. BACKGROUND DOCUMENTS

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

8.1 Peterborough City Council's Constitution

9. APPENDICES

9.1 **Appendix 1** (to be tabled) – Allocations of seats on committees subject to political balance.

9.2 **Appendix 2** (to be tabled) – Allocation of seats on committees not subject to political balance.

COUNCIL	AGENDA ITEM No. 13(b)
29 JULY 2020	PUBLIC REPORT

Report of:	Fiona McMillan, Director of Law and Governance	
Cabinet Member(s) responsible:	N/A	
Contact Officer(s):	Pippa Turvey, Democratic and Constitutional Services Director	Tel. 452460

VIRTUAL MEETINGS PROTOCOL

R E C O M M E N D A T I O N S	
FROM: <i>Director of Law and Governance</i>	Deadline date: <i>N/A</i>
It is recommended that Council approve the Virtual Meetings Protocol (Appendix 1 to the report).	

1. PURPOSE AND REASON FOR REPORT

- 1.1 The purpose of this report is to consider approval of the Virtual Meetings Protocol.

2. BACKGROUND AND KEY ISSUES

- 2.1 Due to the COVID-19 pandemic and the introduction of the [Local Authorities and Police and Crime Panels \(Coronavirus\) \(Flexibility of Local Authority and Police and Crime Panel Meetings\) \(England and Wales\) Regulations 2020](#) it has been necessary for the Council to hold its meetings virtually. The Regulations, made under section 78 of the Coronavirus Act 2020, apply notwithstanding any pre-existing standing orders or any other rules of the authority governing meetings. They came into force on 4th April and remain valid until 7th May 2021. The effect of the Regulations on the Council's constitution is to insert what are in effect mandatory standing orders for councils that wish to hold meetings remotely. They therefore have an automatic amending effect and can be applied immediately. Nonetheless it is considered good practice to have them adopted formally by Full Council at the first opportunity to do so.
- 2.2 In order to ensure that these virtual meetings would run as smoothly as possible, a Virtual Meetings Protocol, incorporating the Regulations, was drafted and agreed provisionally by Group Leaders, until the next Full Council meeting could be held.
- 2.3 As the pandemic progressed, Group Leaders have reviewed the protocol to ensure that it remained up to date and relevant. The protocol as attached at **Appendix 1** is proposed to regulate future meetings of the Council and its committees.

3. CONSULTATION

- 3.1 Group Leaders and senior officers have been consulted on the proposed protocol and have had input into its contents.

4. IMPLICATIONS

Financial Implications

- 4.1 There are no direct financial consequences arising from this report.

Legal Implications

- 4.2 All the relevant legal implications are addressed within the report.

Equalities Implications

- 4.3 There are no equalities implications arising from this report.

Carbon Impact Assessment

- 4.4 There is no change to the Council's carbon impact arising from this report.

5. BACKGROUND DOCUMENTS

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

- 5.1 Peterborough City Council's Constitution

6. APPENDICES

- 6.1 **Appendix 1** – Peterborough City Council Virtual Meetings Protocol

*To come into effect for the meeting of Full Council on 29th July 2020, onwards.

PETERBOROUGH CITY COUNCIL - VIRTUAL MEETING PROTOCOL

1. Introduction

- 1.1 The [Local Authorities and Police and Crime Panels \(Coronavirus\) \(Flexibility of Local Authority and Police and Crime Panel Meetings\) \(England and Wales\) Regulations 2020](#) make provision for remote attendance at, and remote access to Council meetings held on or before 7 May 2021.
- 1.2 The Regulations enable the council to hold meetings without all, or any, of the members being physically present in a room. They allow for remote meetings through electronic and digital means at virtual locations using video and telephone conferencing, live webcast and live interactive streaming.
- 1.3 The “place” at which the meeting may be held may be a council building, or where the organiser of the meeting is located, or an electronic, digital or virtual location, a web address or a conference call telephone number.
- 1.4 **In order for members to be able to attend meetings of the council remotely, they need not be physically present, provided they are able to hear and be heard (and where practicable, see and be seen) by other councillors and members of the public attending remotely or in person.**
- 1.5 The procedure rules in this protocol take precedence over council standing orders in relation to the governance of remote meetings and where this protocol is silent, normal standing orders apply.
- 1.6 In line with the Regulations, this protocol is designed to provide a guide to virtual formal committee meetings involving Members, officers and the public during the Covid-19 crisis. It has been agreed by all the council’s political group leaders and will be kept under regular review.

