

PETERBOROUGH CITY COUNCIL SUMMONS TO A MEETING

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

WEDNESDAY 27 JANUARY 2021 at 6.00 pm

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QUESTIONS AND PETITIONS

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 - (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**

REPORTS AND RECOMMENDATIONS

10. **Executive and Committee Recommendations to Council**

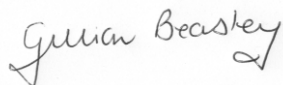
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In line with the virtual meeting protocol, questions on this report will not be heard at the meeting, but can be directed to the relevant representative for a written answer.

There are no Combined Authority decisions made since the last meeting to report.

COUNCIL BUSINESS

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Chief Executive

19 January 2021
Town Hall
Bridge Street
Peterborough

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

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**MINUTES OF THE COUNCIL MEETING
HELD WEDNESDAY 9 DECEMBER 2020
COUNCIL CHAMBER, TOWN HALL, PETERBOROUGH**

THE MAYOR – COUNCILLOR GUL NAWAZ

Present

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

32. Apologies for Absence

Apologies for absence were received from Councillors Goodwin.

33. Declarations of Interest

A declaration of interest was received from Councillor Fower in relation to agenda item 13 'Motions on Notice', Motion 7, confirming his employment as a postal worker.

A declaration of interest was also received from Councillor Murphy in relation to agenda item 13 'Motions on Notice', Motion 2, confirming his membership of an animal welfare society.

34. Minutes of the Meeting Held on 21 October 2020

The minutes of the meeting held on 21 October 2020 were approved as a true and accurate record.

COMMUNICATIONS

35. Mayor's Announcements

There were no announcements from the Mayor.

36. Leader's Announcements

The Leader thanked Council staff and the Peterborough community for their work during the year in responding to the COVID-19 pandemic, and wished all a Merry Christmas. Group Leaders' extended this thank you to other public services, front line workers, and community leaders.

QUESTIONS AND PETITIONS

37. Questions with Notice by Members of the Public

There were no questions from members of the public.

38. Petitions

(a) Presented by Members of the Public

There were no petitions presented at the meeting.

(b) Presented by Members

There were no petitions presented at the meeting.

39. Amendment to the Virtual Meetings Protocol

Council received a report in relation to the temporary amendment to the Virtual Meetings Protocol for the present meeting only, in order to waive the requirement for questions from Members to be responded to verbally.

Councillor Shaz Nawaz introduced the report and moved the recommendations. The Councillor expressed concern over the time available to Members to debate motions. Group Leaders had considered a number of solutions to this with officers and, as such, proposed a temporary change to the manner in which questions on notice from Members were handled, to be responded to in writing only. This would ensure that up to an extra 45 minutes was available to debate motions. It was emphasised that this change would affect only the current meeting.

Councillor Holdich seconded the recommendation and advised that while an additional number of Full Council meetings had been suggested by a number of Members, this would place extra demand on officers, which was not ideal in current circumstances.

The Mayor confirmed that due to the nature of the recommendation to save time and debate motions, Council would move directly to the vote.

A vote was taken and Council **RESOLVED** (45 voted in favour, 11 voted against, 2 abstained from voting) to agree to amend the 'Virtual Meetings Protocol' as adopted by Council on 29 July 2020, to restrict Questions on Notice from Members to be answered in writing only (on a trial basis for this meeting only), as per the wording set out in paragraph 2.4, to enable more time for the debate of council motions.

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

Councillors Against: Sandford, Barkham, Hogg, Wiggin, Warren, Ash, Haynes, Lillis, Sandra Bond, Shaheed, Andrew Bond
Councillors Abstaining: Seaton, Allen

40. Questions on Notice

(a) To the Mayor

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

Questions and answers were taken as read and were published online.

RECOMMENDATIONS AND REPORTS

41(a). Cabinet Recommendation – Medium Term Financial Strategy 2021/22 to 2023/24 – Phase One

Council received a report considered by the Cabinet at its meeting on 30 November 2020, in relation to the Medium Term Financial Strategy 2021/22 to 2023/24 – Phase One.

