

## **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 Peterborough City Council's Youtube page on:

**WEDNESDAY 21 OCTOBER 2020 at 6.00 pm**

### **AGENDA**

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|--|---------------|
| <b>1. Apologies for Absence</b>            |               |
| <b>2. Declarations of Interest</b>         |               |
| <b>3. Minutes of the meetings Held on:</b> |               |
| <b>(a) 29 July 2020 - Special Meeting</b>  | <b>5 - 8</b>  |
| <b>(b) 29 July 2020 - Ordinary Meeting</b> | <b>9 - 48</b> |

#### **COMMUNICATIONS TIME**

- 4. Mayor's Announcements**
- 5. Leader's Announcements**

#### **QUESTIONS AND PETITIONS**

- 6. Questions from Members of the Public**
- 7. Petitions**
  - (a) Presented by Members of the Public**
  - (b) Presented by Members**
- 8. Questions on Notice**
  - (a) To the Mayor**
  - (b) To the Leader or Member of the Cabinet**
  - (c) To the Chair of any Committee or Sub-Committee**
  - (d) To the Combined Authority Representatives**

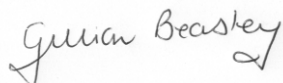
#### **RECOMMENDATIONS AND REPORTS**

<b>9.</b>	<b>Executive and Committee Recommendations to Council</b>	
	<b>(a) Audit Committee Recommendation – Annual Audit Committee Report</b>	<b>49 - 66</b>
	<b>(b) Cabinet Recommendation – University of Peterborough Project: Land Transfer and Delivery Arrangements</b>	<b>67 - 78</b>
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*In line with the virtual meeting protocol, questions on this report will not be heard at the meeting, but can be directed to the relevant representative for a written answer.*

## **COUNCIL BUSINESS**

<b>12.</b>	<b>Notices of Motion</b>	<b>207 - 212</b>
<b>13.</b>	<b>Reports to Council</b>	
	<b>(a) Vice-Chairman of the Corporate Parenting Committee</b>	<b>213 - 214</b>



Chief Executive

13 October 2020  
Town Hall  
Bridge Street  
Peterborough

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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](mailto:democraticservices@peterborough.gov.uk)

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**MINUTES OF THE COUNCIL MEETING  
HELD WEDNESDAY 29 JULY 2020 5:15PM  
VIRTUAL MEETING: PETERBOROUGH CITY COUNCIL'S YOUTUBE PAGE  
THE MAYOR – COUNCILLOR GUL NAWAZ**

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

**1. Apologies for Absence**

Apologies for absence were received from Councillors Barkham, Ellis, Goodwin, Qayyum, Shaheed and Haynes.

**2. Declarations of Interest**

There were no declarations of interests.

**3. Honorary Freedom of the City**

**(a) Tommy Robson**

Councillor Hiller addressed the meeting and moved the following motion:

“Council resolves:

That we, the Members of Peterborough City Council, assembled in accordance with Section 249(5) of the Local Government Act 1972 acknowledge the eminent service rendered to the City by Tommy Robson.

Tommy Robson has been a citizen of Peterborough and had an association with Peterborough United football Club, for over 50 years. He signed for The Posh and moved to the city in 1968. Tommy has been involved with Peterborough United in many different roles ever since. First and foremost, as a first-team player for 13 years, in which time set a club record, which is unlikely to ever be broken, of 559 appearances. Tommy has scored a remarkable 128 goals for the Posh and he was twice presented with the Player of the Season award at London Road. Tommy went on to manage the Peterborough United Youth Team, was a summariser on BBC Radio Cambridgeshire's coverage of Posh matches and has, for many years, been a Sponsor's Matchday Host, entertaining guests and conducting tours of the stadium. Tommy has also supported many charities in the city and raised thousands of pounds for the Amazon children's ward at Peterborough District Hospital through the Peterborough Legends football team.

In addition to his direct involvement in fund raising his notoriety has supported many other local charities who have capitalised on Tommy's 'top billing' to promote their own

fundraising activities and Tommy has always made himself available to support these good causes.

In 2008, Tommy became the first inductee into the 'Posh Hall of Fame'. After hanging up his boots, Tommy continued to live and work in and around Peterborough. Although he has not yet officially been given the honour by the Palace, he is known to Posh fans as, "Sir" Tommy!

Tommy has had several health problems over the years, which he has overcome with his typical fighting spirit that so characterised his professional career, but in the summer of 2019, Tommy was diagnosed with Motor Neurone Disease. Tommy has borne the news with dignity and courage, continuing in his Matchday Host role, despite many everyday activities which we all take for granted, becoming difficult and frustrating for him, especially having been an active sportsman all his life.

Tommy is without doubt, one of, if not THE most loved players ever to grace the pitch at London Road and is still loved, to this day, by everyone connected with Peterborough United.

In recognition of the above, WE DO HEREBY CONFER the honorary Freedom of the City upon Tommy Robson, of Peterborough."

The motion was seconded by Councillor Jamil.

Members endorsed the comments made by Councillor Hiller and partook in a virtual round of applause. It was advised that a presentation would take place at a future date.

A vote was taken (unanimous) and the motion was **CARRIED**.

The Mayor  
5:15pm – 5:30pm  
29 July 2020  
Virtual Meeting



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**MINUTES OF THE COUNCIL MEETING  
HELD WEDNESDAY 29 JULY 2020 6PM  
VIRTUAL MEETING: PETERBOROUGH CITY COUNCIL'S YOUTUBE PAGE  
THE MAYOR – COUNCILLOR GUL NAWAZ**

**Present:** Councillors Councillors Aitken, Ali, Allen, Ash, Ayres, Bashir, Bisby, Andrew Bond, Sandra Bond, Brown, Burbage, Casey, Cereste, Coles, Day, Dowson, Ellis, Farooq, Fitzgerald, John Fox, Judy Fox, Fower, Goodwin, Harper, 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.

A one minute's silence was held as a mark of respect for Councillor Louise Coles, who served on Peterborough City Council representing Fletton and Woodston ward and sadly passed away in April, she would be greatly missed.

Members also acknowledged the efforts of all key workers in the city who had helped to protect the local economy.

**4. Apologies for Absence**

Apologies for absence were received from Councillors Barkham and Haynes.

**5. Declarations of Interest**

Agenda Item 12 - Motion 8

Declarations of interest were received regarding Motion 8 from Councillor Walsh who declared membership on board of Natural Cambridgeshire. Councillor Sandford declared that he was a member of the Peterborough Environment City Trust who were participating in the John Clare Countryside Project.

Agenda Item 12 - Motion 13

Declarations of interest were received regarding Motion 13 on unfair evictions from the following Members who declared being landlords within Peterborough:

Councillor Walsh  
Councillor Holdich  
Councillor Shaz Nawaz  
Councillor Nadeem  
Councillor Cereste  
Councillor Cole  
Councillor Ali  
Councillor Over  
CouncillorJamil  
Councillor Hogg  
Councillor Allen

Councillor Amjad Iqbal  
Councillor Farooq  
Councillor Gul Nawaz  
Councillor Azhar Iqbal

## **6. Minutes of the Meeting held on 4 March 2020**

The minutes of the meeting held on 4 March 2020 were approved as a true and accurate record, subject to the replacement of, “Group Leaders were invited to join the Chief Executive, the Monitoring Officer and the Resources Acting Corporate Director and the meeting was adjourned,” with, “Group Leaders were invited to join the Chief Executive, the Monitoring Officer and the Resources Acting Corporate Director and the meeting was adjourned by the Mayor.”

## **COMMUNICATIONS**

### **7. Mayor’s Announcements**

There were no announcements from the Mayor.

### **8. Leader’s Announcements**

There were no announcements from the Leader.

## **QUESTIONS AND PETITIONS**

### **9. Questions with Notice by Members of the Public**

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

1. Bretton Water Park
2. Safety measures including a speed camera for Mayors Walk
3. Consideration and consultation with local sports clubs and community groups to re-open sport and leisure services
4. Personal voluntary contribution request to Members to re-open the Lido
5. Pop up cycleway on Crescent Bridge
6. Anti-social behaviour in Lincoln Road

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

### **10. Petitions**

#### **(a) Presented by Members of the Public**

There were no petitions presented by the public.

#### **(b) Presented by Members**

A petition was presented by Councillor Ali containing a number of pages from business and residents of Millfield requesting the Council to take urgent action against anti-social behaviour and rising crime.

A petition was presented by Councillor Seaton containing a 1,117 people requesting the Council take action regarding the renaming of streets in Peterborough. Members expressed concern that the petition may not be permissible due to a lack of address details.

Two petitions were presented by Councillor Fitzgerald, one of which he stated had previously been sent to Democratic Services, one regarding the Council's initial proposals on Cowgate and the surrounding area to implement changes to cycleways and another for the Broadway area.

A petition had been submitted to the Council electronically in advance of being presented at this meeting by Councillor Murphy from residents in Mayors Walk, Central Ward and Ravensthorpe concerning speed and accidents in the aforementioned area, and requested that the lead petitioner be allowed to take the petition to Cabinet or the Scrutiny Committee in view of the initiatives to encourage cycling.

Members were advised that petitions should be forwarded electronically to the Democratic Services Officer and would be validated after the meeting.

## **11. 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. Commercial expansion of waste collection across Peterborough
2. Covid 19 workplace testing for large employers
3. Reopening of leisure facilities
4. Mass testing people of Peterborough
5. Local Electricity Bill - Act of Parliament to establish a Right to Local Supply
6. The re-opening of libraries
7. Vivacity gym subscriptions
8. The University of Peterborough awarding independent degrees
9. BAME personnel at director level
10. Non receipt of reports through Fix My Street to Aragon Direct Services
11. Free Brown Bin Collections
12. Review of anti-discriminatory practices and discrimination within the council
13. The introduction of free bulky waste collections
14. Update of the commitment to reduce emissions to zero by 2030
15. Review Library, Arts, Cultural and Leisure Services
16. The reputation of Peterborough
17. Sustainable travel recovery following the Covid crisis
18. Peterborough as the nation's digital city
19. Housing and the Combined Authority

20. Adopted Roads in the Manor Drive development - WARD SPECIFIC - answered in writing
21. Werrington Sports Centre and Swimming Pool - WARD SPECIFIC - answered in writing
22. Assessing the success of the biodiversity scheme in John Clare Rec - WARD SPECIFIC - answered in writing

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

1. Letter to Mayor Palmer from Ministry Housing, Communities and Local Government (*regarding Governance & Transparency*)

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

## **RECOMMENDATIONS AND REPORTS**

### **12. Executive and Committee Recommendations to Council**

#### **(a) Cabinet Recommendation - Budget Setting Process**

The Council received a report on adopting a revised budget process for 2021/22.

The purpose of this report was to update the Budget Policy Framework Procedure Rules as set out in the Councils Constitution, Part 4, Section 6, by adopting a permanent change to the Budget Policy Framework. The Medium Term Financial Strategy (MTFS) approved by Council in March had indicated a budget deficit of £14.2million in 2021/22, which together with the additional financial challenges resulting from the COVID-19 pandemic - the loss of income streams, additional pressures from service users and difficulty with delivering the planned savings - necessitated changes to the budget setting process. The revised process would enable budget proposals to be implemented throughout the financial period to the benefit of the Councils financial position.

Councillor Seaton introduced the report and moved the recommendations. He advised that he had intended to present initial budget proposals for the Medium-Term Financial Strategy however the pandemic had caused great uncertainty and priorities had changed. The recommendation proposed two phases, one for consultation in the Autumn and another in the Spring of 2021. As the 2021 process had been approved by Full Council, this report regularised the position for the coming year.

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

Council debated the motion and expressed confusion over how this was a departure from the normal process.

In his summing up, Councillor Seaton explained that previously the budget had often been conducted over two phases, however that was not in the Policy Procedure Framework Rules. Changes of the phasing was contained within the Constitution and therefore needed to be signed off by Full Council.

A vote was taken (unanimous) on the recommendation and it was **AGREED** that the Council would approve the updated Budget Policy Framework outlined in Appendix A to the report.



## 12. Questions on the Executive Decisions Made Since the Last Meeting

Councillor Holdich introduced the report which detailed Executive Decisions taken since the last meeting including decisions from the Cabinet meeting held on 11 May 2020.

He referred to the decision made on 20 May 2020 regarding the Implementation of the City Space Public Protection Order and advised it should refer to Councillor Walsh and not Councillor Fitzgerald as stated in the agenda.

Questions were asked regarding the following:

### **Special urgency and waiver of call-in provisions**

Councillor Murphy asked if some urgent decisions could have been taken more timely with a little more planning, avoiding the use of waiver and special procedures.

Councillor Holdich replied that this criticism was unfair at the moment as some officers were not doing their original roles, causing some timings to slip.

Councillor Sandford asked why the dimming of streetlights was considered urgent.

Councillor Hiller replied it had been to allow the council to enjoy the savings generated as soon as possible.

Councillor Sandford felt that that the saving of 5 days energy achieved from dimming the street lighting was not sufficient grounds to bypass the council's scrutiny process and asked Full Council to check that the Cabinet was behaving in a reasonable way in exercising the urgency powers.

### **Award of contract for the refurbishment of Town Hall North**

Councillor Murphy asked if Council should reconsider the decision to authorise the main refurbishment works of the Town Hall North to facilitate the letting of the space to Cambridgeshire & Peterborough NHS Foundation Trust (CPFT) as in light of the current trend to work from home, the CPFT may no longer require a large office space.

Councillor Hiller replied that the decision had been approved to allow the completion of the refurbishment of the Town Hall to allow the letting to proceed to CPFT which would generate income and avoid leaving the building in an unfinished state. This would lead to ongoing associated costs and security issues, call the Council's reputation into question and could have legal consequences. The lease had already been signed with the CPFT and the decision had not been called in.

### **Lease renewal at St. Michael's Gate, Parnwell, Peterborough**

Councillor Murphy asked if the Council was pleased it had listened to the Call-In request and reversed the decision of the Cabinet Member. *(To lease rather than to purchase the building)*

Councillor Allen replied that the freehold potential had been considered, however after consideration, the decision was taken to lease the premises although the council may re-consider purchasing the property at a future date.

Councillor Hiller advised that had the council purchased this property, the value of the investment may have reduced because of the Covid pandemic. This type of proposition was constantly changing, and as homeless presentations were reducing, it was unclear if there would be a long term need for this type of property and leasing at the time seemed the better option.

### **Disposal of Plots 7 & 8 Fletton Quays (Whitworth Mill)**

Councillor Wiggin asked for confirmation that the plans to build the boutique hotel had failed to materialise and if the plots would be resold. He sought assurance that any plans would include provision for arts and culture facilities as included in the previous plans.

Councillor Hiller replied that the recommendation would enable the council to develop the site without further claims on the public purse and would contribute towards the regeneration of Fletton Quays. The original purchases had withdrawn due to the Covid crisis however another company had expressed interest in the site and negotiations were proceeding at an acceptable figure.

### **Urgent decision required to approve streetlight dimming**

Councillor Hogg asked if the decision to dim streetlights was associated with the number of streetlights which were permanently on for an extended period.

Councillor Hiller replied that this was not the case.

The Mayor announced a short break in the meeting for 15 minutes and the meeting recommenced at 20:15pm.

## **15. Questions on the Combined Authority Decisions Made Since the Last Meeting**

The Mayor announced that, as part of the Virtual Meetings Protocol, any questions in relation to this agenda item would not be taken verbally as all questions and answers would be provided in advance and included in the agenda pack.

## **COUNCIL BUSINESS TIME**

### **16. Notices of Motion**

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

Councillor Sandford moved a motion without notice under Standing Order 20 regarding the motion proposed by Councillor Wiggin, Motion 12 on the Black Lives Matter Movement to re-order agenda and move this motion to be moved as the next item.

A vote was taken to allow the motion on the Black Lives Matter Movement to be debated as the first motion (24 voted in favour, 32 voted against, 1 abstained from voting).

The motion was **DEFEATED**.

#### **1. Motion from Councillor Joseph**

Councillor Joseph moved the altered motion on gender equality and advised the motion was based on the findings of a recent Parliamentary report. She advised that the council had a duty to ensure there was a welcoming and supportive atmosphere for those who

were elected and employed. Only 4% of local authorities in 2017 had a parental leave policy in place for councillors. She would like a Task and Finish Group to look at the feasibility of childcare and other ways to reduce barriers which prevented women being involved with the council.

Councillor Qayyum seconded the motion and reserved their right to speak.

Council debated the altered motion and the summary of points raised by Members included:

- It was important women should feel safe and supported in their role as a councillor.
- Members expressed concern that changes needed to be made locally.
- The Chamber should be a place where all can express their views freely with decency and respect given to all members.
- Consideration needed to be given to any additional costs which may be incurred by the outcome of the motion as the council emerged from the financial impact of the pandemic.
- The council needed to reflect the community it served.

Councillor Qayyum exercised their right to speak and endorsed her support to the motion.

Councillor Joseph summed up and responded to comments and agreed that consideration was required on the financial impact.

A vote was taken (unanimous) on the (altered) motion relating to equality and diversity and the motion was **CARRIED** as follows:

“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 recognised that:

- Women were the biggest consumers of council services, the majority of its staff were women, yet the majority of councillors and council leaders are male.
- Equal opportunity was 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 had 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 resolved to request that the Adults and Communities Scrutiny Committee set up a Task and Finish Group to review:**

- ~~Pay particular attention to all aspects of~~ **How the council can promote equality and diversity as each policy comes up for review for all councillors including consideration of phasing to phase out the use of gender defining titles.**
- ~~Adopt the LGA's policy for~~ **The adoption of a Parental Leave policy for councillors,** to assist and encourage younger people to come forward as councillors.
- ~~To~~ **How the council can ensure councillors with children and other caring commitments are supported as appropriate**
- **How political groups, Group Leaders and the Mayor/Chair can help ensure better behaviour in the Council Chamber to create an atmosphere of mutual respect – for example by:**
  - **Giving a reminder to all reminding members of their responsibilities at the start of each meeting.**
  - **Stepping in quickly Quick intervention if members fail to behave correctly.**
  - ~~Apply fairness in their decisions and~~ **Ensuring a fair approach is applied to all councillors in the overseeing of meetings.**

**The Adults and Communities Scrutiny Committee would report any recommendations it agreed from the Task and Finish Group back to Full Council for decision.**

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

## **2. Motion from Councillor Jones**

Councillor Jones elected not to move his motion on in relation COVID-19 related scams.

## **3. Motion from Councillor Coles**

Councillor Coles moved the motion concerning bereaved families as amended by Councillor Hemraj, and asked that the loss of loved ones during the pandemic was

acknowledged and that consideration be given to a suitable memorial for those who had died, their families and those who had cared for them.

Councillor Hemraj, a healthcare worker within the NHS, seconded the motion and added her support to holding a memorial event for all lives lost in Peterborough throughout the Covid-19 pandemic and also to acknowledge the key workers who had worked extremely hard during this stressful period.

A vote was taken (unanimous) on the (altered) motion concerning bereaved families and the motion was **CARRIED** as follows:

“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 through establishing War Memorials, and many examples of local memorials set up after loss of life during disasters.

**The Council resolved to run a consultation to establish what might be the best way of remembering all of our loved ones and to set up a body representing the bereaved families and public authorities to make recommendations as to the most fitting way to mark the loss of so many to COVID-19 during the pandemic and to recognise the sacrifices and efforts of health service, care workers and volunteers. The consultation was to consider, among other proposals:**

- a. **setting up a memorial event as soon as practical, where residents from all faiths, beliefs or none can participate;**
- b. **Consider establishing an annual memorial to all those lost during the pandemic;**
- c. **To explore opportunities to set up a permanent memorial structure.”**

#### **4. Motion from Councillor Burbage**

Councillor Burbage moved the amended motion on the use of e-scooters and advised that the motion was not against their use, but to consider how they could be used responsibly. They be a viable alternative to the use of cars within the city however controls and licensing needed to be put in place.

Councillor Coles seconded the motion and reserved his right to speak

Council debated the motion and the summary of points raised by Members included:

- Members expressed reservations with the use of e-scooters and associated safety issues. There had been an increased number visible on the streets and

trial scooters may give the impression that people could use their own rather than only those on hire.

- It was unfortunate this matter could not be discussed at an earlier date.
- This council could wait and see the results of trials in other cities which were already underway rather than conduct their own.
- The council could then concentrate on the provision of cycle routes in the city and should it be decided to allow e-scooters at a later date, the infrastructure would be shared and already be in place.
- Members requested that the Task and Finish Group consult with elderly and all disabled groups and considered the feelings of those who have been shielded for the last few months due to the Covid pandemic as many had not been out for sometime.
- Members confirmed that the amended motion referred the matter to the next meeting of the Growth, Environment and Resources Scrutiny Committee, not set up a Task and Finish Group.
- Members would like to discuss the use of alternative forms of transport.
- The Leader of the Council advised that the Combined Authority had been asked by the government to look into the matter and he had already received several emails from different disabled organisations expressing their concerns and he agreed that the Council needed a policy on the matter.
- The use of public transport had declined dramatically recently, and more people were walking and cycling.

Councillor Cole exercised his right to speak and confirmed it was still illegal to use e-scooters on the public highway and confirmed disabled groups were concerned.

Councillor Burbage summed up and confirmed that the motion was about protecting the public and other road users and to enable the council to make an informed decision.

A vote was taken on the altered motion from Councillor Burbage in relation to e-scooters (48 voted in favour, 9 voted against, 0 abstained from voting) and the motion was **CARRIED** as follows:

“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.

**This Council resolved to consider whether to introduce e-scooters with the proper licensing and agreements as one alternative form of transport to the motor vehicle to reduce carbon emissions. This needed to be referred to the next therefore resolves to refer this issue to the meeting of the Growth, Environment and Resources Scrutiny Committee for full further consideration by a Task and Finish group who will make a recommendation to Cabinet.**"

## 5. Motion from Councillor Hiller

Councillor Hiller moved the motion on a Peterborough Citizen's Award.

Councillor Jamil seconded the motion and felt this motion would recognise the many local heroes in Peterborough.

Council debated the motion considered that it was right to recognise those who had given their time and financial resources to helping others in their local communities.

Councillor Sandford proposed to suspend Council Standing Order 14.2 to enable the meeting to be extended by half an hour to allow one specific motion to be debated which he felt had attracted much public interest.

Councillor Shaz Nawaz seconded the motion from Councillor Sandford.

A vote was taken on the motion from Councillor Sandford in relation to suspending standing order 14.2 (26 voted in favour, 29 voted against, 2 abstained from voting) and the motion was **DEFEATED**.

Debate continued on a Peterborough Citizen's Award, including:

- Members felt that those who were hard to reach, sick or disabled tended to be excluded from this type of award and an award recognising everyone would be more inclusive.
- Members were impressed how local people had supported each other during the pandemic.
- Celebrating the support local people had given would encourage further volunteering in the future.

Councillor Hiller summed up and explained that nominations for the proposed awards could be made by Councillors and members of the public and this proposal was to recognise individual responses to the Covid pandemic. The financial costs would be minimal however it would reward hugely in terms of recognition and pride in the people of Peterborough.

A vote was taken on the motion from Councillor Hiller in relation to a COVID-19 Peterborough Citizen's Award scheme (49 voted in favour, 8 voted against, 0 abstained from voting) and the motion was **CARRIED** as follows:

“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 resolved 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 had affected so many lives.”**

Members discussed the length of the meeting being three or four hours and the use of the guillotine. The Monitoring Officer therefore suggested the agenda be re-ordered and the item on the Virtual Meeting Protocol moved as the next item.

Councillor Fitzgerald proposed the item be heard next and this was seconded by Councillor Holdich.

## **17. Virtual Meetings Protocol**

Councillor Holdich moved the recommendations in relation to the updated Virtual Meetings Protocol and this was seconded by Councillor Fitzgerald.

It was suggested that the wording within the protocol was not quite correct as it referred to a different council structure. The Monitoring Officer advised that the essence was correct and the policy would be reviewed going forward by Group Leaders who had already agreed to abide by the protocol for this meeting at their last gathering.



Council had received a report on the Virtual Meeting Protocol in the agenda pack. Following 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 and the Covid-19 pandemic, it had been necessary for the Council to hold its meetings virtually. Group Leaders had reviewed and provisionally agreed the protocol awaiting the next meeting of the Full Council.

The motion was moved by Councillor Holdich and seconded by Councillor Fitzgerald.

A vote was taken on the Virtual Meetings Protocol (43 voted in favour, 11 voted against, 1 abstention and 1 person did not vote).

Council **RESOLVED** to approve the Virtual Meetings Protocol (Appendix 1 to the report).

The Monitoring Officer advised that the guillotine for the Full Council meeting had been met and, as such, all motions, amendments and recommendations would be deemed formally moved and seconded and the recommendations were read out by the Head of Constitutional Services and each was taken to a vote.

## 18. Motions on Notice

### 6. Motion from Councillor Ali

A vote was taken (unanimous) on the amended motion from Councillor Ali as amended by Councillor Allen in relation to re-opening of leisure services. The motion was **AGREED** as follows:

“This Council ~~notes~~ recognised how important heritage, museum, library, leisure, sports, summer activities, and arts facilities and services are for the city council and its residents.

Council ~~believes~~ was clear that we need a long-term plan to secure such services and with the current situation in relation to Vivacity the council ~~should~~ was exploring all options; this including direct provision, working with partners, the creation of a new Arts and Leisure Trust, and the establishment of a co-operative to deliver these services.

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

### 7. Motion from Councillor Murphy

The Mayor had received confirmation from Councillor Murphy prior to the meeting that he no longer wished to move his motion.

### 8. Motion from Councillor Sandford

A vote was taken (unanimous) on the motion from Councillor Sandford in relation to Natural Cambridgeshire. The motion was **AGREED** as follows:

“Council supported 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 aimed to create, launch

and deliver an ambitious and accessible nature recovery area across the landscape areas to the west of Peterborough. Further information could be found in Appendix 1 to the motions report.”

#### 9. Motion from Councillor Sandford

A vote was taken on the motion from Councillor Sandford in relation to the delegation of local lockdown powers (39 voted in favour, 13 voted against, 5 abstained from voting).

The motion was **AGREED** as follows:

“Council:

Congratulated City Council staff, NHS and social care staff and all volunteers who have worked so hard in managing the COVID-19 crisis in Peterborough.

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.

Asked 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

A vote was taken (unanimous) on the motion from Councillor Day in relation to a Food Strategy. The motion was **AGREED** as follows:

“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 resolved 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 endeavoured to encourage the production of food locally and support the sale of such produce.”

## 11. Motion from Councillor Hogg

A vote was taken (unanimous) on the motion from Councillor Hogg in relation to recycling banks. The motion was **AGREED** (unanimous) as follows:

“Council noted:

- 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 fly tipping 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 resolved 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 fly tipping and they might be issued with a fine, if caught.”

## 12. Motion from Councillor Wiggin

A vote was taken (unanimous) on the amended motion from Councillor Wiggin in relation to no fault evictions. The motion was **AGREED** as follows:

“Council noted:

- 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 believed:

- 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 resolved:

- 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."

## **18. Reports to Council**

### **(a) Political proportionality and Allocation of Seats**

A vote was taken on the political proportionality proposal from Councillor Holdich (38 voted in favour, 17 voted against, 2 abstained from voting).

Council **RESOLVED** to:

1. Note that there were 109 seats on committees.
2. Agree the allocation of seats on those committees subject to political balance arrangements (Appendix 1 – Councillor Holdich proposals).
3. Agree the allocation of seats on those committees not subject to political balance arrangements (Appendix 2).

### **(b) Calendar of Meetings 2020-2021**

A vote was taken on the calendar of meetings for 2020/21 (49 voted in favour, 7 voted against, 1 abstained from voting).

Council **RESOLVED** to approve the Calendar of Meetings (Appendix 1 to the report) for the remainder of 2020/2021.

The Mayor  
6:00pm – 9:30pm  
29 July 2020  
Virtual meeting

**FULL COUNCIL 29 JULY 2020  
QUESTIONS & ANSWERS**

Questions were received under the following categories:

<b><u>PUBLIC PARTICIPATION</u></b>	
<b><u>Questions from members of the public</u></b>	
1	<p><b>Question from Chaz Fenner</b></p> <p><b>For Councillor Allen, Cabinet Member for Housing, Culture and Recreation:</b></p> <p>Thank you, Mr Mayor. As many families will not be able to have a holiday away this year the Bretton Water Park is a much-needed facility for children and young families especially for general fitness, mental health and play.</p> <p>Now that the government has allowed outdoor sporting and leisure facilities to reopen, many residents are asking in Bretton when the Bretton Water Park will be open.</p> <p><b>The Cabinet Member responded:</b></p> <p>Thank you Mr Mayor and thank you Mr Fenner for the question. Luckily, I did have it written down because I am afraid your microphone was breaking up during your presentation. Let me say, I agree that we need to do all we can to provide leisure opportunities for our residents this Summer, perhaps even more than ever. Clearly, in the current situation it is vitally important that we keep our residents and staff safe from the effects of Covid-19, and any re-opening of our facilities must be done in ways that achieve that. As you will know, the Covid-19 infection rates in Peterborough had been a recent cause for concern, albeit that they now appear to be reducing. I asked our Director of Public Health to review the advice previously provided to see if there is any possibility of re-opening the Bretton Splash Park, the Central Park paddling pool and the Lido this season.</p> <p>Now Covid-19 hangs heavily over all of my questions I have to answer this evening and therefore the risk assessment that was performed on Monday by council officers and health and safety team allows me to be perhaps somewhat despondent but at least straightforward with the Chamber this evening. We have the risk assessment for the regional pool and I can tell you, sorry, not the regional pool, the Lido, and I can tell you the advice we have now received is that it is highly unlikely we could get that facility open safely. And if we do, it would mean not the Lido we are used to. It would mean a controlled queue, it would mean controlled swimming times of no more than 45 minutes, it would mean there would be simple lane swimming, so not the fun experience that families enjoy at the Lido we know and love. It is doable, it is going to cost an awful lot more money to do so, we are talking about a variance of around £58,000 to get the Lido open and it would take at least four weeks, perhaps five. This is still to be looked at but I'm afraid I'm fairly despondent in respect of getting it open relevant to the risk assessment. I've had also a report that The Bretton Splash Park cannot open this year due to safety with distancing and the fact that there is only a very small fence that kids could climb over without any way of stopping them unless you had security guards ringing the whole facility. I'm waiting for a further update on Central Park but there are logistical issues with getting that open. I'm sorry not to be encouraging with what I am saying but that is the facts as they stand at this moment in time. Thank you.</p> <p><b>There was no follow up question.</b></p> <p><b>Chas Fenner:</b> No,, Councillor Allen has answered my follow up question as well in that answer. Thank you.</p>

2.	<p><b>Question from Natasha Morgan</b></p> <p><b>For Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments:</b></p> <p>Thank you Mr Mayor. Following a petition that collected over 100 names in support of a speed camera being installed as well as other measures, can the council give me assurances that action will be taken to improve the safety on Mayors Walk, Peterborough. Can I get a commitment that we will see these measures put in place at the earliest opportunity, and that the council is fully supportive of making our roads safe for our residents, particularly our school children.</p> <p><b>The Cabinet Member responded:</b></p> <p>Yes of course Mr Mayor and I thank Natasha for her question. The Council is of course fully supportive of ensuring safe roads for all road users and appropriate engineering interventions are considered for locations with evidenced or safety record. The received data however is reviewed annually across the authority and this informs our programme of highways work for the year. A speed survey was undertaken in February 2020 which showed the average speeds near Edwalton Avenue to be 26mph westbound &amp; 28mph eastbound which based on those average speeds recorded, shows good compliance with the appertaining speed limit. At the present time, I'm afraid given the calibrated data collected, there are no measures planned for Mayors Walk. Thank you Mr Mayor.</p> <p><b>Natasha Morgan asked a follow up question:</b></p> <p>In the light of Covid-19, and the fact that people are being encouraged to walk and to cycle, for their own safety, and as the residents obviously don't feel safe, would it not be an idea to possibly fast forward looking at this again?</p> <p><b>The Cabinet Member responded:</b></p> <p>Yes, thank you Mr Mayor and again I thank you for that follow up question Natasha which actually makes perfect sense. But I respectfully have to tell you that we can't act on forward projections in that..... I have to tell you that the highways team acts by the action I described. It has to be proved that there is a problem I'm afraid and I'm told the council officers have determined that the problem of persistent speeding here is not evidenced reality. You and the people that signed the petition think there is a dangerous speeding problem that exists on this road, but the council's calibrated testing equipment reports otherwise I'm afraid. Thank you Mr Mayor.</p>
3.	<p><b>Question from Stuart Haw</b></p> <p><b>For Councillor Allen, Cabinet Member for Housing, Culture and Recreation:</b></p> <p>Yes and thank you Mr Mayor. So this is for Councillor Allen. During the 2 July 2020 Scrutiny Committee Meeting, Adrian Chapman stated that the council "was looking to work with local sports clubs and community groups to deliver sport and leisure services". Can Mr Allen clarify what was meant, the particular clubs, and the specific services which would be included? And can any Members of the Council say which sport clubs and community groups they have been liaising regarding the provision of sport and leisure services? Thank you.</p> <p><b>The Cabinet Member responded:</b></p>

	<p>Certainly. Thank you Mr Mayor and thank you Stuart. I am able to give you an overview, having been in touch with the officer and I haven't got specifics in front of me but I can a definite overview that it's important that this Council for future delivery arrangements for services that are transferring back the council from Vivacity are carefully considered and fit for purpose and affordable. It is also important that whoever is responsible for running these services has a clear vision, is ambitious to offer the best services possible, and is committed to improving the quality of life for all of our residents and visitors. When the contract with Vivacity ends in September, all services will transfer to the council, and we will then take time to consider all options, including entering into discussions with interested parties, including local sports and leisure clubs, cultural leaders, friends groups and others. We have already been contacted by many of these organisations and interested parties, although detailed discussions cannot yet commence, but they will be progressed in the forthcoming weeks and months. Any group that is keen to share their views is encouraged to contact me so that I can alert the responsible officers. I am aware that the athletics and running clubs have shown interest in participating at the Embankment track and that's commendable and we look forward to members of that particular organisation. Thank you Stuart, I hope that's sufficient.</p> <p><b>Mr Haw asked a follow up question:</b></p> <p>If possible could Councillor Allen clarify any of the communications around the athletics club and any propositions which he has looked at.</p> <p><b>The Cabinet Member responded:</b></p> <p>I was made aware today, think three separate contacts between the athletics club, and I know there's two clubs come together to make one now so I can't give you individual name at the athletics club, but there were three telephone conversations or email exchanges with council officers with regard to the future of the club. I haven't got the dates in front of me without digging into my emails, but it is happening and we are keen to work with the athletics club if that's the particular organisation with which you are connected. I can assure you of that direction of travel</p>
4.	<p><b>Question from John Peach</b></p> <p><b>For Councillor Allen, Cabinet Member for Housing, Culture and Recreation:</b></p> <p>Thank you very much Mr Mayor. It is a question to the Leader of the Council, Councillor John Holdich. To say, residents are delighted to hear of your intention to retain and keep as many Vivacity facilities and services as possible open when it was announced they had handed the contract back.</p> <p>Now that the government have announced that outdoor swimming pools can reopen I and many residents feel it is of the utmost importance to get the Lido and the Central Park paddling pool open as soon as possible.</p> <p>This is particularly so in light of many families not being able to afford to get away on holiday this summer and children needing to use facilities that have been closed during lockdown. Opening the Lido and the paddling pool would in also enhance people's fitness, mental health and general well-being as well as making a statement that Peterborough is open again.</p> <p>From talking widely to members of the Vivacity board, city councillors, council officers and Paul Bristow MP, there is a willingness to get the Lido open as soon as possible, but the cost is a problem.</p> <p>I have personally made a cheque here made payable to Peterborough City Council for £10,000 to go towards getting the Lido open this season.</p> <p>Can I ask if you and other members are able to contribute either financially or by volunteering time and even head up a fundraising appeal to get the rest of the money</p>

and issue instructions to get the Lido open as soon as practically possible? I understand Vivacity have said the council can take full receipts from any admission charges which should some extent offset some costs.

Get the Lido open and Central Parks paddling pool open as soon as possible, keep fit, stay healthy and save children from drowning in the river at the Embankment, Orton Mere and Ferry Meadows this summer.

**The Cabinet Member responded:**

Thank you Mr Mayor and thank you Mr Peach. I know you directed your question to the Leader of the Council and I am sure Councillor Holdich will back up my response. I would say that I am on record of sharing your views Mr Peach. I think we should have got the Lido open, the paddling pool open and indeed Bretton Splash Park. But other things have come into play. Covid hangs heavily over any decision we make and I mentioned to Mr Fenner in my first response, we have recently had a risk assessment that makes all of these now highly unlikely. But let me say, I acknowledge your generous, selfless offer of £10,000 to make a financial difference but it's not just about finance, it's about health and safety and as I say the risk assessment now makes this highly unlikely.

I would say, if you are still looking to put forward your generous donation, if anybody else is listening to this meeting or indeed Mr Peach, you have others who will contribute that may well help the financial aspect of getting the pool open. Primarily it is going to take at least five weeks to get it open. If it opens, and I'm referring now to specifically to the Lido, if it is open it will not be the Lido we know and love. That wonderful family experience in the Summer months where children and parents are there all having a good time together. It would be purely an exercise pool with lane swimming, limited admission, limited use of changing facilities, and only timed swimming periods of up to 45 minutes maximum and then a cleaning period to follow, So although your desire to get the pool open is shared by me, I am now telling the chamber that it's highly unlikely in view of the health and safety advice we have received.

**Mr Peach asked a follow up question:**

Thank you I would just like to say thank you for your reply. I note everything, but I understand, and obviously I'm not medically qualified but a lot of people who would use the paddling pool and Bretton Park and indeed the Lido, are young people and I believe that if your under 18 you're twice as likely to be struck by lightning as catch Covid and there's not many 18 year olds in Peterborough who have been struck twice by lightning. But I have talked extensively to Liz Robin, the Cambridgeshire Director for Public Health and talking to her I find it very strange that she was only asked to give a report on the opening of the Lido and not any other pools in Peterborough or indeed the Cambridge Lido. So I wondered if in some way the decision could be reviewed or do I have to have it judicially reviewed which would obviously cost money and time.

**The Cabinet Member responded.**

I most certainly do. And that's quite a pointed question Mr Peach. I refer again to the risk assessment. The risk assessment looking at the Lido now cos we have three topics under debate. The Lido, if it does open, means that the café would not open, the one-way swimming system in place, there would be no use of the paddling pool or the smaller, less deep pool. It would be a travesty to call it the Lido as we know and love, it would be purely an exercise pool. Now looking at others in the country I am told that there are very few open air Lidos open in the country, a small percentage of what's actually out there and I keep coming back to the fact that I'm on record indeed way back at the start of the Covid lockdown that we should try our best to get these facilities open. Some families will not be able to go abroad this year or indeed afford a UK holiday, they deserve something in Peterborough and we should try to get them open. But I come back to the risk assessment, which keeps telling us that it's not practical either for health and safety reasons, or on the back of the health and safety reasons,



	<p>the implications of financial cost to the council. But I again come back to you, your generous offer is well received, and we are grateful for it. If you can find some people to back up your generous offer to the tune of about £58,000 then it's doable providing your patient and realise it will take until the end of August to get it open and the limited season will only take us into September, well passed when the schools are opening. So I'm sorry not to be more optimistic and more positive but that's how it is, that's, we are where we are as they say.</p>
5.	<p><b>Question from Rohan Wilson</b></p> <p><b>For Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments:</b></p> <p>Yes thank you Mr Mayor. This new popup lane has made it possible, for the first time, for people to cycle over Crescent Bridge in both directions, and in safety, separated from motor traffic. The new lane connects neatly with the existing safe route which passes beneath the Crescent roundabout, to and from Cowgate, Priestgate and Cathedral Square. So far, this is excellent.</p> <p>However, at present the pop-up lane's continuation on Thorpe Road is ill-defined. By that I mean if you cycled from town, up the hump of Crescent Bridge, you're rolling down now towards Thorpe Road and suddenly you find that the lane has ended. You are on the carriageway and there is oncoming traffic facing you. There is no instruction to tell you to either go on to the narrow pavement to your right or to cautiously cross Thorpe Road at that point where it is often can be very busy. So it's not going to work without that continuation. Back to my script.</p> <p>Cycling legally along Thorpe Road at present is allowed only on the carriageway. Most local people will therefore choose not use the new lane, now the majority of people, the majority of the public say they would love to cycle but they are scared of cycling in traffic, so people will choose not to use the cycle lane and thus not cycle into town. The existing footway on Thorpe Road is actually very wide in parts, but it's not at present allowed for cycling. The new popup lane therefore is simply not yet linked up to make a continuous route from and to its local catchments which are Longthorpe, Netherton, West Town and South Bretton.</p> <p>The question. Will the City Council permanently retain this new popup lane, making it part of a safe, effective and much-needed route to and from people's homes by linking it along Thorpe Road, and by giving it priority at side roads?</p> <p>The alternative is that it may be little used. It would then risk being removed as a "failed experiment", and a major opportunity would be lost.</p> <p><b>The Cabinet Member responded:</b></p> <p>Yes, thank you Mr Mayor and I thank you Mr Wilson for your question.</p> <p>The Council welcomes the funding recently received from the DfT (<i>Department for Transport</i>) to enable us to reallocate road space while the traffic levels are measurably less in order to encourage more people to walk and cycle into the city, the purpose obviously behind the grant.</p> <p>You'll be aware Mr Wilson we have already installed a number of measures, with others set to be rolled out over the coming weeks. Where such infrastructure is being installed officers are also undertaking vigilant and timely monitoring which will allow the Council to understand the impact, positive and negative, of any intervention and determine the next steps that should be taken to balance the needs of all road users. It would be misleading of me Mr Wilson, to guarantee the permanence of the measures. Following the initial tranche of funding awarded to the council, officers are now developing proposals for the second round of funding, you may be aware.</p>

	<p>These proposals will aim to make more sustainable changes to support both walking and cycling across the city. And I can confirm to you Mr Wilson, that I have asked officers to consider the area, the whole of the area of Thorpe Road, it's length, and officers will consider this, and your own comments of course which are very valuable, alongside other proposals to form the best possible bid. I thank you Mr Mayor and I thank you Mr Wilson.</p> <p><b>Mr Wilson asked a follow on question:</b></p> <p>Yes, I'll try to make it very brief. People who actually cycle in Peterborough, tend to be restricted to those who are quite bold and many, many times have I cycled other Thorpe Road legally, over the Crescent Bridge legally on the carriageway. The vast majority of people would not consider that and therefore some sort of facility is needed.</p> <p>Remember that Peterborough City Council's adherence to the road user hierarchy. Pedestrians come first, cyclists come second and motor vehicle users come towards the bottom. It seems to me that our highways people are barely considering cycling at all. Witness the answer to the Mayors Walk question where apparently, it's all right for motorists to go over the bridge at 28mph when that too is an important cycling route towards the centre of town. Will the city council please make sure that it's engineers take full account of the need of walking and cycling as well as motor vehicles.</p> <p><b>The Cabinet Member responded:</b></p> <p>I have to reply in the affirmative Mr Wilson, thank you for your question.</p>
6.	<p><b>Question from Mohammed Haseeb</b></p> <p><b>For Councillor Walsh, Cabinet Member for Communities:</b></p> <p>Thank you for the opportunity to ask my question Mr Mayor. Over the Summer weeks, we have seen a number of incidents on Lincoln Road, Millfield, with some businesses not respecting lockdown rules and serving alcohol on their premises. This has led to anti-social behaviour, littering, loitering, and intimidation of employees and customers of other businesses. Will the council, along with other agencies, commit to taking tougher action with zero tolerance, supporting local businesses and increasing enforcement, investigating businesses that break the rules, and having a greater visible presence, particularly during evenings and week-ends along that stretch of Lincoln Road?</p> <p><b>The Cabinet Member responded:</b></p> <p>Yes. Thank you Mr Mayor, and I'd like to thank Mr Haseeb for his question. I'd first of all like to reassure Council of the extensive amount of work in place across the organisation and our partners to keep residents, visitors, businesses and employees safe. Our Environmental Health and Licensing officers have investigated compliance throughout the pandemic, both proactively and reactively. Non-compliance has been dealt with through engagement with the businesses, visits to determine what Covid-19 secure measures have been implemented, advice where measures are inadequate, and follow up visits where necessary.</p> <p>All licensed premises were contacted prior to reopening to offer assistance on how to do so safely and what is expected of them in relation to collecting customer details to assist with the NHS Test and Trace programme.</p> <p>The Council's Covid-19 Rapid Response Team continues to work hard to engage business owners, including on matters relating to social distancing, good hygiene practice and queue management.</p>

I hope that answers the question, thank you.