2. Decisions of Formal Meetings of the Council, Cabinet, and Committees

- 2.1 Reports to be submitted to formal meetings of the Council, Cabinet and Committees as usual, following consultation with Group Representatives/Group Leaders and Lead Officers to ensure available officer resource.

3. Virtual Meetings of Full Council, Cabinet and Committees

- 3.1 Ordinary meetings of Full Council, Cabinet and Committees will take place using the Zoom software platform. Democratic Services will prepare a detailed briefing note for the Mayor/Leader/Chairman (references to Chairman in this document also include the Mayor and Leader) to manage the meeting electronically. Any confidential items will need to take place using a secure virtual platform and will not be livestreamed.
- 3.2 Guidance recommends that virtual meetings should not last longer than two hours where possible.

*To come into effect for the meeting of Full Council on 29th July 2020, onwards.

Public Questions at Full Council

- 3.3 The Council will continue to take questions from the public as set out in the Constitution.

Petitions

- 3.4 During the Covid-19 crisis it will not be possible to accept paper petitions. An electronic petition will be acceptable provided it meets the requirements as set out in the Constitution. The member of the public submitting the petition will be invited to submit a speech in writing as there will be no opportunity to present the petition in person. A copy of the petition will be circulated electronically and published on the Council's website.

Members' Questions on Notice

- 3.5 The Council will continue to take written questions to the Chairman of Council or any Chairman of any committee provided the appropriate notice is given as set out in the Constitution. However, Members are asked to consider that officers may have limited availability during this period to assist the Member with preparing responses to such questions.

Members' Questions on Decisions of the Executive

- 3.6 The Council will take questions verbally on decisions of the Executive without notice as normal. Members are asked to take into consideration the virtual format of the meeting and whether their questions could be asked outside of the meeting. Half an hour will be allocated for questions on decisions of the Executive.

Members' Questions on Decisions of the Combined Authority Representatives

- 3.7 The Council will not take questions verbally on the Combined Authority Board Authority Decisions. Instead Members will receive a link to the decision summaries and/or minutes of these meetings with an invitation to contact the Council's representatives direct. This process will be managed through the Democratic Services team. Questions would need to be provided by midday on the Friday before the meeting. Answers would need to be provided by the end of the day on Monday before the meeting. All responses to questions will be circulated electronically and published on the Council's website, alongside the agenda prior to the meeting.

Motions

- 3.8 Members will have the ability to submit motions to Council as set out in the Constitution.

*To come into effect for the meeting of Full Council on 29th July 2020, onwards.

Amendments

- 3.9 Members are asked to consider carefully the need for amendments. Political groups are asked to contact the mover of a motion to see if their amendment can be treated as an alteration.

Speaking at Virtual Full Council Meetings

- 3.10 Group Leaders may initially wish to identify two speakers per group (this does not include the mover and seconder of a motion). Members who wish to speak during a meeting will need to click on the “raise your hand” icon and then they will be invited to speak by the Mayor (these will appear to the Chairman in the order in which they were raised). Members are asked to state their name before making a comment.

3.11 Points of Order, Personal Explanation, and Statements of Accuracy should be brought to the attention of the Mayor by Members turning on their microphone and indicating that they wish to raise a Point of Order, a Personal Explanation or a Statement of Accuracy. The Mayor will then invite the Member to explain what point they are raising and why and if accepted as valid the member may raise their point. The ruling of the Mayor on admissibility will be final,

Voting at Full Council Meetings

- 3.11 Voting will be managed through the Mayor via the Democratic Services Officer hosting the meeting. If an item requires an electronic vote, *this will be run via Zoom Webinar electronic voting where possible*. If not the Mayor will ask all Members to turn their microphones on in turn. The Head of Constitutional Services will then read out the name of each Member in turn in alphabetical order and ask them how they wish to vote. Once a Member has given their vote then microphones should be muted again. The Democratic Services Officers will confirm the result of the vote with a second officer and the Head of Constitutional Services will announce the result at the meeting. If an item does not appear to be contentious, the Mayor will ask Members whether any Member disagrees or wishes to abstain. This will be actioned by the Member clicking on the “raise your hand” icon. If nobody objects, the motion will be taken as carried.

4. Other formal meetings of Council – Cabinet and Committees

Other formal meetings of Council, including Cabinet and Committees will follow the same procedure as above where applicable. The process for debate may vary at the discretion of the Chairman.

*To come into effect for the meeting of Full Council on 29th July 2020, onwards.