Councillor Seaton introduced the report and moved the recommendations. The Councillor explained that the consultation for phase one of the budget had been launched in October 2020, with the feedback from this included in the report appendices. The Joint Meeting of the Scrutiny Committees also met in November to consider the proposals, resulting in a recommendation to remove the proposals on the brown bin service. The Councillor suggested that the amendment outlined in the additional information pack would result in a loss of £1.2 million of income. Additionally, costs of £0.8 million would be incurred and it was considered that they may be a resulting reduction in compositing levels.

Members were reminded of the context of the proposals. Councillor Seaton stated that in March 2020 a balanced budget was agreed. All local authorities had been affected by the COVID-19 pandemic, many with long term implications. Government support, it was advised, had been substantial, with 88% of COVID-19 related spending being provided for and extra funding provisions expected with the Autumn Statement. Members were advised that the previous £2 million budget gap and increased to a £36 million gap, as a result of lower income generation through Council Tax and Business Rates and through the cost of COVID-19 measures.

Councillor Seaton reiterated that the Council's external auditors, Ernst and Young, considered the Council to be well run, however the Council did face specific challenges. The Council did not have a large amount of reserves, had a low Council Tax return and faced challenges around transformation delivery. The COVID-19 pandemic had plunged the Council into the greatest challenge of a lifetime and, as such, the Council had entered formal talks with the Ministry for Housing, Communities and Local Government in order to find a long term solution.

Councillor Cereste seconded the recommendation and reserved his right to speak.

Councillor Wiggin moved his amendment to the recommendation. The Councillor noted the points raised by Councillor Seaton and suggested that, in terms of vision, it was not felt by all Members that the Council was well run. It was considered that the recycling rates of the city were not up to standards, which was part of the motivation for the amendment, as it was felt the Council needed to push greater recycling rates and address the climate change emergency as declared by the Council. The Council further expressed uncertainty as to why action had not been taken to address these figures in the past 20 years, as the Council was below the national average for recycling levels.

Councillor Sandford seconded the amendment and reserved his right to speak.

Council debated the recommendation and amendment, and the summary of points raised by Members included:

- Comment was made that no consideration had been given to the implications and costs of the proposed amendment, however, Members further noted that the amendment simply asked for further thought be given to specific proposals.
- Members noted the decreased level of reserve funding held by the Council at the current time.
- It was suggested that the renovations to the Town Hall building had gone well over budget and were still not finished, with other Members stating that parts of the building had been rented out to two long term tenants, with income in excess of the capital expenditure.
- Members considered that austerity measures had impacted local authorities significantly, and it vital that central Government support authorities during the COVID-19 pandemic.
- It was suggested that the currently financial struggles of the Council were solely the cause of the COVID-19 pandemic, and that financial mismanagement was another contributing factor.
- Comment was made that housing waiting lists remained high and that targets were not being met, though other Members advised that this was due to officer vacancies and there was no longer any delay in placements.
- In relation to the proposed amendment, Members suggest that officers and the Cabinet take the additional time to investigate the wider implications of garden waste provisions and why the Council was not reaching its targets.
- Members were advised that this phase of the budget was not the complete budget and that a second phase of proposals would be submitted to Council in March 2021 for consideration.
- The wisdom of purchasing new waste collection vehicles before the Government had issued its updated regulations was questioned.
- Questions were raised as to why the university proposals were coming forward without any accommodation provision, as it was considered this would not allow Peterborough to benefit from an influx of young, intelligent people.
- Members were pleased with the work towards the Innovation Hub and green technology.
- Concern was raised that the Council would struggle to agree a balanced budget following the submission of phase two proposals in March.
- Comment was made that consideration had to be given to the unique challenges present within Peterborough.
- Members discussed the lack of engagement within the Budget Working Group and it was noted that the Working Group had not held any meetings since March 2020.

Councillor Cereste exercised his right to speak as seconder of the recommendation and advised that previous levels of reserves had been much lower, and had been built up in recent years. It was felt that the Council had supported growth in the city and the upcoming university plans represented the next stage of this. In relation to brown bins, it was considered that as those who use the service were in the minority, it would not be appropriate to ask those who did not use the service to pay for it. Councillor Cereste agreed that the Council needed to improve its recycling levels and actions to tackle climate change. This included the upgrading of fleet vehicles, which would take place incrementally to allow for any change in Governance guidance to be incorporated.