**There was no follow up question.**

## 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 Haynes**

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

Following the termination of the contract with Amey, the council setup a LATCo - Aragon. One of the reasons being given was so that the LATCo was able to pursue commercial contracts. Can the Cabinet Member please update us on the extent of commercial activity currently being carried out and plans for expanding commercial waste collection across Peterborough?

**The Cabinet Member responded:**

Thank you Mr Mayor. Aragon Direct Services have been going through a period of transition since the start of the contract to ensure all services are operating correctly and in the most efficient way and one of the other groups of people we should be grateful for and happy that they have done such a wonderful job is Aragon's team in keeping our city going during the virus pandemic, let's face it, so they've been a bit busy as you can imagine with some people being furloughed, not furloughed but isolated and working extremely, extremely hard.

They currently have some commercial contracts for Grounds Maintenance, Vehicle Maintenance etc and they are working on a trade waste proposal. Initially, this would be to take Local Authorities trade waste and then look to expand from there. Thank you Councillor, thank you Mr Mayor.

2. **Question from Councillor Hemraj**

**For Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health:**

Peterborough is in the top 10 highest for Covid-19. Are there any plans to start testing employees from large employers in the workplace to try and keep the R rate down to prevent against any local lockdown.

**The Cabinet Member responded:**

If I can get myself unmuted Mr Mayor, and get the answer just before me. So I can respond and thank Councillor Hemraj for her question.

The Public Health Team for Peterborough City Council and Cambridgeshire County Council work closely with Peterborough's Environmental Health Team and with Public Health England, to monitor any outbreaks of Covid-19 in local workplaces.

If several cases occur amongst the workforce of any one employer, it may be appropriate to test staff who do not have symptoms as well as those who do. This is called asymptomatic testing. The process needs to be agreed between the employer, the local public health team and Public Health England, to ensure that the right resources are put in place to deliver and analyse the tests.

	<p>So far this type of testing has been delivered for two factories in Huntingdonshire, and whilst these were not a Peterborough workplace, several of the staff included in those testing, were Peterborough residents.</p> <p>So we will continue to review the latest data on positive cases amongst Peterborough residents and on workplace outbreaks and will work with regional colleagues to provide asymptomatic testing when it is appropriate to do so. Thank you Mr Mayor.</p> <p><b>Councillor Hemraj asked a follow up question:</b></p> <p>I do. Do you have a firm numbers on when people are showing symptoms and maybe asymptomatic, do we know how many people will be tested? So, say for instance, we know there's gonna be, there's five people been found from a workplace that have got symptoms, will you then start to look at testing the whole workforce or will it be a certain amount before you consider testing the whole workforce?</p> <p><b>The Cabinet Member responded:</b></p> <p>I refer to my answer already given which addressed that question so if several cases occur amongst the workforce of one employer, it may be appropriate to test other staff who do not have symptoms as well as those who do. And that is called asymptomatic testing. So in answer to your question, I think it's yes. Now if we want any details of anything that we've undertaken so far, providing it doesn't breach patient confidentiality or any data breaches, Liz Robin will be able to fill in any blanks I'm sure outside of this meeting. Thank you Mr Mayor.</p>
3.	<p><b>Question from Councillor Ellis (1)</b></p> <p><b>Councillor Allen, Cabinet Member for Housing, Culture and Recreation:</b></p> <p>As well as the more obvious sports, culture, arts and heritage services that Vivacity have run and have given notice of ceasing to run there are also other residual services that are very important to different groups of people and local communities, such as the hydrotherapy pool, Bretton Water Park, swim schools and sports pitches.</p> <p>Will the Cabinet member responsible for Leisure &amp; Recreation services please make a commitment now that all these services will be re-opened to run as soon as they are deemed Covid-19 safe to operate?</p> <p><b>The Cabinet Member responded:</b></p> <p>Thank you Mr Mayor and indeed thank you Councillor Ellis for your question. As I've mentioned in a couple of my answers earlier this evening Covid-19 hangs over tonight's questions to me like a heavy cloud. We have an issue with Covid-19 lockdown and with that also compacted for the fact that our leisure provider handed in the keys halfway through the lockdown period, so it has made things very difficult.</p> <p>I'm delighted however that we were in a position to announce last week the reopening of a number of Vivacity's services, including our vital libraries, leisure centres, the regional swimming pool and the athletics track. They will all be opened over the next three or four weeks. As acknowledged in the question, it is clearly vital that these and any other services can reopen safely with the protection vital to both service users and the staff, and every location needs to be subject to a full Covid-19 risk assessment before reopening. We will continue to work with Vivacity, who remain responsible for all of their services until the 16th September, to safely reopen as many facilities as we possibly can, based on national guidance and local public health guidance, and I will most certainly keep Council fully informed as we progress.</p> <p><b>Councillor Ellis asked a follow up question:</b></p> <p>Thank you Mr Mayor, I do have a follow up, supplementary question. Thank you to Councillor Allen for his answer. Will Councillor Allen please elaborate on the current</p>

	<p>plans for the services which I mentioned, the hydro-therapy pool, the Bretton Water Park, swim schools etc. i.e. current plans for some of them for some of them for next year, how they think they are going to be run?. Will the city council be running them or are there other plans? Can you give us an update please?</p> <p><b>The Cabinet Member responded:</b></p> <p>To be that exact is difficult but I can state that the Bretton Splash Park which you mentioned is highly unlikely to open this year because of health and safety issues as a result of our risk assessment. What was your next particular, specific location please Councillor Ellis?</p> <p><b>Response from Councillor Ellis:</b></p> <p>Hydrotherapy pool. My question about the water park was about next year when it hopefully will be open.</p> <p><b>The Cabinet Member responded:</b></p> <p>Yeah, let's get Bretton Splash Park open next year, very important to the local community, certainly support that. It needs some work doing but let's get it done. With regards to the hydrotherapy pool, again that's an important facility but that is under review and I haven't got an answer for you on that. But I am supportive of the need for that facility in Peterborough. But it's not in the immediate venues that we will be opening.</p>
4.	<p><b>Question from Councillor Qayyum</b></p> <p><b>For Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health &amp; Public Health:</b></p> <p>What has come of the Labour Group recommendation for mass testing of people in the city that was passed at the Joint Scrutiny meeting in April/May?</p> <p><b>The Cabinet Member responded:</b></p> <p>Thank you Mr Mayor. And I note the question although in reflection I recall that it was Dr Qayyum herself, not the Labour Group, that made the recommendation and in fact the scrutiny group as a whole made the recommendation to look into the possibility of mass testing. And indeed as a very responsible officer, Dr Liz Robin did go away and talk to the relevant people and she discussed this with Cllr Qayyum in order to explore the issue and propose a further study.</p> <p>So the Director of Public for Norfolk provided background information on the proposed study, for which the final form and funding was not confirmed and provided contact details for the lead academic at the University of East Anglia. Dr Robin has emailed the lead at the University of East Anglia to explain that Peterborough City Council would be interested, doesn't mean to say we'd do it, we'd be interested, because we would need to know the details, the implications, the costs, resources required and whether or not we could participate and outline the potential benefits of also carrying out the research with a more diverse population than Norwich.</p> <p>Sometime ago a response has not yet been received, however since the question, Dr Robin and I pursued a follow up so she's kept me informed and in actual fact the latest news in is that it's still an active idea, research is progressing and hope to get funding from government and backing from government. This will come back to us if things move forward and if there's an opportunity to work with Peterborough City Council. So it's positive in one way in the sense that the door is open, but we will very much have to wait from East Anglia University in order to see if there is anything for the future. But nothing definite, but we have made the contact and we did follow through on the scrutiny recommendation, thank you Mr Mayor.</p>

	<p><b>Councillor Qayyum asked a follow up question:</b></p> <p>I do indeed, thank you very much Mr Mayor. Thank you very much Councillor Fitzgerald and I did find the email extremely helpful from Dr Robin. Point of clarification, when I made the recommendation, I absolutely made the recommendation on behalf of the Labour Group and with the consensus of the Labour Group as well. Now my follow up question to you because time is of the essence. We are in very strange times This is a global pandemic, we are part of that global pandemic as well and we have the highest death rate, within, one of the highest death rates in Europe, so given the increase in cases in the last two weeks, evidence that mass testing decreases the rates of infection as demonstrated by studies that you refer to, thus backed by the Labour Group recommendation, aiming for an outcome to prevent increasing infection rates. The fact that it's actually impossible to prevent cross postcode travelling by residents within the city, leading to increasing infection risks and rates, how confident are you of the processes reflecting testing through mobile units, it's specificity, and testing centres outreach covering and anticipating to protect the whole population with track and trace and the validity of the collated data. Are we really preventing the increase in cases, with the specific measures declared. Thank you.</p> <p><b>The Cabinet Member responded:</b></p> <p>I think Dr Qayyum also pushed the limits of timing their Mr Mayor so I'll do my very best to answer. Although I don't think most of the question is relevant to the original question, in terms that it was about a scrutiny recommendation. However, those members that are keeping a close eye on public health matters, know that we will have ramped up our public health engagement in particular communities across the city in order to tackle this very, very Important issue. I myself today have done news pieces with Dunya News, GO TV, as has Dr Robin, to reach communities, particularly those in the black and ethnic minority group who are more at risk of both serious illness and in fact death which the stats have already told us. The increased testing regime we have put in across the city, in particular locations, we are, we are continuing with that. We're trying to test as many people as we can, but at the moment, there are no mass mechanisms for mass testing that I am aware of. But I am not a physician, or an expert in medical matters or public health, and that's why I rely on Dr Robin to advise and I advise Cabinet and other members of her professional opinion.</p> <p>So I think in terms of Dr Qayyum, and I know you have a good relationship with Dr Robin, is that you know that those questions in detail can be taken up with her. And I would say the same to any other member, either come to me for briefing or indeed Dr Robin is very approachable if you have any specific concerns or specific technical questions. I wouldn't have, as you would expect, every single bit of information to hand this evening, but, you know, if there is anything that you want a specific answer to, please put that in writing and I will get the Director of Public Health to answer anything specific.</p>
5.	<p><b>Question from Councillor Murphy (1)</b></p> <p><b>Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment:</b></p> <p>Following previous correspondence from myself concerning the Local Electricity Bill, now supported by 187 MPs which, if made law, would establish a Right to Local Supply (which would promote local renewable electricity supply companies and co-operatives by making the setup and running costs of selling renewable electricity to local customers proportionate to the size of the supply operation), will you write to local MPs, asking them to support the Bill in becoming an Act of Parliament?</p> <p><b>The Cabinet Member responded:</b></p> <p>Thank you Mr Mayor and thank you Councillor.</p>

	<p>I can confirm that I have instructed officers to undertake research into this upcoming Bill and subject to their findings being favorable, which I fully expect them to be, I will indeed write to both of Peterborough's MP's asking them to support the Bill through Parliament. And in view of the fact that we have got this national renowned project in Peterborough which we call the PIRI Project, (<i>Peterborough Integrated Renewables Infrastructure</i>) which will be taking both heat and power from our plant and switching it around the city, you know, this comes at an excellent time and it's most opportune for our city. So hopefully there'll be no hurdles and hopefully we'll be supporting it and even more hopefully we should be able to do something really useful for our residents and possibly the council make a little bit of money out of it too.</p> <p><b>Councillor Murphy asked a follow up question:</b></p> <p>Thank you Mr Mayor and thank you Councillor for answering the question. So it sounds like this is not only beneficial for the country it will be very, very beneficial for Peterborough. Can I ask why there was a delay in putting our support forward but thank you for that support which I anticipate to be coming shortly.</p> <p><b>The Cabinet Member responded:</b></p> <p>I'm sorry Councillor Murphy, I don't know anything about a delay with our support going forward. What makes you think there was a delay?</p> <p><b>Councillor Murphy responded:</b></p> <p>Rather than make a point of personal explanation now, it's just that it's been a few weeks since we first started correspondence, let's move on and thank you for your pledge of support tonight.</p>
6.	<p><b>Question from Councillor Robinson</b></p> <p><b>Councillor Allen, Cabinet Member for Housing, Culture and Recreation:</b></p> <p>As many councils across the country have re-opened their libraries after the government gave the green-light to do so in late June, it is highly disappointing that our library services, in the year of the Peterborough Reads campaign, are still closed with no date yet shared for them to reopen. Can the Cabinet Member describe the reasons for the delay and when Peterborough residents will be able to access libraries again?</p> <p><b>The Cabinet Member responded:</b></p> <p>Thank you Mr Mayor and indeed I am happy to respond. I was delighted that, during our Joint Scrutiny Committee meeting last week, our Service Director for Communities and Partnerships was able to confirm the arrangements for the gradual, safe re-opening of our libraries service. As reported, Central Library will open within days, followed by Bretton, Dogsthorpe, Hampton, Orton and Werrington by the end of August, and other libraries by the end of September, subject to them being safe to do so.</p> <p>I've set out clear plans now in place and would like to thank our residents for their patients during the most challenging of times.</p> <p><b>Councillor Robinson asked a follow up question:</b></p> <p>Yes I do have a follow up question but my first questions did ask for the reasons for the delay of why we were one of the latest in the country, I don't feel Councillor Allen had addressed that. I know the date hadn't been available when I submitted the question, and he has confirmed the date. But my questioning asked for reasons.</p> <p><b>The Cabinet Member responded:</b></p>



	<p>Well I'm quite happy if I may to respond and I think it is self-evident because as I have mentioned previously in this meeting, we had not only the Covid lockdown to deal with in Peterborough which impacted on the closure of libraries by the necessity and then getting them open had to be a priority. The priority was then diminished, or the ability to prioritise that was diminished because our leisure service provider, vivacity, had handed in the keys. So they had to get their selves back into gear. Don't forget all their staff are furloughed, their senior officers are, probably one or two of them are in work, so we had to pull people back or they had to pull people back to get the job moving along so it wasn't ideal. And I think we perhaps were all somewhat frustrated by that situation but its where we are.</p> <p><b>Councillor Robinson:</b></p> <p>Could I now ask my supplementary Mr Mayor.</p> <p><b>The Cabinet Member:</b></p> <p>I thought that was your supplementary.</p> <p><b>Councillor Robinson:</b></p> <p>No that was asking for clarification on the first one.</p> <p><b>The Mayor</b></p> <p>Yes, go on.</p> <p><b>Councillor Robinson asked a follow on question:</b></p> <p>I just wondered if the Cabinet Member would be willing to liaise with Vivacity and offer PCCs Comms platform support in terms of the Annual Library Summer Reading Challenge. It's quite a vital element of children's reading and in the year of our Peterborough Reads Campaign, it is available online across the country, being run by libraries, but I only found out through much searching that its available here. So could we offer them assistance that we would promotes it better, this Summer in Peterborough because I fear that many families may assume that it's been cancelled altogether for the year.</p> <p><b>The Cabinet Member responded:</b></p> <p>You know, I think that's not a bad idea but I would say that at the moment we still regard Vivacity as being autonomous and I think they would like to get on and get their own house in order to hand back to us, because certainly all services will go back to city council post, mid September when we take over the Vivacity estate. So, you know, it's on record now you've suggested that, perhaps Vivacity would like to pick it up and I will ask them if they want to.</p>
7.	<p><b>Question from Councillor Sandra Bond</b></p> <p><b>For Councillor Allen, Cabinet Member for Housing, Culture and Recreation:</b></p> <p>Following the decision by Vivacity to terminate its contract to run various council services, including the popular Vivacity gyms, can the relevant Cabinet Member please assure the many residents that have paid their gym membership in advance as a yearly subscription will have their subscription honoured by whoever is responsible for running the gyms and that they will have their subscription extended by the amount of time they were unable to access the Vivacity services due to Covid-19 closures?</p> <p><b>The Cabinet Member responded:</b></p> <p>Another Vivacity question. Let me reassure Council that Vivacity have confirmed that it is their intention that nobody is financially disadvantaged as a result of the pandemic,</p>

	<p>a position we very much support. Clearly membership terms and conditions will be fully honoured, and nobody will lose money or unused time on their membership. Second, and for further reassurance, the transition of Vivacity services is being carefully managed, and membership will transfer under the same terms and conditions as currently enjoyed by Vivacity members.</p> <p><b>There was no follow up question.</b></p>
8.	<p><b>Question from Councillor Ali (1)</b></p> <p><b>For Councillor Holdich, Leader of the Council and Deputy Mayor of the Cambridgeshire and Peterborough Combined Authority:</b></p> <p>When will we have an Independent University of Peterborough with degree awarding powers that is not be affiliated to another University?</p> <p><b>The Leader of the Council and Deputy Mayor of the Cambridgeshire and Peterborough Combined Authority responded:</b></p> <p>Got it, it doesn't like being unmuted. Right, OK, start again. Thank you Councillor Ali for your question. We have spent a long time developing a first-class university for the city which is a £100million project. The advice we received was that developing a traditional university did not meet the needs of the city or business in the future. So it became obvious that we needed a partner and therefore the project was put out to tender.</p> <p>Ten applications were received, and ARU (<i>Anglian Ruskin University</i>) came out as the best fit for us now and in the future. Providing everything goes according to plan it should become the University of Peterborough with awarding powers in 2028.</p> <p>I am sure, like me, you would like to acknowledge the huge input the Combined Authority and Mayor Palmer has played in this success of this project. Thank you Mr Mayor.</p> <p><b>Councillor Ali asked a follow on question:</b></p> <p>Thank you very much. I am grateful to Councillor Holdich for that answer, but I think that thrust of my question was that I want graduates, when they are awarded their degrees, that they should have a degree awarded by the University of Peterborough. It's very important that we put our city on the map. I have no criticism of Anglia Ruskin University, I'm not criticising them but I think as a city of 200,000 population we need to be standing on our own feet and that we have been promising our residents for a long time. But I appreciate the challenges that we have, thank you.</p>
9.	<p><b>Question from Councillor Shaz Nawaz (1)</b></p> <p><b>For Councillor Farooq, Cabinet Member for Digital Services and Transformation:</b></p> <p>How many BAME personnel do we have at director level in the council?</p> <p><b>The Cabinet Member responded:</b></p> <p>Thank you Mr Mayor and thank you Councillor Nawaz for the question. When filling out the application form, providing information on your ethnicity is voluntary and we therefore do not have any specific figures. However, I believe this council has demonstrated through it's actions over many, many years, its support of equality, diversity, integration and cohesion. We reveal the council's policies, procedures and practices on a regular basis with a view to ensuring they are inclusive and non-discriminatory to all people. Clearly, the recruitment of directors very much depends on who applies, such applications for senior roles are small in number and it would be</p>

	<p>difficult to force people of BAME origin to apply for jobs here at any level. However I would be happy to sit down with Councillor Nawaz and Head of HR and Chief Executive to discuss this issue. I am sure that we could explore the issue with the Society of Legal Authority, Chief Executive and trade unions for local authorities, Chief Executives and Senior Managers to see if we can find useful suggestions to them.</p> <p><b>Councillor Shaz Nawaz asked a follow up question:</b></p> <p>I do and thank you very much for that answer Councillor Farooq. You see the issue that I have is with that statement you've just shared clearly demonstrates that enough isn't being done. Just by saying people from the BAME community aren't applying, we need to look at the reasons why they aren't applying and what we can do differently to have senior officers at the council because I know the conversations that you and I have had in the past, we both agree that organisations should reflect the communities that they serve. At the moment that isn't the case. And I know that people sometimes say it's got to be the best person for the job but we've got plenty of talented people in the BANE community just like our Mayor here tonight , the Mayor of London, the Chancellor of the Exchequer, the Home Secretary and many others. So what are you going to do to create a culture and environment Mr Farooq, that when I ask you this question next year you can give me some tangible results? Thank you Mr Mayor.</p> <p><b>The Cabinet Member responded:</b></p> <p>Thank you Councillor Nawaz and I suppose this matter is not personally just wholly responsibility for me but for you as well equally and as I suggested, if we sit together and we can go forward together and encourage more BAME people to come forward and to apply for the director jobs we would be happy to promote that. However, looking at the statistics of the city council, of the 1016 people employed, 130 of them are BAME and the remaining are normal origin. So it is all for us to work together and promote more people. But this city council is a clear example of who look at the Cabinet and how many members of BAME are in the Cabinet? And we want to reflect this throughout. Thank you.</p> <p><b>Councillor Shaheed raised a Point of Order:</b></p> <p>Point of Order Mr Mayor. Councillor Farooq just referred to the remaining people of normal origin. Can he just confirm what that actually means, normal origin please?</p> <p><b>The Cabinet Member responded:</b></p> <p>Apologies, apologies I meant to say white origin.</p> <p><b>Councillor Nawaz:</b></p> <p>Thank you Councillor Farooq.</p>
10.	<p><b>Question from Councillor Hogg (1)</b></p> <p><b>For Councillor Farooq, Cabinet Member for Digital Services and Transformation:</b></p> <p>It has recently come to light that reports made via Fix My Street and the council's branded online version that are reported in the category of "Public Footpath or cycle path" have not got through to Aragon and haven't been actioned. Can the cabinet member please inform us of how many reports have been affected by this problem and over what period has this been happening?</p> <p><b>The Cabinet Member responded:</b></p> <p>Thank you Mr Mayor and thank you Councillor Hogg for the question. This has been investigated further with Aragon and we can confirm that the defect did come through to their helpdesk, but due to the description of the request there was some confusion and delay in identifying the responsible service area. It was raised</p>

	<p>and investigated as a tree request, a shrub cutting request affecting the highway, property damage and an allotment request, before a site visit was fully determined the responsible service area to action. The allotment is also self-managed so Aragon had to establish ownership responsibilities of the fence.</p> <p>When Cllr Hogg, you asked Aragon if it had received all the 'Fix My Street' requests they advised that only one was received. It has subsequently transpired that only one Councillor request was logged. They did indeed receive all of the 'Fix My Street' requests for this job.</p> <p>We apologise for the length of time this has taken to resolve but can now confirm Aragon are receiving the 'Fix My Street' requests and have a process in place to ensure these jobs are processed moving forwards. Thank you.</p> <p><b>Councillor Hogg asked a follow up question:</b></p> <p>Yes, I just wanted to clarify. Essentially, what it is, I believe the issue is that items that are reported under the public footpath or cycle path section go to Highways and they are then looked at and decided whether or not it's an Aragon, something that Aragon need to look at rather than Highways and I just wanted to make sure that Aragon are now receiving, there is a procedure in place to make sure that those emails from Highways to Aragon are being read and actioned.</p> <p><b>The Cabinet Member responded:</b></p> <p>Thank you Councillor Hogg. Yes, yes indeed they are. there are. As you probably appreciate, the whole purpose of Fix My street was to create efficiency by sending the issues directly to the relevant department, whether it was Aragon, Highways etc. The issue here was that there are certain areas which cross paths between Highways and Aragon but now we have a process in place where the response is picked up by both and then gets dealt with, so the resident gets the service straight away.</p>
11.	<p><b>Question from Councillor Sandford (1)</b></p> <p><b>For Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment:</b></p> <p>When the charge for collecting garden waste was introduced, there was a large drop in the number of people using the brown bin service. Since this change was made, Peterborough's rate of recycling and composting has been falling and it is likely that a lot of garden waste is now going into the black bins.</p> <p>In recent weeks, the brown bins have been emptied only once a month but free of charge. Would the cabinet member consider adopting a free once a month collection of garden waste on a long-term basis, with perhaps a charge being imposed only if people want a more frequent e.g. fortnightly collection?</p> <p><b>The Cabinet Member responded:</b></p> <p>Thank you Mr Mayor. Thank you Councillor Sandford. The monthly service has only been offered to those residents who previously subscribed to the service, so it's not citywide. If we were to adopt a city-wide free monthly service this would have significant increased costs and we would need additional vehicles and staffing.</p> <p>When we carried out a composition analysis in Summer 2019, it showed that the black bin had 12.1% of garden waste in it. There will be a further composition analysis in Spring 2021 so that we can see what the situation is.</p> <p>The fortnightly collection, resulting in getting considerable tonnage and of course as you know, the HRC (<i>Household Recycling Centre</i>) is also being well used with garden</p>

	<p>waste being delivered to the HRC up by 40%. Thank you Mr Mayor, thank you Councillor.</p> <p><b>Councillor Sandford asked a follow up question:</b></p> <p>Yes I do, thank you Mr Mayor. I think we are all aware, of the financial constraints but I think we are also aware that when the charge for brown bin waste was introduced there was a massive drop in the amount of waste coming in through the brown bins and there was also a massive drop in the number of people participating. In the area I'm in, I think I'm now about the only one in about 65 houses that actually has a brown bin. So could at least, given the fact that I'm told that since we have had the monthly free service there has been a bit of an upsurge in the amount coming through, could he at least consider the implications of bringing back the free service because I tin it would be immensely popular.</p> <p><b>The Cabinet Member responded:</b></p> <p>I'm happy to consider that Councillor Sandford and if we could reintroduce a free service and could afford it and spend that money ahead of many of the other calls on our budget at the moment, some of them very serious to try and stop people dying, I'm happy to do so. Thank you for your question Councillor Sandford.</p>
	<p><b>The following questions were answered in writing outside of the meeting, either because they were ward related or the time for questions had been used.</b></p>
	<p><b>Councillor Skibsted asked why some councillor's had two questions read out whilst others had none, and the Democratic and Constitutional Services Manager explained some questions were received after the questions had been ordered and therefore they were added to the end because they were received late.</b></p>
12.	<p><b>Question from Councillor Murphy (2)</b></p> <p><b>Councillor Walsh, Cabinet Member for Communities:</b></p> <p>Does the Leader/Cabinet Member agree with me that the organisation of the first black lives matter rally recently in Peterborough was exceptionally well managed whilst social distancing was maintained. Those present and viewing on social media heard a particularly poignant message from a number of speakers who were predominantly local black women. Do you agree now that there is a need for the council to address white privilege, review any anti-discriminatory practices and do what it can to tackle discrimination?</p> <p><b>The Cabinet Member may have responded:</b></p> <p>This Council has consistently demonstrated, through action, its support of equality, diversity, integration and cohesion over many, many years.</p> <p>We enjoy highly positive, respectful and meaningful relationships with faith and community leaders, and have stood side-by-side with them on many occasions to show our support and respect.</p> <p>The Black Lives Matter movement, and the recent events in Peterborough, shine a light on the themes of equality and diversity, and this Council will continue to demonstrate in meaningful ways our continued support for all of our residents and visitors, no matter what their background. All lives matter!</p> <p>I have asked the relevant director to recommend to the Adults and Communities Scrutiny Committee the creation of a task and finish group to review the Council's own policies, procedures and practices with a view to ensuring they are inclusive and non-discriminatory to all people.</p>
13.	<p><b>Question from Councillor Hogg (2)</b></p>

	<p><b>For Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment:</b></p> <p>One of the recommendations from the recent Cross-party Fly tipping Task and Finish Group was for the introduction of one free bulky waste collection per household per financial year. This was positively received by both the Growth, Environment and Resources Scrutiny Committee and the Cabinet. Can the Cabinet Member for Waste, Street Scene and the Environment please confirm that this will still be introduced and on what timescale?</p> <p><b>The Cabinet Member may have responded:</b></p> <p>Outline business cases for each of the 4 key recommendations of the Task and Finish group, including the provision of a free bulk waste collection service, were developed. However as contained in the report to Growth, Environment and Resources Scrutiny Committee on 11<sup>th</sup> March 2020 due to the unprecedented financial situation the Council is in no funds are available to undertake any of the proposals in the 2019-20 or 2020-21 period.</p> <p>I am sure the member is aware that due to the Covid-19 situation the Council's finances have not improved from that previously indicated and at this point in time there are no plans to introduce a free bulk collection service.</p>
14.	<p><b>Question from Councillor Ellis (2)</b></p> <p><b>Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment:</b></p> <p>Last year, this month, Peterborough City Council declared a climate emergency and resolved to cut emissions to zero by 2030. Will the Cabinet Member for the environment please update council on what actions have been undertaken in this first year?</p> <p><b>The Cabinet Member may have responded:</b></p> <p>Over the past 12 months a number of activities have taken place to support the Council to reduce emissions to net-zero by 2030. Most notably this includes the development, and subsequent adoption of a Carbon Management Action Plan. As part of this plan the Council committed to undertake 20 actions in 2020, for example:</p> <ul style="list-style-type: none"> <li>• developing a Carbon Management Plan for the whole of Peterborough. This is on track to be delivered with input from the Climate Change Cross Party Working Group and other stakeholders, initially focusing on emissions relating to on-road transport which account for the single largest proportion of emissions across the city.</li> <li>• Officers are working with a local parish council to develop a plan that can be delivered on a parish level. This will form a template which can be adapted and replicated across other parishes in the city.</li> <li>• dimming streetlights further to save more energy and reduce carbon emissions. This has happened and all lights are dimmed by 40%.</li> <li>• Inclusion of Carbon Impact Assessments across the organisation.</li> </ul> <p>There are many more actions underway but rather than detail those all here I am happy to ask officers to publish a brief progress report against each of these 20 commitments on the relevant section of the Council's website.</p>
15.	<p><b>Question from Councillor Ali (2)</b></p> <p><b>For Councillor Allen, Cabinet Member for Housing, Culture and Recreation:</b></p>

	<p>What assurance can the Cabinet member give to the good residents of Peterborough that the option of bringing our Library, Arts, Cultural and Leisure Services totally in house will be fully considered, reviewed and shared with Members before a final decision is made?</p> <p><b>The Cabinet Member may have responded:</b></p> <p>It is vitally important that the management and delivery arrangements for the services that are returning to the council from Vivacity are carefully considered. I recognise the importance of these services, especially under current circumstances, and very much see these services as playing a vital role in the city's social and economic recovery. An internal taskforce has been stood up to lead the work to transition services to the council in the first instance, and to then consider future organisational and delivery options, and I have asked them to ensure that the option to deliver services in-house be fully considered. Any recommendations for future delivery arrangements will be brought through the normal scrutiny process for proper debate and discussion.</p>
16.	<p><b>Question from Councillor Shaz Nawaz (2)</b></p> <p>For Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health &amp; Public Health:</p> <p>Not too long ago Peterborough was named as the worst place to live two years in a row. Recently, we were named as the unhealthiest high street. These are two accolades we can do without. Would you please explain how we got to this place where we top the charts for being the worst in two different categories?</p> <p><b>The Cabinet Member may have responded:</b></p> <p>The issue of how our city is perceived is an important one. The first two surveys you refer to were by the admission of the newspaper non-scientific and based upon a very small set of residents' opinions. They certainly don't square with much wider much wider survey evidence about what people value about the city.</p> <p>Of course rapid growth does bring pressures on the city's infrastructure and public services and it is clear that the city needs a better settlement from government to address this and I certainly hope that the fairer funding formula will help. However, it is also bringing new life and opportunities to the City, for example the new developments at Fletton Quays where our first Hilton Hotel site is now underway and the Embankment - where phase one of our new University will commence next year. We need to focus on these positive changes to our great City and not allow others to talk us down.</p> <p>On the question of the unhealthiest High Street, whilst there are a lot of fast food takeaways in city, this is a result of consumer demand. There are potential licensing restrictions which could be used but, right now, as we strive to build a strong recovery from Covid-19, I certainly do not think it is the right time to introduce licensing restrictions on fast food outlets. We will however, use public health messaging to encourage healthy eating.</p> <p>Response from Public Health</p> <p>I'm assuming you want my answer on the 'unhealthiest high street' part of the question from public health.</p> <p>The Health Rate Index for High Streets was developed by Bank Rate a mortgage broker rather than by health experts. The rating is determined by the number of amenities of various types in the area surrounding the high street. Peterborough ranks low because it has few gyms and green spaces in the area around its high street and more fast food takeaways and pawnbrokers. We do have health issues and inequalities in Peterborough which we are committed to addressing. This</p>

	<p>includes making sure that healthy food and opportunities for physical activity are easily available.</p> <p>However, the Healthy High Street Index is unlikely to be the best way to measure this, as it is not well correlated with overall health outcomes. For example, Glasgow scores second best overall in the UK for Healthy High Streets, but life expectancy for females in Glasgow is 79 years compared with 82 years in Peterborough, while life expectancy for males in Glasgow is 73 years compared with 78 years in Peterborough. We want to work to improve both our healthy environment and our overall life expectancy for residents in Peterborough but need to carefully select the data and information we use to analyse and monitor this.</p>
17.	<p><b>Question from Councillor Sandford (2)</b></p> <p><b>For Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment:</b></p> <p>At a recent meeting of the climate change working group we were shown a graph that clearly shows transport to be the biggest source of Peterborough's carbon emissions and it is also well known that transport is a big source of air pollution. During the lockdown period, there was much less traffic on the roads, people reported cleaner air, less noise and measurements showed dramatically reduced transport derived carbon emissions.</p> <p>So, can I ask what is the cabinet doing to ensure that we have a genuine "green recovery" from the Covid crisis and in particular what are they doing to prevent a big resurgence in car usage and to get more people to make a long-term shift onto more sustainable forms of transport such as walking, cycling and public transport?</p> <p><b>The Cabinet Member may have responded:</b></p> <p>Data shows a significant decrease in the use of motorised transport, dropping at one point to as low as approximately 30% of pre-Covid levels, during the lockdown period. We also learnt, as you refer to, at a recent meeting of the Climate Change Cross Party Working Group that the latest data shows that on road transport is responsible for 24% of Peterborough's citywide emissions.</p> <p>The Climate Change Cross party Working Group have therefore agreed that the next stage of the groups work should focus on understanding these emissions in more depth and identifying interventions that can be made to ensure the Council can support the city to reduce these emissions to net-zero by 2030.</p> <p>Crucially, the Council are also delivering interventions in the city at the moment including diming of street lighting by 40% and installing a series of pop-up cycling and walking facilities to support people to opt for more sustainable forms of transport. As part of the second round of grant funding we are looking to make more permanent changes to support this transition. We are also working with bus operators to promote usage and ensure that passengers feel safe on the buses and are therefore willing to use them.</p>
18.	<p><b>Question from Councillor Howell</b></p> <p><b>For Councillor Farooq, Cabinet Member for Digital Services and Transformation:</b></p> <p>As Peterborough becomes one of the country's first Gigabit cities, and is about to enter a new and exciting era as a university city, with a new strategy launched this year to promote Peterborough as a cultural city, will the Cabinet Member please confirm how we will take advantage of the city's potential of becoming the nation's digital city.</p> <p><b>The Cabinet Member may have responded:</b></p>



	<p>The completion of the roll out of gigabit fibre to homes in Peterborough, following the roll out to commercial and public sector offices puts the city in a very strong position to attract investment from companies in the fields of digital communications, big data and internet of things applications.</p> <p>In our recently published development brochure about the city, the strength of our gigabit fibre infrastructure features prominently, and the Council is currently working with Opportunity Peterborough and the Combined Authority to arrange an Investor Conference in October at which the many positive attributes of locating in Peterborough will be promoted including our UK leading digital infrastructure.</p> <p>Of course, our superfast digital infrastructure will need companies and public sector organisations to develop applications that make use of the ultra-fast speeds that can now be achieved, otherwise it will be rather like having a motorway with no cars.</p> <p>Companies that have a need for high volumes of data transfer such as video production, or medical imaging companies, could gain a real competitive advantage, from locating in the city and we'll continue to work with Opportunity Peterborough and the Combined Authority to attract such companies to the city. The new University will also bring opportunities for commercial spin out companies once it has been established. And, of course, as a Council we can take advantage of our gigabit network to boost productivity and deliver better public services. The experience of lockdown has shown that a lot of the work we do can be done more flexibly, using digital networks to connect staff in different physical locations.</p> <p>We know that many leading companies in the digital field are based in London and with Peterborough now only 40 minutes from Kings Cross and with office rents around one fifth of those in Central London we have a genuine cost advantage. However, we also need to be able to attract people with the skills and talent to take full advantage of what our great digital infrastructure can offer. The new university will play a key role in building a digitally capable workforce, and our schools and FE sector will also have an important role to play.</p>
19.	<p><b>Question from Councillor Jamil</b></p> <p><b>For Councillor Allen, Cabinet Member for Housing, Culture and Recreation:</b></p> <p>Please can the relevant Cabinet Member advise how many houses the Council has built in their various partnerships since the Combined Authority came in to being?</p> <p><b>The Cabinet Member may have responded:</b></p> <p>Medesham Homes is the only partnership the council has actively been part of for the delivery of new affordable homes. Medesham Homes is a partnership between the Council and Cross Keys Homes.</p> <p>The Combined Authority (CA) was established in March 2017 and since then Medesham has delivered 3 schemes:</p> <ul style="list-style-type: none"> <li>• Midland Road 29 units which completed Feb 2019</li> <li>• Belle Vue 30 units which completed Feb 2020. This scheme received CA funding of £735,000</li> <li>• Castle Acre, Eye Green which completed June 2020. This scheme received CA funding of £875,000</li> </ul>
20.	<p><b>WARD SPECIFIC: Question from Councill Fower (1)</b></p>

	<p><b>For Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments:</b></p> <p>Could the relevant Cabinet Member please let me know how many roads in and around the Manor Drive housing development have been adopted by the Council to date, how many remain un-adopted and the reasons for not adopting them to date.</p> <p><b>The Cabinet Member responded in writing.</b></p> <p>There is a S278 legal agreement, works within the existing public highway, in place for the main section of Manor Drive up to just beyond Cooper Road. At the current time, the road is still maintained at private expense, although we are close to adoption of the highway works, and when this occurs, it will become public highway, maintained at public expense.</p> <p>There are currently 11 named private streets within the first area to the north that were developed, none of which are intended for adoption, as the developers choose to keep private and not submit an application at the time to request adoption.</p> <p>There are currently 9 named private streets within the Keepmoat development to the south, including the extension of Manor Drive itself. An application has been made for the adoption of all these, however the developer is yet to enter the S38 legal agreement, which is expected to complete this Summer. Once the roads are substantially completed and the legal agreements for all phases within this area are in place, the highways will enter a 12-month maintenance period, before proceeding to full adoption. As this development is ongoing, there are still future roads yet to be named and built, so at present we cannot give a definitive number of the streets.</p>
21.	<p><b>WARD SPECIFIC: Question from Councillor John Fox (1)</b></p> <p><b>For Councillor Allen, Cabinet Member for Housing, Culture and Recreation:</b></p> <p>Would the Cabinet Member please reassure the residents of Werrington that the proposed Sports Centre and Swimming Pool facility is still on course and if progress is being made, along with a possible start date?</p> <p><b>The Cabinet Member responded in writing.</b></p> <p>I am very pleased to be able to reassure councillors and residents that the work to explore the potential for a new leisure facility located in Werrington and serving the north of the city remains live. As with many important pieces of work, the pandemic has impacted on progress, although we hope to be able to restart the scoping work in the coming weeks. I will ask the relevant director to ensure officers keep the local councillors fully informed and updated.</p>
22.	<p><b>WARD SPECIFIC: Question from Councillor Fower (2)</b></p> <p><b>For Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment:</b></p> <p>Could the relevant Cabinet Member please let me know how the City Council are assessing the success of the biodiversity scheme, situated in the John Clare Rec, which essentially allows for a large section park area, to grow uncut each year and how much longer the scheme is expected to go on for?</p> <p><b>The Cabinet Member responded in writing.</b></p> <p>Aragon Direct Services do not have a formal inspection process in place to monitor the increase in biodiversity value by limiting grass mowing interventions. Informal visits</p>

have however shown an increase in flora and fauna on most of these sites, typical of that exhibited within meadow grassland.