5. Running a Virtual Meeting

Joining a Virtual Meeting

- 5.1 Councillors are encouraged to join the meeting promptly (as advised by the Democratic Services Team) in order to resolve any issues with joining and avoid disrupting the meeting prior to the commencement of the livestream. The Chairman will remind councillors to mute their microphones when not speaking. This is done in order to reduce feedback and background noise. The Democratic Services Officer hosting the meeting may perform this function as well.

Access to documents

- 5.2 Democratic Services will publish the agenda and reports for committee meetings on the Council's website and will notify councillors by email. Printed copies will not be circulated and nor will they be available for inspection at the Council's offices.

Public Access

- 5.3 The viewing link for the virtual meeting, for the public and press, will be provided online and on the agenda front page. The following wording will be added to the Council's website as well as to the meeting page for each committee meeting.

Arrangements are being made for the press and public to follow the decision-making via the Council's YouTube page. Details of how to watch the meeting will be published at the foot of the meeting page under the 'meeting documents' heading.

The requirement to ensure meetings are open to the public includes access by remote means, including video conferencing, live webcast and live interactive streaming. Where a meeting is accessible to the public through such remote means, the meeting is open to the public whether or not members of the public are able to attend the meeting in person.

Registering Attendance and Meeting Etiquette

- 5.4 At the start of the meeting, the Chairman or Democratic Services Officer will carry out a roll call of all Members present. Confirmation will be given by each Member switching their video on and unmuting their microphone to confirm they are present.
- 5.5 All Members and officers except the Chairman are asked to keep their microphones on mute unless invited to speak. Any Member returning after a disconnection is asked not to interrupt when returning to announce their return.

*To come into effect for the meeting of Full Council on 29th July 2020, onwards.

- 5.6 Should Members need to leave their seat momentarily during the meeting, please ensure that your microphone remains on mute and that you turn off your video camera temporarily and switch it back on when you return.

Meeting Chat Function

- 5.7 Guidance recommends that careful consideration be given to the use of the chat function in meetings and that this should be used in limited circumstances, including for clarification or questioning that may ordinarily be done by way of a note, resolving technical problems, or guidance on procedure from Democratic Services Officers. The chat should not be used for parallel substantive conversation about an issue under discussion, or for extraneous chitchat, or political comments.

The content of a meeting chat would be subject to a Freedom of Information request.

Protocol for Members speaking at meetings

- 5.8 Members who wish to speak during a meeting will need to click on the “raise your hand” icon. The Chairman may ask each person in turn if they have any points they wish to raise on a particular item before completing the discussion on that item. When referring to reports or making specific comments, Members should refer to the report and page number in the agenda document pack so that all Members have a clear understanding of what is being discussed at all times.

Dealing with technical difficulties

- 5.9 In the event that the Chairman or the Democratic Services Officer hosting the meeting identifies a failure of the remote participation facility, the Chairman will declare an adjournment while the fault is addressed. If it is not possible to address the fault and the meeting is inquorate, the meeting will be abandoned until such time as it can be reconvened. If the meeting is quorate the Chairman will decide if the meeting should continue, depending on the difficulties being experienced, or whether it should be adjourned until a later time or date.
- 5.10 The Zoom software platform has a facility for recording meetings. All virtual meetings will be recorded.

Breaks

- 5.9 Chairmen will adjourn the meeting as appropriate to enable comfort breaks to be taken

Guillotine

*To come into effect for the meeting of Full Council on 29th July 2020, onwards.

- 5.10 When **three hours** have elapsed after the commencement of any virtual Council meeting the Mayor shall interrupt the meeting and call for the vote immediately on the item under discussion. Any Member speaking must immediately cease doing so and mute themselves. The vote will be taken without further discussion. If there are other motions or recommendations on the agenda that have not been dealt with within the three hour period, they are deemed formally moved and seconded (together with any amendments). No speeches will be allowed on these items and the vote will be taken in the usual way. This rule will not apply to meetings of a quasi-judicial or regulatory nature.

COUNCIL	AGENDA ITEM No. 13(c)
29 JULY 2020	PUBLIC REPORT

Report of:	Fiona McMillan, Director of Law and Governance	
Cabinet Member(s) responsible:	N/A	
Contact Officer(s):	Pippa Turvey, Democratic and Constitutional Services Director	Tel. 452460

CALENDAR OF MEETINGS 2020/21

R E C O M M E N D A T I O N S	
FROM: <i>Director of Law and Governance</i>	Deadline date: <i>N/A</i>
It is recommended that Council approve the Calendar of Meetings (Appendix 1 to the report) for the remainder of 2020/2021.	