As mover of the original recommendation, Councillor Seaton summed up and noted that as the Labour and Liberal Democrat groups not attending the Budget Working Group, it was no longer practical to meet, though briefings had been maintained for all groups over 2020. It was suggested the lack of investment in the Millfield area was due to an absence of agreement by Ward Councillors as to what action should be taken. In relation to Sand Martin House, it was advised that the extra available space was due to the success of the agile working programme, with the reduction of used space from 3 floors to 2 floors. The top floor was rented out. Following COVID-19 working arrangements, it had become clear that the Council could reduce its used space further.

A vote was taken on an amendment from Councillor Wiggin. The amendment was **DEFEATED** (12 voted in favour, 29 voted against, 17 abstained from voting).

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

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

Councillors Abstaining: Ali, Ash, Ellis, Fower, Hemraj, Hussain, Amjad Iqbal, Jamil, Jones, Joseph, Murphy, Shaz Nawaz, Qayyum, Robinson, Skibsted, Yasin, Yurgetene

A vote was taken and Council **RESOLVED** (29 voted in favour, 29 voted against, 0 abstained from voting, the Mayor exercising his casting vote in favour of the recommendation) to approve:

1. The Phase One service proposals outlined in Appendix C to the report.
2. The updated budget assumptions, to be incorporated within the Medium-Term Financial Strategy 2021/22-2023/24. These are outlined in sections 5.2 and 5.3 of the report.
3. The revised capital programme outlined in section 5.5 and referencing Appendix B to the report.
4. The Medium-Term Financial Strategy 2021/22 to 2023/24 – Phase One, as set out in the body of the report and the following appendices to the report:
 - Appendix A – 2021/22- 2023/24 MTFs Detailed Budget Position - Phase One
 - Appendix B – Capital Programme Schemes 2021/22- 2023/24
 - Appendix C – Budget Consultation Feedback, including Phase One Budget Proposal detail
 - Appendix D – Financial Strategy pre-C-19
 - Appendix E – Financial Risk Register
 - Appendix F – Equality Impact Assessments
 - Appendix G – Carbon Impact Assessments
 - Appendix H – Budget Consultation Feedback
5. The strategic financial approach taken by Council outlined in section 5.4 of the report.
6. The forecast reserves position, and the statutory advice of the Chief Finance Officer outlined in Section 6 of the report, The Robustness Statement.

7. The feedback received on the budget proposals, received via the consultation detailed in Appendix H to the report and the supplementary report.

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

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

Councillors Abstaining: Nil

Mayor's Casting Vote: In Favour

42(b). Licensing Committee Recommendation – Statement of Licensing Policy and Cumulative Impact

Council received a report considered by the Licensing Committee at its meeting on 18 November 2020, in relation to the Statement of Licensing Policy.

Councillor Hiller introduced the report and moved the recommendations. The Councillor advised that the Committee had considered the policy and the responses received from the consultation. The Committee determined the cumulative impact to new and variation applications, and revised and republished the Cumulative Impact Policy in line with that. The proposal to recommend the Statement of Licensing Policy to Council for approval was agreed by the Committee unanimously.

Councillor Coles seconded the recommendation.

A vote was taken and Council **RESOLVED** (unanimous) to adopt the final Statement of Licensing Policy (**Appendix X** to the report).

43. Questions on the Executive Decisions Made Since the Last Meeting

Replacing the Regional Pool

In response to a question from Councillor Hogg, Councillor Allen advised that a working group had been set up, as Cabinet Members also wished to undertake further investigation of areas such as the provision of a hydrotherapy pool, the length of the pool and the future of the Lido.

In response to a question from Councillor Qayyum, Councillor Allen confirmed that the Council's intention was to maintain the current St George's Hydrotherapy Pool for as long as possible, however it was only reasonable to include this provision in scoping proposals for the new site. The working group would consider this in more depth.

In response to a question from Councillor Sandford, Councillor Fitzgerald advised that any Member was invited to attend the working group, who would be happy to hear their opinion on proposals.