The John Clare mowing regime is scheduled to continue indefinitely with the intention next year to introduce additional wildflowers into the grassland, to further increase the floral diversity, with the hope to expand the biodiversity value. We would equally welcome suggestions of additional sites where we could trial this similar approach.

**Questions on notice to:**

d) The Combined Authority Representatives

1.

**Question from Councillor Hogg**

**For Councillor Holdich, Deputy Mayor for the Peterborough and Cambridgeshire Combined Authority:**

Recently in the press it has been reported that Simon Clarke, Minister of State at the Ministry of Housing, Communities and Local Government, recently sent a letter to Mayor Palmer with copies going to all members of the Cambridgeshire and Peterborough Combined Authority (CAPCA).

Mayor Palmer has rejected the concerns, can the Deputy Mayor for the Combined Authority comment who is right - the Minister or the Mayor?

**The Deputy Mayor for the Peterborough and Cambridgeshire Combined Authority responded:**

I know, I'll get there in the end, don't worry about it. It is my view the Minister is out of order in sending an open letter, as most of the issues had been resolved and/or under discussion with his civil servants. When setting up an organisation of this complexity from scratch, through custom and practice, inevitably there would be issues, and a differences of opinion.

It is a great pity the Minister did not highlight the tremendous success the Combined Authority has had in transport, road and rail, housing, Peterborough University, local town planning to name but a few - to which our city has benefited - in the region of a £100million. Thank you.

**Councillor Hogg asked a follow up question:**

Sorry, that's kind of thrown me off my kilter a little bit. So essentially it seems from this letter it seems there is a gap between in terms of the relationship between the Minister of State and the Mayor. And I want to know what is being done to repair that relationship and also will the letter be published to councillors?

**The Deputy Mayor for the Peterborough and Cambridgeshire Combined Authority responded:**

Yes, thank you Mr Mayor, Councillor. We were informed this afternoon, I think on three occasions their questions have been answered in writing and The Mayor has sought a meeting with the Minister which he has been granted. Thank you.

**Councillor Murphy spoke as a Representative of the Combined Authority, and advised Members that the letter had been published that afternoon (29 July 2020) at the Overview and Scrutiny Meeting and discussed for two hours, the recording for which was available online.**

<b>COUNCIL</b>	AGENDA ITEM No. 9(a)
<b>21 OCTOBER 2020</b>	PUBLIC REPORT

**EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL**

**ANNUAL AUDIT REPORT**

Audit Committee at its meeting on 14 September 2020, received a report on the Annual Audit Committee report.

**IT IS RECOMMENDED** that Council approve the Annual Audit Committee Report as shown at **Appendix 1** to the report.

The original report and appendices follow.

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<b>AUDIT COMMITTEE</b>	<b>AGENDA ITEM No. 4</b>
<b>14 SEPTEMBER 2020</b>	<b>PUBLIC REPORT</b>

Report of:	Fiona McMillan, Director of Law and Governance and Monitoring Officer	
Cabinet Member(s) responsible:	Councillor Seaton, Cabinet Member for Finance	
Contact Officer(s):	Dan Kalley, Senior Democratic Services Officer	Tel. 296334

**ANNUAL AUDIT COMMITTEE REPORT**

<b>R E C O M M E N D A T I O N S</b>	
<b>FROM:</b> Fiona McMillan, Director Law and Governance and Monitoring Officer	<b>Deadline date:</b> N/A
<p>It is recommended that Audit Committee approve the draft Annual Audit Committee Report for submission to Council as shown in <b>Appendix 1</b>.</p>	

**1. ORIGIN OF REPORT**

- 1.1 This report is submitted to Audit Committee in line with the agreed Work Programme for the Municipal Year 2019 / 2020. The report was due to go to the meeting on 23 March however this meeting was cancelled due to the Covid-19 pandemic.

**2. PURPOSE AND REASON FOR REPORT**

- 2.1 The Audit Committee has been in operation since Annual Council in May 2006 (first meeting June 2006). The Committee has a wide ranging remit that underpins the Council's governance processes by providing independent challenge and assurance of the adequacy of risk management, internal control including internal audit, anti-fraud and the financial reporting framework. These are shown in its terms of reference.

- 2.2 This report is for the Audit Committee to consider under its Terms of Reference No. 2.2.1.15

*To consider the Council's arrangements for corporate governance and agreeing necessary actions to ensure compliance with best practice.*

**3. TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	
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**4. BACKGROUND AND KEY ISSUES**

- 4.1 The attached Draft Annual Report has been produced (**Appendix 1**). The report shows:

- Background to the Committee, its roles, responsibilities and membership;

- An overview and coverage of its remit including Internal Audit, Accounts and Financial Management, External Audit, Risk Management, Control Assurance, Corporate Governance, and Fraud and Irregularities; and
- Training provided to ensure that suitable challenge and scrutiny is adopted.

4.2 During the year the Audit Committee have had pre-meetings a week prior to the main meeting. This has given members the opportunity to understand better the audit process of the Council and is a feature that will continue.

## 5. CONSULTATION

5.1 None required

## 6. ANTICIPATED OUTCOMES OR IMPACT

6.1 Publication of the report will enable the public to gain an insight into the role of the Committee and will ensure that the Committee can continue to progress and develop in the future. The City Council continues to evolve its Audit Committee in line with best practice to provide effective challenge to the governance arrangements adopted.

6.2 Subject to approval by Audit Committee, it is intended to present the report to Council for noting as part of the Committee's annual update in order to demonstrate the work carried out to improve the governance arrangements across the Council.

## 7. REASON FOR THE RECOMMENDATION

7.1 To seek endorsement from Members that the Committee is delivering against its terms of reference and provided effective challenge to the organisation

## 8. ALTERNATIVE OPTIONS CONSIDERED

8.1 None

## 9. IMPLICATIONS

### Financial Implications

9.1 None.

### Legal Implications

9.2 None

### Equalities Implications

9.3 None

## 10. BACKGROUND DOCUMENTS

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

10.1 The Councils Constitution

Chartered Institute of Public Finance and Accountancy (CIPFA)

## 11. APPENDICES

11.1 Appendix A - Draft Audit Committee Annual Report





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**ANNUAL REPORT FROM  
THE CHAIRMAN OF AUDIT COMMITTEE  
2019 / 2020**

*Assurance*

*Governance*

*Accountability*

*Risk Management*

*Independence*

## **AUDIT COMMITTEE: ANNUAL REPORT 2019 / 2020**

**INTRODUCTION**

**MEMBERSHIP AND MEETINGS**

**KEY ACTIVITIES AND TRAINING DURING THE MUNICIPAL YEAR**

**PLANS FOR 2020 / 2021**

## FOREWORD FROM THE CHAIRMAN OF AUDIT COMMITTEE

I am pleased to provide the Audit Committee's Annual Report for the municipal year 2019 / 2020. The Council is requested to note the work carried out by the Audit Committee in improving the governance arrangements across the Council.

The report shows how the Audit Committee has continued to make a positive contribution to the Council's governance and control environments. These cover all aspects, such as internal control; risk management; internal audit; anti-fraud; external audit; and financial reporting.

I would like to take this opportunity to give thanks to Committee Members and Officers for their contribution in supporting the Audit Committee's work during the year and my role as Chairman. Audit Committee Members have supported and challenged officers to ensure our risk, control and governance processes are effective and transparent. Officers have presented well-prepared reports and taken on suggestions to make sure the benefits of this Committee are passed onto our citizens.

Going forward, 2020 / 2021 will be another testing time for all Councils with the resources available becoming more important. How we risk manage our priorities, resources and partnerships will be vital, notwithstanding the risk of fraud. The Audit Committee holds a unique position to challenge and scrutinise the activities of the Council, with the support of Officers and my fellow Councillors, long may this continue.

## INTRODUCTION

This is the 12<sup>th</sup> annual report produced by Peterborough City Council's Audit Committee. It is produced in accordance with latest best practice<sup>1</sup> and shows that the Council is committed to working as an exemplary organisation, operating the highest standards of governance. This report demonstrates how the Audit Committee has successfully fulfilled its terms of reference and has endeavoured to improve the Council's governance and control environments.

The purpose of the Audit Committee is to provide independent assurance of the adequacy of the risk management framework and the associated control environment, independent scrutiny of the authority's financial and non-financial performance to the extent that it affects the Authority's exposure to risks and weakens the control environment, and to oversee the financial reporting process.

The key benefits of an Audit Committee can be seen as:

- Raising greater awareness of the need for internal control and the implementation of both internal and external audit recommendations;
- Increasing public confidence in the objectivity and fairness of financial and other reporting;
- Reinforcing the importance and independence of internal and external audit and similar review processes; and
- Providing additional assurance through a process of independent and objective review.

The Terms of Reference for the Audit Committee can be found at **Annex A** of this report.

This report sets out the work undertaken by the Audit Committee for 2019 / 2020 and specifically highlights those areas where its scrutiny and review process has made a difference to performance. The Audit Committee has overseen good progress in all areas under its supervision.

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<sup>1</sup> Best practice as contained in the Chartered Institute of Public Finance and Accountancy (CIPFA) document "A Toolkit for Local Authority Audit Committees"

This is the first year the Audit Committee has held briefing sessions the week prior to the meeting for Members to better understand the role of the Audit Committee. The Committee have held training sessions during the course of the year which has expanded knowledge of the service areas around the Council.

In the forthcoming year I hope that training for Members continues to be a focus, enabling the committee members to best effectively scrutinise the functions of the Council’s audit processes.

**MEMBERSHIP AND MEETINGS**

During 2019 / 2020, the Audit Committee met on the following dates:

- 15 July 2019
- 16 September 2019
- 18 November 2019
- 27 January 2020
- 23 March 2020 – CANCELLED DUE TO COVID-19

There is a cross representation of all parties in accordance with the make-up of the Council. The members for 2019 / 2020 were (excluding substitutes):

Table 1: Audit Committee Membership 2019 / 2020 as at 23 March 2020:

Conservative	Liberal Democrats	Labour
Over (Chair) Coles (Vice Chair) Warren	Shaheed	Fower Skibsted (to January 2020) Jones (from January 2020) Joseph

Senior officers from the Council are also present, including the Director of Law and Governance, Acting Corporate Director Resources and Chief Internal Auditor. Dependent on the subject matter on the agendas, other officers will attend in addition to external representation from the Councils' External Auditors.

**KEY ACTIVITIES AND TRAINING DURING THE MUNICIPAL YEAR**

**Background**

The Audit Committee's terms of reference covers 6 main areas:

- Internal Audit
- Internal Control and Corporate Governance
- Annual Accounts
- Risk management
- External Audit
- Counter Fraud and Irregularities

## **Internal Audit**

### **2.2.2 Terms of Reference**

- 2.2.2.1** To consider the annual report and opinion of the Corporate Director Resources and a summary of internal audit activity (actual and proposed) and the level of assurance it can give over the council's corporate governance arrangements.
- 2.2.2.2** To consider summaries of specific internal audit reports as requested.
- 2.2.2.3** To consider reports dealing with the management and performance of the providers of internal audit services.
- 2.2.2.4** To consider a report from internal audit on agreed recommendations not implemented within a reasonable timescale
- 2.2.2.9** To commission work from internal and external audit.
- 2.2.2.17** To consider the council's arrangements for corporate governance and agreeing necessary actions to ensure compliance with best practice.

15 July 2019

- *Annual Audit Opinion.* Internal Audit produces an Annual Audit Plan which forms the basis of their audit activity. Progress is noted throughout the year and an independent annual report is produced highlighting assurances obtained across the organisation as well as any misgivings into the effectiveness of controls. The report also sets out the teams' performance. Where standards have not been maintained across the Council, Audit Committee are provided with Executive Summaries of Audit reports for further scrutiny. Internal Audit concluded that they were able to provide reasonable assurance based on the work reviewed in the year.
- *Review of Committee effectiveness* – The Audit Committee reviewed its effectiveness over the past 12 months and the key areas that the Committee focused on.

18 November 2019

- *Internal Audit Mid-Year Opinion.* The Audit Committee received a half year progress report highlighting internal audit performance against targets and quality assurance results to enable it to review and comment on the work and performance of internal audit. Any areas reviewed which are considered to be weak or requiring attention following Internal Audit activity can result in officers from across the Council being held to account.
- *Mayors Costs.* The Committee received a report outlining the internal audit undertaken in relation to the Mayors costs and the new processes that had been put in place.

27 January 2020

- *Internal Audit Plan 2019/20 Planning Approach and emerging themes.* The Audit Committee noted the proposed work for internal audit in 2019/20
- *National Fraud Initiatives.* The Audit Committee has remit to oversee the fraud initiatives of the Council and the methods by which the Council claims any overspend.

## **Internal Control and Corporate Governance**

### **2.2.1 Terms of Reference**

- 2.2.2.1** To consider the annual report and opinion of the Corporate Director Resources and a summary of internal audit activity (actual and proposed) and the level of assurance it can give over the council's corporate governance arrangements.
- 2.2.2.5** To consider the external auditor's annual letter, relevant reports, and the report to those charged with governance.  
Regulatory Framework
- 2.2.2.13** To review any issue referred to it by the Chief Executive or a Director, or any Council body.
- 2.2.2.17** To consider the council's arrangements for corporate governance and agreeing necessary actions to ensure compliance with best practice.

15 July 2019

- *Annual Governance Statement.* The production of the Annual Governance Statement (AGS) forms part of the annual closure of accounts process. It is not a financial exercise, but represents a corporate overview of the processes and procedures adopted by Peterborough to manage its affairs.
- Audit Committee reviewed the Annual Governance Statement on 15 July 2019. The Committee agreed to the final report and this was signed off within the legal timeframes.
- *Use of Consultants.* Following the review of consultants used by the Council in 2010 it was recommended and agreed that Audit Committee would monitor progress. The Committee received an update in July 2019.

16 September 2019

- *Use of Consultants.* Following the review of consultants used by the Council in 2010 it was recommended and agreed that Audit Committee would monitor progress. The Committee received an update in September 2019.

18 November 2019

- *Treasury Management Mid Year Update.* The Committee received an update on the Treasury Management Strategy. The report updated members on the prudential indicators that the Council adhere to when setting the Treasury Management Strategy.
- *Use of Consultants.* Following the review of consultants used by the Council in 2010 it was recommended and agreed that Audit Committee would monitor progress. The Committee received an update in November 2019.

27 January 2020

- *2019/20 Treasury Management Strategy.* The Audit Committee received the Treasury Management Strategy that was to be presented to Full Council in March 2020. The Audit Committee noted and



approved the strategy.

- *2019/20 Asset Management Acquisition Strategy and Asset Investment Plan.* The Audit Committee received a report on the Asset Investment Strategy. The Committee approved the strategy before approval at Full Council in March 2020.
- *Use of Consultants.* Following the review of consultants used by the Council in 2010 it was recommended and agreed that Audit Committee would monitor progress. The Committee received an update in January 2020.

## **Annual Accounts**

### **2.2.2 Terms of Reference**

#### **Accounts**

- 2.2.2.18** To review the annual statement of accounts, specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the council.
- 2.2.2.19** To consider the external auditors report to those charged with governance on issues arising from the audit of the accounts.

15 July 2019

- *Budget Monitoring Report Final Outturn 2018/19.* The report provides the Audit Committee with the outturn position for both the revenue budget and capital programme for 2018/19. The Committee also noted performance on payment of creditors and collection performance from debtors.
- *Statement of Accounts to those charged with Governance (ISA260).* The Committee considered the robustness of financial processes and the financial standing of an organisation. The Council achieved this through the publication of the draft Statement of Accounts ahead of the statutory deadline, and also through the completion of a successful external audit process. 2017/18 is the first year where the production and audit of the accounts must comply with tighter statutory deadlines introduced by the Accounts and Audit Regulations 2015.

## **Risk Management**

### **2.2.1 Terms of Reference**

#### **Regulatory Framework**

- 2.2.1.13** To monitor the effective development and operation of risk management and corporate governance in the council.

15 July 2019

- *Insurance Service and Insurance Fund Annual Report 2018/19.* The Audit Committee received a report presenting the work carried out during the past year to provide an effective insurance function which provides cover for all aspects of the Council whilst minimising the cost.

16 September 2019

- *Risk Management Report*. Audit Committee received a report of the strategic risks impact on the Council and the mitigating actions to address these.

## **External Audit**

### **2.2.2 Terms of Reference**

- 2.2.2.5** To consider the external auditor's annual letter, relevant reports, and the report to those charged with governance.
- 2.2.2.6** To consider specific reports as agreed with the external auditor.
- 2.2.2.7** To comment on the scope and depth of external audit work and to ensure it gives value for money.
- 2.2.2.8** To liaise with the Public Sector Audit Appointments Ltd (PSAA) over the appointment of the council's external auditor.
- 2.2.2.9** To commission work from internal and external audit.

15 July 2019

- *Audit Fees 2019/20*. The Audit Committee considered the proposed Audit Fees for 2019/20. The Audit Committee noted and commented on the proposed fees in keeping with previous years fees.

16 September 2019

- *Ernst & Young Annual Audit Letter for year end 31 March 2019*. The Committee received a report on the annual findings letter of the external auditors.

## **Counter Fraud & Irregularities**

### **2.2.2 Terms of Reference**

Regulatory Framework

- 2.2.2.14** To monitor the effective development and operation of risk management and corporate governance in the council.

15 July 2019

- *Fraud and Investigations Team Annual Report*. Audit Committee received an annual report highlighting counter fraud and irregularity work over the previous year. The Committee's review of the work and performance of the counter fraud team showed strong support and interest and requested to be provided with regular updates in terms of team resources.

## **Training**

Throughout the year, the provision of ongoing training to Members has been the cornerstone of developing

Members (new and existing). During the year, officers provided presentations on:

- The preparation and scrutiny of the Statement of Accounts and the impact of International Financial Reporting Standards on these;
- General overview of the committee covering Information Governance; Regulation of Investigatory Powers Act (RIPA); Risk Management; Code of Conduct; and Whistleblowing.
- Ernst and Young have run conferences for Audit Committee Members across the East of England regions.

In addition, members have access to a committee handbook which provides additional support / information.

#### **FUTURE DEVELOPMENTS AND PLANS FOR 2020 / 2021**

Overall, the Audit Committee want to continue to develop and build on our current achievements. For 2020 / 2021 and this will involve:

- Continuing to drive up standards of corporate governance;
- Continuing to equip existing and any new Members to fulfil the Audit Committee's responsibilities by providing or facilitating training on all aspects of the Audit Committee's remit;
- Assisting and supporting officers to promote the work of the Audit Committee and the roles of internal audit, external audit and risk management;
- Supporting the continued production of high quality and compliant statutory accounts;
- Increase training for members of the Audit Committee, ensuring members are best placed to scrutinise effectively the work of the Council and its audit functions;
- Helping to further increase awareness within the Council of its governance arrangements, with particular emphasis on information and tackling fraud and corruption; and
- Providing effective challenge to officers, raising awareness for sound internal control arrangements and giving assurance to the Authority that its control arrangements are sound.

## 2.2 AUDIT COMMITTEE: TERMS OF REFERENCE<sup>2</sup>

### 2.2.2 Terms of Reference

- 2.2.2.1 To consider the annual report and opinion of the Corporate Director Resources and a summary of internal audit activity (actual and proposed) and the level of assurance it can give over the Council's corporate governance arrangements.
- 2.2.2.2 To consider summaries of specific internal audit reports as requested.
- 2.2.2.3 To consider reports dealing with the management and performance of the providers of internal audit services.
- 2.2.2.4 To consider a report from internal audit on agreed recommendations not implemented within a reasonable timescale.
- 2.2.2.5 To consider the external auditor's annual letter, relevant reports, and the report to those charged with governance.
- 2.2.2.6 To consider specific reports as agreed with the external auditor.
- 2.2.2.7 To comment on the scope and depth of external audit work and to ensure it gives value for money.
- 2.2.2.8 To liaise with the Public Sector Audit Appointments Ltd (PSAA) over the appointment of the council's external auditor.
- 2.2.2.9 To commission work from internal and external audit.
- 2.2.2.10 To have oversight of the Regulation of Investigatory Powers policy and processes.
- 2.7.2.11 Authority to approve any changes regarding the Council's Whistle-Blowing policy and arrangements.
- 2.2.2.12 To consider reports in relation to the performance of the Council's companies, alongside comments from the Shareholder Cabinet Committee.

### Regulatory Framework

- 2.2.2.13 To review any issue referred to it by the Chief Executive or a Director, or any Council body.
- 2.2.2.14 To monitor the effective development and operation of risk management and corporate governance in the council.
- 2.2.2.15 To monitor Council policies on "raising concerns at work" and the anti-fraud and anti-corruption strategy and the Council's complaints process.
- 2.2.2.16 To oversee the production of the authority's Statement on Internal Control and to recommend its adoption.

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<sup>2</sup> (Source: Constitution: Part 3, Delegations Section 2 - Regulatory Committee functions. Approved Annual Council)

2.2.2.17 To consider the Council's arrangements for corporate governance and agreeing necessary actions to ensure compliance with best practice.

**Accounts**

2.2.1.18 To review the annual statement of accounts, specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the council.

2.2.1.19 To consider the external auditors report to those charged with governance on issues arising from the audit of the accounts.

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<b>COUNCIL</b>	AGENDA ITEM No. 9(b)
<b>21 OCTOBER 2020</b>	<b>PUBLIC REPORT</b>

**EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL**

**UNIVERSITY OF PETERBOROUGH PROJECT: LAND TRANSFER AND DELIVERY ARRANGEMENTS**

Cabinet at its meeting on 21 September 2020, received a report on changes to the planned implementation of the University of Peterborough project.

**IT IS RECOMMENDED** that Council approves the amendment of the Capital Strategy and Asset Management Plan to take account of the proposed transfer of this land to the special purpose joint venture vehicle.

The original report and appendices follow.

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<b>Cabinet</b>	<b>AGENDA ITEM No. 4</b>
<b>21 September 2020</b>	<b>PUBLIC REPORT</b>

Report of:	Steve Cox, Corporate Director for Place and Economy	
Cabinet Member(s) responsible:	Councillor Peter Hiller: Strategic Planning, Commercial Strategy and Investments. Councillor Lynne Ayres: Children’s Services, Education, Skills and the University.	
Contact Officer(s):	Dave Anderson, Interim Development Director	Tel. 452468

## UNIVERSITY OF PETERBOROUGH PROJECT: LAND TRANSFER AND DELIVERY ARRANGEMENTS

R E C O M M E N D A T I O N S	
<b>FROM:</b> Executive Director Place and Economy	<b>Deadline date:</b> N/A
<p>It is recommended that the Cabinet:</p> <ol style="list-style-type: none"> <li>1. Note the approval by the Cambridgeshire and Peterborough Combined Authority, at its Board meeting of 20 July 2020, of the final business case for the University of Peterborough project.</li> <li>2. Note the selection by CPCA of Anglia Ruskin University (ARU) as the academic delivery partner for the new University and the intention of ARU to invest directly in the development of the University.</li> <li>3. Approve the formation of a special purpose joint venture vehicle with CPCA and ARU in which the Council will retain shares of equivalent value to the land transferred into this company.</li> <li>4. Authorise the transfer of around 4 acres of Council-owned land (edged in red in the site map at appendix 1) to a special purpose joint venture vehicle to be formed among the Council, the Cambridgeshire and Peterborough Combined Authority and Anglia Ruskin University for the purpose of delivering phase one of the University.</li> <li>5. Delegate authority to the Executive Director Place and Economy and Director of Law and Governance to finalise the necessary legal and related documents needed to execute the recommendations and approach outlined in this report.</li> <li>6. Delegate authority to the Executive Director Place and Economy and Director of Law and Governance to agree the transfer of further tranches of land to the joint venture company as may be needed to facilitate the delivery of further phases of the University subject to such land being identified for Higher Education related use within the local plan and suitable for development taking due account of the emerging University masterplan.</li> <li>7. Authorise the Council to enter into a Subscription and Project Management Agreement to enable delivery of the University in Peterborough.</li> </ol>	

8. Approve the amendment of the 'Appointments to External Organisations' list to include the joint venture company within the 'key partnerships' category, to enable the Leader to appoint a Member to take up the position of non-Executive Director on the Board of the company.
9. Recommend to Full Council:
  - a) amends the Capital Strategy and Asset Management Plan to take account of the proposed transfer of this land to the special purpose joint venture vehicle.

## 1. ORIGIN OF REPORT

- 1.1 This report is submitted to Cabinet following the appointment of Anglia Ruskin University (ARU) as Academic Partner to the University of Peterborough project, and following the approval of the final business case for phase one of the new University, by the Board of the Cambridgeshire and Peterborough Combined Authority (CPCA) at its meeting on 20 July 2020.

## 2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to inform Cabinet of proposed changes to the planned implementation of the University of Peterborough project, including the arrangements for the proposed transfer of Council owned land into a special purpose joint venture (JVCo) to develop the new campus and the associated issues of the Council's shareholding arrangements in the JVCo and issues including Board Membership, voting rights and control.
- 2.2 This report is for Cabinet to consider under its Terms of Reference No. 3.2.12, 'Cabinet will be responsible for the following functions in relation to the Council's companies, partnership and charities.
  - (a) The establishment of any new company, partnership or charity.'

## 3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	<b>Yes</b>	If yes, date for Cabinet meeting	<b>21.9.20</b>
Date for relevant Council meeting	<b>21.10.20</b>	Date for submission to Government Dept. <i>(Please specify which Government Dept.)</i>	<b>N/A</b>

## 4. BACKGROUND AND KEY ISSUES

- 4.1 In March 2020, the Leader of the Council, Councillor John Holdich, exercising delegated authority under paragraph 3 of the constitution, and following consultation with Councillor Peter Hiller (Cabinet lead for Strategic Planning, Commercial Strategy and Investments); and Councillor Lynne Ayres (Cabinet lead for Children's Services, Education, Skills and the University) took a decision to authorise:
  - The transfer of Council land into a joint venture vehicle with CPCA;
  - The terms of a subscription and project management agreement to enable the delivery of the University;
  - The delegation of authority to the Executive Director Place and Economy and the Director of Law and Governance to finalise and agree the necessary legal and related documents needed to execute the recommendations made in the report.

In the period since these decisions were taken CPCA has, following a procurement exercise, selected Anglia Ruskin University (ARU) as academic delivery partner for the University. The CPCA Board has also approved the final business case for the first phase of the project. This will see an expanded phase one building extending to 5,300 square metres of flexible academic facilities hosting teaching and learning facilities for the first four academic faculties to be established in Peterborough.

ARU has chosen to invest directly in the development of the Campus and proposes to transfer its existing nursing education to a new health and social care faculty on the Peterborough campus thereby increasing the size and scope of the phase one building and the overall budget. CPCA has accepted this proposal and agreed that, as a result of the selection of ARU as academic partner and its willingness to invest directly in the Campus, ARU should be admitted as a third shareholder in the JVCo referred to in the above mentioned March 2020 report.

The proposed participation of ARU as a third member of the special purpose property company that will oversee the development of the campus will ensure a Higher Education perspective on future development as well as reinforcing their commitment to successful delivery of new Higher Education provision in the city.

The JVCo is a company limited by shares. The CPCA and ARU will subscribe for shares in the company by making a financial investment, the Council will also do the same by transferring land to the JVCo based on its market value in return for shares. The JVCo will be managed by a board of directors as set out in this report, with decision making based on board representation and a series of matters that are reserved for approval by some or all of the shareholders under the terms of a shareholders' agreement. The investment from each of the partners will provide the JVCo with the funding required to undertake projects for creating the University.

The admission of ARU as a third shareholding partner in the JVCo will dilute the shareholdings of the Council and CPCA. Under the revised proposals the Council will retain one Director on the Board of the new company, with ARU also having one Director, and CPCA will have two Directors. The value of the Council's shares will continue to be commensurate with the independently assessed value of the land transferred into the JVCo. The land, once transferred, will need to be removed from the Council's asset register.

Within the last month, proposals have emerged for phase 2 of the University Campus – the creation of a Research and Innovation Centre with support from the Government's Getting Building Fund. This will require an access road to be created with a contribution from the Council estimated to be £2m. There may also be a need for a separate special purpose vehicle to be created to support phase 2 and detailed proposals will come forward in due course.

## **5. CONSULTATION**

- 5.1 CPCA has consulted with local businesses and worked with Opportunity Peterborough to help identify how the curriculum for the University can most effectively be developed to support jobs, meet the needs of businesses and support the growth and prosperity of the local economy. Consultation on curriculum development and other matters will continue to be undertaken by ARU as the selected academic delivery partner. A planning application will be made and there will be opportunities for the public to comment upon the proposed design through the planning process.

## **6. ANTICIPATED OUTCOMES OR IMPACT**

- 6.1 The proposed change to a three-party joint venture as a vehicle for delivering the new campus will help to ensure the strategic alignment of the three principal parties involved to the vision of creating an independent University for Peterborough by 2029/30. By enabling ARU to share in the JVCo they will have a stronger incentive to invest in the future growth of the campus. Their commitment should, in turn, help to attract related investment such as investment in research and development facilities, student residential accommodation or sports and leisure facilities, as well as in future phases of academic expansion. As a result, the goal of ultimately achieving a

University with up to 12,500 students in the next 15 years is more likely to be realised. This, in turn, will help the city to address its higher-level skills deficit and create a pipeline of skilled graduates to support the future growth of local businesses and the city's economy.

## **7. REASON FOR THE RECOMMENDATION**

- 7.1 The proposed recommendations will enable the Council to work with CPCA and ARU through a dedicated joint venture delivery vehicle that will enable the development of the University project to progress in a timely manner while respecting the needs and interests of the three principal partners. A focused joint venture delivery vehicle will ensure decisions can be made in a speedy and efficient way ensuring that the pace of the delivery programme can be maintained.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 The option to sell the land to CPCA was considered. However, this was discounted on the basis that it would reduce the funding available for construction of the first phase of the Campus and leave the Council with less control and influence over future development. The option to enter a JV solely with CPCA was proposed in the March report but has been superseded following the appointment of ARU as academic partner and their commitment to invest their own resources in the Campus. By taking shares in the JVCo the Council will have an ongoing interest in the development of the Campus; the ability to receive income from dividend payments on its shares; and the potential opportunity to benefit from any private investment made on the Campus e.g. in student residences, or commercial offices for R&D and spin out businesses.

## **9. IMPLICATIONS**

### **Financial Implications**

- 9.1 The Council will be responsible for its own costs and expenses in connection with the preparation, negotiation and completion or rescission of the agreement. If during the term of the agreement the Council breaches the terms of the agreement and the other partners choose to terminate or unilaterally withdraw from the project the Council will be liable for its share of the aggregate external costs, fees and expenses incurred in connection with the project. The Council will also give up sole ownership of the land transferred into the JVCo but will receive shares to the equivalent market value of this land.

### **Legal Implications**

- 9.2 Section 123 of the Local Government Act 1972 permits the Council to dispose of land in any manner which it wishes to, subject to the provision that the property is not to be sold for a consideration less than the best that can reasonably be obtained. The Council has not marketed the sites as they form part of a portfolio of assets to be transferred for the University site and the sites in question are identified in the local plan as being assigned for higher education use. The Council has satisfied itself through an independent valuation being obtained, that best consideration is being secured. This approach will ensure that any state aid implications are mitigated.

The site is subject to a restriction that no disposition (including a transfer) may be registered without a certificate given by Peterborough Investment Partnership LLP that the provisions of an option agreement dated on 8 May 2015 have been complied with or do not apply, and assurance has been given by the PIP that this certificate will be provided.

The sale of land is exempt from the public contract regulations and therefore there will not be any procurement implications. The investment into the joint venture is not subject to any procurement requirements.

The land will only be transferred to the JVCo upon the completion of the shareholders' agreement. As such, each shareholder will contractually commit to their respective investments simultaneously.

## **Equalities Implications**

9.3 There are no equalities implications.

## **9.4 Carbon Impact Assessment**

As the land in question will be transferred to the special purpose joint venture vehicle there will be no direct carbon impacts for the Council. The proposed phase one building will feature a low carbon design and the campus location close to the city centre is easily accessible by public transport.

## **10. BACKGROUND DOCUMENTS**

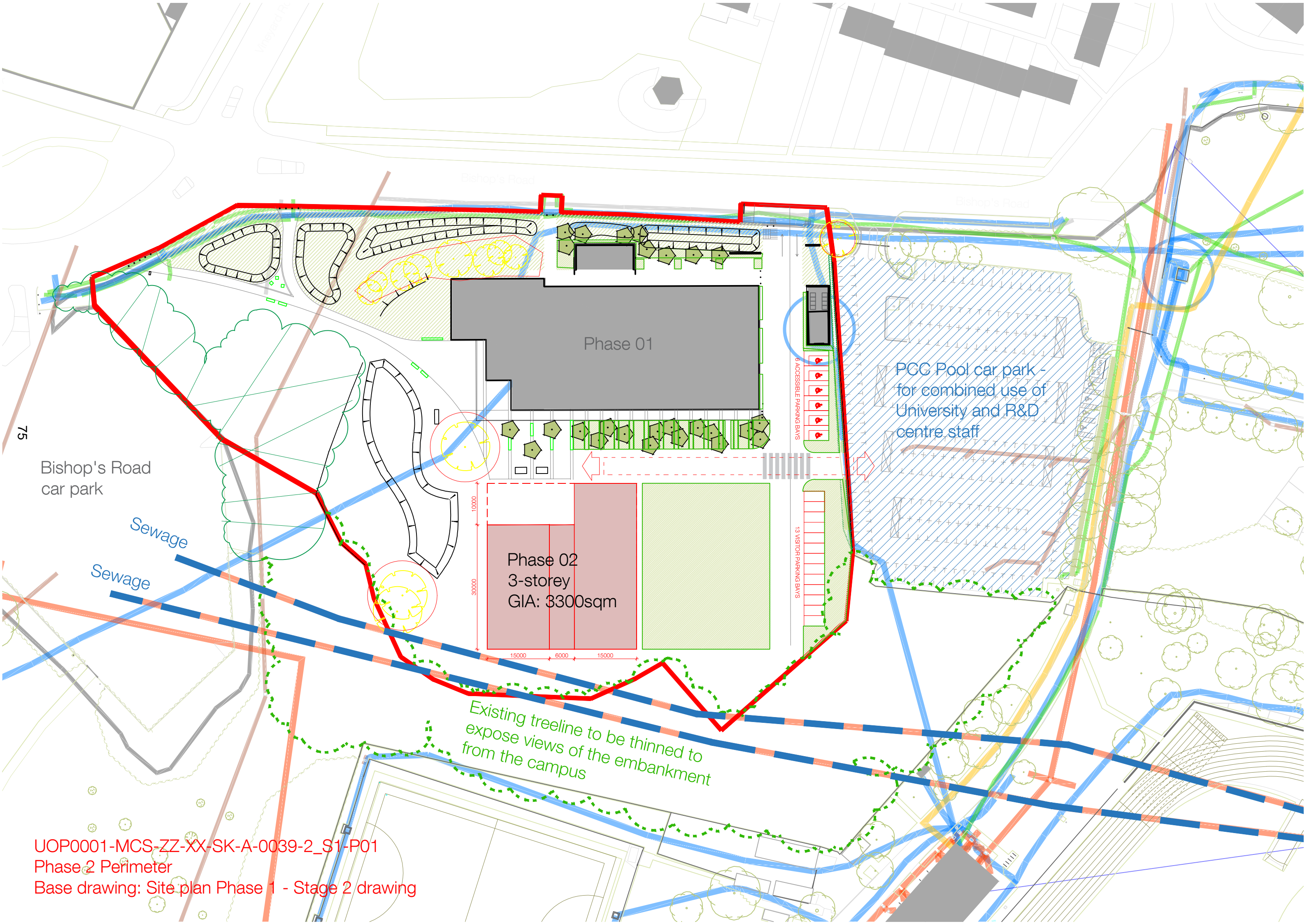
Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

None.

## **11. APPENDICES**

11.1 Appendix 1 - Site Map  
Appendix 2 - Masterplan

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Bishop's Road

Bishop's Road

Phase 01

PGC Pool car park -  
for combined use of  
University and R&D  
centre staff

Phase 02  
3-storey  
GIA: 3300sqm

Existing treeline to be thinned to  
expose views of the embankment  
from the campus

Bishop's Road  
car park

Sewage  
Sewage

6 ACCESSIBLE PARKING BAYS

13 VISITOR PARKING BAYS

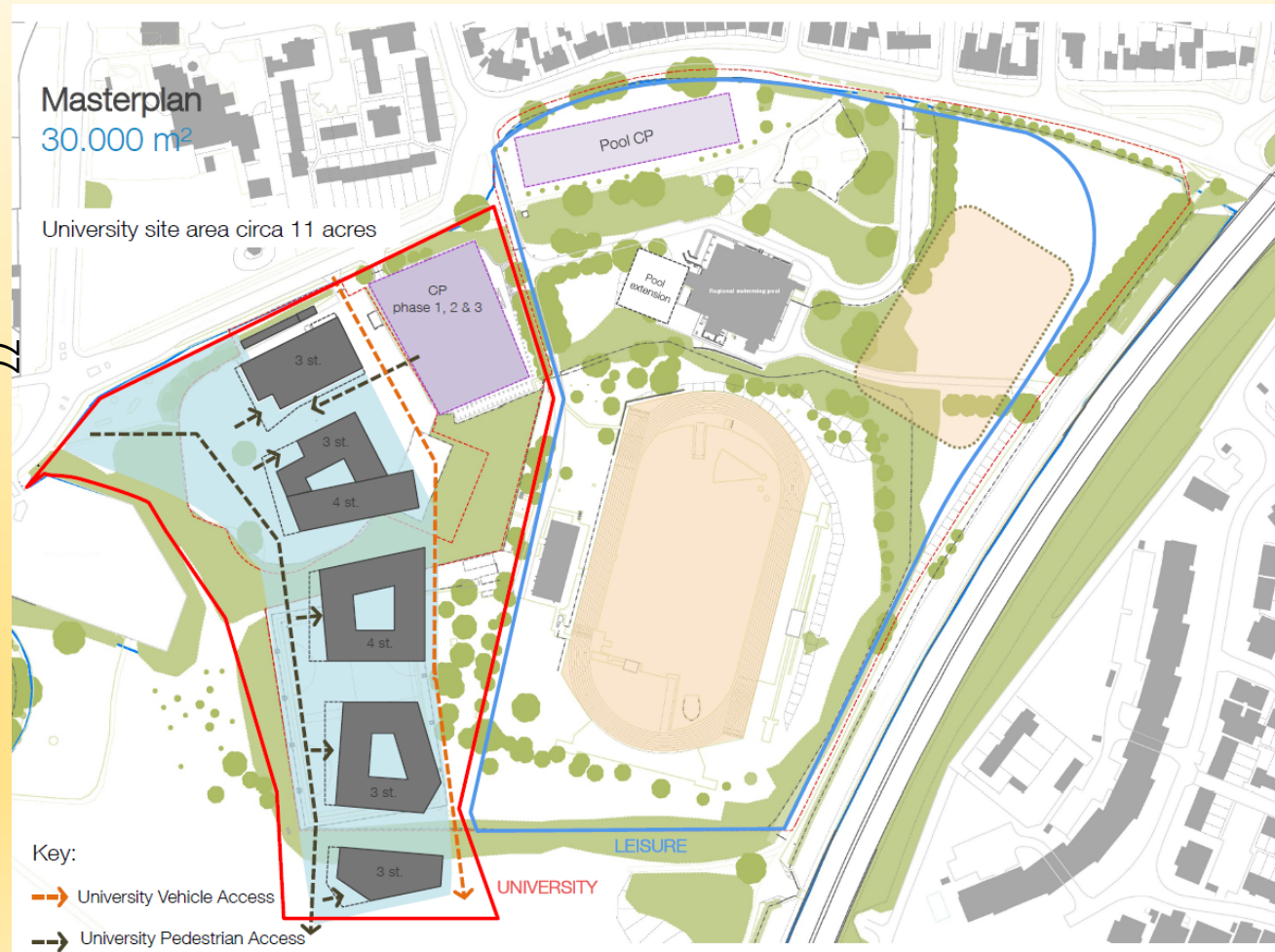
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UOP0001-MCS-ZZ-XX-SK-A-0039-2\_S1-P01  
Phase 2 Perimeter  
Base drawing: Site plan Phase 1 - Stage 2 drawing

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# Design- Master plan



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<b>COUNCIL</b>	AGENDA ITEM No. 9(c)
<b>21 OCTOBER 2020</b>	<b>PUBLIC REPORT</b>

## **EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL**

### **BUDGET CONTROL REPORT JULY 2020**

Cabinet, at its meeting on 21 September 2020, received a report on the budgetary position of the Council as at July 2020.

**IT IS RECOMMENDED** that Council approve the Capital virements contained with **Appendix B** to the report, which include the purchase of 62-68 Bridge Street, and a contribution to a new access to the parkway as part of the University development which require additional borrowing to the existing capital programme.

The original report follows.