1. PURPOSE AND REASON FOR REPORT

- 1.1 The Council at its meeting of 5 February agreed, in principle, the Calendar of Meetings of 2020/21, including the date and time of ordinary meetings of Council (and its committees) for the forthcoming municipal year.
- 1.2 Due to the COVID-19 pandemic, the Annual Council meeting, at which the final calendar would be agreed, was not held. Following this, and in line with the Virtual Meeting Protocol agreed by Group Leaders, meetings were held for urgent business only, in line with the dates previously agreed in principle and additional meeting dates. As the first full Council meeting of the municipal year, the calendar is now brought forward for Council to approve.

2. BACKGROUND AND KEY ISSUES

- 2.1 As required by Schedule 12 of the Local Government Act 1972, a notice is published on the notice board at the Town Hall informing the public of the meetings of the Council and its committees. If changes are made to the public notice by the Proper Officer, the notice will be updated and information fully publicised on the Council's website.

3. CONSULTATION

- 3.1 Relevant internal officers have been consulted when drafting the calendar of meetings. The calendar was submitted to Council in draft form at its meeting on 5 February 2020 in order to obtain the views of Members.

4. IMPLICATIONS

- 4.1 There are no financial, legal, or equalities implications arising from this report. There is no change to the Council's carbon impact arising from this report.

5. BACKGROUND DOCUMENTS

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

5.1 None.

6. APPENDICES

6.1 **Appendix 1** – Calendar of Meetings 2020/21 (August 2020 to May 2021)

PETERBOROUGH CITY COUNCIL MEETING DATES AUG 2020											
MEETING	TIME	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
COUNCIL (Wednesday)	6pm			21		9	27		3		
Annual Council (Monday)	6pm										17
Cabinet (Monday)											
Cabinet (Monday)	10am		21		16		11	1	15		
Cabinet Budget Meeting (Monday)	10am			26	30			22			
Shareholder Cabinet Committee (Monday)	10am		14		7				1		
SCRUTINY COMMITTEES											
Health Scrutiny Committee (Tuesday)	7pm		15		3		12		15		
Adults & Communities Scrutiny Committee (Tuesday)	7pm		8		17		19		2		
Growth, Environment & Resources Scrutiny Committee (Wednesday)	7pm		2		4		13		10		
Children & Education Scrutiny Committee (Thursday)	7pm		10		5		21		4		
Joint Scrutiny Meeting (*covid meetings)	6pm				11			10			
COMMITTEES OF COUNCIL											
Appeals and Planning Review Committee (Monday)	7pm								8		
Audit Committee (Monday)	5pm		14		16		25		22		
Planning & Env. Protection Committee (Tuesday)	1.30pm		1 + 22	20	24	15	26	23	23	20	
Licensing & Licensing Act 2003 Committee (Thursday)	6pm			8		3		11		15	
Employment Committee (Thursday)	5pm		17		19		14		18		
Constitution and Ethics Committee (Monday)	6pm			12	23			8			
Corporate Parenting Committee (Wednesday) (Informal @ 5:30pm)	6pm		23		25		20		17		
Health and Wellbeing Board (Monday)	1pm					7					
Cambridgeshire and Peterborough Health and Wellbeing Board Whole System Joint Sub-Committee											
Health and Wellbeing Board 'Core' Joint Sub-Committee											
OTHER BODIES											
Cambridgeshire and Peterborough Combined Authority Board (10.30)	-		30	28	25		27	24	31	28	26
Combined Fire Authority	2pm										
Eastern Shires Purchasing Organisation	2pm										
Cambridgeshire Police and Crime Panel (Wednesday)	2pm		10	7	25			1	24		
PARTNERSHIP AND LIAISON MEETINGS											
Safer Peterborough Partnership (Wednesday)	12pm		2		25			24			26
Parish Council Liaison (Wednesday)	6.30pm		16			2		3		21	
Children and Families Joint Commissioning Board	1.30pm										
Adults Joint Commissioning Boards	2:45pm										
WORKING GROUPS											
All Party Policy (Thursday)	6pm		24	29	26		28	25	25		
Cabinet Policy Forum	5.30pm										
CONFERENCES											
Conservative Party	-			4 to 7							
Labour Party Annual Conference	-		19 to 23								
Liberal Democrats Autumn Conference	-		26 to 29								
Local Government Association Annual Conference	-										
Green Party	-										

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