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<b>CABINET</b>	<b>AGENDA ITEM No. 8</b>
<b>21 SEPTEMBER 2020</b>	<b>PUBLIC REPORT</b>

Report of: Formation of a Cycling and Walking Member Working Group	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 CONTROL REPORT JULY 2020

R E C O M M E N D A T I O N S	
<b>FROM:</b> Acting Director of Corporate Resources	<b>Deadline date:</b> N/A
<p>It is recommended that Cabinet notes:</p> <ol style="list-style-type: none"> <li>1. The Budgetary Control position for 2020/21 as at July 2020 is a forecast overspend of £9.6m against budget. This includes the current estimated impact of COVID-19;</li> <li>2. The specific impact COVID-19 on the Councils expenditure and income and the additional funding being received;</li> <li>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;</li> <li>4. The additional funding that has been made available and allocated to the business community and households due to COVID-19, as outlined in section 4;</li> <li>5. An update on the Medium Term Financial Strategy 2021/22 process as set out in section 4;</li> <li>6. The key variance analysis and explanations are contained in Appendix A;</li> <li>7. The Councils reserves position, as outlined within Appendix A.</li> </ol> <p>It is recommended that Cabinet approve and recommends to Council:</p> <ol style="list-style-type: none"> <li>8. The Capital virements contained in Appendix B, which include the purchase of 62-68 Bridge Street, and a contribution to a new access to the parkway as part of the University development which require additional borrowing to the existing capital programme.</li> </ol>	

### 1. ORIGIN OF REPORT

- 1.1 This report is submitted to Cabinet following discussion by the Corporate Management Team (CMT).

### 2. PURPOSE AND REASON FOR REPORT

- 2.1 This report is for Cabinet to consider under its Terms of Reference No. 3.2.7 'To be responsible for the Council's overall budget and determine action required to ensure that the overall budget remains within the total cash limit'.
- 2.2 This report provides Cabinet with the forecast for 2020/21 as at June 2020 budgetary control position.

### 3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	<b>YES</b>	If yes, date for Cabinet meeting	<b>21/09/20</b>
Date for relevant Council meeting	<b>21/10/20</b>	Date for submission to Government Dept.	<b>N/A</b>

### 4. JULY 2020 BUDGETARY CONTROL - REVENUE

- 4.1 The revenue budget for 2020/21, agreed at Full Council on 4 March 2020, was approved at £163.743m. The following table outlines the changes which have been made to the budget to arrive at the revised budget of £180.494m:

	£m
Approved Budget 2020/21	163.743
Use of reserves per MTFS	1.510
Capitalisation Direction	1.217
Integrated Community Strategy Reserve contribution: P&C-Cohesion and Integration	0.908
Capacity Reserve Contribution: ICT & Res- Committed transformation costs	0.121
COVID-19 Response Fund Tranche 1- from reserves (received March 2020)	5.332
COVID-19 Response Fund Tranche 2- received April 2020	5.634
COVID-19 Response Fund Tranche 3- received August 2020	2.029
<b>Revised Budget 2020/21</b>	<b>180.494</b>

- 4.2 The following table outlines a summary of the budgetary control position, within each directorate. The Council is currently reporting a projected overspend of £9.6m. This includes the additional financial pressures and funding as a result of COVID-19.

Directorate	Budget £k	Forecast Spend £k	Variance £k	Previous Month Variance £k	Movement £k	Overall Status
Chief Executives	1,252	1,267	15	32	(17)	Overspend
Governance	4,254	4,005	(249)	(245)	(4)	Underspend
Place & Economy	21,371	24,332	2,961	2,181	780	Overspend
People & Communities	86,628	104,880	18,252	15,794	2,458	Overspend
Public Health	(372)	(304)	68	81	(13)	Overspend
Resources	19,928	21,506	1,578	782	796	Overspend
Customer & Digital Services	7,619	7,684	65	(7)	72	Overspend
Business Improvement	600	670	70	60	10	Overspend
Capital Financing	26,219	26,064	(155)	(155)	0	Underspend
COVID-19	12,995	0	(12,995)	(10,966)	(2,029)	Underspend
<b>Total Expenditure</b>	<b>180,494</b>	<b>190,104</b>	<b>9,610</b>	<b>7,557</b>	<b>2,053</b>	<b>Overspend</b>
Financing	(180,494)	(180,494)	0			

Net	0	9,610	9,610	7,557	2,053	Overspend
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4.3 Most of the pressures, impacting the Councils financial position are as the result of the COVID-19 pandemic and include:

- In Place and Economy, there has been additional expenditure, as the Council has taken additional steps in ensuring that rough sleepers and homeless families have temporary accommodation and a safe place to self- isolate due to COVID-19 pandemic.
- There is pressure on the property income in Resources, due to COVID-19 having an impact on the council's ability to rent out further space in Sand Martin House this year.
- The Resources directorate has been unable to deliver the proposed savings in the Peterborough Serco Strategic Partnership contract due to COVID-19. Therefore, the Business Support Notice of change/ new model hub implementation has been postponed and will not be implemented during 2020/2021.
- The People and Communities directorate has incurred additional expenditure in adult services as well as additional expenditure has been required to support children and families, such as increases in children with disabilities packages and increased placement costs, as providers have needed to increase costs of placements to accommodate additional expenditure on COVID-19 relate requirements.
- There have been further pressures such as loss of income for Clare Lodge as children are only being moved and accommodated on emergency basis during COVID-19, so placement demand is low. Also, the new procedures at Clare Lodge require new admissions to self-isolate for 14 days which is also influencing decision making by placing authorities. The delay to the Capital project to refurbish lounges means that two lounges are currently not available for use.
- As well as additional costs due to COVID-19, savings plans previously declared in relation to ASC Demography and the National Living Wage have been significantly impaired.

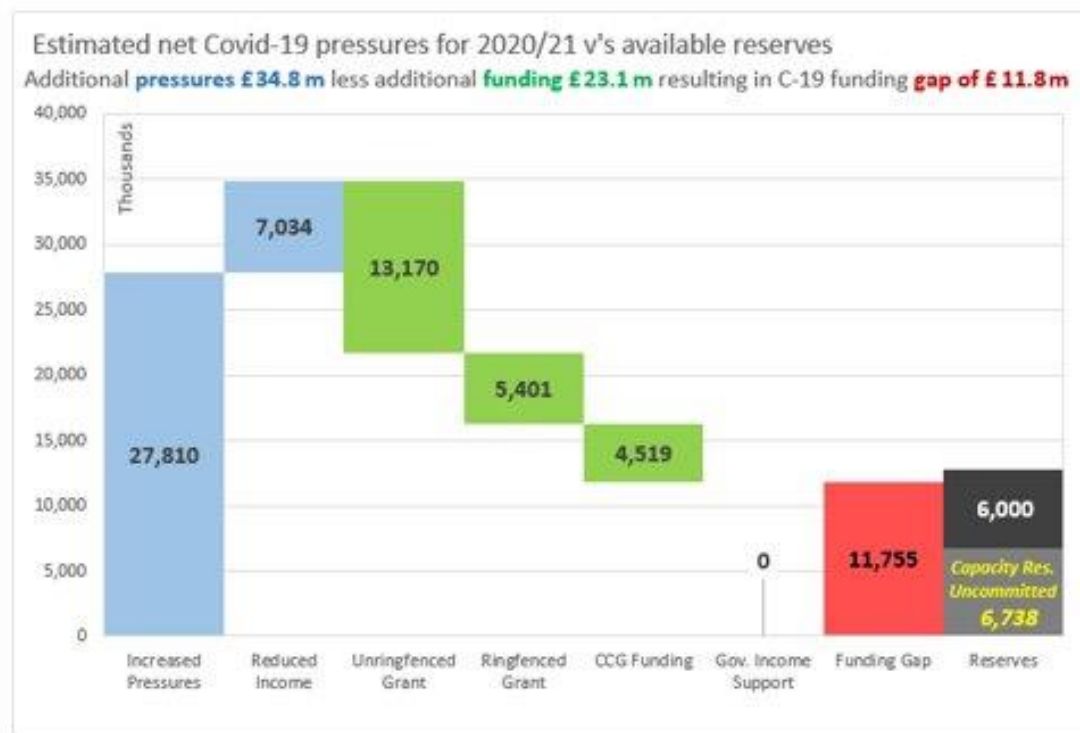
Further details regarding these pressures are outlined within Appendix A of this Report.

#### 4.4 **Financial Impact of COVID-19**

4.5 The following chart summarises the direct impact COVID-19 has had on the Councils financial position in 2020/21:

4.6

4.7



This position identifies a £11.8m gap, which is different to the £9.6m position reported within the BCR, this varies due to the following factors:

- The COVID-19 financial impact is monitored and reported on a weekly basis, making it a live document, being updated at a much quicker pace;
- The BCR position picks up a snapshot in time (as at 31 July) therefore is more historic in nature;
- The BCR includes pressures and underspends which are not COVID-19 related;
- There are some estimates within the COVID-19 tracker which reflect a high risk (worst case) position.

4.8

The Council reviews and reports the financial impact of COVID-19 internally on a weekly basis. The Council along with all other local authorities submit a monthly COVID-19 financial impact return to Ministry of Housing Communities and Local Government (MHCLG). The Council is forecasting additional pressures of £34.8m as a result of additional costs and lost income, this is reduced to £11.8m after applying £23.1m of additional funding. This forecast will have a significant effect on the Council's forecast outturn position, and longer-term implications for the future year's budgets. The Council has now submitted five returns to MHCLG, with the most recent return being submitted on 4 September. The following table summarises the financial impact reported in each month:

4.9

Source of Pressure & Income	April Return £m	May Return £m	June Return £m	July Return £m	August Return £m
Direct C-19 Expenditure	7.0	10.1	19.2	23.4	22.6
Loss of Income	6.8	6.0	6.8	7.9	6.7
Non-Delivered 2020/21 Savings	4.5	4.8	4.7	6.6	5.5
<b>Total Pressures</b>	<b>18.3</b>	<b>20.9</b>	<b>30.8</b>	<b>37.9</b>	<b>34.8</b>
C-19 response fund & un-ringfenced grants	(11.0)	(11.0)	(11.0)	(13.2)	(13.2)
Additional Funding and ring-fenced grants	-	-	(5.7)	(9.9)	(9.9)
<b>Revised Net Position</b>	<b>7.3</b>	<b>9.9</b>	<b>14.1</b>	<b>14.8</b>	<b>11.8</b>



The return to MHCLG requires the costs to be included gross of all grant income. As such, activity which is being funded by ringfenced grants or the CCG have been included within the £34.8m of additional costs. The following grants are included in both the “Direct C-19 Expenditure” line and the “Additional Funding” line:

- Cambridgeshire and Peterborough CCG funding for additional capacity - £4.5m
- Grant for re-opening the Town Centre - £0.2m
- Direct Assistance Grant (Infection Control) for Care Homes - £1.8m
- Test and Trace Grant - £1.0m
- Emergency Active Travel (via the CPCA) - £0.8m
- Local Authority Emergency Assistance Grant for food and essential supplies - £0.3m
- Rough Sleepers (estimate based on grant claim submitted) - £1.4m

The Council has received three tranches of the C-19 response funding from MHCLG. Nationally this un-ringfenced funding package totals £3.7bn. The Councils allocation totals £13m, and is broken down as follows:

- £5.4m received on 27 March - this was largely put in to reserves at the end of 2019/20 for use in 2020/21;
- £5.6m received on 18 April;
- £2m received on 3 August, following the announcement on 2 July, where the Secretary of State for Local Government announced a funding package for councils to help address the range of COVID-19 pressures they face.

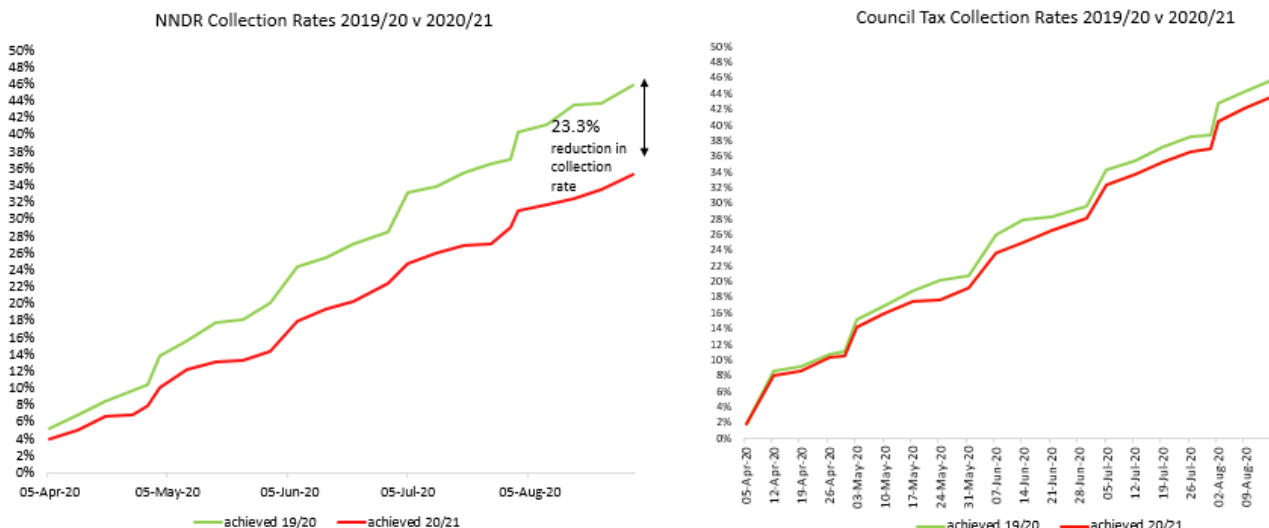
The Council has also received £0.170m of new burdens funding to cover the additional costs of administering the business rates reliefs and the Small Business Grants Fund.

- 4.12 On 2 July, the funding package announced outlined further measures to support local government. This included a new scheme to reimburse councils for lost income from sales, fees, and charges, and would allow local authorities to spread their collection fund (tax) deficit over three years rather than the usual one. Some details on these schemes were released within a [technical note](#). [At this stage no further details on the application of the collection fund deferral scheme have been announced.](#)

The [income scheme](#) has been released for Local Authorities to claim compensation for lost income. The new income loss scheme includes a 5% deductible rate, whereby councils will absorb losses up to 5% of their planned (budgeted) sales, fees and charges income for that income stream, with the government compensating them for 75p in every pound of relevant loss thereafter. Early analysis indicate the Council could receive up to c£2m of funding. The Council is preparing the 1<sup>st</sup> submission (due 30 September) which is relevant to lost income from April-July. At this stage no assumptions have been included within the Councils financial position.

Concern remains for the level of tax collection across the Country as a result of COVID-19. The Council has been closely monitoring this, and comparing the collection levels against previous collection performance. This comparison shows that Council Tax collection rates are 3.6% lower and Business Rates collection rates 23.3% lower than last year. Since the beginning of the pandemic these rates have improved, although it is still anticipated that these will not fully recover in the short term. If collection rates were to continue with this trend it would mean the Council would face non-collection of NNDR of £14.6m (£7.2m PCC share at 49%) and non-collection on Council Tax of £3.4m (£2.8m PCC share at 80.3%), a total deficit for the Council of £10m. The following charts show the trend of the collection rates for both Business Rates (NDR) and Council Tax in comparison to 2019/20:

4.13



4.14

The Council has received funding directly from the Government which is being applied specifically to certain sectors of the economy, this includes:

4.15

- Business rates relief of £40m to 1,310 Retail, Hospitality and Leisure Providers;
- Business rates relief of £0.3m to 33 nurseries;
- £31.7m of Small Business Grant Funding (SBGF) for Small, Rural, Retail, Leisure and Hospitality businesses, this has supported 2,628 businesses, this scheme will be closing at the end of September;
- Hardship funding of £1.6m to allocate £150 to those on Local Council Tax Support (LCTS) - this has been processed with 8,481 working age LCTS recipients benefiting from this funding to date;
- Discretionary grant scheme for businesses of £1.5m which was launched for applications in June. £1.24m of grants have been made to 82 local businesses.

There is the requirement for the Council, in liaison with the wider Local Government sector, to continue to lobby for additional funding to cover the present £11.8m shortfall in COVID-19 support for this financial year, the projected deficit position in the Collection Fund, and ongoing COVID-19 impacts which will affect revenue budgets in 2021/22.

**Medium Term Financial Strategy - 2021/22- 2023/24**

As previously outlined within the [report](#) presented to Cabinet on 13 July the Council is in an extremely difficult financial position and there is significant uncertainty surrounding the Councils ability to set a legal and balanced budget for 2021/22. The following points summaries the issues already reported:

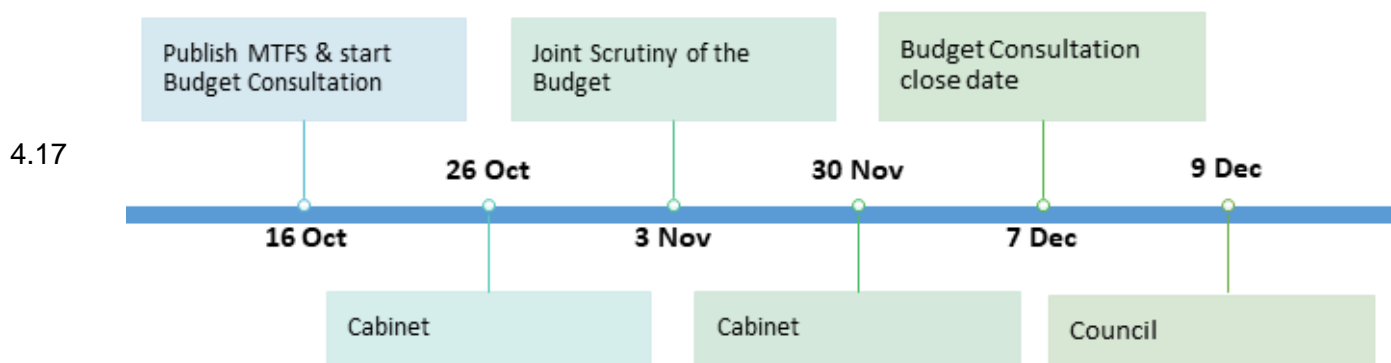
4.16

- Opening budget gap of £14.2m per the current year Medium Term Financial Strategy (MTFS)
- Difficulty delivering current and future years savings plans due to the Council’s local response to C-19;
- Additional costs and reduced income generation within the current year, and the longer-term impacts on the Councils base budget as a result of these pressures;
- Diminishing and low levels of reserves – further eroding the council’s limited financial resilience;
- Future funding uncertainty which creates an additional layer of challenges when developing future strategic plans. These causes included the unknown impact of an [economic](#)

[recession](#), future COVID-19 waves and response required at a local level, and funding allocations from central government;

- Autumn Budget followed by the Local Government Provisional Finance Settlement will take place in late Autumn;
- Postponement of Fairer Funding Review, Business Rates Retention Scheme and Business Rates Baseline Reset to 2022/23;
- Going Concern note within the 2019/20 Statement of Accounts - in advance of the when MHCLG propose to publish the Local Government Provisional Financial Settlement, means it is difficult to confirm future financial stability of the Council.

At the same Cabinet meeting on 13 July, and then at Council held on 29 July, the updated [Budget setting process](#) was approved. The following timeline outlines the key dates for Phase One of the Councils budget setting process:



Phase Two of the MTFs process will take place from December through to March.

### Renewal of Vehicle Fleet

There is the requirement for the vehicles that undertake, Refuse and Recycling, Passenger Transport, Parks and Open Space and Street Cleansing, which is run through Aragon Direct Services, to be renewed. The vehicles taken over from the previous contractor, Amey, are at the end of their useful life and maintenance costs for them are increasing. The Council, along with Aragon Direct Services, are considering options for the fleet renewal and this will form a Cabinet Member Decision Notice (CMDN). The 2020/21 MTFs assumed that this would be an “invest to save” initiative, however following the more detailed review it is now suggested that there will be an additional revenue cost for this investment. This will be finalised in the CMDN and reflected in 2020/21 monitoring if applicable and the future MTFs.

## 5. APPENDICES

5.1 Further information is provided in the following appendices:

- Appendix A – Budgetary Control Report Dashboard- July 2020
- Appendix B - Capital Programme Dashboard

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# Appendix A- Budgetary Control Report Dashboard

Period Jul-20

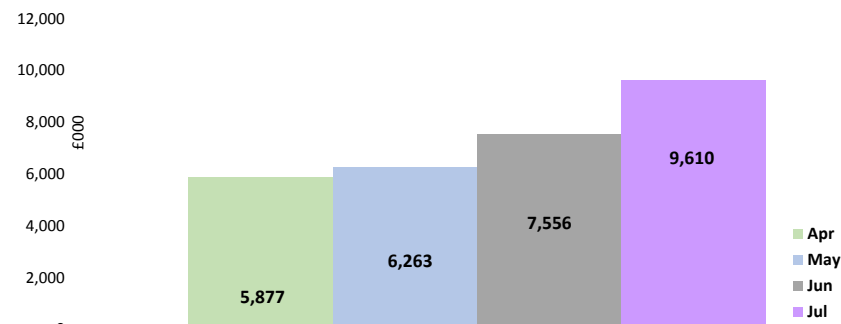


## £9.6m Forecast Overspend

## 5% Forecast Overspend as a proportion of Budget

Directorate	Budget £k	Forecast Spend £k	Variance £k	Previous Month Variance £k	Movement £k	Overall Status
Chief Executives	1,252	1,267	15	32 ▲	(17)	Overspend
Governance	4,254	4,005	(249)	(245) ▲	(4)	Underspend
Place & Economy	21,371	24,332	2,961	2,181 ▼	780	Overspend
People & Communities	86,628	104,880	18,252	15,794 ▼	2,458	Overspend
Public Health	(372)	(304)	68	81 ▲	(13)	Overspend
Resources	19,928	21,506	1,578	782 ▼	796	Overspend
Customer & Digital Services	7,619	7,684	65	(7) ▼	72	Overspend
Business Improvement	600	670	70	60 ▼	10	Overspend
Capital Financing	26,219	26,064	(155)	(155) ▬	0	Underspend
COVID-19	12,995	0	(12,995)	(10,966) ▲	(2,029)	Underspend
<b>Total Expenditure</b>	<b>180,494</b>	<b>190,104</b>	<b>9,610</b>	<b>7,557 ▼</b>	<b>2,053</b>	<b>Overspend</b>
Financing	(180,494)	(180,494)	0			
<b>Net</b>	<b>0</b>	<b>9,610</b>	<b>9,610</b>	<b>7,557 ▼</b>	<b>2,053</b>	<b>Overspend</b>

Forecast Overspend position increased by 27.2% in July, in comparison to the position reported in June.



### Key Budget Pressures

People & Communities	2,528	As a result of COVID-19, savings plans previously declared in relation to ASC Demography and the National Living Wage can no longer be delivered, due to resources focusing on responding to discharges and other pressures from COVID-19.
People & Communities	2,356	This is due to additional COVID-19 spend, including £1m on Children in Care placements costs to meet the anticipated spike in requests for placements, £0.895m to provide an uplift to Children's Social Care providers to cover their additional costs, £0.425m to cover Home Care support & Integrated Community Equipment Services to meet the expected additional demand when Children return to School.
People & Communities	2,113	Various forms of low income due to Covid-19, such as loss of income due to low usage of carparks as well as loss of income for Parking Enforcement.
People & Communities	2,000	Additional spend to support the transition of Vivacity.
People & Communities	1,200	Clare Lodge- Loss of income due to COVID-19 as Children are only being moved and accommodated on emergency basis during covid so placement demand is low. New procedures require new admissions to self isolate for 14 days which is also influencing decision making by placing authorities.
People & Communities	859	Additional COVID-19 spend to cover additional Social worker capacity and Personal Protective Equipment.
Place & Economy	2,200	Due to Covid-19; additional hotel, B&B, security and repair costs were and are needed.
Place & Economy	2,106	As a result of the COVID-19 pandemic there is forecast additional net expenditure of £2.106m, as the Council has taken steps to ensure that rough sleepers and homeless families and individuals have temporary accommodations, and a safe place to self isolate.
Resources	1,114	The current forecast is based on Business Support Notice of change/new model/Hub implementation not being implemented during 20/21. However this is now subject to a wider strategic review and a further adjustment to the forecast may be required to reflect the outcome of this review.
Resources	475	Additional letting of SMH now not possible this year.

### Key Favourable Variances

Resources	379	Bereavement Services income is expected to exceed budget by £0.379m this year due to COVID-19.
Place & Economy	253	Concessionary fares as significant reduced usage of concessionary passes
Place & Economy	199	Saving on temporary accommodation. This is due to new lease arrangements for St Michael's Gate, 6 month savings from Bushfield Court and full savings from Walton Road
Place & Economy	195	Refund of Climate Change Levy liability payment to HMRC
Governance	188	This is in the Election services as there were no local elections in May 2020 due to the COVID-19 pandemic.
People & Communities	160	Savings on Community, Therapy and Reablement Teams due to staff vacancies
Resources	117	Additional rental income due to delayed property sales.
Resources	60	Savings across salary budgets
Place & Economy	39	Various Directorate wide savings
Customer & Digital Services	31	Various savings in the Marketing and Communications team

Directorate	Budget Group	Budget £k	Forecast Spend £k	Variance £k	Previous Month Variance £k	Movement £k	Overall Status
People & Communities	Director	1,240	1,703	463	449 ▼	14	Overspend
People & Communities	Education	6,620	7,311	691	667 ▼	23	Overspend
People & Communities	Adults - Commissioning	37,123	43,418	6,295	6,049 ▼	246	Overspend
People & Communities	Adults - Operations	9,480	10,268	788	875 ▲	(87)	Overspend
People & Communities	Children's - Operations	10,424	11,366	942	948 ▲	(6)	Overspend
People & Communities	Children's Commissioning	16,127	18,494	2,367	2,467 ▲	(100)	Overspend
People & Communities	Commissioning Team and Commercial Operations	365	1,417	1,052	1,135 ▲	(83)	Overspend
People & Communities	Communities - City Centre Management	196	409	213	213 ▼	1	Overspend
People & Communities	Communities - Cohesion and Integration	837	839	2	2 ▼	0	Overspend
People & Communities	Communities - Community Safety	(59)	2,666	2,725	2,175 ▼	550	Overspend
People & Communities	Communities - Think Communities	2,660	4,885	2,225	215 ▼	2,009	Overspend
People & Communities	Communities-Regulatory Services	1,614	1,871	257	340 ▲	(83)	Overspend
People & Communities	Children's & Safeguarding (DSG)	5,748	6,369	621	(1) ▼	622	Overspend
People & Communities	Commissioning and Commercial Operations (DSG)	0	11	11	11 ▲	0	Overspend
People & Communities	Education (DSG)	(5,748)	(6,147)	(399)	249 ▲	(648)	Underspend
	<b>Total People &amp; Communities</b>	<b>86,628</b>	<b>104,880</b>	<b>18,252</b>	<b>15,794 ▼</b>	<b>2,458</b>	<b>Overspend</b>

**Directorate Overview**

The People and Communities Directorate is currently forecasting an overspend of £18.252m. Of this figure, £9.532m relates to additional spend in response to COVID-19. The COVID-19 impact on Income is a forecast under achievement of £4.292m. The COVID-19 impact on the achievement of MTFS savings is a pressure of £3.665m. A forecast overspend of £0.763m relates to non-COVID-19 activity and includes a pressure of £0.410m in relation to credit notes raised to the Clinical Commissioning Group (CCG)

**Directorate Variance Analysis**

Director	£0.447m pressure as a result of non-achievement of MTFS saving, in relation to reduced expenditure on Agency Staff. This saving was allocated across the directorates based on current agency budgets, however due to the directorates reliance on these budgets to ensure there are adequate levels of social care workers and care staff, these savings will be difficult to extract. This will be reviewed as part of the Councils budget setting process for 2021/22.
Education	£0.183m - loss of income due to a reduction in Attendance Fixed Penalty Notice fine income and School Improvement traded services as a result of COVID 19. As a result of the COVID-19 pandemic, and in line with Government advice, no Penalty Notice and / or prosecution has been initiated for any new offences from 16 March 2020. The Local Authority will start to fine parents whose children do not attend school in September but there will be discretion where the reason is COVID related and it is anticipated that Income will only be 50% of 'normal' levels for the Autumn term. It is anticipated that School Improvement traded services offer will re-commence in September 20. £0.279m pressure COVID - Impact on MTFS saving re Home to School Transport. A number of savings work streams are underway in conjunction with Cambridgeshire County Council e.g. Route Optimisation, promoting the take up of Personal Transport Budgets, the development of a Dynamic Purchasing System and Independent Travel training. It is too early to estimate the value of savings which won't be known until the Autumn term of 20-21 Academic Year. COVID 19 will inevitably impact on the delivery of savings. £0.148m other pressures including PFI Insurance rebate £0.100m. The PFI Insurance rebate is received every two years. The PCC PFI Manager is currently negotiating for the Insurance rebate to be received annually. This pressure may therefore be removed.
Adults - Commissioning	£1.5m pressure from 10% uplift awarded to care providers to end of June to assist with impact of COVID-19. £0.817m additional care package spend forecast due to COVID-19 on social care packages. £0.165m loss of client contributions as a result of hospital discharge cases going into block care beds funded by CCG. Discharge guidance states not to collect client contribution during COVID-19. £2.528m pressure from reduced or lost savings due to COVID-19. Savings plans such as Adults Positive Challenge, Self Funders, Care Suites and Lifeline have all been affected due to resources focusing on responding to discharges and other pressures from COVID-19. As a result of COVID-19, savings previously declared in relation to ASC Demography and the National Living Wage can no longer be delivered. £0.918m pressure on care packages due to a rise in demand and costs of new packages and the need to credit back some invoices to the CCG as in raised in error.

Adults - Operations	<p>£0.859m pressure - additional COVID 19 spend. Additional spend has been approved to cover additional Social Worker Capacity in Early Help, Community and Long Term Teams, Care Home Support Teams, Transfer of Care Team, Occupational Therapy, &amp; Personal Protective Equipment.</p> <p>£0.107m pressure on loss of the saving due against the Deprivation of Liberties (DoLs) service area. Legislation due in October is unlikely to be in place now. This legislation was due to change how the service was to be delivered.</p> <p>£0.086m loss of income from Care and Repair due to COVID-19. The service receives income from work carried out under the Disabled Facilities Grant (DFG). Care and Repair staff have been redeployed to Reablement and other teams to respond to COVID-19 so are unable to generate the contributions.</p> <p>£0.272m savings on Community, Therapy and Reablement Teams due to staff vacancies</p>
Children's - Operations	<p>£0.741m pressure - additional COVID 19 spend. Additional Early Help costs to establish a short term team to provide direct early help support and to commission support services. Additional capacity for Children's Social Care Assessment teams to meet the expected increase in referrals of vulnerable children into Children's Social Care. Additional capacity at Derby House to meet the expected increase in demand for children with very complex disabilities.</p>
	<p>£0.187m pressure - COVID loss of Income. The Tackling Troubled Families Grant is partly paid based on Payment By Results (PBR). Due to COVID-19 and the closure of Schools it is anticipated that there will be a shortfall of PBR income.</p>
Children's Commissioning	<p>£2.356m pressure - COVID 19 additional spend. £1m additional spend approved for Children in Care placements costs to meet the anticipated spike in requests for placements that will follow once restrictions begin to be lifted and Schools return. £0.895m additional cost to provide an uplift to Children's Social Care providers to cover their additional costs during lockdown and the recovery phase. Provider uplifts are considered by a Business Continuity panel. Additional spend approved of £0.425m to cover Home Care support &amp; Integrated Community Equipment Services to meet the expected additional demand when Children return to School.</p> <p>£0.094m pressure - The re-commissioning of Children's Centres is delayed because of COVID-19.</p>
Commissioning Team and Commercial Operations	<p>£1.2m pressure - COVID-19 impact on Income at Clare Lodge. Children are only being moved and accommodated on emergency basis. Also the new procedures at Clare lodge require new admissions to self-isolate for 14 days which is also influencing decision making by placing authorities. The delay to the Capital project to refurbish lounges means that two lounges are currently not available for use. The refurbished Lounges will be operational imminently.</p> <p>£0.142m pressure COVID-19 additional spend. £0.100m additional expenditure at Clare Lodge incurred on staffing when children have had to be isolated due to them being COVID-19 positive, additional cost of PPE and other infection control measures.</p>
Communities - City Centre Management	<p>£0.201m pressure - COVID-19 loss of Income. Loss of Income is forecast for Street Traders, the City Market, the Great Eastern Run and City Centre Events.</p>
Communities - Community Safety	<p>£2.113m pressure - COVID-19 loss of Income. £1.530m loss of Income from Parking services to the end of July and forecast 25% of 'normal' income for August, 50% for September &amp; October, then 75% from November onwards. £0.433m loss of Income re Parking Enforcement as PCC car parks and on street parking has been free to use and therefore Enforcement staff have been redeployed to the COVID-19 Emergency Hub. Parking Enforcement is operational again but income levels are forecast to be lower than previous levels given COVID impact on staffing productivity, suspension of parking bays, pop up cycle lanes etc. £0.150m forecast loss of Income re Environmental Enforcement as a result of the lockdown.</p>
Communities - Think Communities	<p>COVID-19 additional spend. 0.263m for the COVID-19 Emergency Hub to purchase food for members of the community that are identified as vulnerable and who have no other means of getting food.</p> <p>£0.386m pressure - COVID-19 impact on MTFs savings. Revised parking charges were due to be implemented from April 2020 but on and off street parking has been free to use during the pandemic. Income is forecast to be lower since parking charges have been reinstated.</p> <p>£0.160m Favourable - COVID-19 reduced spend. Vacancies not recruited to Environmental Enforcement and Parking Enforcement Teams.</p>
Communities - Regulatory Services	<p>£2.0m pressure - COVID additional spend to support the transition of Vivacity.</p> <p>£0.179m pressure - COVID-19 impact on MTFs saving re Vivacity. Given Vivacity's decision hand to back the Culture and Leisure contract to PCC, it is highly unlikely that this MTFs saving will be achieved.</p>
Education (DSG)	<p>£0.274m pressure - Additional Coroners Service spend to manage the backlog and complexity of cases and for the PCC share of temporary mortuary costs.</p> <p>£0.115m pressure - Reduced Income re Licenses in relation to Food premises, Street Traders &amp; Taxi's as a result of businesses / taxi operators being closed and allowing for permanent closure of businesses.</p> <p>£0.233m COVID additional spend for additional Speech and Language provision, and funding to ensure the sustainability of Nursery Education providers.</p>

# £0.1m Forecast Overspend



## 1%

Forecast as a proportion of  
the Expenditure Budget (exc  
the Public Health Grant)

Directorate	Budget Group	Budget £k	Forecast Spend £k	Variance £k	Previous Month Variance £k	Movement £k	
Public Health	Children 0-5 Health Visitors	3,886	3,886	0	0	0	On Budget
Public Health	Children 5-19 Health Programmes	887	887	0	0	0	On Budget
Public Health	Sexual Health	1,933	1,957	24	45	(20)	Overspend
Public Health	Substance Misuse	2,218	2,214	(4)	(4)	(0)	Underspend
Public Health	Smoking and Tobacco	295	295	(0)	0	(0)	Underspend
Public Health	Miscellaneous Public Health Services	1,532	1,580	48	40	8	Overspend
Public Health	Public Health Grant	(11,124)	(11,124)	0	0	0	On Budget
	<b>Total Public Health</b>	<b>(372)</b>	<b>(305)</b>	<b>68</b>	<b>81</b>	<b>(13)</b>	<b>Overspend</b>

### Directorate Overview

The Public Health Directorate is currently forecast to overspend by £0.068m. Included in this forecast is £0.110m of COVID-19 related expenditure across all services. This is offset by £0.042m of other savings.

6

### Directorate Variance Analysis

Sexual Health	£0.051m pressure - additional COVID spend Sexual Health contract
Miscellaneous Public Health Services	£0.044m pressure - additional COVID spend - delayed start to new Healthy Lifestyles contract
Substance Misuse	£0.015m pressure - additional COVID spend - Drug and Alcohol Services



**£-0.2m Forecast Underspend**



**-6%** Forecast Underspend as a proportion of Budget

Directorate	Budget Group	Budget £k	Forecast Spend £k	Variance £k	Previous Month Variance £k	Movement £k	Overall Status
Governance	Director of Governance	147	143	(4)	(6) ▼	2	Underspend
Governance	Legal Services	1,886	1,899	13	5 ▼	8	Overspend
Governance	Constitutional Services	2,011	1,782	(229)	(205) ▲	(24)	Underspend
Governance	Performance & Information	211	181	(29)	(39) ▼	10	Underspend
	<b>Total Governance</b>	<b>4,254</b>	<b>4,005</b>	<b>(250)</b>	<b>(245) ▲</b>	<b>(4)</b>	Underspend

**Directorate Overview**

Overall the Governance department is forecasting to underspend by £0.250m, largely due to the reduction in costs associated with holding local elections, as these have been postponed due to COVID-19. Savings also on salaries and members allowances.

**Directorate Variance Analysis**

Constitutional Services	£0.118m favourable position on election services, this is broken down in to a £0.188m saving as there were no local elections in May 2020 due to the COVID-19 pandemic, however this is offset by a £0.060m possible pressure due to additional costs relating to the Electoral Register and previous year election costs
	£0.111m Favourable position as a result of a number of small variances

**£0.0m** Forecast Overspend



**1%** Forecast Overspend as a proportion of Budget

Directorate	Budget Group	Budget £k	Forecast Spend £k	Variance £k	Previous Month Variance £k	Movement £k	Overall Status
Chief Executives	Chief Executive	155	156	2	2 ▼	0	Overspend
Chief Executives	HR	1,097	1,111	14	31 ▲	(17)	Overspend
	<b>Total Chief Executives</b>	<b>1,252</b>	<b>1,267</b>	<b>15</b>	<b>32</b>	<b>(17)</b>	<b>Overspend</b>

**Directorate Overview**

Currently the Chief Executives Directorate is reporting a total variance of £0.015m this is broken down in the below analysis.

**Directorate Variance Analysis**

HR	£0.055m pressure - The main variance in this area is due to additional salary costs as a number of Voluntary Redundancies have been delayed to ensure the Council has the staffing resource available to provide the response to the COVID-19 pandemic.
	£0.009m Pressure - Additional training costs and loss of Occupational Health income due to Covid-19.
	£0.050m Favourable - The service is showing a favourable variance from posts currently vacant
Chief Executive	£0.004m Pressure - Additional salary costs following delay of Voluntary Redundancy due to Covid-19.
	£0.002m Favourable - Other minor variances in the service.

# £1.6m Forecast Overspend



## 8% Forecast Overspend as a proportion of Budget

Directorate	Budget Group	Budget £k	Forecast Spend £k	Variance £k	Previous Month Variance £k	Movement £k	Overall Status
Resources	Director's Office	271	262	(9)	(10) ▼	1	Underspend
Resources	Financial Services	3,315	3,255	(60)	(76) ▼	16	Underspend
Resources	Corporate Items	9,255	9,270	16	0 ▼	16	Overspend
Resources	Peterborough Serco Strategic Partnership	6,506	7,835	1,329	599 ▼	729	Overspend
Resources	Corporate Property	1,612	2,026	414	419 ▲	(5)	Overspend
Resources	Energy	478	630	152	116 ▼	35	Overspend
Resources	Cemeteries, Cremation & Registrars	(1,508)	(1,772)	(264)	(266) ▼	3	Underspend
	<b>Total Resources</b>	<b>19,928</b>	<b>21,506</b>	<b>1,578</b>	<b>782 ▼</b>	<b>796</b>	<b>Overspend</b>

### Directorate Overview

The Resources Directorate is currently forecasting an overall overspend of £1.578m against budget. The main variances at this stage relate to budgeted savings targets in Peterborough Serco Strategic Partnership Business Support, unachieved letting income target relating to renting out additional space at Sand Martin House (SMH), which is not yet possible, offset partly by additional rental income from POSH and Allia. Cemeteries, Cremation & Registrars are overall showing a favourable variance as a result of COVID-19.

### Directorate Variance Analysis

Director's Office	£0.009m Favourable - Other savings in the service.
Financial Services	£0.060m Favourable - Net savings within salary and Supplies & Services budgets across the service.
Corporate Items	£0.016m Adverse - Workforce Modernisation saving not fully achieved.
Peterborough Serco Strategic Partnership	£1.114m Pressure - Business Support savings not expected to be delivered due to COVID-19. The current forecast is based on Business Support Notice of change/new model/Hub implementation not being implemented during 20/21. However this is now subject to a wider strategic review and a further adjustment to the forecast may be required to reflect the outcome of this review. £0.126m Pressure - Other variances within the service, including continuing Annual Delivery Plan/BTSL costs (expected until new Business Support model implementation), and growth income received but not budgeted in year. £0.018m Pressure - Housing Benefit Admin and Local Council Tax Admin grant final allocation is lower than budgeted. £0.070m Pressure - The Housing Benefit Subsidy budget is forecasting a £0.070m pressure against budget at this initial stage. This is an early forecast is likely to change as time progresses and also with the impact of Covid-19 issues.
Corporate Property	£0.475m Pressure - Additional letting of SMH now not possible this year. £0.117m Favourable - Rental Income from POSH & Allia continues as not yet sold (£0.191m F) and a delay in the Town Hall North income (£0.074m). £0.061m Pressure - Other pressures in the service. £0.005m Favourable - Covid-19 response costs at SMH (cleaning, signage etc) offset by reduced electricity costs.
Energy	£0.152m Pressure - MTFs saving unachievable, as well as additional maintenance costs, reduced income, partly offset by reduced capital financing costs
Cemeteries, Cremation & Registrars	£0.115m Pressure - Registration Services income is forecast to be £0.131m underachieved and can only be partially offset with a reduction in expenditure (£0.021m). This forecast on income is fully attributable to COVID-19 and the first 6 months of the year has assumed a 50% reduction in income. £0.379m Favourable - Bereavement Services income is expected to exceed budget by £0.389m this year due to COVID-19, offset partially by pressures/savings in the service of £0.013m. Although the income is high at the moment it must be noted that this may not be a true reflection of how the year may continue and it is difficult to predict the position at the end of the year.

# £3.0m Forecast Overspend

 **14%**

Forecast Overspend as a proportion of Budget

Directorate	Budget Group	Vire-MY £	Budget £k	Forecast Spend £k	Variance £k	Previous Month Variance £k	Movement £k	Overall Status
Place & Economy	Development and Construction	-5	(116)	183	299	367 ▲	(68)	Overspend
Place & Economy	Director, OP & JV	-1	487	448	(39)	(67) ▼	28	Underspend
Place & Economy	Peterborough Highway Services	-2	4,199	3,981	(217)	(203) ▲	(15)	Underspend
Place & Economy	Sustainable Growth Strategy	-5	1,627	1,567	(60)	(55) ▲	(5)	Underspend
Place & Economy	Waste, Cleansing and Open Spaces	-2	13,286	14,019	733	706 ▼	27	Overspend
Place & Economy	Westcombe Engineering	-1	105	225	120	120 ▼	0	Overspend
Place & Economy	Director of Housing	-38	1,586	3,693	2,106	1,294 ▼	812	Overspend
Place & Economy	Service Director Environment & Economy	0	197	216	19	19 ▼	0	Overspend
	<b>Total Place &amp; Economy</b>	<b>-55</b>	<b>21,371</b>	<b>24,332</b>	<b>2,961</b>	<b>2,181 ▼</b>	<b>780</b>	<b>Overspend</b>

### Directorate Overview

Overall Place and Economy is forecasting an overspend of £2.961m. There are significant overspends as a result of the COVID-19 pandemic, however there are some favourable movements due to reduced service use and savings generated as a result of reduced spending on non-essential expenditure.

### Directorate Variance Analysis

Development and Construction	£0.246m Pressure- Planning fee income reduced due to COVID 19
	£0.053m Pressure - Other variances of reduced income due to COVID 19 - (Building Control income, pre application income and shared service staff recharges offset by S106/CIL admin income)
Director, OP & JV	£0.39m Favourable - Various Directorate wide savings held here (car allowances, telephones, salaries, software, others to be reallocated)
Peterborough Highway Services	£0.253m Favourable - Concessionary fares as significant reduced usage of concessionary passes
	£0.104m Favourable - Bus Service Operators Grant used to funds 60's
	£0.140m Pressure - Other variances (employee costs, Queensgate Bus Station reduced departure fee income due to COVID 19, Traffic Signals costs, other Highways income reduced due to COVID 19
Sustainable Growth Strategy	£0.060m Favourable due to various savings
	£0.244m Pressure - reduced Brown Bins Income - no charge for 3 months due to COVID 19
Waste, Cleansing and Open Spaces	£0.590m Pressure in relation to the Energy from Waste (EFW) Plant Electricity Income loss due to a fall in wholesale demand leading to drop in export price
	£0.195m Favourable - Refund of CCL liability payment to HMRC
	£0.094m Pressure - Other variances including additional costs at HRC due to COVID 19, additional grave digger, additional refuse vehicle, additional city centre cleansing, loss of bulky waste income, additional Depot premises costs, partially offset by ERF insurance rebate
Westcombe Engineering	£0.120m Pressure - Reduced income as reduced capacity due to COVID 19
Service Director Environment & Economy	£0.019m Pressure - no income from Peterborough Destination Centre partially offset by employee savings
Director of Housing	As a result of the COVID-19 pandemic there is forecast additional net expenditure of £2.106m, as the Council has taken steps to ensure that rough sleepers and homeless families and individuals have temporary accommodations, and a safe place to self isolate.
	£2.2m Pressure - Covid-19: additional hotel, B&B, employee, security and repair costs for FY 20/21 Walton Road
	£0.105m Pressure - Cost of Interim Director of Housing Needs and Supply

**£0.1m** Forecast Overspend



**12%** Forecast Overspend as a proportion of Budget

Directorate	Budget Group	Budget £k	Forecast Spend £k	Variance £k	Previous Month Variance £k	Movement £k	Overall Status
Business Improvement	Programme Management Office	600	670	70	60 ▼	10	Overspend
	<b>Total Business Improvement</b>	<b>600</b>	<b>670</b>	<b>70</b>	<b>60 ▼</b>	<b>10</b>	<b>Overspend</b>

**Directorate Overview**

The Business Improvement Directorate is currently reporting an overspend of £0.070m against budget, due entirely to Covid-19 pressures.

**Directorate Variance Analysis**

Programme Management Office £0.070m pressure - additional staffing and consultancy costs incurred due to COVID-19 impact on the service.

**£0.1m** Forecast Overspend



**1%** % Forecast Overspend as a proportion of Budget

Directorate	Budget Group	Budget £k	Forecast Spend £k	Variance £k	Previous Month Variance £k	Movement £k	Overall Status
Customer & Digital Services	ICT	6,943	6,988	44	0 ▼	44	Overspend
Customer & Digital Services	Marketing & Communications	344	364	20	(7) ▼	28	Overspend
Customer & Digital Services	Resilience & Health & Safety	256	256	0	0 ▲	(0)	Overspend
Customer & Digital Services	Director of Customer & Digital Services	75	75	0	0 ▬	0	On Budget
<b>Total Customer &amp; Digital Services</b>		<b>7,619</b>	<b>7,684</b>	<b>65</b>	<b>(7) ▼</b>	<b>72</b>	<b>Overspend</b>

**Directorate Overview**

Currently the Customer & Digital Services Directorate is reporting a £0.065m overspend, due to Covid-19 response pressures offset by some savings within the Directorate.

**Directorate Variance Analysis**

Marketing & Communications	£0.032m Favourable - Other savings within the service area.
	£0.052m Pressure - reduction in sponsorship income and reduced design & print recharges - Covid-19 related.
ICT	£0.045m Pressure - Additional costs incurred on computer software due to the Covid-19 response.

**£-0.2m**

**Forecast Revenue Underspend**



**-1%** Forecast Underspend as a proportion of Budget

Directorate	Budget Group	Budget	Forecast	Variance	Previous Month	Movement	Status
		£k	£k	£k	Variance £k	£k	
Resources	Capital Financing	26,219	26,064	(155)	(155) ▼	0	Underspend
	<b>Total Capital Financing</b>	<b>26,219</b>	<b>26,064</b>	<b>(155)</b>	<b>(155) ▼</b>	<b>0</b>	<b>Underspend</b>

### Capital Financing and Capital Receipts Overview

A £0.16m favourable forecast outturn is reported from a combination of the factors detailed below.

#### Directorate Variance Analysis

Less borrowing was undertaken for the capital programme in 2019/20 than budgeted for in the MTFS resulting in less budget being required to fund existing borrowing;

Forecast interest rates for new borrowing remain as forecast at the time the MTFS was set. It is currently anticipated that new borrowing of £77m will be required to fund the capital programme. The council continues to review the borrowing strategy in light of interest rates available. Capital programme reviews for 2020/21 will be undertaken to ensure that a realistic profile of scheme delivery is being costed to enable forecast for borrowing and timings to be more realistically estimated.

An estimate of the minimum revenue provision has been included in the forecast as the detailed calculation is anticipated to be completed over the summer months. This forecasts a small overspend position of £0.093m.

The level of interest receipts forecast to be generated from loans the council has issued is forecasting an income loss from interest receipts compared to the estimate in the MTFS as a result of the delay in the drawdown of the loan granted to the hotel build in Fletton Quays, however, this offset through the reduction in new borrowing required to fund the loan.

Capital receipts are currently forecast to be achieved, however the impact on C-19 on asset sales is reviewed on a monthly basis due to the risk of achieving high-value sales in the current uncertain economic environment.

#### Capital Receipts

Capital Receipts are used as part of a contribution to fund the MRP however, close monitoring of the Capital Receipts is maintained as any significant change will now have a direct impact on the Revenue position.

Capital Receipts are monitored on a monthly basis and each sale given a status of Red, Amber or Green to identify the likely receipt before March 2021. The £4.2m Capital Receipts in the MTFS will be used to repay debt and forms part of the calculation of the reducing the overall debt through MRP.

#### Capital Receipts To Off Set Revenue MRP Charge

RAG Status	MTFS Budget £k	Revised Budget £k	Received to Date £k	Not yet received £k
Green	-	-	-	-
Amber	4,153	4,153	-	4,153
Red	-	-	-	-
<b>Total (not inc Investment Assets)</b>	<b>4,153</b>	<b>4,153</b>	<b>-</b>	<b>4,153</b>
Investment Assets	-	-	-	-
<b>Total Capital Receipts</b>	<b>4,153</b>	<b>4,153</b>	<b>-</b>	<b>4,153</b>

Financing	Budget	Forecast Spend			Previous Month		Movement	Status
		£k	£k	Variance	£k	Variance		
Rates		337	337		0	(337)	337	
Contribution To Reserve		0	0		0	0	0	
Payment To Central Gov.		2,463	2,463		0	(2,463)	2,463	
Collection Fund Adjustm'T		(3,003)	(3,003)		0	3,003	(3,003)	
Council Tax		(83,310)	(83,310)		0	83,310	(83,310)	
Retained Business Rates		(46,901)	(46,901)		0	46,901	(46,901)	
Business Rates Pool		(1,320)	(1,320)		0	1,320	(1,320)	
Reserves (Inc Suppl Est)		(9,087)	(9,087)		0	8,059	(8,059)	
Covid-19 LA Support Grant		(7,663)	(7,663)		0	5,634	(5,634)	
Grant Income		(32,009)	(32,009)		0	32,009	(32,009)	
<b>Total Financing</b>		<b>(180,493)</b>	<b>(180,493)</b>		<b>0</b>	<b>177,436</b>	<b>(177,436)</b>	

Note: COVID-19 funding received in March 2020 (Tranche One £5.3m) is included within the reserves contribution line as this was received in 2019/20 and was transferred to a reserve for use in 2020/21



## Overview

\* The Council has forecast reserve balances of £8.7m at the end of 2020/21, this includes £3.1m of general fund, £1.1m of usable reserves and £4.4m of ring-fenced reserves.

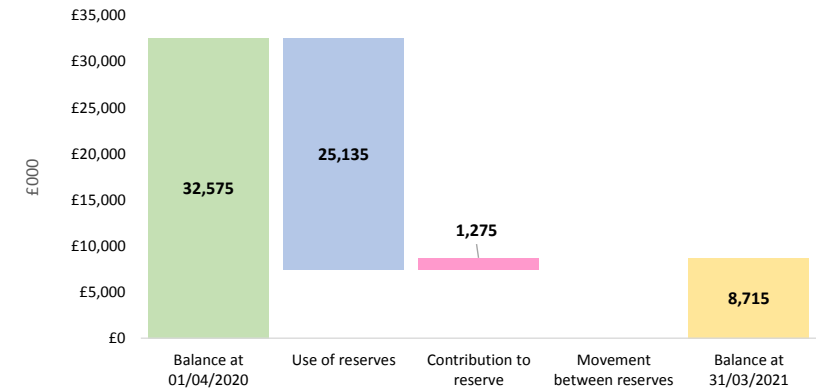
\* The Capacity Building Reserve includes the assumption that £6.7m will be used to fund the in year projected overspend, as outlined within this report. The Capacity Building Reserve does not hold sufficient balances to fully cover the Projected overspend, therefore £2.9m has be required from the General Fund.

\*The Capacity Building Reserve also committed from this reserves are the costs of transformation programmes such as the ICT strategy and Adults Positive Challenge.

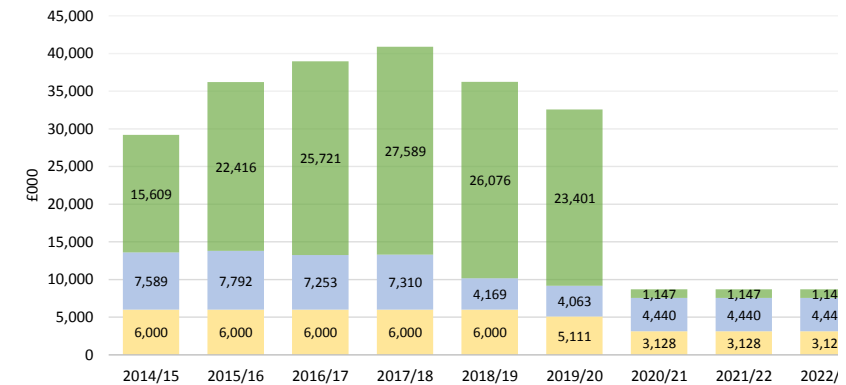
\* The COVID-19 Reserve was created in 2019/20, as a result of receiving the first tranche of the £3.2bn response funding in March. It is forecast that this will be used in full to cover the additional costs, and has been vired in to the revenue budget, as shown in the report.

	2020/21	2020/21	2020/21	2020/21	2020/21	2021/22	2022/23
	Balance C/Fwd	Forecast Cont	Forecast Cont	Movement	Balance at	Balance at	Balance at
Summary of Reserves	£000	from Reserve	to Reserve	between	31.03.21	31.03.22	31.03.23
		£000	£000	Reserves	£000	£000	£000
<b>General Fund Balance</b>	<b>5,111</b>	<b>(2,872)</b>	<b>889</b>	<b>-</b>	<b>3,128</b>	<b>3,128</b>	<b>3,128</b>
<b>Usable Reserves</b>							
Capacity Building Reserve	12,992	(12,992)	-	-	0	0	0
Grant Equalisation Reserve	-	-	-	-	-	-	-
Departmental Reserve	5,077	(3,930)	-	-	1,147	1,147	1,147
COVID-19 Reserve	5,332	(5,332)	-	-	-	-	-
	<b>23,401</b>	<b>(22,254)</b>	<b>-</b>	<b>-</b>	<b>1,147</b>	<b>1,147</b>	<b>1,147</b>
<b>Ring-Fenced Reserves</b>							
Insurance Reserve	3,073	-	386	-	3,459	3,459	3,459
Schools Capital Expenditure Reserve	752	-	-	-	752	752	752
Parish Council Burial Ground Reserve	56	-	-	-	56	56	56
Hackney Carriage Reserve	173	-	-	-	173	173	173
Public Health Reserve	9	(9)	-	-	-	-	-
	<b>4,063</b>	<b>(9)</b>	<b>386</b>	<b>-</b>	<b>4,440</b>	<b>4,440</b>	<b>4,440</b>
<b>Total Usable and Ring-Fenced Reserves and General Fund Balance</b>	<b>32,575</b>	<b>(25,135)</b>	<b>1,275</b>	<b>-</b>	<b>8,715</b>	<b>8,715</b>	<b>8,715</b>

Movement in Reserves 2020/21



RESERVES BALANCES 2014/23



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**Overview**

The revised Capital Programme budget as at July 2020 is £130.5m, which includes £45.6m for Invest to Save (I2S) Schemes.

The agreed investment as per the Medium Term Financial Plan (MTFS) was £146.4m. The movement between the MTFS position and the £158.6m as at April 2020 was a result of slippages mainly due to delays completing projects from 2019/20.

The actual investment expenditure as at July 2020 is £7.1m. The latest forecast provided by project managers predicts an overall spend of £130.5m, therefore the Council is expecting to spend a further £123.5m before Mar-21.

The I2S budget is for schemes that must cover the cost of borrowing and minimum revenue provision (MRP) from either income generation or from generated savings.

The Asset Investment Plan can be funded via three core elements, external third party income (including grants), capital receipts generated from the sale of Council assets, and borrowing from the external market. For the 2016/17 MTFS onwards the approved strategy is to use Capital Receipts as part of a contribution to the Minimum Revenue Provision (MRP) therefore they are no longer used primarily for the funding of the Asset Investment.

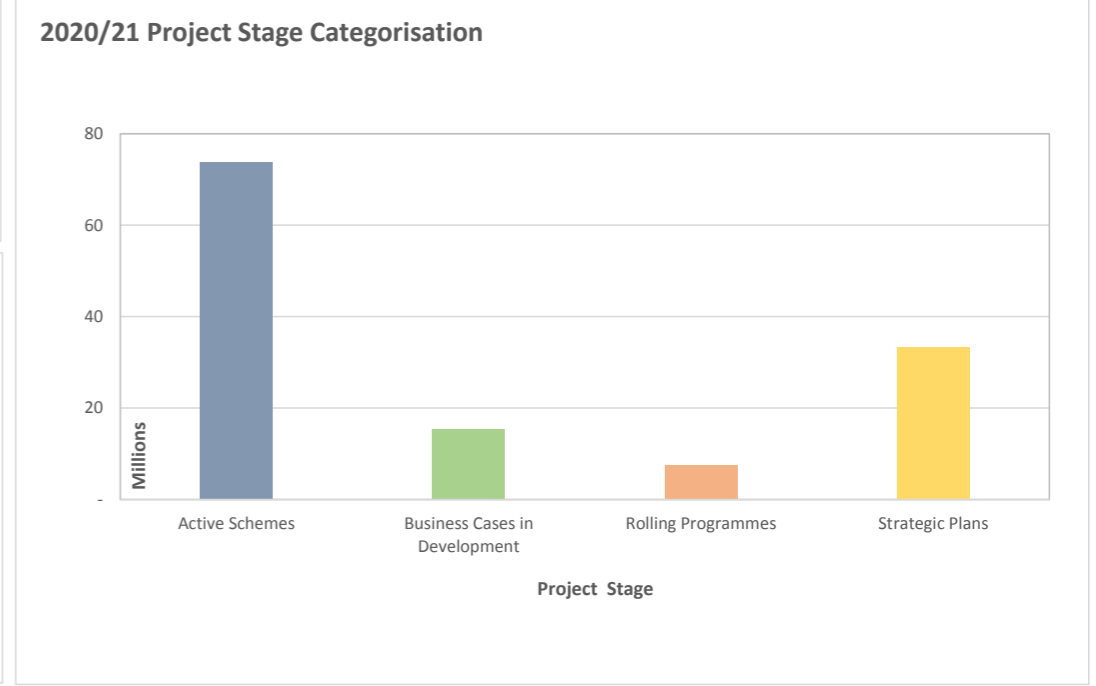
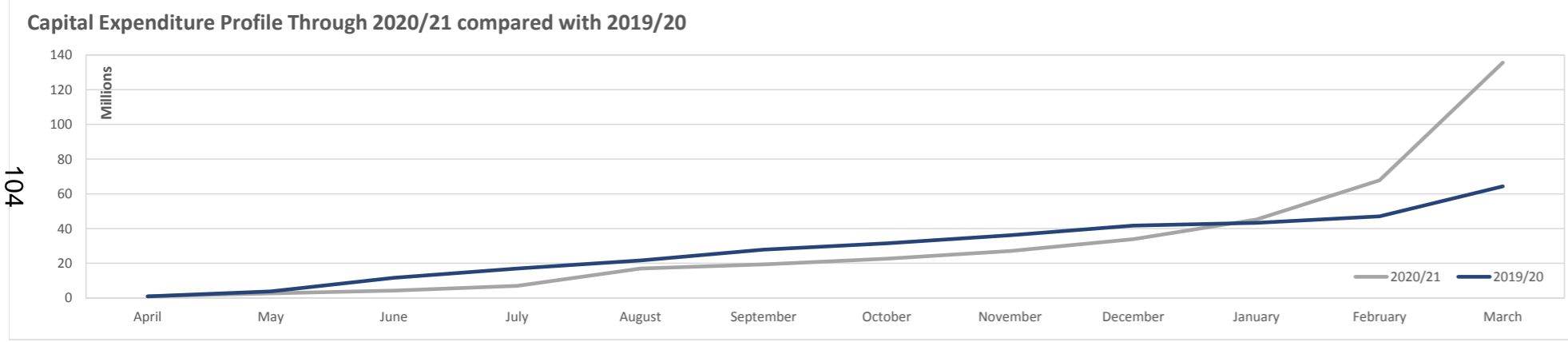
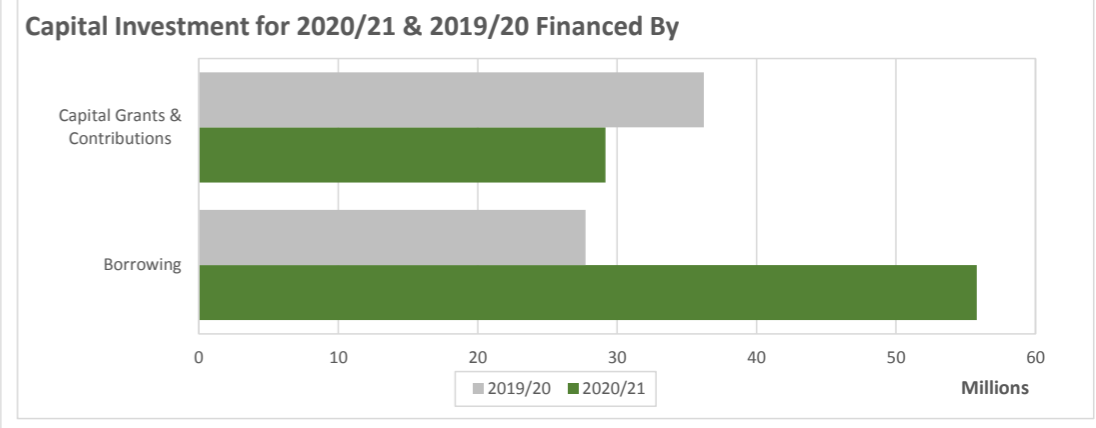
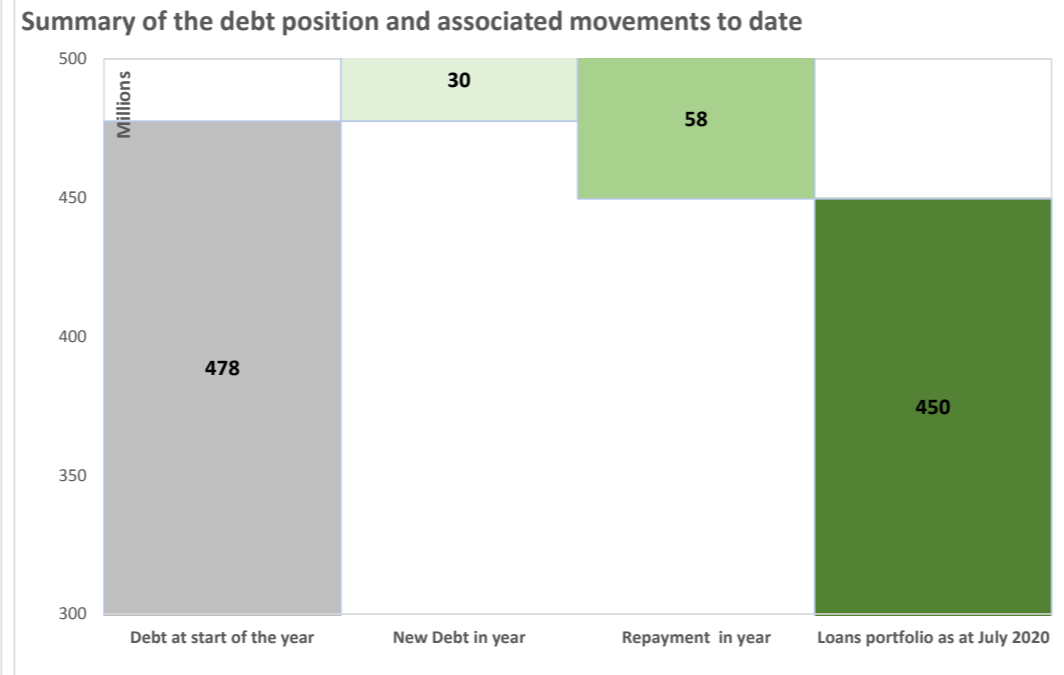
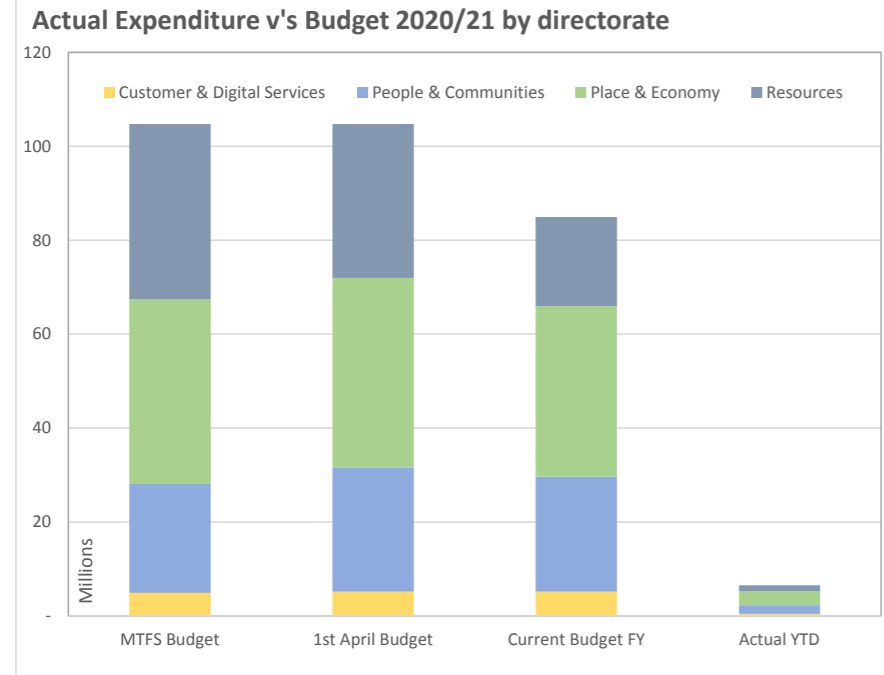
The following table shows the breakdown of the Council's Asset Investment over the directorates and how this investment is to be financed.

Directorate	MTFS Budget	1st April Budget	Revised Budget		Actual YTD
	£k	£k	FY	£k	£k
Customer & Digital Services	4,920	5,169	5,169		455
People & Communities	23,215	26,439	24,476		1,842
Place & Economy	39,275	40,386	36,306		2,916
Resources	38,341	40,995	18,995		1,349
<b>TOTAL</b>	<b>105,751</b>	<b>112,989</b>	<b>84,946</b>		<b>6,562</b>
Grants & Third Party Contributions	26,778	32,707	29,164		4,297
Capital Receipts repayment of loans	0	0	0		0
Borrowing	78,973	80,282	55,782		2,265
<b>TOTAL</b>	<b>105,751</b>	<b>112,989</b>	<b>84,947</b>		<b>6,562</b>
Invest to Save	40,602	45,602	45,602		491
Invest to Save Borrowing	40,602	45,602	45,602		491

**Virements to be Approved**

Item	£k	Description
Expansion and improvement of Heltwater SEND school	2,800	Allocate £1m for additional secondary school places in 2020/21, £800,000 of unallocated section 106 funding and additional basic need funding of £1m
Purchase of 62-68 Bridge Street	9,000	Link to CMDN <a href="https://democracy.peterborough.gov.uk/mglIssueHistoryHome.aspx?lId=24701&amp;Opt=0">https://democracy.peterborough.gov.uk/mglIssueHistoryHome.aspx?lId=24701&amp;Opt=0</a>
Towns Fund improvements	1,000	£1m accelerated funding from the New Towns Fund to deliver park and open space improvements
Northminster Multi Storey Car Park	531	This pressure will be offset by an underspend on the ICT budget
Contribution to a new access to the Parkway as part of the University development	2,000	Following the approval to move forward with the University and the official opening ceremony over the summer the Council have agreed to a contribution to the cost of a new Access to the Parkway for the University. This will also be another route of access to the Town Centre.

# Capital Programme - 2020/21 Performance Dashboard



<b>COUNCIL</b>	AGENDA ITEM No. 9(d)
<b>21 OCTOBER 2020</b>	<b>PUBLIC REPORT</b>

**EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL**

**INDEPENDENT REMUNERATION PANEL**

The Constitution and Ethics Committee at its meeting on 12 October 2020, received a report on the revised terms and reference of the Independent Remuneration Panel.

**IT IS RECOMMENDED** that Council:

1. Agrees the proposed changes to the Terms of Reference of the Independent Remuneration Panel, subject to the amendment of ,“The (IRP) shall be comprised of 3 members of the public,” to, “The (IRP) shall be comprise of at least 3 members of the public”; and
2. Agrees the proposed changes to the Terms of Reference of the Constitution and Ethics Committee.

The original report and appendices follow.

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<b>CONSTITUTION AND ETHICS COMMITTEE</b>	AGENDA ITEM No. 9
<b>12 OCTOBER 2020</b>	PUBLIC REPORT

Report of:	Fiona McMillan, Director of Law and Governance	
Cabinet Member(s) responsible:	Cllr David Seaton, Cabinet Member for Finance	
Contact Officer(s):	Amy Brown, Senior Lawyer and Deputy Monitoring Officer Phliippa Turvey, Democratic Services and Constitutional Services Manager	Tel. 452617 Tel. 452460

<b>INDEPENDENT REMUNERATION PANEL</b>
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<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Corporate Director: Resources	<b>Deadline date:</b> N/A
<p>It is requested that the Constitution and Ethics Committee recommends that Full Council:</p> <ol style="list-style-type: none"> <li>1. Agrees the proposed changes to the Terms of Reference of the Independent Review Panel; and</li> <li>2. Agrees the proposed changes to the Terms of Reference of the Constitution and Ethics Committee.</li> </ol>	

**1. ORIGIN OF REPORT**

- 1.1 This report is submitted to Constitution and Ethics Committee for consideration at the request of the Monitoring Officer.

**2. PURPOSE AND REASON FOR REPORT**

- 2.1 In accordance with the Local Government Act 2000 and Local Authorities (Members' Allowances) (England) Regulations 2003, Local Authorities are required to undertake a formal independent review of the level of allowances for their Members at least once every four years.
- 2.2 The last review of Peterborough City Council's Member's Allowance Scheme took place in 2016. A further review must therefore be completed during the next municipal year and it is therefore timely to consider the parameters within which those arrangements should take place. It is also prudent to consider the possibility for joint working in order to avoid duplication and to reduce the financial and administrative burden of recruiting and supporting multiple Independent Remuneration Panels across the county and its districts.

### 3. **TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	NA
Date for relevant Council meeting	21/10/2020	Date for submission to Government Dept. <i>(Please specify which Government Dept.)</i>	NA

### 4. **BACKGROUND AND KEY ISSUES**

4.1 The Terms of Reference of the Independent Remuneration Panel (“the IRP”) are comprised within the Members’ Allowance Scheme and have not been reviewed since their original approval. Whilst fundamentally there has been little change to the roles and responsibilities of the IRP, the opportunity has been taken to enhance the existing arrangements so as to add greater transparency and clarity as to arrangements that are routinely made. The track-changed version is at Appendix 1 of the Report with a ‘clean’ version for ease of reference at Appendix 2.

4.2 The proposed Terms of Reference provide for the possibility that Peterborough City Council enter into joint working arrangements with Cambridgeshire County Council and/or any relevant neighbouring Districts in the recruitment and appointment of IRP Members. Each partner authority will need to ensure that it meets its own statutory obligations in terms of the timing of any future review and a period of embedding is anticipated before it will be possible for a fully collective review to take place. Nevertheless, the proposals make provisions for partner authorities to ‘on-board’ Peterborough City Council’s existing arrangements should they wish and with the appropriate constitutional approval of their respective organisations. This initially will benefit partner authorities by reducing the time and cost associated with recruiting a separate Panel and ultimately, if and when the processes are fully aligned, will assist in achieving an appropriate level of consistency across the county. There are however provisions for the IRP to give individual advice to partner authorities recognising that whilst there will be a great deal of similarities, they may also be a legitimate need for dissent. Equally where it is not possible to enter into successful joint working arrangements the Terms of Reference provide a clear pathway for Peterborough City Council in its own right thereby building in a high degree of flexibility for the future.

4.3 Noting the statutory position members of the Committee are requested to recommend for approval proposed amendments to the Terms of Reference of its Hearings Panel Sub-Committee to include a new bullet point under paragraph 2.7.3.3 which reads as follows:

“To remove a member of the Independent Remuneration Panel in accordance with the provisions set out in its Terms of Reference.”

The Terms of Reference of the IRP set out the circumstances in which a panel member can be removed before the expiry of their term of office and propose that the decision in this respect sits with this Committee.

### 5. **CONSULTATION**

5.1 There are no consultation requirements at this stage in the process however all relevant consultation and publication requirements will be met as part of the independent review.

### 6. **ANTICIPATED OUTCOMES OR IMPACT**

6.1 Following approval by the Constitution and Ethics Committee on 12 October 2020 and Full Council on 21 October 2020, the Head of Democratic and Constitutional Services will



implement the process for recruiting Panel Members who are currently in the preparatory stages of the 2020/21 review, in line with the statutory timeframe.

## **7. REASON FOR THE RECOMMENDATION**

- 7.1 The recommendations are made in order to ensure the Council's compliance with the statutory requirement to undertake a review of the Members' Allowance Scheme on an at least 4 yearly basis. The recommendations also provide the opportunity to update the Terms of Reference for the Independent Remuneration Panel as well as introducing the possibility of joint working in this respect.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 The Councils is statutorily required to undertake a review of the Members' Allowance Scheme at least every 4 years. The last review took place in 2016 and there is therefore no other option than to commence a process enabling the appointment of IRP Members for this purpose. There is no requirement to amend the Terms of Reference or to introduce joint working arrangements and the status quo could therefore be maintained however these proposals are designed with the intention of achieving maximum efficiency and effectiveness.

## **9. IMPLICATIONS**

### **Financial Implications**

- 9.1 None.

### **Legal Implications**

- 9.2 The key legal implications are outlined within the body of this Report.

### **Equalities Implications**

- 9.5 The appointment of IRP Members will be in accordance with the Council's standard recruitment provisions and will therefore ensure that the Council's Equality Act 2010 obligations and commitments are adequately met.

## **10. BACKGROUND DOCUMENTS**

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

- 10.1 None

## **11. APPENDICES**

- 11.1 Appendix 1 – Proposed Amendments to Independent Remuneration Panel terms of reference shown as track changes to the existing provisions.  
Appendix 2 – Proposed Amendments to Independent Remuneration Panel terms of reference shown with track changes accepted.

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# INDEPENDENT REMUNERATION PANEL- TERMS OF REFERENCE

## A. TERMS OF REFERENCE ROLE AND RESPONSIBILITIES

1. The Independent Remuneration Panel ("IRP") shall, on a 4 yearly basis or, if otherwise requested, propose recommendations as to any required amendments to the Members' Allowance Scheme in relation to the following matters: recommend to Council a scheme of payments to councillors for implementation from 29<sup>th</sup> July 2004, which:-
  - the amount of basic allowance payable;
  - the roles and responsibilities for which special responsibility allowances should be paid and if so, the duties to which they should apply and the amount;
  - whether travelling and subsistence allowances should be paid and if so, the duties to which they should apply and the amount;
  - whether childcare and dependent carers' allowances should be paid and if so, the duties to which they should apply and the amount;
  - Whether a basic allowance should be paid to co-opted members and if so, the amount;
  - whether, in the event that the scheme is amended at any time so as to affect an allowance payable for the year in which the amendment is made, payment of allowances may be backdated as permitted in law;
  - whether any roles should receive pensionable allowances, where permitted in law;
2. In making its recommendations at paragraph 1 above, the IRP shall undertake a full review of the Members' Allowance Scheme as well as obtaining the views of officers and members of the Council to which it relates and having regard to the following general principles:
  - that councillors undertake their council work for the sake of public service and not private gain;
  - the varying demands placed upon councillors, dependent upon their roles and responsibilities;
  - the need to fairly and equitably compensate councillors, so far as the panel thinks appropriate, for the time and effort they can reasonably be expected to devote to their work as a councillor;
  - the need for the scheme to be economic, efficient to administer and effective;
  - the requirement for their report and recommended changes to the scheme of allowances to be easy to understand and adequately justifiable to the electorate;
  - That recommendations should confirm with existing legislation and anticipate likely future legislation so far as possible.
3. The IRP shall be required in reporting its recommendations to include guidance on what is to be encompassed by each relevant allowance so as to ensure that the Members' Allowance Scheme is consistently applied.

## B. PANEL MEMBERSHIP AND APPOINTMENT

~~1.—The (“IRP”) shall be comprised of 3 members of the public (“IRP Members”) to include:~~

- ~~• a public sector job evaluator or other personnel professional from the Eastern Region, appointed to Chair the IRP;~~
- ~~• an academic/consultancy expert in the field;~~
- ~~• a local private or voluntary sector, or union (not a council employee) representative;~~
- ~~• a person of well known public standing, such as a representative of a relevant faith community;~~

~~1. Candidates|IRP Members will be sought via advert in accordance with the Council’s standard recruitment arrangements. —by asking for quotations from suitable academic/consultancy experts, together with invitations to regional and local partners and stakeholders.~~

~~2. As part of this a person specification shall be drawn up to ensure that candidates who are appointed:~~

- ~~• are able to demonstrate a high degree of personal integrity;~~
- ~~• are not members of any local authority and are not disqualified from being or becoming a member of a local authority;~~
- ~~• have, if possible the appropriate level of skill, knowledge and understanding of setting remunerations;~~
- ~~• have the necessary time and commitment for the role;~~
- ~~• Are not affiliated to any political party – candidates must disclose the extent of their connections to a political party and whether these are such as to risk the effective discharge of the IRP’s functions were the candidate to be appointed;~~
- ~~• A knowledge of local government is preferable however a lack of familiarity will not be a bar to appointment.~~

~~3. Recruitment should be by either public advertisement or direct approach to appropriate business and community/voluntary sector organisations who command local respect and public confidence and would be able to nominate persons who should have the necessary skills, integrity, independence and who are recognisable members of the local business and voluntary/community sectors within their respective areas.~~

~~2.4. IRP Members will be appointed by the Chief Executive, in consultation with group leaders.~~

~~5. The term of office of IRP Members will be three years each. Full Council|The Constitution and Ethics Committee may remove an IRP Mmember in circumstances where: at Annual Council, or at any other time during the year should it feel the circumstances merit this, on the grounds of loss of confidence in the person (due to criminal conviction or other lack of independence or integrity).~~

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- the IRP Member is disqualified from being a member of an authority or is found guilty of any conduct which brings the office into disrepute e.g. being found guilty of a criminal offence, an act of dishonesty or other serious misconduct;
- the IRP Member is considered to have demonstrated a serious lack of diligence or incompetence;
- the member becomes an elected or co-opted member (or an employee) of the authority.

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6. The IRP shall:

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- appoint its own Chairman at the first meeting of each municipal year;
- require a quorum of 3 at all meetings;
- meet a minimum of once per municipal year with additional meetings convened as necessary;
- Otherwise devise its own rules for the conduct of meetings providing that they are consistent with legislative requirements and general good governance requirements.

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3.7. In order to avoid any perception of personal gain involved with membership of the IRP, travel and subsistence allowances only will be paid to IRP Members, at the rate approved by the Council annually within the limits determined by the Secretary of State. No other allowances will be paid to IRP Members, except for any fees required by the academic or consultancy expert.

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**C. JOINT WORKING ARRANGEMENTS**

Where it is in the best interests of each partner authority to do so, every effort should be made to establish a Joint Independent Remuneration Panel ("Joint IRP") with Cambridgeshire County Council and/or any neighbouring District Council whose Terms of Reference and Constitution will be as set out above save in respect of the following:

**TERMS OF REFERENCE**

1. In fulfilling the requirements set out in Section A above, the Joint IRP may make collective or separate recommendations to each partner authority as appropriate.

**PANEL MEMBERSHIP AND APPOINTMENT**

1. Where one authority already has arrangements in place, subject to the agreement of the IRP Members, it shall be open to the partner authority to request the establishment of an Interim Joint IRP and subject to the correct approvals being given, utilise the persons already appointed for the remainder of their term. Once their term is completed or in any other circumstances the partner authorities will then arrange to jointly recruit and appoint a Joint IRP where possible aligning their reviews accordingly. The following provisions will then apply.
2. Each partner authority shall appoint 3 representatives to serve on the Joint IRP.
3. The quorum of the Joint IRP will be two thirds of its overall membership.

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4. The partner authorities should jointly carry out the recruitment and appointment of IRP Members.

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5. Where there is any disparity between this and the terms of reference of the partner authorities these should be resolved prior to entry into joint working arrangements and in accordance with their respective constitutional requirements.

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6. The removal of an IRP Member must be with the agreement of each partner authority with the decision having been taken in accordance with their respective constitutional requirements.

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7. In the event that a partner authority wishes to end its participation in the Joint IRP or Interim Joint IRP, notice must be given in writing no later than 3 months before the end of the financial year to take effect from the start of the next financial year.

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# INDEPENDENT REMUNERATION PANEL- TERMS OF REFERENCE

## A. ROLE AND RESPONSIBILITIES

1. The Independent Remuneration Panel (“IRP”) shall, on a 4 yearly basis or, if otherwise requested, propose recommendations as to any required amendments to the Members’ Allowance Scheme in relation to the following matters:-
  - the amount of basic allowance payable;
  - the roles and responsibilities for which special responsibility allowances should be paid and if so, the duties to which they should apply and the amount;
  - whether travelling and subsistence allowances should be paid and if so, the duties to which they should apply and the amount;
  - whether childcare and dependent carers’ allowances should be paid and if so, the duties to which they should apply and the amount;
  - Whether a basic allowance should be paid to co-opted members and if so, the amount;
  - whether, in the event that the scheme is amended at any time so as to affect an allowance payable for the year in which the amendment is made, payment of allowances may be backdated as permitted in law;
  - whether any roles should receive pensionable allowances, where permitted in law;
  
2. In making its recommendations at paragraph 1 above, the IRP shall undertake a full review of the Members’ Allowance Scheme as well as obtaining the views of officers and members of the Council to which it relates and having regard to the following general principles:
  - that councillors undertake their council work for the sake of public service and not private gain;
  - the varying demands placed upon councillors, dependent upon their roles and responsibilities;
  - the need to fairly and equitably compensate councillors, so far as the panel thinks appropriate, for the time and effort they can reasonably be expected to devote to their work as a councillor;
  - the need for the scheme to be economic, efficient to administer and effective;
  - the requirement for their report and recommended changes to the scheme of allowances to be easy to understand and adequately justifiable to the electorate;
  - That recommendations should confirm with existing legislation and anticipate likely future legislation so far as possible.
  
3. The IRP shall be required in reporting its recommendations to include guidance on what is to be encompassed by each relevant allowance so as to ensure that the Members’ Allowance Scheme is consistently applied.

## **B. PANEL MEMBERSHIP AND APPOINTMENT**

1. The (“IRP”) shall be comprised of 3 members of the public (“IRP Members”)
2. IRP Members will be sought via advert in accordance with the Council’s standard recruitment arrangements.
3. As part of this a person specification shall be drawn up to ensure that candidates who are appointed:
  - are able to demonstrate a high degree of personal integrity;
  - are not members of any local authority and are not disqualified from being or becoming a member of a local authority;
  - have, if possible the appropriate level of skill, knowledge and understanding of setting remunerations;
  - have the necessary time and commitment for the role;
  - Are not affiliated to any political party – candidates must disclose the extent of their connections to a political party and whether these are such as to risk the effective discharge of the IRP’s functions were the candidate to be appointed;
  - A knowledge of local government is preferable however a lack of familiarity will not be a bar to appointment.
4. Recruitment should be by either public advertisement or direct approach to appropriate business and community/voluntary sector organisations who command local respect and public confidence and would be able to nominate persons who should have the necessary skills, integrity, independence and who are recognisable members of the local business and voluntary/community sectors within their respective areas.
5. IRP Members will be appointed by the Chief Executive, in consultation with group leaders.
6. The term of office of IRP Members will be three years each. The Constitution and Ethics Committee may remove an IRP Member in circumstances where:
  - the IRP Member is disqualified from being a member of an authority or is found guilty of any conduct which brings the office into disrepute e.g. being found guilty of a criminal offence, an act of dishonesty or other serious misconduct;
  - the IRP Member is considered to have demonstrated a serious lack of diligence or incompetence;
  - the member becomes an elected or co-opted member (or an employee) of the authority.
7. The IRP shall:
  - appoint its own Chairman at the first meeting of each municipal year;
  - require a quorum of 3 at all meetings;
  - meet a minimum of once per municipal year with additional meetings convened as necessary;
  - Otherwise devise its own rules for the conduct of meetings providing that they are consistent with legislative requirements and general good governance requirements.



8. In order to avoid any perception of personal gain involved with membership of the IRP, travel and subsistence allowances only will be paid to IRP Members, at the rate approved by the Council annually within the limits determined by the Secretary of State. No other allowances will be paid.

## **C. JOINT WORKING ARRANGEMENTS**

Where it is in the best interests of each partner authority to do so, every effort should be made to establish a Joint Independent Remuneration Panel (“Joint IRP”) with Cambridgeshire County Council and/or any neighbouring District Council whose Terms of Reference and Constitution will be as set out above save in respect of the following:

### **TERMS OF REFERENCE**

1. In fulfilling the requirements set out in Section A above, the Joint IRP may make collective or separate recommendations to each partner authority as appropriate.

### **PANEL MEMBERSHIP AND APPOINTMENT**

1. Where one authority already has arrangements in place, subject to the agreement of the IRP Members, it shall be open to the partner authority to request the establishment of an Interim Joint IRP and subject to the correct approvals being given, utilise the persons already appointed for the remainder of their term. Once their term is completed or in any other circumstances the partner authorities will then arrange to jointly recruit and appoint a Joint IRP where possible aligning their reviews accordingly. The following provisions will then apply.
2. Each partner authority shall appoint 3 representatives to serve on the Joint IRP.
3. The quorum of the Joint IRP will be two thirds of its overall membership.
4. The partner authorities should jointly carry out the recruitment and appointment of IRP Members.
5. Where there is any disparity between this and the terms of reference of the partner authorities these should be resolved prior to entry into joint working arrangements and in accordance with their respective constitutional requirements.
6. The removal of an IRP Member must be with the agreement of each partner authority with the decision having been taken in accordance with their respective constitutional requirements.
7. In the event that a partner authority wishes to end its participation in the Joint IRP or Interim Joint IRP, notice must be given in writing no later than 3 months before the end of the financial year to take effect from the start of the next financial year.

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<b>COUNCIL</b>	AGENDA ITEM No. 9(e)
<b>21 OCTOBER 2020</b>	<b>PUBLIC REPORT</b>

**EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL**

**AMENDMENTS TO THE MEMBER OFFICER PROTOCOL**

The Constitution and Ethics Committee at its meeting on 12 October 2020, received a report in relation to the Member Officer Protocol.

The Committee considered a proposal to in relation to 'Use of Council Facilities and Resources by Councillors', subject to the removal of a reference to Members' allowances. The Committee resolved not to recommend this aspect of the proposal to Full Council.

**IT IS RECOMMENDED** that Council:

1. Agrees to amend the Member Officer Protocol in the Council's Constitution to include a section on 'Motions Submitted to Full Council' as set out in the report, subject to the amendment of, "Members are expected to liaise with ..." to, "Members are encouraged to liaise with ...".

The original report follows.

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<b>CONSTITUTION AND ETHICS COMMITTEE</b>	AGENDA ITEM No. 7
<b>12 OCTOBER 2020</b>	PUBLIC REPORT

Report of:	Fiona McMillan, Director of Law and Governance	
Cabinet Member(s) responsible:	Councillor Farooq, Digital Services and Transformation	
Contact Officer(s):	Pippa Turvey, Democratic and Constitutional Services Manager	Tel. 452460

**AMENDMENTS TO THE MEMBER OFFICER PROTOCOL**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> <i>Director of Law and Governance</i>	<b>Deadline date:</b> <i>N/A</i>
<p>It is recommended that the Constitution and Ethics Committee:</p> <p>1. Recommends that Full Council amends the Member Officer Protocol in the Council's Constitution to include a section on 'Motions Submitted to Full Council' and 'Use of Council Facilities and Resources by Councillors' as set out in paragraph 4.1 and 4.4 of the report.</p>	

**1. ORIGIN OF REPORT**

1.1 This report is submitted to the Constitution and Ethics Committee following referral from the Director of Law and Governance.

**2. PURPOSE AND REASON FOR REPORT**

2.1 The purpose of this report is to consider an update to the Member Officer Protocol in relation to actions around the submission of motions to Full Council, and use of Council facilities and resources.

2.2 This report is for Constitution and Ethics Committee to consider under its Terms of Reference No. 2.7.2.1, "*Authority to oversee the operation of the Council's Constitution and authority to make recommendations to Full Council as to amendments and improvements to the Council's Constitution (including the codes and protocols) subject to the receipt and consideration of a report prepared by the Monitoring Officer, with the exception of those matters under the remit of the Executive.*"

**3. TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	<b>N/A</b>
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**4. BACKGROUND AND KEY ISSUES**

**Submitting Council Motions**

- 4.1 Following discussions between officers and members in relation to the process for submitting motions to Full Council, it is proposed to add the following into the Member Officer Protocol:

**“3.8 Motions Submitted to Full Council:**

- Prior to the submission of any topical motions, Members are expected to liaise with the relevant services area with a view to submitting their motion in a form that is the most acceptable.
- Following the receipt of motions, Democratic Services Officers will liaise with the relevant service officers to ensure that all motions meet the necessary criteria as set out in the Council's Standing Orders.
- Officers within the relevant service areas are expected to respond to requests in relation to motions from Members and from officer with due priority, in order to ensure that submission deadlines are met.”

- 4.2 In addition to the above changes to the Member Officer Protocol, officers will be advised to keep a record of any cost implications to the Council of any motions passed.

**Use of Council Premises**

- 4.3 Following concerns and questions raised by members about what activities could be undertaken in council premises by Members the Monitoring Officer felt it would be helpful to add a more detailed breakdown into the Member Officer protocol in order to clarify the existing wording about use of Council resources.

- 4.4 To add to a section, in between '14. Support Services Provided for Members' and '15. Political Groups':

**“USE OF COUNCIL FACILITIES AND RESOURCES BY COUNCILLORS**

The Nolan Principles in the Members' Code of Conduct state: 'You must, when using or authorising the use by others of the resources of your authority, ensure that such resources are not used improperly for political purposes (including party political purposes) and you must have regard to any applicable Local Authority Code of Publicity made under the Local Government Act 1986”.

Councillors are provided with facilities and resources to carry out their duties as a Councillor. Councillors may not use Council facilities and resources for purely political purposes, as opposed to council business. This includes use of political group rooms.

The term "facilities and resources" can include:-

- a. ICT equipment, including software and systems, provided by the council
- b. Rooms and accommodation, including office furniture, provided by the council
- c. Stationery equipment and office consumables provided by the council
- d. Printing and photocopying using the council's equipment.
- e. Support given by officers of the council
- f. Allowances and expenses paid by the council to councillors in their official capacity
- g. Travel, hospitality and hotel accommodation provided by the council
- h. Data and information in any form (electronic, paper etc) provided by the council

'Council business' means matters relating to a Member's duties as an elected Councillor, as a Cabinet Member, as a Member of an Overview and Scrutiny Committee, Committee, Sub-Committee, Working Party or as a Council representative on another body or organisation (outside body).

All use of council resources must be able to be reasonably regarded as likely to facilitate, or be conducive to, the discharge of the Council's functions or of the office to which the Member has been elected or appointed e.g. use in connection with the following business:-

- (a) ward surgeries;

- (b) dealing with correspondence from constituents;
- (c) communicating group activities;
- (d) meetings between group members to discuss council business.

The following are not Council business and Council facilities will not be available:-

- Documents and communications for constituency party meetings, ward party meetings, etc. or letters to party members collectively in their capacity as party members.
- Documents relating to the policy and organisation of political parties, particularly regarding the conduct of elections.
- Using the interior of the Town Hall or other council properties for taking photographs intended for use for party political purposes (eg in election literature or on social media to promote a political candidate). These can be taken outside the Town Hall but not inside.

Members should not display in or on Council premises any material which is of a party political nature ( eg leaflets, posters, election campaign sheets etc).

You may only use Council owned premises for party political purposes (where such meetings are used to further the political aims and objectives of the party concerned) if restricted to premises available for hire to members of the public generally and paid for at the full hire costs."

## **5. CONSULTATION**

- 5.1 Group Leaders were provided with an overview of the motion submission process as set out within this report following the Full Council meeting on 5 February 2020.

## **6. ANTICIPATED OUTCOMES OR IMPACT**

- 6.1 It is anticipated that the revision of the Member Officer Protocol would provide greater clarity for Member and officers on their roles in relation to motions to Full Council and use of Council resource.

## **7. REASON FOR THE RECOMMENDATION**

- 7.1 In order to clarify what is expected of members and officers when submitting or reviewing motions to Full Council and use of Council resource.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 Not to amend the Member Officer Protocol – This was dismissed, as it was felt that further information was required within the constitution to set out expectations of Members and officers beyond the deadlines provided in the Council's Standing Orders, and on the use of Council resources by Members.

## **9. IMPLICATIONS**

### **Financial Implications**

- 9.1 There are no financial implications arising from this report.

### **Legal Implications**

- 9.2 There are no legal implications arising from this report.

### **Equalities Implications**

- 9.3 There are no equalities implications 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 None.

**11. APPENDICES**

11.1 None.



<b>COUNCIL</b>	AGENDA ITEM No. 9(f)
<b>21 OCTOBER 2020</b>	<b>PUBLIC REPORT</b>

## **EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL**

### **UPDATE AND REVIEW OF COUNCIL STANDING ORDERS AND PETITION SCHEME**

The Constitution and Ethics Committee at its meeting on 12 October 2020, received a report in relation to the Council's Standing Orders and the Petition Scheme.

**IT IS RECOMMENDED** that Council agrees that:

1. The Standing Orders be amended as set out in paragraph 4.6 of the report, in relation to the approval of minutes.
2. The Standing Orders be amended as set out in paragraph 4.12 of the report, in relation to equality of votes.
3. The Standing Orders be amended as follows, in relation to the submission of motions to Full Council:
  - Draft Motions – 12 noon, 8 clear working days before the meeting.
  - Final Motions – 12 noon, 6 clear working days before the meeting.

The original report follows.

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<b>CONSTITUTION AND ETHICS COMMITTEE</b>	AGENDA ITEM No. 6
<b>12 OCTOBER 2020</b>	PUBLIC REPORT

Report of:	Fiona McMillan, Director of Law and Governance and Monitoring Officer	
Cabinet Member(s) responsible:	Councillor Farooq, Cabinet Member for Digital Services and Transformation	
Contact Officer(s):	Pippa Turvey, Democratic and Constitutional Services Manager	Tel. 452460

<b>UPDATE AND REVIEW OF COUNCIL STANDING ORDERS AND PETITION SCHEME</b>
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<b>RECOMMENDATIONS</b>	
<b>FROM:</b> <i>Fiona McMillan, Director of Law and Governance and Monitoring Officer</i>	<b>Deadline date:</b> <i>N/A</i>
<p>It is recommended that the Constitution and Ethics Committee:</p> <ol style="list-style-type: none"> <li>1. Recommends to Council that the Standing Orders be amended as set out in paragraph 4.6 of the report, in relation to the approval of minutes.</li> <li>2. Recommends to Council that the Standing Orders be amended as set out in paragraph 4.12 of the report, in relation to equality of votes.</li> <li>3. Recommends to Council that the Petition Scheme be amended as set out in paragraph 4.13 of the report, in relation to decision already taken.</li> <li>4. Reviews the timeline for submissions of motions to Full Council and recommends any proposed change to Council as necessary.</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 This report is submitted to the Constitution and Ethics Committee following a referral from the Monitoring Officer.

**2. PURPOSE AND REASON FOR REPORT**

2.1 The purpose of this report is for the Constitution and Ethics Committee to review the Council's Standing Orders around notifying the Monitoring Officer and Democratic Services Team of any factual corrections or omissions from the minutes before any committee meeting commences and for the Committee to determine whether a recommendation is to be made to Full Council.

In addition members of the Constitution and Ethics Committee have requested a review of the Council's Standing Orders in relation to the timeline for submitting draft and final motions to the Monitoring Officer.

2.2 This report is for the Constitution and Ethics Committee to consider under its Terms of Reference No. 2.7.2.1

*Authority to oversee the operation of the Council's Constitution and authority to make recommendations to Full Council as to amendments and improvements to the Council's Constitution (including the codes and protocols) subject to the receipt and consideration of a report prepared by the Monitoring Officer, with the exception of those matters under the remit of the Executive.*

### 3. **TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	<b>N/A</b>
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### 4. **BACKGROUND AND KEY ISSUES**

#### **MINUTES OF THE PREVIOUS MEETING**

- 4.1 The Council's Standing orders under section 25.1 states that the only discussion when agreeing the minutes of the previous meeting is around the accuracy of those minutes.
- 4.2 The Council's current system of recording minutes is to summarise debate and answers to questions raised at meetings. Minutes are not intended to be a verbatim account of proceedings but rather a summary of the debate and record of decisions taken. All Council meetings, where appropriate, are audio recorded. This includes Full Council which is live streamed on the Council's Facebook page.
- 4.3 There have been occasions when Members have asked to include in the minutes of previous meetings something they believed should have been recorded or omitted, however the Council's standing orders do not currently allow for this and this can only be agreed with the specific agreement of Council at the time.
- 4.4 It is proposed that the Council's Standing Orders be amended so that Members would have to notify officers of what they consider to be a substantive omission or factually incorrect information (ie. more than mere typos) of previous minutes by no later than 12pm on the day of the meeting. This would allow officers the opportunity to review what was said and to make any necessary alterations if applicable so that Council is properly informed when it makes a decision on whether to agree the minutes as accurate.
- 4.5 It is proposed that the Council Standing Orders be amended as below, with additional wording highlighted in italics and underlined.
- 4.6 **25.1 Signing the minutes**

The Mayor/Chairman will sign the minutes of the proceedings at the next suitable meeting. The Mayor/Chairman will move that the minutes of the previous meeting be signed as a correct record. The only part of the minutes that can be discussed is their accuracy.

*Members must notify the Monitoring Officer or Democratic Services by no later than 12pm on the day of the meeting, if they believe there has been a substantive omission or factually incorrect information recorded in the minutes.*

#### **REVIEW OF TIMELINE OF SUBMISSION OF MOTIONS TO FULL COUNCIL**

- 4.7 Following a recommendation from the Constitution and Ethics Committee, Full Council at its meeting on 24 July 2019 agreed to amend standing orders to incorporate a new set of deadlines for the submission of motions and amendments.
- 4.8 This new set of deadlines, which have been in operation for the past year are:

- Draft Motions – 12 noon, 9 clear working days before the meeting.
- Final Motions – 12 noon am, 7 clear working days before the meeting.
- Draft Amendments - 12 noon, 3 clear working days before the meeting.
- Final Amendments - 12 noon, the day before the meeting.

4.9 In practice, due to the fact that motions must be published with the agenda 5 clear working days before the meeting, means that draft Motions must be received 4 days before the agenda dispatch. The final deadline is set at 2 days before the agenda deadline, providing officers with 2 days to liaise with service officers to ensure that motions are acceptable.

Following the final deadline, all motions are circulated to Member for information on the Friday before the agenda publication.

4.10 Two options are proposed to the Committee:

- a) To retain the current motion deadline dates.
- b) To push the draft motion deadline date and the final motion deadline date back one day each:
  - Draft Motions – 12 noon, 8 clear working days before the meeting.
  - Final Motions – 12 noon am, 6 clear working days before the meeting.

## **EQUALITY OF VOTING AND ABSTENTIONS**

4.11 In order to clarify the position in relation to equality of votes and in what situation the Mayor or Chair would be called upon to utilise their casting vote, the below wording is proposed to be added to the Council Standing orders.

### **4.12 24.2 Mayor's/Chair's casting vote**

If there are equal numbers of votes for and against (not including any formal abstentions), the Mayor/Chair will have a second or casting vote. There will be no restriction on how the Mayor/Chair chooses to exercise a casting vote.

## **PETITION SCHEME – DECISIONS ALREADY TAKEN**

4.13 Following feedback in relation to the practicality of the Council's Petition Scheme, the below addition is suggested. This addition would disqualify any petitions that sought action on a decision that had already been taken. The aim of this addition would be to avoid receiving petitions that could not then be actioned.

4.14 3.4 Petitions will not be considered if they are:

- Abusive.
- Vexatious (intending to cause only annoyance, frustration or worry)
- Presented for the purpose of making mischief.
- Related to a function the Council is not responsible for and/or could not influence.
- Related to a decision by the Council that has already be taken.
- Otherwise inappropriate.

## **5. CONSULTATION**

5.1 Consultation has been undertaken with officers within Constitutional Services who support the Full Council and committee meetings.

## **6. ANTICIPATED OUTCOMES OR IMPACT**

6.1 It is anticipated that should the recommendation on the minutes of previous meeting be agreed at Full Council that standing orders will be amended accordingly.

**7. REASON FOR THE RECOMMENDATION**

7.1 To ensure that the Council's resources are used in an effective and efficient manner while maintaining an open and transparent decision-making process

**8. ALTERNATIVE OPTIONS CONSIDERED**

8.1 To keep the current standing orders as they are and not making any further recommendations.

**9. IMPLICATIONS**

**Financial Implications**

9.1 There are none.

**Legal Implications**

9.2 There are none.

**Equalities Implications**

9.3 There are none.

**10. BACKGROUND DOCUMENTS**

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

10.1 Council Standing Orders, part 4, section 1  
Petitions Scheme

**11. APPENDICES**

11.1 None.

<b>COUNCIL</b>	AGENDA ITEM No. 9(g)
<b>21 OCTOBER 2020</b>	<b>PUBLIC REPORT</b>

**EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL**

**MEMBERS' GIFTS AND HOSPITALITY POLICY**

The Constitution and Ethics Committee at its meeting on 12 October 2020, received a report in relation to the Members' Gifts and Hospitality Policy.

**IT IS RECOMMENDED** that Council approves the proposed changes to the Members' Gifts and Hospitality Policy as set out in **Appendix 1**, subject to the amendment of references to 'Chairman/woman' to 'Chair'.

The original report and appendices follow.

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<b>CONSTITUTION AND ETHICS COMMITTEE</b>	AGENDA ITEM No. 5
<b>12 OCTOBER 2020</b>	PUBLIC REPORT

Report of:	Fiona McMillan, Director of Law and Governance and Monitoring Officer	
Cabinet Member(s) responsible:	Councillor David Seaton, Cabinet Member for Finance	
Contact Officer(s):	Amy Brown, Senior Lawyer and Deputy Monitoring Officer Philippa Turvey, Democratic and Constitutional Services Manager	452 617 452 460

## MEMBERS' GIFTS & HOSPITALITY POLICY

<b>R E C O M M E N D A T I O N S</b>	
<b>FROM: Fiona McMillan, Monitoring Officer</b>	<b>Deadline date: N/A</b>
It is recommended that the Constitution and Ethics Committee review and approve the proposed changes to the Members' Gifts and Hospitality Policy.	

### 1. ORIGIN OF REPORT

- 1.1 This report is submitted to the Constitution and Ethics Committee at the request of the Monitoring Officer in ensuring the overall good governance of the Council and Member compliance with the Code of Conduct.

### 2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this Report is to provide an opportunity for members to review the current Policy and to consider and approve the proposed amendments, which have been suggested in order to provide greater transparency and clarity around the management of gifts and hospitality.
- 2.2 This report is for the Constitution and Ethics Committee to consider under its Terms of Reference No. 2.7.2.2:

*“Authority to oversee and approve the operation of the Council’s functions relating to the promotion and maintenance of high standards of conduct amongst members and co-opted members of the Council”.*

### 3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	N/A
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#### **4. BACKGROUND AND KEY ISSUES**

- 4.1 As per the Policy, whilst there is now no specific statutory requirement for members/co-opted members to register the offer of gifts and hospitality, the Bribery Act 2010 provides that accepting any gift, loan, fee, reward or advantage whatsoever, as an inducement or reward for doing or forbearing to do anything in respect of any matter or transaction in which the Council is concerned, will amount to a criminal offence (carrying a maximum term of imprisonment of 10 years or a fine or both). Additionally, the Code of Conduct provides that Members must serve the public interest rather than acting in the interests of any particular individual or section of the community and it is a breach for members to place themselves under a financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

Having regard to the above it is important that the Council maintains a clear and transparent Policy which sets out the arrangements that have been put in place for the management of gifts and hospitality. This assists in protecting the reputation of Members and the Council as a whole and ensures that a consistent and robust approach is being taken.

#### **5. CONSULTATION**

- 5.1 None.

#### **6. ANTICIPATED OUTCOMES OR IMPACT**

- 6.1 It is anticipated that if approved, the Policy will assist Members in determining how to manage offers/receipt of gifts and hospitality and the associated governance process for reporting and recording this.

#### **7. REASON FOR THE RECOMMENDATION**

- 7.1 The recommendations reflect the need to update the Policy which has the overall aim of providing greater clarity and transparency in relation to the management of gifts and hospitality.

#### **8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 The status quo could be maintained in which case the Policy would remain the same. It is acknowledged that the current Policy is completely compliant with all required legal and constitutional obligations, the revised version builds upon that.

#### **9. IMPLICATIONS**

##### **Financial Implications**

- 9.1 None

##### **Legal Implications**

- 9.2 The legal implications are as set out in this Report.

## **Equalities Implications**

9.3 None.

## **10. BACKGROUND DOCUMENTS**

10.1 *None.*

## **11. APPENDICES**

11.1 Appendix 1 – Proposed Amendments shown as track changes  
Appendix 2 – Proposed Amendments shown without track changes for ease of reference

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# PETERBOROUGH CITY COUNCIL

## GIFTS AND HOSPITALITY POLICY

### INTRODUCTION

This Policy sets out guidance for elected members, co-opted members ~~and~~, independent members (“Members”) ~~and employees~~ on the principles governing the acceptance of gifts and hospitality.

Members are likely to be offered gifts or hospitality during the course of conducting Council business. This raises an initial question of deciding whether or not to accept. The acceptance of a gift or hospitality potentially creates a risk to the integrity and reputation of the Member as well as the Council itself. The overriding objective is to ensure transparency in the dealings of the Council, which in turn is a safeguard against this and any associated allegations of misconduct.

The fundamental principle of this ~~P~~policy is that a ~~M~~member ~~of staff or elected member~~ should not do anything that might give rise to the inference that they have or may have been influenced by a gift or hospitality, to show bias for or against anybody or any organisation in carrying out their duties. Members are therefore strongly advised to be cautious and should consult the Monitoring Officer if they are in any doubt.

- ~~1. The council expects all members and employees to comply with this policy. Failure to do so may result in action under the staff disciplinary procedure and could lead to dismissal or the member’s code of conduct, which could result in loss of office.~~

### LAW AND GOVERNANCE

#### Legal Position

While there is now no specific statutory requirement for members/co-opted members to register the offer of gifts and hospitality, the Bribery Act 2010 provides that if you accept any gift, loan, fee, reward or advantage whatsoever as an inducement or reward for doing or forbearing to do anything in respect of any matter or transaction in which the Council is concerned, you commit a criminal offence carrying a maximum term of imprisonment of 10 years or a fine or both.

#### Members’ Code of Conduct and Constitution

The Council’s Members’ Code of Conduct (Part 5, Section 1 of the Constitution) provides that you must serve the public interest, rather than acting in the interests of any particular individual or section of the community, and it is a breach of the Code to place yourself under a financial or other obligation to outside individuals or organisations that might seek to influence you in the performance of your official duties.

### GENERAL PRINCIPLES

In deciding whether it is proper to accept any gift or hospitality, you should apply the following principles. Even if it would normally be appropriate to accept a small gift or hospitality, you should not do so if it would be in breach of one or more of these principles:

- Never accept a gift or hospitality as an inducement or reward for anything you do as a Member.
- You must not be influenced in the discharge of your duties by the offer, prospect of an offer, or the non-offer of any inducement or reward for discharging those duties in a particular manner.
- You should only accept a gift or hospitality if there is a commensurate benefit to the Council.

- The only proper reason for accepting any gift or hospitality is that there is a commensurate benefit for the Council that would not have been available but for the acceptance of that gift or hospitality.
- Acceptance of hospitality can confer an advantage on the authority, such as an opportunity to progress the business of the authority through a working lunch. Acceptance of a gift is much less likely to confer such an advantage. But unless the benefit to the Council is clear and is commensurate with the value of the gift or hospitality, the presumption must be that the gift or hospitality is purely for your personal benefit.
- Never accept a gift or hospitality if acceptance might be open to misinterpretation.
- The appearance of impropriety can be just as damaging to the Council and to you as a Member as actual impropriety. The Council's ability to govern rests upon its reputation for acting fairly and in the public interest. You must consider whether acceptance of the gift or hospitality is capable of being interpreted as a sign that you or the Council favours any particular person, company, organisation or section of the community or as placing you under any improper obligation to any person or organisation. If so, you must either refuse the gift or hospitality or take appropriate steps to ensure that such a misunderstanding cannot arise.
- Certain occasions are particularly sensitive and require the avoidance of any opportunity for such misunderstanding. These include:
  - competitive procurement processes;
  - determinations of planning applications or planning policy;
  - funding decisions.
- Never accept a gift or hospitality that puts you under an improper obligation. Some commercial organisations and private individuals see the provision of gifts and hospitality as a means of buying influence. If you accept a gift or hospitality improperly, they may seek to use this fact to persuade you to determine an issue in their favour. If others note that you have been prepared to accept a gift or hospitality improperly, they may feel that they will no longer be able to secure impartial consideration from the Council.
- Never solicit a gift or hospitality in connection with your position as a Member and you should also take care to avoid giving any indication that you might be open to any such improper offer.

## **GIFTS**

In general, all gifts should be refused, this includes all such offers from organisations or persons who do, or might provide work, goods or services to the Council or who need some decision from the Council. These rules also apply to discounts offered to an individual Member going beyond those offered to the general public (other than those available to all Members and Officers).

As general guidance, the following small gifts worth under an individual value of £50 or accumulative value of £100 (from a single source) over the course of a municipal year may occasionally be accepted (provided that they do not conflict with the General Principles):

- office equipment or stationery given by way of trade advertisements or for use in the office. Nothing more elaborate than calendars, pens or diaries would fall within this exception. (NB: You should take care not to display any such branded items when this might be taken as an indication of favour to a particular supplier or contractor, for example in the course of a procurement exercise).
- gifts of only token value given on the conclusion of an official courtesy visit, for example, a visiting delegation.
- Gifts e.g. a box of chocolates or flowers of a value less than £25 provided they are given as a genuine show of appreciation of work undertaken but should never be accepted if it may give rise to an appearance of influence or reward.

~~However, in cases where refusal is likely to offend the donor, some discretion may be exercised. The offer of a gift or hospitality should be reported via e-mail to line managers or the Monitoring Officer. The line manager or Monitoring Officer will consider the nature, value and origin of the gift and whether it should be refused, accepted or donated to charity. The line manager or Monitoring Officer will then register the offer by sending the form to [giftsandhospitality@peterborough.gov.uk](mailto:giftsandhospitality@peterborough.gov.uk). Those individuals who do not have access to an e-mail account should~~

~~complete a copy of the form contained within this policy and send it to their line manager or Monitoring Officer in hard copy. The form will then be forwarded to the Investigations Manager.~~

~~However, members and employees may accept occasional seasonal gifts of low value such as calendars, diaries and pens. It is not necessary to ascertain the exact value of such gifts but anything that appears to be Gifts & Hospitality worth more than £25 should not be accepted. Careful judgement must be exercised in such cases.~~

~~It is important to note that if several gifts, with a value of £25 or less are received from the same donor, within a period of 12 months, then these should be recorded when the accumulative value exceeds £25.~~

## **HOSPITALITY**

Offers of hospitality should always be approached with caution and offers of hospitality where any suggestion of improper influence is possible must be refused.

Hospitality should only be accepted with the utmost caution, and on a scale appropriate, to the occasion or the circumstances. Acceptance may make it difficult to avoid some obligation to the party offering it and might later be thought to have affected a Member's impartiality in dealing with official matters.

Some offers of hospitality are always unacceptable for example, offers of holiday accommodation. Others will need to be considered on their facts, for example, invitations to sporting fixtures, evenings at the theatre or similar entertainment should only be accepted when they are required for the conduct of Council business or can properly be considered to provide a commensurate benefit to the Council not the individual Member. Hospitality on a lower scale than this may also be unacceptable. No absolute dividing-line can be laid down.

There is an important difference between, for example, attendance in an official capacity at a function organised by a public authority and accepting hospitality from a private individual or firm standing to benefit from the goodwill of the Council. However, it will not always be possible or even desirable to reject offers of hospitality on a modest scale. Acceptable hospitality is that not exceeding an individual value of £50 or an accumulative value (from a single source) of £100 over the course of a municipal year such as official hospitality at a function organised by a public authority; a drink and sandwich following a site visit; or a working lunch of modest standard to enable business discussions. The decision whether to accept or not must depend on the circumstances in each case but hospitality should never be accepted if it may give rise to an appearance of influence or reward.

## **HOSPITALITY**

~~2.—Working lunches on a modest scale, and on an occasional basis, are a part of normal business practice and members and employees do not require formal approval to attend them. However, if individuals receive a prior invitation to a more formal lunch or dinner or regular working lunches, they must seek approval using the form contained within this policy. It is important that approval is sought as early as possible.~~

~~3.—As is the case with gifts, the refusal of an invitation may sometimes cause embarrassment or appear discourteous and this will be taken into account when a decision is made. Consideration will also be taken regarding the timing of an invitation in relation to decisions, which the council may be taking affecting those offering the hospitality. Invitations to other events such as lunches, conferences, arts or sporting events etc. should be dealt with in the same way.~~

~~4.—Invitations to attend all expenses paid study tours, site inspections or product demonstrations should always be the subject of prior approval, particularly if overseas travel is involved.~~

## WILLS & BEQUESTS

If there is any connection between your work as a Member and being a beneficiary under a will, then you need to be cautious as the offer of any benefit will need to be considered carefully in accordance with the General Principles and if accepted, may need to be registered. You should discuss this matter fully with the Monitoring Officer before a decision is taken on acceptance or refusal.

## SPONSORSHIP

Offers of sponsorship need to be treated carefully. If the offer is to sponsor the Council it should be referred to the Monitoring Officer who will consider the offer in accordance with the Council's usual processes.

If the offer is to sponsor you as an individual, it should be dealt with in the same way as an offer of a gift or hospitality. In some cases such offers may be acceptable for example, where colleagues or others are sponsoring you for a charitable purpose. In other cases they may not be acceptable for example, where they are related in some way to the work of the Council or your role as a Member; involve significant sums; or seek specific outcomes for the person or organisation making the offer. If in doubt you should consult the Monitoring Officer.

## GIFTS TO THE COUNCIL

You may at some time be offered a gift for the Council as opposed to a gift to you in your individual capacity as a Member. Such gifts could take several forms, for example: land, buildings, goods, services, either for the Council to retain or test with a view to future acquisition; offers to carry out works, or provide services; or sponsorship of a Council-supported or organised function or activity. In such cases you should report the offer on receipt to the Monitoring Officer who will consider and determine in accordance with normal Council processes whether the Council should or should not accept the gift.

The Monitoring Officer will notify the person or the organisation offering the gift, whether it is accepted or not and will:

- Record the acceptance or non-acceptance;
- Record the outcome for audit purposes;
- Ensure the gift, if accepted, is properly applied for the benefit of the Council.

## GIFTS TO THE CHAIRMAN/WOMAN

Gifts received by the Chairman/woman in his or her official capacity are deemed to be gifts of the Council. The Chairman/woman should record the receipt of all such gifts in the Register and in consultation with the Monitoring Officer determine how best they may be used for the benefit of the Council.

## **REGISTER**

In order to protect your integrity and that of the Council, and to counter any possible accusations or suspicion of improper conduct, the organisation will maintain a central register of gifts and hospitality.

All gifts and offers of hospitality accepted by you or your partner in accordance with the General Principles (except to modest working lunches) should be recorded on ~~a gifts and~~ a Member Gifts and Hospitality Declaration Form (see Appendix A) ~~hospitality declaration form~~ and recorded centrally at [giftsandhospitality@peterborough.gov.uk](mailto:giftsandhospitality@peterborough.gov.uk). ~~This applies whether they have been accepted or refused.~~

All declarations should be made within 28 days of receipt of offer and will be published on the Council's website.



If you are in any doubt as to whether to accept or decline any gift, hospitality or sponsorship then you are advised to seek the Monitoring Officer's advice before doing so. In order to do this you will need to advise the Monitoring Officer of the following:

- The nature and your estimate of the market value of the gift or hospitality;
- The name of the person or company offering the gift or hospitality;
- The connection which you have with the person or organisation making the offer or invitation such as any work which you have undertaken for the Council in which they have been involved;
- Any work, permission, concession or facility that you are aware that the person or organisation making the offer or invitation may seek from the Council;
- Any special circumstances that lead you to believe that acceptance would not be improper.

The Monitoring Officer will give you advice wherever possible but it will be a matter for you to make the decision as to whether to accept or decline.

You may also make a voluntary declaration to be entered on the Register of Gifts and Hospitality, even if you have declined the gift or hospitality or the value of the gift or hospitality is less than the maximum permissible amount. If you are concerned that an offer or its acceptance might be misinterpreted you may make such a voluntary declaration to ensure that there is nothing secret or underhand about the gift or hospitality or your actions

### **WHAT DO I NEED TO DECLARE AT A MEETING?**

If a matter under consideration at a meeting is likely to affect a person who gave you a gift or hospitality then you must declare the existence and nature of the gift or hospitality, the source who gave it to you and how the business under consideration relates to that source.

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# PETERBOROUGH CITY COUNCIL

## GIFTS AND HOSPITALITY POLICY

### INTRODUCTION

This Policy sets out guidance for elected members, co-opted members and independent members (“Members”) on the principles governing the acceptance of gifts and hospitality.

Members are likely to be offered gifts or hospitality during the course of conducting Council business. This raises an initial question of deciding whether or not to accept. The acceptance of a gift or hospitality potentially creates a risk to the integrity and reputation of the Member as well as the Council itself. The overriding objective is to ensure transparency in the dealings of the Council, which in turn is a safeguard against this and any associated allegations of misconduct.

The fundamental principle of this Policy is that a Member should not do anything that might give rise to the inference that they have or may have been influenced by a gift or hospitality, to show bias for or against anybody or any organisation in carrying out their duties. Members are therefore strongly advised to be cautious and should consult the Monitoring Officer if they are in any doubt.

### LAW AND GOVERNANCE

#### Legal Position

While there is now no specific statutory requirement for members/co-opted members to register the offer of gifts and hospitality, the Bribery Act 2010 provides that if you accept any gift, loan, fee, reward or advantage whatsoever as an inducement or reward for doing or forbearing to do anything in respect of any matter or transaction in which the Council is concerned, you commit a criminal offence carrying a maximum term of imprisonment of 10 years or a fine or both.

#### Members’ Code of Conduct and Constitution

The Council’s Members’ Code of Conduct (Part 5, Section 1 of the Constitution) provides that you must serve the public interest, rather than acting in the interests of any particular individual or section of the community, and it is a breach of the Code to place yourself under a financial or other obligation to outside individuals or organisations that might seek to influence you in the performance of your official duties.

### GENERAL PRINCIPLES

In deciding whether it is proper to accept any gift or hospitality, you should apply the following principles. Even if it would normally be appropriate to accept a small gift or hospitality, you should not do so if it would be in breach of one or more of these principles:

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- You must not be influenced in the discharge of your duties by the offer, prospect of an offer, or the non-offer of any inducement or reward for discharging those duties in a particular manner.
- You should only accept a gift or hospitality if there is a commensurate benefit to the Council.
- The only proper reason for accepting any gift or hospitality is that there is a commensurate benefit for the Council that would not have been available but for the acceptance of that gift or hospitality.

- Acceptance of hospitality can confer an advantage on the authority, such as an opportunity to progress the business of the authority through a working lunch. Acceptance of a gift is much less likely to confer such an advantage. But unless the benefit to the Council is clear and is commensurate with the value of the gift or hospitality, the presumption must be that the gift or hospitality is purely for your personal benefit.
- Never accept a gift or hospitality if acceptance might be open to misinterpretation.
- The appearance of impropriety can be just as damaging to the Council and to you as a Member as actual impropriety. The Council's ability to govern rests upon its reputation for acting fairly and in the public interest. You must consider whether acceptance of the gift or hospitality is capable of being interpreted as a sign that you or the Council favours any particular person, company, organisation or section of the community or as placing you under any improper obligation to any person or organisation. If so, you must either refuse the gift or hospitality or take appropriate steps to ensure that such a misunderstanding cannot arise.
- Certain occasions are particularly sensitive and require the avoidance of any opportunity for such misunderstanding. These include:
  - competitive procurement processes;
  - determinations of planning applications or planning policy;
  - funding decisions.
- Never accept a gift or hospitality that puts you under an improper obligation. Some commercial organisations and private individuals see the provision of gifts and hospitality as a means of buying influence. If you accept a gift or hospitality improperly, they may seek to use this fact to persuade you to determine an issue in their favour. If others note that you have been prepared to accept a gift or hospitality improperly, they may feel that they will no longer be able to secure impartial consideration from the Council.
- Never solicit a gift or hospitality in connection with your position as a Member and you should also take care to avoid giving any indication that you might be open to any such improper offer.

## **GIFTS**

In general, all gifts should be refused, this includes all such offers from organisations or persons who do, or might provide work, goods or services to the Council or who need some decision from the Council. These rules also apply to discounts offered to an individual Member going beyond those offered to the general public (other than those available to all Members and Officers).

As general guidance, the following small gifts worth under an individual value of £50 or accumulative value of £100 (from a single source) over the course of a municipal year may occasionally be accepted (provided that they do not conflict with the General Principles):

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- gifts of only token value given on the conclusion of an official courtesy visit, for example, a visiting delegation.
- Gifts e.g. a box of chocolates or flowers of a value less than £25 provided they are given as a genuine show of appreciation of work undertaken but should never be accepted if it may give rise to an appearance of influence or reward.

## **HOSPITALITY**

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Hospitality should only be accepted with the utmost caution, and on a scale appropriate, to the occasion or the circumstances. Acceptance may make it difficult to avoid some obligation to the party offering it and might later be thought to have affected a Member's impartiality in dealing with official matters.

Some offers of hospitality are always unacceptable for example, offers of holiday accommodation. Others will need to be considered on their facts, for example, invitations to sporting fixtures, evenings at the theatre or similar entertainment should only be accepted when they are required for the conduct of Council business or can properly be considered to provide a commensurate benefit to the Council not the individual Member. Hospitality on a lower scale than this may also be unacceptable. No absolute dividing-line can be laid down.

There is an important difference between, for example, attendance in an official capacity at a function organised by a public authority and accepting hospitality from a private individual or firm standing to benefit from the goodwill of the Council. However, it will not always be possible or even desirable to reject offers of hospitality on a modest scale. Acceptable hospitality is that not exceeding an individual value of £50 or an accumulative value (from a single source) of £100 over the course of a municipal year such as official hospitality at a function organised by a public authority; a drink and sandwich following a site visit; or a working lunch of modest standard to enable business discussions. The decision whether to accept or not must depend on the circumstances in each case but hospitality should never be accepted if it may give rise to an appearance of influence or reward.

## **WILLS & BEQUESTS**

If there is any connection between your work as a Member and being a beneficiary under a will, then you need to be cautious as the offer of any benefit will need to be considered carefully in accordance with the General Principles and if accepted, may need to be registered. You should discuss this matter fully with the Monitoring Officer before a decision is taken on acceptance or refusal.

## **SPONSORSHIP**

Offers of sponsorship need to be treated carefully. If the offer is to sponsor the Council it should be referred to the Monitoring Officer who will consider the offer in accordance with the Council's usual processes.

If the offer is to sponsor you as an individual, it should be dealt with in the same way as an offer of a gift or hospitality. In some cases such offers may be acceptable for example, where colleagues or others are sponsoring you for a charitable purpose. In other cases they may not be acceptable for example, where they are related in some way to the work of the Council or your role as a Member; involve significant sums; or seek specific outcomes for the person or organisation making the offer. If in doubt you should consult the Monitoring Officer.

## **GIFTS TO THE COUNCIL**

You may at some time be offered a gift for the Council as opposed to a gift to you in your individual capacity as a Member. Such gifts could take several forms, for example: land, buildings, goods, services, either for the Council to retain or test with a view to future acquisition; offers to carry out works, or provide services; or sponsorship of a Council-supported or organised function or activity. In such cases you should report the offer on receipt to the Monitoring Officer who will consider and determine in accordance with normal Council processes whether the Council should or should not accept the gift.

The Monitoring Officer will notify the person or the organisation offering the gift, whether it is accepted or not and will:

- Record the acceptance or non-acceptance;
- Record the outcome for audit purposes;
- Ensure the gift, if accepted, is properly applied for the benefit of the Council.

## **GIFTS TO THE CHAIRMAN/WOMAN**

Gifts received by the Chairman/woman in his or her official capacity are deemed to be gifts of the Council. The Chairman/woman should record the receipt of all such gifts in the Register and in consultation with the Monitoring Officer determine how best they may be used for the benefit of the Council.

## **REGISTER**

In order to protect your integrity and that of the Council, and to counter any possible accusations or suspicion of improper conduct, the organisation will maintain a central register of gifts and hospitality.

All gifts and offers of hospitality accepted by you or your partner in accordance with the General Principles should be recorded on a Member Gifts and Hospitality Declaration Form (see Appendix A) and recorded centrally at [giftsandhospitality@peterborough.gov.uk](mailto:giftsandhospitality@peterborough.gov.uk).

All declarations should be made within 28 days of receipt of offer and will be published on the Council's website

If you are in any doubt as to whether to accept or decline any gift, hospitality or sponsorship then you are advised to seek the Monitoring Officer's advice before doing so. In order to do this you will need to advise the Monitoring Officer of the following:

- The nature and your estimate of the market value of the gift or hospitality;
- The name of the person or company offering the gift or hospitality;
- The connection which you have with the person or organisation making the offer or invitation such as any work which you have undertaken for the Council in which they have been involved;
- Any work, permission, concession or facility that you are aware that the person or organisation making the offer or invitation may seek from the Council;
- Any special circumstances that lead you to believe that acceptance would not be improper.

The Monitoring Officer will give you advice wherever possible but it will be a matter for you to make the decision as to whether to accept or decline.

You may also make a voluntary declaration to be entered on the Register of Gifts and Hospitality, even if you have declined the gift or hospitality or the value of the gift or hospitality is less than the maximum permissible amount. If you are concerned that an offer or its acceptance might be misinterpreted you may make such a voluntary declaration to ensure that there is nothing secret or underhand about the gift or hospitality or your actions

## **WHAT DO I NEED TO DECLARE AT A MEETING?**

If a matter under consideration at a meeting is likely to affect a person who gave you a gift or hospitality then you must declare the existence and nature of the gift or hospitality, the source who gave it to you and how the business under consideration relates to that source.

<b>COUNCIL</b>	<b>AGENDA ITEM No. 10</b>
<b>21 OCTOBER 2020</b>	<b>PUBLIC REPORT</b>

## **RECORD OF EXECUTIVE DECISIONS MADE SINCE THE LAST MEETING**

### **1. SHAREHOLDER CABINET COMMITTEE MEETING HELD ON 14 SEPTEMBER 2020**

#### **i. Review of Vivacity Transition Arrangements**

The Shareholder Cabinet Committee considered the report and **RESOLVED** to note and commented upon the progress being made to secure the safe transition of services from Vivacity, specifically referencing any points that need to be considered as part of the transition or following transition, relating to the other services overseen by Shareholder Cabinet Committee.

#### **ii. Opportunity Peterborough**

The Shareholder Cabinet Committee considered the report and **RESOLVED** to:

- Note the achievements and impact of Opportunity Peterborough with regards to support for the local economy and jobs creation.
- Note the opportunities for enhancing its services, and thus its impact, as laid out in the Business Plan in Appendix A.
- Note the challenges that the company will face should it be unsuccessful in securing a new contract with the CPCA.
- Recommend that Cabinet consider the continuing benefits of Opportunity Peterborough as a valued asset, and to pursue the potential to share costs and service outcomes with neighbouring authorities such as Cambridgeshire County Council and South Kesteven District Council.

### **2. CABINET MEETING HELD ON 21 SEPTEMBER 2020**

#### **i. University of Peterborough Project: Land Transfer and Delivery Arrangements**

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

1. Note the approval by the Cambridgeshire and Peterborough Combined Authority, at its Board meeting of 20 July 2020, of the final business case for the University of Peterborough project.
2. Note the selection by CPCA of Anglia Ruskin University (ARU) as the academic delivery partner for the new University and the intention of ARU to invest directly in the development of the University.
3. Approve the formation of a special purpose joint venture vehicle with CPCA and ARU in which the Council will retain shares of equivalent value to the land transferred into this company.
4. Authorise the transfer of around 4 acres of Council-owned land (edged in red in the site map at appendix 1) to a special purpose joint venture vehicle to be formed among the Council, the Cambridgeshire and Peterborough Combined Authority and Anglia Ruskin University for the purpose of delivering phase one of the University.

5. Delegate authority to the Executive Director Place and Economy and Director of Law and Governance to finalise the necessary legal and related documents needed to execute the recommendations and approach outlined in this report.
6. Delegate authority to the Executive Director Place and Economy and Director of Law and Governance to agree the transfer of further tranches of land to the joint venture company as may be needed to facilitate the delivery of further phases of the University subject to such land being identified for Higher Education related use within the local plan and suitable for development taking due account of the emerging University masterplan.
7. Authorise the Council to enter into a Subscription and Project Management Agreement to enable delivery of the University in Peterborough.
8. Approve the amendment of the 'Appointments to External Organisations' list to include the joint venture company within the 'key partnerships' category, to enable the Leader to appoint a Member to take up the position of non-Executive Director on the Board of the company.
9. Recommend to Full Council:
  - a. amends the Capital Strategy and Asset Management Plan to take account of the proposed transfer of this land to the special purpose joint venture vehicle.

**ii. Peterborough Limited Articles of Association**

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

1. Alterations to Peterborough Limited's (trading as Aragon Direct Services) Articles of Association ("Articles") to allow inspection by the Council and its auditors of documents relating to Peterborough Limited and the supply of such documents as set out in Appendix A;
2. Alterations to the Reserved Matters, Appendix B to allow Peterborough Limited to swiftly pursue commercial opportunities

**iii. Amendment to Arrangements with Empower**

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

1. Approve the amendment of the terms of the Strategic Partnership with Empower Community Management LLP.
2. Approve the amendment of the financing agreement with ECS Peterborough 1 LLP.
3. Delegate to the Acting Corporate Director Resources and Director of Law and Governance the ability to finalise matters 1 and 2 above.

**iv. Formation of a Cycling and Walking Member Working Group**

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

1. Agree to form a Cycling and Walking Member Working Group.
2. Review and approve the draft terms of reference for the Working Group

**v. Budget Control Report July 2020**

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



1. The Budgetary Control position for 2020/21 as at July 2020 is a forecast overspend of £9.6m against budget. This includes the current estimated impact of COVID-19;
2. The specific impact COVID-19 on the Councils expenditure and income and the additional funding being received;
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;
4. The additional funding that has been made available and allocated to the business community and households due to COVID-19, as outlined in section 4;
5. An update on the Medium Term Financial Strategy 2021/22 process as set out in section 4;
6. The key variance analysis and explanations are contained in Appendix A;
7. The Councils reserves position, as outlined within Appendix A.

Cabinet considered the report **RESOLVED** to recommend to Council:

8. The Capital virements contained in Appendix B, which include the purchase of 62-68 Bridge Street, and a contribution to a new access to the parkway as part of the University development which require additional borrowing to the existing capital programme.

### **3. CALL-IN BY SCRUTINY COMMITTEE**

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

### **4. 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:

- Agreement to lease 9 three-bedroom houses at Paston Lane, Peterborough - AUG20/CMDN/20 - With the approval of the Chairman of Growth, Environment and Resources Scrutiny Committee, special urgency procedures have been invoked to suspend the requirement to publish on the Forward Plan and the five day consideration period. These procedures have been invoked as initially it was anticipated that the agreement would be concluded in July 2020. In reliance on this the developer has a contractor ready and waiting to start on site and any further delay is likely to prejudice that arrangement and the overall progress of the scheme.
- Transfer of Services from Vivacity to Peterborough Limited and City College Peterborough - AUG20/CMDN/22 - With the approval of the Chairman of Growth, Environment and Resources 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 suspend the three day call-in period. This decision needs to follow special urgency procedures as outlined in the Councils Constitution because of the limited timescales to undertake the transfer of Leisure and Cultural services to the Council. Significant work has taken place since that date and the Report is the result of discussions with Vivacity and Partners to set out where these services will be delivered from the 17th September. The urgency of

this decision is to ensure there is clarity with Members and the public on what is happening and what these interim arrangements are. This is not on the forward plan.

- Award of Utility Contracts (Gas, Electricity, HH and NHH) to either suppliers under the ESPO or CCS Frameworks – AUG20/CMDN/25 - With the approval of the Chairman of Growth, Environment and Resources Scrutiny Committee, special urgency procedures have been invoked to suspend the requirement to publish for a five day consideration period, and the waiver of call-in procedure has been invoked to suspend the option to call the decision in. These procedures have been invoked due to the need to notify the supplier of the Council's intention to move to a green electricity tariff on the 1 October 2020, by 31 August 2020 (as requested by the new supplier (TG&P)). If the Council were to miss this deadline, it would remain on a brown electricity tariff, and would fail to achieve the targets previously committed to.

## 5. CABINET MEMBER DECISIONS

CABINET MEMBER AND DATE OF DECISION	REFERENCE	DECISION TAKEN
Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health  Cllr Fitzgerald  24/07/2020	JUL20/CMDN/18	<u>Direct award and tender of Extra Care services</u>  The Cabinet Member:  1. Directly awarded three services to Longhurst (as incumbent provider) on the basis of the financial savings offered. The contract would be for 2 years 7 months at a total cost of £2,340,818. 2. Noted the procurement of the remaining two schemes. 3. Authorised a 7 month extension in order to allow sufficient time for the procurement exercise above. The total value of the exemption would be £506,952.
Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health  Cllr Fitzgerald  24/07/20	JUL20/CMDN/19	<u>Extension of the Peterborough Integrated Sexual Health Service</u>  The Cabinet Member approved the following:  The extension of the Peterborough City Council commissioned Integrated Sexual and Reproductive Health service contract for Peterborough for a further 6 months, for the period 01 <sup>st</sup> October 2020 until 31 <sup>st</sup> March 2021; for a value of £783,149.00  Due to the ongoing COVID-19 pandemic, the procurement set out in the original CMDN (MAR20/CMDN/88) has been delayed and the decision has been taken to extend the existing services to ensure stability during this time. The transformational recommissioning of sexual and reproductive health services collaboratively between Cambridgeshire and Peterborough local authorities, Cambridgeshire and Peterborough CCG and NHS England will take place later in the year.
Cabinet Member for Housing,	AUG20/CMDN/20	<u>Agreement to lease 9 three-bedroom houses at Paston Lane, Peterborough</u>

<p>Culture and Recreation</p> <p>Cllr Allen</p> <p>07/08/2020</p>		<p>The Cabinet Member:</p> <ol style="list-style-type: none"> <li>1. Approved an agreement to lease 9 three-bedroom houses to be used for temporary accommodation and / or general needs affordable housing for a term of 20 years.</li> <li>2. Approved payment of the associated Stamp Duty Land Tax and professional fees.</li> </ol>
<p>Cabinet Member for Children's Services, Education, Skills and the University</p> <p>Cllr Ayres</p> <p>10/08/2020</p>	<p>AUG20/CMDN/21</p>	<p><u>Approval to enter into a Section 256 agreement with Cambridgeshire and Peterborough's Clinical Commissioning Group</u></p> <p>The Cabinet Member authorised the Council to enter into a Section 256 Agreement (pursuant to section 256 NHS Act 2006) with the Cambridgeshire and Peterborough Clinical Commissioning Group for receipt of funding relating to health funded support to children and young people and their families for the financial years 2020/2021 and 2021/2022.</p>
<p>Cabinet Member for Housing, Culture and Recreation</p> <p>Cllr Allen</p> <p>24/08/2020</p>	<p>AUG20/CMDN/22</p>	<p><u>Transfer of Services from Vivacity to Peterborough Limited and City College Peterborough</u></p> <p>The Cabinet Member approved:</p> <ol style="list-style-type: none"> <li>1. The transfer of services provided by Vivacity to Peterborough Limited and City College Peterborough;</li> <li>2. The proposed client arrangements and the associated processes to re-open services;</li> <li>3. The draft timetable and review process to transfer these services to their final delivery provider;</li> <li>4. The financial remuneration package for Peterborough Limited and City College Peterborough to deliver services in this interim period.</li> </ol>
<p>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> <p>Cllr Hiller</p> <p>25/08/2020</p>	<p>AUG20/CMDN/23</p>	<p><u>Freehold acquisition of 62-68 Bridge Street, Peterborough, PE1 1DT</u></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> <li>1. Approved the freehold acquisition of 62-68 Bridge Street, Peterborough.</li> <li>2. Approved associated stamp duty land tax and professional fees.</li> <li>3. Approved a contribution towards building conversion and fit out costs, subject to confirmation of financial support from the Towns Fund.</li> </ol>
<p>Cabinet Member for Digital Services and Transformation</p> <p>Cllr Farooq</p> <p>26/08/2020</p>	<p>AUG20/CMDN/24</p>	<p><u>Variation to the Council's Operational Services Agreement (Peterborough Serco Strategic Partnership Contract): Modification to scope of the PSSP Contract - Agresso Service Support element</u></p> <p>The Cabinet Member authorised a variation to the Council's Operational Services Agreement (Peterborough Serco Strategic Partnership Contract) ("PSSP Contract")</p>

		whereby the Agresso Service Support element is removed from the PSSP Contract's scope with effect from 1 October 2020.
Cabinet Member for Finance  Cllr Seaton  28/08/2020	AUG20/CMDN/25	<u>Award of Utility Contracts (Gas, Electricity, HH and NHH) to either suppliers under the ESPO or CCS Frameworks</u>  The Cabinet Member approved the new contractual arrangements for the Council's supply of electricity and gas under the ESPO framework. This includes switching to a 'green' electricity tariff which is one of the Council's declared 'top 20' actions for 2020/21.
Cabinet Member for Housing, Culture and Recreation  Cllr Allen  09/09/2020	SEPT20/CMDN/26	<u>Regional Pool: replacement option</u>  The Cabinet Member:  1. Endorsed the outcomes of the analysis set out in this report and the accompanying annexes and support the case for replacing the existing Regional Pool facility. 2. Approved the selection of Pleasure Fair Meadows as the preferred location for a new Regional Pool leisure facility subject to a detailed business case being developed. 3. Instructed Council officers to develop a detailed business case, working with Peterborough Investment Partnership.
Cabinet Member for Finance  Cllr Seaton  29/09/2020	SEPT20/CMDN/34	<u>Discretionary Rate Relief</u>  The Cabinet Member:  1. Approved the award of Discretionary Rate Relief for charities and similar organisations shown on the attached schedule at Appendix A to 31 March 2021; and  2. Rejected the applications for the award of Discretionary Rate Relief for charities and similar organisations shown on the attached schedule at Appendix B.
Cabinet Member for Strategic Planning and Commercial Strategy and Investments  Cllr Hiller  05/10/2020	OCT20/CMDN/35	<u>A605 Whittlesey Access Phase 2 - Stanground Access: Contract exemption for Cadent Gas works</u>  The Cabinet Member authorised an exemption from the Council's Contract Rules to allow a contract to be placed with Cadent Gas to undertake essential works associated with the A605 Whittlesey Access Phase 2 – Stanground Access highway scheme at a cost of £1,657,393.08. This CMDN does not increase the overall cost of the scheme.
Cabinet Member for Children's Services, Education, Skills	OCT20/CMDN/36	<u>Award of Contract - Provision of Child and Family Centres Services in Peterborough and Cambridgeshire</u>  The Cabinet Member authorised the award of contract to Barnardos Services Ltd for the delivery of children's

<p>and the University</p> <p>Cllr Ayres</p> <p>06/10/2020</p>		<p>centre services, due to commence on 18 January 2021. This contract will be for a period of 5 years, with an optional 2 year extension followed by 3 further extension periods of 12 months.</p> <p>The contract price shall be £6,691,590, for the five year contract period from 18 January 2021 to 17 January 2026.</p>
<p>Cabinet Member for Communities</p> <p>Cllr Walsh</p> <p>06/10/2020</p>	<p>OCT20/CMDN/37</p>	<p><u>Review and Re-Implementation of Gating and Designated Public Place Orders (Public Space Protection Orders)</u></p> <p>The Cabinet Member authorised the re-implementation of Public Space Protection Orders under Sections 60 and 61 of the Anti-Social Behaviour, Crime &amp; Policing Act 2014.</p>

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<b>COUNCIL</b>	AGENDA ITEM No. 11
<b>21 OCTOBER 2020</b>	<b>PUBLIC REPORT</b>

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

**1. MEMBER REPRESENTATIVES**

<b>Meeting</b>	<b>Dates of Meeting</b>	<b>Representative</b>
Overview and Scrutiny Committee	22 June 2020 29 July 2020 28 September 2020	Andy Coles Murphy
Combined Authority Board	5 August 2020 30 September 2020	Holdich
Audit and Governance Committee	31 July 2020	Lillis

1.1 The above meetings have taken place in June, July, August, and September 2020.

**2. AUDIT AND GOVERNANCE COMMITTEE – 31 JULY 2020**

2.1 The Audit and Governance Committee met on 31 July 2020, the decision summary is attached as **Appendix 1**.

**3. OVERVIEW AND SCRUTINY COMMITTEE – 22 JUNE 2020, 29 JULY 2020, AND 28 SEPTEMBER 2020**

3.1 The Overview and Scrutiny Committee met on 22 June 2020, 29 July 2020, 28 September 2020 the decision summaries are attached as **Appendix 2, 3 and 4**.

**4. COMBINED AUTHORITY BOARD – 5 AUGUST 2020 AND 30 SEPTEMBER 2020**

4.1 The Combined Authority Board met on 5 August 2020 and 30 September, the decision summary is attached as **Appendix 5 and 6**.

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

5.1 Links in the Appendices.

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## Audit and Governance Committee Decision Summary

Meeting: 31 July 2020

Agenda/Minutes: [Audit and Governance Committee - 31 July 2020](#)

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting

Item	Topic	Decision [None of the decisions below are key decisions]
1.	Apologies and Declarations of Interests	Apologies were received from Cllr Mike Davey (Cambridge City Council).  There were no declarations of interest.
2.	Confirmation of Membership of the Audit & Governance Committee for Municipal Year 2020/21 and Election of Vice-Chair	<ol style="list-style-type: none"> <li>1. Cllr Graham Bull had replaced Cllr Mac McGuire as the representative of Huntingdonshire District Council on the Committee.</li> <li>2. Cllr David Brown was nominated and seconded as Vice-Chair and duly elected.</li> </ol>
3.	Chairs Announcement's	<ol style="list-style-type: none"> <li>1. Lancaster Way: At the May Audit and Governance Committee meeting, following a referral by the Transport and Infrastructure Committee, it was agreed to commission an independent review of the costs and timetable associated with the programme delivery of the Lancaster Way project against terms of reference agreed at that meeting. The Combined Authority approached a number of potential suppliers and, in consultation with Cambridgeshire County Council, have agreed to appoint a suitably qualified auditor to perform the review. An inception meeting to agree the process, timeline and requirements for carrying out the work is scheduled for 3rd August. The supplier has been asked to provide a report to the Committee on</li> </ol>

Item	Topic	Decision [None of the decisions below are key decisions]
		<p>their findings at the 2 October Committee meeting, or at an Extraordinary Committee meeting.</p> <ol style="list-style-type: none"> <li>2. Register of Interest Forms: The Chair reminded members of the Committee to complete the Register of Interest forms recently forwarded to them via their respective constituent councils.</li> <li>3. MHCLG Correspondence: The Chair informed members of the Committee that he had spoken to the external auditors and was satisfied the issues referred to in the local press were a matter for the Overview &amp; Scrutiny Committee – the only governance issues were related to an error in the Constitution and a single recruitment issue. The Chair has requested an update on these two issues at the next meeting on 2 October. The Chair proposed the correspondence between the Mayor and the Minister be shared with the Committee together with an analysis from the Chief Executive of the issues raised by the Minister in the correspondence.</li> </ol> <p>Resolved:</p> <ol style="list-style-type: none"> <li>1. The Lancaster Way independent review would be received at an extraordinary meeting or at the next meeting on 2 October, depending upon timescales.</li> <li>2. The Mayor of the Combined Authority be invited to the 2 October meeting to update the Committee on the MHCLG correspondence relating to governance issues.</li> <li>3. The MHCLG/Mayoral correspondence be circulated to the Committee together with an analysis of the issues raised by the Minister.</li> </ol>

Item	Topic	Decision [None of the decisions below are key decisions]
4.	Minutes of the last meeting	<ol style="list-style-type: none"> <li>1. The minutes of the last meeting held on 26 May 2020 were agreed as an accurate record.</li> <li>2. The Chair requested that 'open actions' be reverted to the top of the Action Sheet at future meetings.</li> </ol>
5.	Draft Financial Statements 2019/20	<ol style="list-style-type: none"> <li>1. S.73 Officer highlighted that the final publication date for the accounts is 30 November 2020 with the final version brought to the Committee on 2 October.</li> <li>2. With any amendments suggested by the Committee the version presented would be uploaded onto the CA website and public consultation will commence on the first Monday in September.</li> <li>3. Following a suggestion, a note should be incorporated into the accounts to fully explain the adjustment on the LEP/Business Board accountability.</li> <li>4. A note should be incorporated into the accounts stating no bonuses are paid to senior staff and salaries are base pay – any reference to bonuses should, therefore, be removed. The narrative should also reflect expenses not subject to tax are not included.</li> <li>5. The financial statements should reflect the risk register in future.</li> <li>6. The Committee to receive the redrafted version of the financial statement following revisions prior to the period of public consultation.</li> </ol> <p>Resolved:</p> <ol style="list-style-type: none"> <li>1. The final statement of accounts to be presented at the 2 October 2020 meeting of the Committee.</li> </ol>

Item	Topic	Decision [None of the decisions below are key decisions]
6.	External Audit Update 2020/21	<p>1. The audit has not, as yet, been completed to the ambitious deadline of the end of July 2020. It will be, in the most part, completed by the end of August. However, owing to complexities related to the Cambridgeshire Pension Fund it will be the end of September when complete and be presented to the 2 October meeting of the Committee.</p> <p>2. Ernst &amp; Young were made aware of the MHCLG correspondence and are satisfied there are no significant issues that impact on the audit. If anything comes to light this will be reported at the next meeting.</p> <p>Resolved:</p> <p>1. The final audit and opinion be presented at the 2 October 2020 meeting of the Committee.</p>
7.	Internal Audit and Opinion 2019/20	<p>1. There were no significant issues to be reported and this is reflected in the Annual Governance Statement.</p> <p>2. There has been significant improvement of governance across all levels of the organisation.</p> <p>3. There will be a future report to the Committee on information security and governance.</p> <p>Resolved:</p> <p>1. A report on information security and governance to be submitted to the Committee. This to be included in the work programme at an agreed date.</p>

Item	Topic	Decision [None of the decisions below are key decisions]
8.	Internal Audit 2020/21	<p>1. There had been six expressions of interest to take forward the Internal Audit function following the cessation of the SLA with Peterborough City Council. Of these, three bids had been evaluated as compliant.</p> <p>2. The assessment will be complete, and an appointment made by week ending 14 August and the internal audit plan will be presented at the 2 October meeting of the Committee</p> <p>3. The Chair will be present at the presentations and he requested the Vice-Chair be involved also, if available.</p> <p>Resolved:</p> <ol style="list-style-type: none"> <li>1. Subject to availability the Vice-Chair be invited to the evaluation presentations.</li> <li>2. The Internal Audit Plan 2020/21 to be presented at the 2 October 2020 meeting of the Committee.</li> </ol>
9.	Annual Governance Statement	<p>1. A typographical error was pointed out on page 125 of the Committee papers – the year referenced should be 2019/20.</p> <p>2. The Monitoring Officer drew Committee attention to the current review of the Constitution and that there would be a workshop session on this for Members in mid-September. Members requested that, if possible, this be held on the same date as any extraordinary meeting related to Lancaster Way.</p> <p>3. There was a request for consistency on the acronyms used for the Cambridgeshire &amp; Peterborough Combined Authority in documentation.</p> <p>Resolved:</p>

Item	Topic	Decision [None of the decisions below are key decisions]
		<ol style="list-style-type: none"> <li>1. That a date for the workshop session for the Constitution review be forwarded to the Committee members as soon as possible.</li> </ol>
10.	Combined Authority Board Update	<ol style="list-style-type: none"> <li>1. The Chief Executive provided an update on the Combined Authority.</li> <li>2. Since the last meeting of the Committee there had only been one CA Board meeting at which the Complaints Policy was agreed and adopted. This had been approved at the last Audit &amp; Governance Committee meeting.</li> <li>3. The Chief Executive updated the Committee on measures being undertaken to mitigate the economic impact of Covid-19.</li> <li>4. A positive announcement on Wisbech Rail is expected shortly. This has formed part of the Gateway Review currently ongoing which has a number of positive messages being reported back to MHCLG.</li> <li>5. The University of Peterborough HE Partner has been appointed. Anglia Ruskin University will be the provider with the intention that there will be a fully independent University in due course.</li> </ol>
11.	Independent Commission on Climate Change	<ol style="list-style-type: none"> <li>1. The inaugural meeting of the Commission was on the morning of this meeting.</li> <li>2. A request for the names of those on the Commission was made.</li> <li>3. Any contributions from Members of the Committee would be welcomed, as the Commission wishes to have as wide an engagement as possible and should be sent directly to Adrian Cannard.</li> <li>4. There was some concern expressed with regard to the Commission appointments and whether it was an open appointment process. The Chair's comments with regard to this were noted. As a non-remunerated Commission, the group was selected based upon expertise – had it been a</li> </ol>

Item	Topic	Decision [None of the decisions below are key decisions]
		<p>remunerated Commission there would have been an open appointment process.</p> <p>5. As part of the Constitution review there will be a section on working groups which will elaborate upon the internal controls for the appointments to Boards, Commissions and Working Groups.</p> <p>Resolved:</p> <ol style="list-style-type: none"> <li>1. The names of all on the Independent Commission on Climate Change will be provided to the Committee.</li> <li>2. The Constitution review should include protocols for appointments to Boards, Commissions and Working Groups.</li> <li>3. A further report to the Committee be programmed for December 2020 to explain the process for formulating recommendations.</li> </ol>
12.	Corporate Risk Register	<ol style="list-style-type: none"> <li>1. As requested at the previous meeting the risks were presented in order of RAG rating from highest to lowest. The only 'red' risk being the impact of Covid-19.</li> <li>2. A request to include climate change as a discrete risk was raised once more. The Chief Executive explained climate change is considered in how it manifests itself in the delivery of all infrastructure projects. There was a level of disquiet from the Committee regarding this. The CA will consider advice from the Independent Commission on Climate Change to see whether climate change ought to be reflected as an individual risk on the register. Members of the Committee requested that climate change is considered a discrete risk</li> </ol>

Item	Topic	Decision [None of the decisions below are key decisions]
		<p>3. Covid-19 appears as a single risk due to the immediate financial risk it poses to the Combined Authority area.</p> <p>4. Cllr Mason undertook to forward a document highlighting the sort of questions an organisation would be required to answer as part of the new Task Force on Climate Related Financial Disclosure (TCFD) from 2022. It was suggested this in turn be forwarded to the co-ordinators of the Independent Commission on Climate Change.</p> <p>Resolved:</p> <ol style="list-style-type: none"> <li>1. Climate change to appear on future risk register reports to the Committee as a discrete risk.</li> <li>2. A further update on the Corporate Risk Register will be received at the 2 October 2020 meeting of the Committee.</li> </ol>
13.	Work Programme	<ol style="list-style-type: none"> <li>1. The revised format was welcomed, and the Scrutiny Officer requested any further feedback on work programme presentation be forwarded to him.</li> <li>2. Revisions to the work programme based on this meeting would be reflected in a revision to be published with the minutes of the meeting.</li> <li>3. A typographical error will be corrected, and the date of the April 2020 meeting amended following the confirmation of dates at the last CA Board meeting in June 2020.</li> </ol> <p>Resolved:</p> <ol style="list-style-type: none"> <li>1. The work programme revisions to be published alongside the minutes of the meeting</li> </ol>



Item	Topic	Decision [None of the decisions below are key decisions]
14.	Date of Next Meeting	The next meeting will be held virtually on the Zoom platform on 2 October 2020 at 10.00 a.m.

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## Overview and Scrutiny Committee Decision Summary

Meeting: 22nd June 2020

Agenda/Minutes: [Overview and Scrutiny Committee - 22nd June 2020](#)

Chair: Cllr Lorna Dupré

Summary of decisions taken at this meeting

Item	Topic	Decision [None of the decisions below are key decisions]
1.	Apologies	Apologies were received from: Cllr P Heylings (substituted by Cllr P Fane), Cllr A Hay and Cllr G Chamberlain.
2.	Confirmation of Membership	
3.	Declarations of Interest	There were no declarations of interest.
4.	Minutes of the Previous Meeting	The minutes of the last meeting held on 29 May 2020 were agreed as an accurate record.
5.	Public Questions	There were no public questions received
6.	Co-option of an Independent Member from a Constituent Authority	<p>The Chair stated it was for the Committee to consider whether to appoint an Independent member to the Committee; however, such a member would have no voting rights or be counted towards the quoracy of the Committee.</p> <p>Agreed:</p> <p>i) That an Independent member is not co-opted onto the Committee.</p>

Item	Topic	Decision [None of the decisions below are key decisions]
		ii) That the Monitoring Officer enquire of the Combined Authority Board what representations, if any, have been made at government level to reconsider the legislative barrier to the inclusion of Independent members when considering political proportionality for Combined Authorities.
7.	Lead Member Appointment	There was full Committee support for a Lead Member to shadow the Business Board. Interested members should contact the Scrutiny Officer by the end of June 2020.
8.	Overview & Scrutiny Work Programme	Agreed: <ul style="list-style-type: none"> <li data-bbox="846 683 2000 794">i) The Chairs of the Executive Committees, the Mayor of the Combined Authority and the Combined Authority Directors be timetabled into the work programme.</li> <li data-bbox="846 826 2000 1018">ii) The following be scheduled into the work programme:               <ul style="list-style-type: none"> <li data-bbox="1010 906 1211 938">• A10 Dualling</li> <li data-bbox="1010 943 1435 975">• Ely Capacity Enhancements</li> <li data-bbox="1010 979 1301 1011">• Digital Connectivity</li> </ul> </li> <li data-bbox="846 1050 2000 1129">iii) That the updated work programme be presented to the next Committee meeting.</li> <li data-bbox="846 1161 2000 1241">iv) That a further horizon scanning item be scheduled for December 2020 to consider the work programme to April 2021.</li> </ul>
9.	CPCA Project Register	The report was noted and an update to the Committee was requested for September 2020, and quarterly thereafter.

Item	Topic	Decision [None of the decisions below are key decisions]
10.	Combined Authority Forward Plan	The CA Forward Plan was noted.
11.	Date of Next Meeting	The next meeting of the Committee will be at 11.00 a.m. on Monday, 27 July 2020 via the Zoom platform.

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## Overview and Scrutiny Committee Decision Summary

Meeting: 29th July 2020

Agenda/Minutes: [Overview and Scrutiny Committee - 29th July 2020](#)

Chair: Cllr Lorna Dupré

Summary of decisions taken at this meeting

Item	Topic	Decision [None of the decisions below are key decisions]
1.	Apologies	Apologies were received from: Cllr Markus Gehring (Cambridge City Council) substituted by Cllr Dan Summerbell; Cllr Patricia Jordan (Huntingdonshire District Council); and Cllr Kevin Price (Cambridge City Council).
2.	Declarations of Interest	There were no declarations of interest.
3.	Minutes of the Previous Meeting	Cllr Alex Miscandlon (Fenland District Council) was not in attendance – Cllr David Mason was the representative of FDC. With this amendment the minutes of the last meeting were agreed as an accurate record.
4.	Public Questions	There were no public questions received
5.	The Mayor of the Combined Authority	It was Agreed:  The Monitoring Officer would provide legal advice as to whether the following could be made available to the Committee:

Item	Topic	Decision [None of the decisions below are key decisions]
		<ul style="list-style-type: none"> <li>i) The legal advice, including that from James Goudie QC, behind the appointment of a political assistant and subsequent Chief of Staff;</li> <li>ii) The letter from MHCLG to the Co-Chief Executives in June 'outlining our differing view on the total additional starts on site delivered to date and confirming that further evidence of progress would be required before the Department could make further funding available';</li> <li>iii) The letter being written to The Minister of State at the MHCLG at the end of July/early August.</li> </ul>
6.	University of Peterborough	The PowerPoint presentation to be circulated to the Committee and published on the CA meetings website.
7.	Lead Member Appointment to Shadow the Business Board	<p>Agreed:</p> <ul style="list-style-type: none"> <li>i) Cllr Ed Murphy confirmed as Lead Member for the Business Board.</li> <li>ii) Cllr Jocelyne Scutt confirmed as Lead Member for Housing replacing Cllr Ed Murphy</li> </ul>



8.	<p>Combined Authority Board Agenda: Wednesday, 5 August 2020</p>	<p>The following questions to the Board were agreed:</p> <p><b>Item 2.1 Budget Monitor Update:</b> Building upon cycle schemes he has funded recently is the mayor able to consider reviewing budgets and move funding towards promoting safe walking and particularly cycling?</p> <p><b>Item 3.1 £100m Affordable Housing Programme Proposed Variations to Schemes that form investments from the £40m revolving fund:</b> The report to the Board states that “The lost interest by granting interest free periods will not impact on other areas of the Combined Authority. i.e. the revenue budget does not rely on these funds, but as mentioned earlier in the paper, any interest earned on these loans would be recycled and re-invested into new housing projects. i.e. the loss of interest just impacts on future funds available to support the £100m affordable housing programme.” What—in financial and housing unit terms—is the opportunity cost of this lost interest?</p> <p><b>Item 3.2 Proposal for a Corporate Vehicle to bring forward the Cambridgeshire Autonomous Metro (CAM):</b> The report to the Board states that “CAM will potentially increase social mobility to Peterborough and the Fens, therefore ‘levelling up’ the region”. Which parts of the Fens will have access to CAM, and when?</p> <p><b>Item 3.3 A10 Junctions and Dualling:</b> The report to the Board states that “there was a spread of opinion about the options”. Will the Combined Authority publish the public feedback received in response to the virtual public exhibition?</p> <p><b>Item 3.5 Market Town Masterplans:</b> A frequent comment during the development of the Market Town Masterplans was that local councillors and communities had not been consulted in their development, or their comments had been ignored. As funds are about to be allocated to the Market Towns to implement the Masterplans, what flexibility will be shown in granting funds to</p>
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		<p>Market Towns for local priorities which are not in the Masterplans created for them, but which have greater local support and in some cases, greater feasibility?</p> <p><b>Item 5.2 Integrated Economic, Business and Skills Insight Programme:</b> How is the Combined Authority balancing the need for urgent action this summer and autumn to address the short-term implications of COVID-19 on business and the economy, with the wish to redesign its medium term COVID-19 recovery focus?</p>
9.	Combined Authority Forward Plan	The Committee work programme was noted.
10.	Lead Member Questions to Executive Committees	Cllr Andy Coles confirmed the questions provided to the Skills Committee had been answered. There were no questions to the last meetings of either the Transport or Housing Committees.
11.	Combined Authority Forward Plan	The CA Forward Plan was noted
12.	Date of Next Meeting	Monday, 28 September 2020 at 11.00 a.m.

## Overview and Scrutiny Committee Decision Summary

Meeting: 28th September 2020

Agenda/Minutes: [Overview and Scrutiny Committee - 28 September 2020](#)

Chair: Cllr Lorna Dupré

### Summary of decisions taken at this meeting

Item	Topic	Decision [None of the decisions below are key decisions]
1.	Apologies	Apologies were received from: Cllr Grenville Chamberlain (South Cambridgeshire County Council) substituted by Cllr Heather Williams; and Cllr Kevin Price (Cambridge City Council).
2.	Declarations of Interest	Cllr Ed Murphy declared an interest on item 6 (Wisbech Rail Project Update) due to work he has conducted on behalf of ASLEF in the rail sector.
3.	Minutes of the Previous Meeting	The minutes of the last meeting were agreed as an accurate record. The responses to the questions the Committee asked at the last CA Board meeting would be added as an appendix to the minutes on the Combined Authority meetings website.
4.	Public Questions	There were no public questions received.
5.	The Chair of the Independent Commission on Climate Change	Baroness of Brown of Cambridge was in attendance.  The Chair of the Commission highlighted the progress made by the Commission in its three meetings to date and confirmed the membership of the Commission. Members of the Committee asked questions of the Chair of the Commission.

Item	Topic	Decision [None of the decisions below are key decisions]
		<p>An interim report from the Commission is scheduled for February 2021 with the final report with recommendations expected in the early summer of 2021.</p> <p>The Commission will have a web presence and a logo has been agreed.</p> <p>The Chair of the Commission stated she would be happy to return to the Committee when the interim report has been published.</p>
6.	Wisbech Rail Project Update	<p>The update was noted and it was suggested that a further update for the Committee would be available between November 2020 and January 2021 (to be confirmed).</p> <p>A link to the Network Rail consultation on Ely capacity area enhancements would be shared with Committee members.</p>
7.	CAM Metro Task and Finish Group Update	<p>The Chair of the Task and Finish Group was not in attendance at the meeting. Therefore, other Task and Finish Group members updated the Committee. There had been good progress on the work in the spring; however, the Task and Finish Group has had difficulty in obtaining data related to consultations that have taken place.</p> <p>There was an overall concern about transparency expressed and the publication of papers for the CA Board meeting on 30 September is the first time the Task and Finish Group has seen relevant documentation. It is hoped now documentation has been published the Task and Finish Group can make further progress and a meeting will be scheduled for early October with a report forthcoming to the next meeting of the Committee.</p>
8.	Combined Authority Board Agenda: Wednesday, 30 September	The following questions to the Board were agreed:

Item	Topic	Decision [None of the decisions below are key decisions]
		<p><b>Item 1.6 Cambridgeshire and Peterborough Combined Authority Constitution</b></p> <p>What representations has the Combined Authority made to central government on the long-standing issue of the quoracy of Combined Authority Committees, and what has been the response?</p> <p>In line with the seven Nolan Principles of Public Life, is there a commitment for the Business Board to be more transparent and to hold meetings in public session?</p> <p><b>Item 3.1 Cambridgeshire Autonomous Metro Special Purpose Vehicle Shareholder Agreement</b></p> <p>The Combined Authority Overview and Scrutiny Committee would wish to place on record its concerns about the transparency of the CAM Special Purpose Vehicle, and about the lack of timely access to information regarding the CAM scheme in general. Will the Combined Authority give the Committee the assurance that members of the Committee will be provided with information and access to officers in a timely manner, and that the Special Purpose Vehicle will operate openly and transparently? This would include the provision of exempt information to members of the Committee on a 'need-to-know' basis.</p> <p><b>Item 3.2 A10 Junctions and Dualling</b></p> <p>If the Department of Transport funding decision on dualling is negative will the whole £2m for the Outline Business Case still be required? And in that situation, would the Combined Authority proceed with a junctions-only option, and in what timescale?</p> <p><b>Item 3.3 Market Towns Programme Investment Prospectus</b></p> <p>It appears that there is nothing in the proposals which affect Chatteris. Is this a timing issue and, if so, when is it envisaged that funding applications for Chatteris will be considered?</p>

Item	Topic	Decision [None of the decisions below are key decisions]
		<p>Have there been any project proposals that when independently appraised did not reach the pass mark, and, if so, what were these proposals?</p> <p>Can the projects be economically justified in the current climate? What is the process for developing these applications? Who is involved and how can residents and local organisations be involved and contribute to the development of proposals?</p> <p><b>Item 4.3 Bus Reform</b> As with our question for Item 3.1, will the Combined Authority Board give an assurance of transparency to the Overview and Scrutiny Committee as this programme continues? The Committee has a Task and Finish Group which provided a series of recommendations last year and is committed to reporting back to the Committee at the end of this municipal year.</p> <p><b>Items 5.1 and 5.2</b> How can it be ensured that there will be no duplication of work with that being undertaken by the Greater Cambridge Partnership on these measures?</p> <p>With that in mind will the Board commit to ensuring the most productive use of collaboration between the Combined Authority, the GCP, Cambridgeshire County and Peterborough City Councils, and district councils?</p> <p>Can the Combined Authority update the committee on the virement of resources to Covid-19 and its effectiveness?</p>

Item	Topic	Decision [None of the decisions below are key decisions]
9.	CPCA Project Register	The Project Register was noted. Resolved: i) That future quarterly reports include an additional columns to indicate a) expected end date of project ; b) the future dates detail of the project are going to Executive Committees or the CA Board; and c) a RAG rating indicating that project are proceeding as expected (or not).
10.	Lead Member Questions to Executive Committees	Cllr Andy Coles confirmed the questions he was content with the answers to the questions he had provided to the last Skills Committee.  It was agreed that a meeting of Lead Members, the Chair of the Committee and the Scrutiny Officer take place prior to the next round of Executive Committees in order to consider questions to those Committees. This meeting is proposed for 2 November at 10.00 a.m.
11.	Combined Authority Forward Plan	The CA Forward Plan was noted
12.	Overview and Scrutiny Committee Work Programme	The Work Programme was noted. Resolved: i) The next appearance by the Chair of the Independent Commission on Climate Change be initially scheduled for February 2021. ii) A further update on the CAM Metro Task and Finish Group will be presented to the October 2020 meeting of the Committee.
13.	Date of Next Meeting	Monday, 26 October 2020 at 11.00 a.m. with a pre-meeting for Members at 10.00 a.m.

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## Cambridgeshire & Peterborough Combined Authority Board - Decision Summary

Meeting: 5th August 2020

Agenda/Minutes: [Cambridgeshire and Peterborough Combined Authority Board - 5th August 2020](#)

Item	Topic	Decision
<b>Part 1 – Governance Items</b>		
1.1	Announcements, Apologies and Declarations of Interest	<p>No apologies were received.</p> <p>Councillor Bailey made a declaration of interest in relation to Item 3.1: £100m Affordable Housing Programme Proposed Variations to Schemes that form investments from the £40m revolving fund in relation to loans to the East Cambridgeshire Trading Company, a wholly owned company of East Cambridgeshire District Council. he had taken advice from the Monitoring Officer and confirmed that it would be in order for her to remain in the meeting for consideration of this item and vote.</p> <p>Kim Sawyer, Chief Executive, made a declaration of interest in relation to Item 3.2: Proposal for a Corporate Vehicle to bring forward the Cambridgeshire Autonomous Metro (CAM). The Board was being recommended to appoint Ms Sawyer as one of three interim directors of the CAM Special Purpose Vehicle until the confirmed appointment of the members of the Board, following an external recruitment process. Ms Sawyer had taken advice from the Monitoring Officer and confirmed that it would be in order for her to present the report to the Board.</p>

		Councillor Holdich made a declaration of interest in relation to Item 5.1: University of Peterborough Full Business Case. He had taken advice from the Monitoring Officer and confirmed that it would be in order for him to remain in the meeting for consideration of this item and vote.
1.2	Minutes of the Combined Authority Board meeting 3 June 2020	The minutes of the meeting on 3 June 2020 were approved as an accurate record, subject to a minor amendment to minute 536: Complaints Policy.
1.3	Petitions	None received
1.4	Public Questions	One question was received from Mr Michael Page on Item 3.2: Proposal for a Corporate Vehicle to bring forward the Cambridgeshire Autonomous Metro (CAM) and one from Councillor Tim Wotherspoon on Phase 2 of the Non-Statutory Strategic Spatial Framework. The questions can be viewed in full at:  <a href="#">Public Questions</a>
1.5	Forward Plan	It was resolved to:  Approve the Forward Plan.
1.6	Membership of the Combined Authority Board and Committees 2020-21 - Update	The Board reviewed the membership of the Combined Authority Board, Executive Committees, Business Board, Overview & Scrutiny Committee and Audit & Governance Committee for the 2020/21 municipal year.  It was resolved to:  a) appoint the Members and substitute Members nominated by constituent councils to the Combined Authority Board, Executive Committees, Business Board, Overview & Scrutiny Committee and Audit & Governance Committee for the municipal year 2020/2021 (Appendix 1);

		b) Note the named representative and substitute representative for each organisation as set out in the report.
1.7	Registered Office Change - Cambridgeshire and Peterborough Combined Authority Companies	<p>The Board considered a report informing them of the recent change to the registered office of the Combined Authority and its companies.</p> <p>It was resolved to:</p> <p>Note the change of the registered office of the Cambridgeshire and Peterborough Combined Authority and its subsidiary companies.</p>
1.8	Annual Report of the Chair of Audit and Governance 2019-20	<p>The Board reviewed the Audit and Governance Committee Annual Report for 2019/20</p> <p>It was resolved to:</p> <p>Note the Annual Report of the Chair of Audit and Governance Committee for 2019/20 (Appendix 1) and provide any feedback to the Committee.</p>

1.9	Overview and Scrutiny Committee Annual Report 2019-20	<p>The Board reviewed the Overview and Scrutiny Committee Annual Report for 2019/20</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Note the Annual Report of the Chair of the Overview and Scrutiny Audit and Governance Committee for 2019/20 (Appendix 1) and provide any feedback to the Committee.</li> <li>b) Consider the recommendations of the Bus Review Task &amp; Finish Group approved by the Overview &amp; Scrutiny Committee at its meeting on 24 April 2020 and provide a response within two months of receipts of the these recommendations as per the Constitution of the Combined Authority. The response should indicate what (if any) action the Combined Authority or the Mayor proposes to take and publish such response.</li> <li>c) Note the recommendations of the CAM Task &amp; Finish Group to the Overview &amp; Scrutiny Committee.</li> </ul>
<b>Part 2 – Finance</b>		
2.1	Budget Monitor Update	<p>The Board considered a report providing an updated budget position for 2020-21.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Note the revised budget for the 2020-21 financial year.</li> <li>b) Note the reduction in expected costs for the Garden Villages project in 2020-21 per paragraph 3.7.</li> </ul>



Part 3 - Combined Authority Decisions

3.1 £100m Affordable Housing Programme Proposed Variations to Schemes that form investments from the £40m revolving fund

The Board considered a report seeking approval to restructure the profile of the five loans already agreed from the £40m revolving fund.

It was resolved to:

Approve variations to schemes that form investment from the £40m revolving fund, specifically approval of changes to the terms and conditions of pre-existing loans in response to the impacts of COVID 19 as shown in a) to d) below;

a) Approve extensions to the duration of the existing facility agreements with Laragh Homes and The East Cambridgeshire Trading Company as shown in the table below:

Scheme Name	Borrower	Proposed extension to facility agreement in months
Haddenham CLT (Loan)	ECTC	24
Ely MOD Site (Loan)	ECTC	20
Alexander House Ely (Loan)	Laragh Developments	4
Linton Road, Great Abingdon (Loan)	Laragh Developments	6
Histon Road (Loan)	Laragh Developments	7

b) Approve the grant of interest free periods with Laragh Homes and The East Cambridgeshire trading company as shown in the table below:

Scheme Name	Provider / Lead Partner	Interest free period in months	Starting from
Haddenham CLT (Loan)	ECTC	24	01/04/2020
Ely MOD Site (L, Cambridge loan)	ECTC	6	01/08/2020
Alexander House Ely (Loan)	Laragh Developments	2	01/08/2020
Linton Road, Great Abingdon (Loan)	Laragh Developments	3	01/08/2020
Histon Road, Cambridge (Loan)	Laragh Developments	5	01/08/2020

- c) Interest free periods referred in b) above will be subject to a 'clawback' provision. Upon a final project reconciliation between the borrower and CPCA, the interest forgone through the interest free period will be recovered on a sliding scale if at the end of the project the actual profit is above the revised profit now being forecast for each project as a result of the Covid-19 impact.
- d) Increase the permitted number of drawdowns in each facility agreement to reflect the longer term of each loan facility.
- e) The Director of Housing and Development to be given authority to document the variations to the facility agreements as outlined in a)- d)

		above and undertake the end of project reconciliation/s assessing the potential recovery of the benefit of the interest free period against final project profit outcome for each project.
3.2	Proposal for a Corporate Vehicle to bring forward the Cambridgeshire Autonomous Metro (CAM)	<p>The Board considered a report outlining the proposal for a corporate special purpose vehicle which would act as a lead entity in the further development of the CAM Programme.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Approve the incorporation of the CAM SPV.</li> <li>b) Appoint the following interim directors until the confirmed appointment of the members of the Board, following an external recruitment process: <ul style="list-style-type: none"> <li>Kim Sawyer, Chief Executive</li> <li>John Hill, Chief Executive</li> <li>Jon Alsop, Chief Finance Officer</li> </ul> </li> <li>c) Approve the company Articles.</li> <li>d) Approve the proposed process for recruitment of the Board members, at Appendix 7, and note the expected levels of remuneration as set out in paragraph 6.9.</li> <li>e) Note the corporate support to be provided by the CPCA to the SPV.</li> <li>f) Approve the Mayor as representative of the CPCA as non-voting shareholder director to attend the interim and substantive Board.</li> <li>g) Note and approve the proposed governance structures and committees of the CAM SPV at Appendix 4.</li> </ul>



		<p>h) Approve the draft initial Business Plan in the confidential Appendix 6, and request that a further report be brought back to the September meeting of the Combined Authority Board seeking approval for:</p> <ul style="list-style-type: none"> <li>a. The initial Business Plan</li> <li>b. The initial equity investment</li> <li>c. The proposed board members and chair</li> <li>d. The Shareholder and SPV Agreement</li> </ul> <p>i) Note and approve the mobilisation expenditure and approve the drawdown of £1,400,000 from the Medium-Term Revenue Financial Plan to progress the consultancy work set out in section 5.</p> <p>j) To approve the £1m Equity Investment in the CAM SPV from Capital Gainshare as set out in the Medium Term Financial Plan.</p> <p>k) Subject to the approval of the Local Growth Fund application for £1m, to approve the use this to take an equity subscription of shares in the CAM SPV.</p>
3.3	A10 Junctions and Dualling	<p>The Board considered a report seeking approval for the Strategic Outline Business Case for dualling the A10 between Cambridge and Ely and upgrading junctions on that section of the route.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Approve the Strategic Outline Business Case and agree in principle to proceed to Outline Business Case, subject to the outcome of funding discussions with the Department for Transport;</li> </ul>

		b) Note the views of residents and businesses in response to the Virtual Public Exhibition.
3.4	A141 Huntingdon Capacity Study and Third River Crossing	<p>The Board considered a report summarising the outcome of the A141 and Huntingdon Third River Crossing study.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Note the outcomes of the A141 and Huntingdon Third River Crossing Study.</li> <li>b) Approve the drawdown of budget of £350,000 for undertaking a Strategic Outline Business Case for the A141.</li> <li>c) Approve the drawdown of budget of £500,000 from the Subject to Approval budget within the Medium-term Financial Plan for undertaking a Strategic Outline Business Case and further develop a package of Quick Wins.</li> </ul>
3.5	Market Towns Programme - Approval of Masterplans for East Cambridgeshire (Ely, Soham and Littleport)	<p>The Board considered a report seeking approval for the East Cambridgeshire Market Town Masterplan Action Plans produced for Ely, Soham and Littleport.</p> <p>It was resolved to:</p> <p style="text-align: center;">Approve the East Cambridgeshire Market Town Masterplan Action Plans produced for Ely, Soham, and Littleport.</p>
3.6	Ox-Cam Arc Representation	<p>The Board considered a report presenting proposals for the Combined Authority's representation on the governance groups of the Oxford to Cambridge Arc (Ox-Cam).</p> <p>It was resolved to:</p>

		<p>a) Note the Combined Authority's status as the Arc Growth Board for Cambridgeshire and Peterborough.</p> <p>b) To nominate the Leaders and substitutes listed at paragraph 4.2 to the Arc Leadership Executive:</p> <ul style="list-style-type: none"> <li>• The Mayor</li> <li>• Leader of Cambridgeshire County Council (substitute Cllr Roger Hickford)</li> <li>• Leader of South Cambridgeshire District Council (substitute Cllr Lewis Herbert)</li> </ul>
<p>By Recommendation to the Combined Authority</p> <p>Part 4 – Transport and Infrastructure Committee Recommendations to the Combined Authority Board</p>		
4.1	A1260 Junction 15 Transport Study - Outcomes of Outline Business Case	<p>The Board considered a report seeking approval to proceed with producing the Full Business Case and detailed design for the A1260 Junction 15 project.</p> <p>It was resolved to:</p> <p style="padding-left: 40px;">Approve for the drawdown of £470,000 from the Medium-Term Financial Plan to produce the Full Business Case and detailed design.</p>
4.2	A1260 Junction 32 33 Transport Study - Outcomes of the Outline Business Case	<p>The Board considered a report seeking approval to proceed with producing the Full Business Case and detailed design for the A1260 Junction 32-33 project.</p> <p>It was resolved to:</p> <p style="padding-left: 40px;">Approve the drawdown of £500,000, from the Medium-Term Financial Plan to produce the Full Business Case and detailed design.</p>

4.3	March Area Transport Strategy Progress Report	<p>The Board considered a report requesting approval to commence the Outline Business Case and preliminary design.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Approve commencement of the Outline Business Case and preliminary design.</li> <li>b) Approve the drawdown of £1.0m for production of the Outline Business Case and preliminary design.</li> </ul>
<p>By Recommendation to the Combined Authority</p> <p>Part 5 – Skills Committee Recommendations to the Combined Authority Board</p>		
5.1	University of Peterborough Full Business Case	<p>The Board considered a report requesting approval for the adoption of the Full Business Case to mobilise the creation of Phase 1 of the new University of Peterborough Project.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Approve and adopt the Full Business Case to mobilise the creation of Phase 1 of the new University of Peterborough project.</li> <li>b) Delegate authority to the Director of Business and Skills, in consultation with the Lead Member for Economic Growth, the Monitoring Officer and the Chief Financial Officer (Section 73), to develop the following key documents for the Special Purpose Joint Vehicle: <ul style="list-style-type: none"> <li>1) Prop Co Articles of Association.</li> <li>2) Collaboration Agreement.</li> </ul> </li> </ul>

		<p>3) Cambridgeshire and Peterborough Combined Authority Services Agreement.</p> <p>4) Shareholder's agreement.</p>
5.2	Integrated Economic, Business and Skills Insight Programme	<p>The Board considered a report recommending to resource the commissioning exercise through existing MTFP budgets and seek authorisation to consolidate these.</p> <p>It was resolved to:</p> <p>a) Approve the consolidation of the Small and Medium Sized Enterprises (SME) Observatory budget and the Local Growth Fund (LGF) Top Slice and Department for Business, Energy and Industrial Strategy Support Funding as detailed in Table 1, to resource the commissioning.</p> <p>b) Approve the consolidation of the Adult Education Budget Programme costs, National Retraining scheme and Apprenticeships as detailed in Table 2, to resource the commissioning.</p>
5.3	Careers and Enterprise Company Review	<p>The Board considered a report providing an annual review of the decisions made by the Combined Authority Board on 29<sup>th</sup> May 2019 to retain the Careers and Enterprise Company contract that was due to be terminated on 31 March 2019.</p> <p>It was resolved to:</p> <p>Note the Annual Review report.</p>
5.4	Growth Company Corporate Governance	<p>The Board considered a report seeking approval of the corporate governance arrangements for the Growth Company (Growth Co).</p> <p>It was resolved to:</p>

		<p>a) Approve the business case in Appendix 1.</p> <p>b) Approve the business plan in Appendix 2.</p> <p>c) Approve the composition of Growth Co Board of Directors to include an independent director.</p> <p>d) Delegate authority to the Director of Business and Skills to approve the appointment of the Independent Director for the Growth Co, following an open and transparent recruitment process.</p> <p>e) Delegate authority to the Director of Business and Skills, in consultation with the Lead Member for Economic Growth, the Section 73 Officer and the Monitoring Officer, to develop the necessary legal documentation for the Growth Co.</p> <p>f) Approve the execution of the deed adherence and accession, contained within the shareholder agreement for Angle Holdings Ltd.</p>
By Recommendation to the Combined Authority		
Part 6 – Business Board Recommendations to the Combined Authority Board		
6.1	Accelerated 2021 Local Growth Funding Allocated to the Cambridgeshire and Peterborough Combined Authority Business Board	<p>The Board considered a report providing more information on the Accelerated 2021 Local Growth Funding allocated to the Cambridgeshire and Peterborough Combined Authority Business Board.</p> <p>It was resolved to:</p> <p>a) Note the Mayoral Decision on 15 July 2020, on the recommendation of the Business Board, to formally accept the allocation of £14.6million</p>

		<p>accelerated Local Growth Funding from the Cities and Local Government Unit on behalf of the Combined Authority;</p> <p>b) Note the plan to deploy the awarded accelerated Local Growth Funding to the Business Board's No1 ranked priority project: Greater Peterborough Innovation Ecosystem, subject to it successfully completing the Local Assurance Framework application process including ratification by the Combined Authority Board.</p>
6.2	Growth Deal Project Proposals July 2020	<p>The Board considered a report requesting approval for the applications that had been submitted for the remainder of the Local Growth Fund.</p> <p>It was resolved to:</p> <p>a) Approve funding for the project numbered 1, in table 2.11 based on the project achieving the highest scoring criteria and external evaluation recommendation.</p> <p>b) Approve a revised grant funding offer of £2,500,000, for the project numbered 2 in table 2.11 based on the project achieving the second highest scoring criteria and external evaluation recommendation.</p> <p>c) Decline project numbered 3 in table 2.11 based on the scoring criteria and this being the lowest scoring project.</p>
6.3	Local Growth Fund Programme Management July 2020	<p>The Board considered a report providing an update on the Local Growth Fund programme's performance since April 2015.</p> <p>It was resolved to:</p> <p>a) Note all of the programme updates contained in the report to the Business Board on 27 July 2020.</p>

		b) Approve the change request for the Wisbech Access Strategy Project.
6.4	Eastern Agri-Tech Growth Initiative Funding Review - July 2020	<p>The Board considered a report requesting approval for a change in the criteria for the Eastern Agri-Tech Growth Initiative scheme.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Approve a change in the criteria for the Eastern Agri-Tech Growth Initiative scheme, raising the grant intervention rate from 25% to 50% on the Growth Grant part of the scheme.</li> <li>b) Delegate authority to the Director of Business and Skills, in consultation with the Lead Member for Economic Growth, to make any further changes in criteria or operation of the scheme to ensure all funds are awarded by end of March 2021.</li> </ul>



## Cambridgeshire & Peterborough Combined Authority Board - Decision Summary

Meeting: 30th September 2020

Agenda/Minutes: [Cambridgeshire and Peterborough Combined Authority Board - 30th September 2020](#)

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 and Jessica Bawden, Director of Primary Care at the Cambridgeshire and Peterborough Clinical Commissioning Group.</p> <p>Councillor Smith declared an interest in Item 1.6: Cambridgeshire and Peterborough Combined Authority Constitution as a member of the Local Government Association's Executive Board in relation to the LGA's model Code of Conduct and Constitution.</p>
1.2	Minutes of the Combined Authority Board meeting 5 August 2020	The minutes of the meeting on 5 August 2020 were approved as an accurate record, subject to clarification of Councillor Bailey's comments in relation to Item 3.3: A10 Junctions and Dualling.
1.3	Petitions	None received
1.4	Public Questions	None received
1.5	Forward Plan	It was resolved to approve the Forward Plan.
1.6	Cambridgeshire and Peterborough Combined Authority Constitution	<p>It was resolved to:</p> <p>a) approve, and adopt the revisions to the Constitution detailed in this report with effect from 1 November 2020, subject to the following change:</p>

That the proposed Officer Employment Procedure Rules be amended so as to:

(1) Delete paragraphs 3.2, 3.3 and 3.4

~~3.2 Where it is proposed to appoint a Monitoring Officer, Section 73 Officer (Chief Finance Officer) or Chief Officer on an interim basis and such an appointment is to last for a period of less than nine months pending the appointment of a permanent Monitoring Officer, Section 73 Officer (Chief Finance Officer) or Chief Officer, the Chief Executive will make all necessary arrangements in connection with the appointment subject to the designation of any officer as the Monitoring Officer or Section 73 Officer on an interim basis being reserved to the Combined Authority Board.~~

~~3.3 Where it is proposed to appoint a Head of Paid Service [Chief Executive] on an interim basis and such an appointment is to last for a period of less than nine months pending the appointment of a permanent Head of Paid Service, the Mayor will make all necessary arrangements in connection with the appointment subject to an such appointment being reported to the next meeting of the Combined Authority Board for ratification. No appointment of an Interim Head of Paid Service shall take effect until it has been ratified by the Combined Authority Board.~~

~~3.4 Where it is proposed to appoint a Head of Paid Service (Chief Executive), Monitoring Officer, Section 73 Officer (Chief Finance Officer) or Chief Officer on an interim basis and such an appointment is to last for a period of more than nine months or such an appointment was originally made under paragraphs 3.2 or 3.3 above~~

		<p>but is to extend beyond nine months, the Employment Committee will make all necessary arrangements in connection with the appointment or the extension of the appointment as the case may be. Any such decision as to the appointment or the extension of the appointment of an interim Head of Paid Service (Chief Executive), Monitoring Officer or Section 73 Officer (Chief Finance Officer) shall be by way of recommendation to the Combined Authority Board.</p> <p>(2) Insert new paragraph 3.2:</p> <p>3.2 Where it is necessary to appoint an interim Head of Paid Service [Chief Executive], Monitoring Officer, or Section 73 Officer [Chief Finance Officer] on an urgent basis that appointment shall be made by the Employment Committee.</p> <p>(3) Renumber section 3 accordingly.</p> <p>(b) authorise the Monitoring Officer to update the Constitution with the recommended revisions and to make any consequential amendments.</p>
1.7	Business Plan Update	It was resolved to approve the 2020/21 Business Plan mid-year update.
1.8	Performance Report	It was resolved to note the September Delivery Dashboard.

## Part 2 – Finance

2.1	Budget Monitor Report September 2020	<p>It was resolved to:</p> <p>a) note the updated financial position of the Combined Authority for the year.</p>
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		b) approve the 2020-21 'subject to approval' budget of £1,040k for the Digital Connectivity Infrastructure Programme, in line with the Business Case presented in March 2018.
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### Part 3 – Combined Authority Decisions

3.1	Cambridgeshire Autonomous Metro Special Purpose Vehicle Shareholder Agreement	<p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Agree to enter into a Shareholder and SPV Agreement on the Heads of Terms accompanying this report.</li> <li>b) Approve the appointment of Lord Robert Mair as Chair of the SPV.</li> <li>c) Agree the annual remuneration for the role of Chair as £80,000.</li> <li>d) Agree to enter into a Service Level Agreement between the Combined Authority and SPV, to provide the SPV with operational resources and support.</li> <li>e) Approve the drawdown of £2,706,905 for the Delivery and Strategy Writing and a further £1,516,823 for Client Side Advisory from the Medium Term Financial Plan.</li> </ul>
3.2	A10 Dualling and Junctions	<p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Note progress since the August board report;</li> <li>b) Approve the release of the capital budget of £2 million allocated as “subject to approval” within the MTFP;</li> <li>c) Delegate authority to the Director of Delivery and Strategy, in consultation with the Chair of the Transport and Infrastructure Committee, to develop and</li> </ul>

Part 3 – Combined Authority Decisions		
		procure OBC stage suppliers following a Major Route Network (MRN)/ Large Local Majors (LLM) funding decision by Department for Transport (DfT).
3.3	Market Towns Programme Investment Prospectus: Approval of the First Tranche of Recommended Projects	<p>It was resolved to:</p> <ul style="list-style-type: none"> <li>• Approve the first tranche of project proposals received for Huntingdonshire and Fenland under the Market Towns Programme Investment Prospectus.</li> </ul>

By recommendation to the Combined Authority Board

Part 4 – Transport and Infrastructure Committee Recommendations to the Combined Authority Board		
4.1	CAM Outline business Case Non-Statutory Consultation (Central Tunnel Section) Summary Report	It was resolved to note the findings of the summary report.
4.2	Response to England's Economic Heartlands Transport Strategy Consultation	<p>It was resolved to:</p> <p>Approve the public consultation response to the England Economic Heartland's (EEH) Transport Strategy and proposal for a sub-national transport body.</p>
4.3	Bus Reform	<p>It was resolved to:</p> <p>Approve the remaining £1.2 million budget provision set out in the Medium Term Financial Plan, to be used to fund short-term innovation trials to inform subsequent reform proposals, and to delegate the detailed allocation of the</p>

Part 4 – Transport and Infrastructure Committee Recommendations to the Combined Authority Board		
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		budget to trials to the Director of Delivery and Strategy in consultation with the Chair of the Committee, subject to reporting the detail back to future Transport and Infrastructure Committee meetings.
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Part 5 – Skills Committee Recommendations to the Combined Authority Board		
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5.1	Sector-Based Work Academy and High Value Courses	<p>It was resolved to:</p> <p>(a) Allocate the £486,297, once received, from the Department for Education (DfE) to the Adult Education Budget (AEB).</p> <p>(b) Delegate authority to the Skills Committee for the spend allocation of the £486,297 including:</p> <ul style="list-style-type: none"> <li>• the spend of the funding of £241,361 across the 20/21 and 21/22 financial years for the creation of sector-based work academies</li> <li>• the spend of funding of £244,936 to offer an enhanced one-year classroom based course for those students who have left school or college with no job, apprenticeship, placement, university or course to go to across the 20/21 and 21/22 financial years</li> <li>• the spend on Sector-Based Work Academies and High Value Courses</li> </ul>
5.2	Business Growth Service Full Business Case	It was resolved to:

		<ul style="list-style-type: none"><li>a) Approve and adopt the Full Business Case (FBC) to mobilise the delivery of the Business Growth Service.</li><li>b) Agree that the conditions for FBC approval set at Outline Business Case have been met, specifically:<ul style="list-style-type: none"><li>i. Confirmation of EU funding, and the conditions set out in item 4.2 for contracting only upon further correspondence from the Ministry of Housing, Communities and Local Government.</li><li>ii. Appointment of a delivery partner</li><li>iii. Submission of 3-year cash flow forecast; monthly for year 1 and annual thereafter.</li><li>iv. Contact / Involvement of HMRC to upskill Growth Hub staff</li><li>v. Discussions with local authority partners on availability of in-kind support via use of local authority office space, provision of secretariat and officer time</li><li>vi. Submission of an independent state aid report covering:<ul style="list-style-type: none"><li>i. ESF and ERDF application and utilisation;</li><li>ii. allocation of £2.335m of the authority's revenue budget to Growth Service Management Company Ltd;</li><li>iii. Management of Capital Growth Fund</li></ul></li><li>vii. Submission of Sustainability and Environmental policy for the Growth Service Management Company Ltd</li></ul></li></ul>
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		<p>viii. Submission of evidence to support the claim of delivering 2.8 new jobs per firm receiving supported in-depth coaching</p> <p>(c) Agree that additional conditions, to be considered post-Covid-19, have been met, specifically:</p> <p>ix. That the Service has been appropriately adapted to support the Local Covid-19 Economic Recovery Strategy</p> <p>x. That the impacts of Covid-19 on contributing funding from Enterprise Zone, business rates receipts, have been appropriately considered.</p> <p>(d) Delegate authority to the Director of Business and Skills, in consultation with the Lead Member for Economic Growth, the Monitoring Officer and the Chief Financial Officer (Section 73), to contract the preferred bidder to commence the Service during October 2020.</p>
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## Part 6 – Business Board Recommendations to the Combined Authority Board

6.1	Local Growth Fund Programme Management September 2020	<p>It was resolved to:</p> <p>(a) Approve the project change request for the Photocentric Local Growth Fund project;</p> <p>(b) Note the programme updates contained in the report to the Business Board meeting on 15 September 2020;</p> <p>(c) Note the funding position and forecast for Local Growth Fund Projects in delivery.</p>
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Part 6 – Business Board Recommendations to the Combined Authority Board		
6.2	Growth Deal Project Proposals September 2020	<p>It was resolved to:</p> <ul style="list-style-type: none"> <li>(a) Approve funding for the project ranked 1 (Peterborough City Centre project) in table 2.9 of the report to the Business Board based on the project scoring criteria and external evaluation recommendation; and</li> <li>(b) Decline approval of funding at this time for the project ranked 2 (Cambridge Market Place Project) in the table at 2.9 of the report to the Business Board based on the project not meeting the scoring criteria.</li> </ul>
6.3	Covid-19 Economic Recovery Strategy	<p>It was resolved to:</p> <ul style="list-style-type: none"> <li>(a) approve the first draft of the Local Economic Recovery Strategy (LERS) for Cambridgeshire &amp; Peterborough.</li> <li>(b) Note that the final draft of the Economic Recovery Strategy (LERS) for Cambridgeshire &amp; Peterborough will be brought back in November 2020 for final approval.</li> </ul>
6.4	Covid-19 Evidence Base and Insight Report	This report was withdrawn.

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<b>COUNCIL</b>	AGENDA ITEM No. 12
<b>21 OCTOBER 2020</b>	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 John Fox**

"During the recent lockdown members will have noticed the increase of cycle use within our City and more importantly our Rural areas.

Sadly, since the lockdown has been eased there has been an increase in road traffic accidents nationally and many have happened in the rural areas of our cities.

The Roman towpath from Peakirk to Eye, known as Carr Dyke was originally used to transport materials by barge, linking up the river Welland and Nene, creating the towpaths for the horses that towed the barges along its route.

This length of pathway is still there and is mainly only used for grazing horses and cattle. However, the route is equally used by walkers a lot and would make an ideal cycleway.

This would encourage more people to use a much safer route between the areas, especially bearing in mind the new estate at Manor Farm and proposed new estate on the Newborough Road, of which Carr Dyke passes alongside both estates.

#### **Council resolves to:**

**Undertake a feasibility study regarding an upgrade of Carr Dyke to be used as a cycle path, linking up Peakirk, Werrington, Gunthorpe & Eye, with the results of this feasibility study to be considered by the Cabinet Member for Strategic Planning and Commercial Strategy and Investments."**

### **2. 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:**
  - **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.**
  - **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.**
  - **Review council Equality policies and recommend if any amendments are required**
  - **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."**

### **3. Motion from Councillor Walsh**

"Council notes that:

- Peterborough City Council Members, Officers and Staff have worked proactively, over many years, with all of our communities to develop a clear understanding of their unique characteristics and to ensure they are able to access services and information in ways that make most sense to them, and to provide opportunities to learn, develop, achieve and celebrate their heritages in our city.

- Over the years, many areas across the UK have drawn on our experience and expertise. We have been recognised as leaders in this field by many different organisations, including the Government (such as our status as one of just five **Integration Areas**), national faith leaders, and Oxford University (as one of six cities originally chosen to form part of the **Inclusive Cities** network).
- Peterborough City Council is therefore concerned by the findings of recent reports which suggest ways in which certain groups are at greater risk of exclusion and harm than others.
- The recent Public Health England report, '*Disparities in Risks and Outcomes of COVID-19*' (PHE) describes increased mortality rates amongst older people, men, those in certain professions and people living in more deprived areas. Perhaps most notable though, the report also describes increased mortality rates amongst Black, Asian, and Minority Ethnic communities.
- A second report, published by the Association of Directors of Adult Social Services, '*Adult Social Care: Shaping a Better Future*', reflects that fundamental change is needed in this service area to address inequalities experienced by groups including BAME communities, many of whom are employed in this field of work.

Peterborough City Council is committed to ensuring all of our residents, regardless of their background, heritage or nationality, enjoy equal and meaningful access to services, support, information, and opportunities provided by it directly, or through partnerships.

We recognise the opportunity we now have to reaffirm our existing commitment to ensure that our staff and residents are not excluded, disadvantaged, or abused as a result of their nationality, heritage or background.

**This Council therefore resolves:**

- **to set up a cross-Party task and finish group of the Adults and Communities Scrutiny Committee, to:**
- **develop a clear understanding of the findings of these reports as they relate to our own BAME communities, to ensure this disproportionality is not experienced in other factors that may affect the health, wellbeing and social mobility of our BAME residents**
- **examine ways in which council services are accessed by, and made available to, all of our residents, to ensure that our BAME residents are not disadvantaged or prevented from accessing those services**
- **examine key council service data to build an understanding of the ways in which BAME residents are impacted, positively or negatively, by council services**
- **examine the opportunities for our residents provided by the council for improving social mobility, to ensure that our BAME residents enjoy the same levels of access as others."**

**4. Motion from Councillor Coles**

"For some time, Councillors representing wards across Peterborough have received several complaints from residents about the anti-social behaviour of car cruisers, drift racers and drivers performing stunts and tricks on local roads and in car parks.

The council appreciates that static car meets are a popular event and many local residents enjoy showing off their cars to fellow enthusiasts. However, most of these meets are not organised with prior notice to the landowner - the organisers of these events do not seek or obtain authority to hold these events on Council owned or private land, they often occupy central locations in the middle of residential areas and there are no controls on who attends.

A small number of people participating take part in dangerous or reckless use of their car, which can lead to criminal damage of roads, other vehicles and surrounding property. Some drivers also risk injuring themselves, other road users, cyclists and pedestrians as they do not have full control of their

vehicles. Driving in this way can also be used as a form of intimidation, either to other road users or the community. Loud noise from engines and music, and deliberately creating large amounts of exhaust or tyre smoke can also take place and continue through to the early hours, disturbing residents' rest.

Many councils around the country have taken action to ban car cruising, racing and stunt driving. There are many good examples showing how to initiate city-wide action that prevents these anti-social incursions into quiet residential areas.

**Therefore this council resolves to instruct the relevant scrutiny committee to form a cross-party Task and Finish group to investigate these matters with terms of reference that include:**

- **Inviting Cambridgeshire Constabulary to appoint a representative to join the group.**
- **Ensuring that all available powers are utilised to prevent unauthorised, anti-social, dangerous car meets from taking place or continuing,**
- **Exploring what other legislative powers may be obtained to help address this issue,**
- **Working with organisers to facilitate, where possible, safe events for static car meets that are lawful and non-disruptive to our residents,**
- **Providing advice and support to private landowners in the defence and protection of their property."**

#### **5. Motion from Councillor Murphy**

"Council notes that North-West Anglia Foundation NHS Trust which covers Peterborough and other areas has placed out to private tender a number of patient services that are currently performed in house by NHS employed staff. The trust has also announced that Hinchingbrooke Hospital would admit patients from the other trust hospitals for elective services, such as knee and hip replacements, increasing the number of patients from Peterborough being denied good quality fresh food during their stay. Concerns about consultation have been raised, as the full business case was not published or disclosed prior to the tendering been instigated, and as such unions registered a dispute in order to pause the tendering process to allow for meaningful consultation.

Council believes that there should be disclosure of any business case and this be reviewed appropriately before any tendering decision is or is not pursued. While other hospitals are bringing services in house to improve quality, reduce costs and give patients the best food they can to aid recovery it is unclear why the NWAFT would choose to do the opposite during a global pandemic and as such they should have published any business case for this.

**Council instructs the Chief Executive to write to the Chief Executive of the North-West Anglia Foundation NHS Trust, expressing the Council's support for calls for the full disclosure of the businesses case prior to entering the tendering process in order that full discussions take place, including amongst Councillors, to ensure decisions made are the best for patient care and that good staff morale and employment practices are maintained."**

#### **6. Motion from Councillor Sandford**

"Council believes that, as a public body spending tens of millions of pounds of public funds, as much as possible of the decision making processes of the Cambridgeshire and Peterborough Combined Authority should be carried out at meetings which are accessible to members of the public.

Council notes that the Business Board of the Cambridgeshire and Peterborough Combined Authority (CPCA) meets in private, whereas the boards of some Local Enterprise Partnerships (exercising the same functions as the CPCA Business Board) meet in public.

**Council instructs the Chief Executive to write to the Mayor of Cambridgeshire and the Chief Executive of the CPCA asking them to require the Business Board to meet in public, other than**

**when Exempt business is being transacted, and that efforts be made to ensure that as much of the work as possible of the Business Board is transacted in public.”**

## **7. Motion from Councillor Sandford**

“Council notes that:

1. an increase in tree planting was one of the measures proposed in the motion declaring a climate emergency that was agreed in July 2019, as a means of helping the City Council and the City as a whole get to net zero carbon by 2030
2. many councils have adopted ambitious tree planting targets, whereas the Peterborough City Council Carbon Management Plan, adopted in March 2020, proposes that the Council will plant only 400 new trees on its land each year until 2030.
3. Friends of the Earth are advocating that there should be a doubling of tree canopy cover across the country by 2045 to help tackle both the climate and biodiversity emergencies.
2. Peterborough City Council is a partner in the Forest for Peterborough Project, which has a target of planting 230,000 trees (one for every resident in the city) between 2010 and 2030, of which around 120,000 still remain to be planted.

**Council therefore instructs the cross party working group on Climate Change and relevant officers to research and recommend much more ambitious tree planting targets for planting on Council land and to submit to Full Council not later than March 2021 amendments to the Trees and Woodland Strategy and the Carbon Management Plan to include the proposed new targets.”**

## **8. Motion from Councillor Day**

“The Department for Transport has announced £2 billion of new funding for cycling and walking and has outlined its strategy in, 'Gear Change – a bold vision for cycling and walking'. <https://www.gov.uk/government/publications/cycling-and-walking-plan-for-england> A key tool for delivering the strategy will be 'Local Transport Note 1/20 (LTN 1/20) Cycle Infrastructure Design'.

LTN 1/20 states that cycling “must no longer be treated as marginal, or an afterthought. It must not be seen as mainly part of the leisure industry, but as a means of everyday transport. It must be placed at the heart of the transport network, with the capital spending, road space and traffic planners’ attention befitting that role”.

LTN 1/20 calls on local authorities to boost their design standards and improve safety. It reflects current best practice, standards and legal requirements. Inclusive cycling is an underlying theme throughout so that cyclists of all ages and abilities are considered, and notes that “too much cycling infrastructure is substandard ... some is actually worse than nothing” and “poor cycling infrastructure discourages cycling and wastes public money”.

LTN 1/20 makes a clear link between compliance with standards and funding: “It will be a condition of any future Government funding for new cycle infrastructure that it is designed in a way that is consistent with this national guidance... schemes which do not follow this guidance will not be funded”.

**Council resolves to ensure that:**

**The design of all new cycle infrastructure in Peterborough shall comply with the standards set out in LTN 1/20, 'Cycle Infrastructure Design', published by the Department for Transport. If the**

standards laid out in LTN 1/20 cannot be met the scheme will not proceed without the agreement from group leaders and key stakeholders.

A program shall be implemented, in line with our developing Local Cycling and Walking Infrastructure Plan to improve existing cycle infrastructure so that it meets the standards set out in LTN 1/20.

The Cross Party Working Group will:

- Engage the Combined Authority to accelerate the sign off of Peterborough's Local Cycling and Walking Infrastructure Plan.
- At the earliest opportunity, update our planning guidance and explore whether LTN1/20 could be appended to a Supplementary Planning Document and ensure that local developers are aware of and adhere to it.
- Engage the Combined Authority to ensure they understand our future plans for infrastructure delivery; in preparation for the next funding announcement from the Department for Transport."

#### **9. Motion from Councillor Hogg**

"Council believes that as a public body spending tens of millions of pounds of public funds, as much as possible of the democratic processes of the City Council should be carried out at meetings which are accessible to members of the public.

Council notes that currently task and finish groups and working groups set up by the Peterborough City Council cabinet or its scrutiny committees meet exclusively in private, whereas in many other councils evidence gathering sessions of such groups happen in public and that is also the practice adopted by Parliamentary select committees.

**Council instructs the Monitoring Officer to prepare and submit to Council amendments to the Constitution so that by default meetings of task and finish groups and working groups should be held in public, unless it can be demonstrated that there is a clear reason for them to be held in camera. The Monitoring Officer is asked to consult with the Constitution and Ethics Committee in drawing up such amendments."**



<b>COUNCIL</b>	AGENDA ITEM No. 13(a)
<b>21 OCTOBER 2020</b>	<b>PUBLIC REPORT</b>

Report of:	Fiona McMillan, Director of Law and Governance	
Contact Officer(s):	Pippa Turvey, Democratic and Constitutional Services Manager	Tel. 452460

## **VICE-CHAIR OF THE CORPORATE PARENTING COMMITTEE**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> <i>Director of Law and Governance</i>	<b>Deadline date:</b> <i>N/A</i>
<p>It is recommended that Council:</p> <ol style="list-style-type: none"> <li>1. Appoint Councillor Stephen Lane as Vice-Chair of the Corporate Parenting Committee.</li> </ol>	

### **1. PURPOSE AND REASON FOR REPORT**

- 1.1 The purpose of this report is for Council to appoint a Vice Chair to the Corporate Parenting Committee for the remainder of the municipal year 2020/21.

### **2. BACKGROUND AND KEY ISSUES**

- 2.1 At the Annual Council meeting it is common practice for all Chairs and Vice Chairs to be appointed for the municipal year, other than those which the Council has decided should be appointed by the Committee itself.
- 2.2 The position of Vice Chair of the committee has been vacant since April 2020. Due to the cancellation of the Annual Council meeting in July 2020 (in line with national COVID-19 guidance), the vacancy was not filled following the traditional process.
- 2.3 The Council is asked to consider the appointment of Councillor Stephen Lane to the position, as a current existing member of the committee.

### **3. CONSULTATION**

- 3.1 Consultation was undertaken on the proposal with the Chair of the Corporate Parenting Committee and Councillor Lane.

### **4. IMPLICATIONS**

#### **Financial Implications**

- 4.1 There are no financial, legal, equalities, or carbon impact implications 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 None.