In response to a question from Councillor Skibsted, Councillor Fitzgerald explained that Members could also express their views in writing to the working group, or attend in person.

In response to a question from Councillor Joseph, Councillor Fitzgerald advised that decision had already been taken by Cabinet and any further delays would also delay the ongoing project.

At this time a motion was moved by Councillor Sandford and seconded by Councillor Jamil to suspend Standing Order 12.4 to enable the meeting to extend beyond the three hour guillotine.

A vote was taken on the motion (26 voted in favour, 31 voted against, and 1 abstained from voting). The motion was therefore **DEFEATED**.

Aragon Direct Services Providing PCC Trade Waste

In response to a question from Councillor Hogg, Councillor Cereste advised that it had taken this length of time to take on the trade waste aspect of the service as the priority for Aragon Direct Services prior to this had been to get the core business settled before expanding.

44. Questions on the Combined Authority Decisions Made Since the Last Meeting

As part of the Virtual Meetings Protocol, any questions in relation to this agenda item were not taken verbally. No questions had been received in relation to this item.

COUNCIL BUSINESS TIME

45. Notices of Motion

45(1). Motion from Councillor John Fox

Councillor John Fox introduced the report and moved the motion. The Councillor ???

Councillor Allen seconded the motion and agreed that the Green Wheel routed required expansion. It was not felt that a task and finish group would add any benefit to the proposal.

At this point the three hour guillotine took effect, and debate ceased. The Council proceeded to move to the vote on all remaining items.

A vote was taken on an amendment from Councillor Hogg. The amendment was **DEFEATED** (28 voted in favour, 29 voted against, 0 abstained from voting).

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

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

Councillors Abstaining: Nil

A vote was taken on the motion from Councillor Fox in relation to upgrading Carr Dyke as a cycle path. The motion was **AGREED** (56 voted in favour, 1 voted against, 0 abstained from voting) as follows:

“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.”

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

Councillors Against: Sandra Bond

Councillors Abstaining: Nil

13(2) Motion from Councillor Ali

A vote was taken on the altered motion from Councillor Ali in relation to trail hunting. The motion was **AGREED** (30 voted in favour, 26 voted against, 1 abstained from voting) as follows:

“Peterborough City Council notes that Fox hunting, Deer hunting and Hare hunting with Dogs is illegal under the terms of the Hunting Act 2004, except where an exemption applies.

Most registered hunts claim to now be ‘trail’ hunting, an activity invented after the ban which allows hunts to claim that any chase of a wild mammal is an accident rather than intentional

This Council resolves to do everything within its legal powers to prevent that it will not permit trail hunting, exempt hunting, hound exercise and hunt meets on its land.

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

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

Councillors Abstaining: John Fox

Councillor Bisby advised, following this vote, that he had intended to vote against the motion.

13(3) Motion from Councillor Howard

A vote was taken on the motion from Councillor Howard in relation to a Peterborough marathon. The motion was **AGREED** (unanimous) as follows:

“Council Notes:

- Running has become an ever increasingly popular pastime, with Marathon events selling out and growing increasingly the last few years.
- A Marathon would be a welcome boost to the local economy, especially with the new hotels due in our City and the proposed cafe culture, this event would bring new people to our City and would increase tourism and local investment.
- Becoming a University City, hosting a City Marathon would be another major asset to Peterborough’s reputation
- Hosting a City Marathon would give us the chance to help support important local charities with preferential fund-raiser entries for nominated charities, with a view to focus on Charities that do so much in our City, making this a true Peterborough event.
- Hosting a City Marathon in line with the Great Eastern Run, already a popular event, would boost the popularity of the event further still by making the Great Eastern a running festival, and would give us a vital start in having infrastructure and logistics in place to add the Marathon option.

Council resolves for Officers to conduct a feasibility study on hosting a City Marathon including the option of enabling The Great Eastern Run to come back even stronger as a full running festival, and report to Cabinet on their findings about the feasibility of holding this event.”

13(4) Motion from Councillor Bisby

A vote was taken on the motion from Councillor Bisby in relation to cycle races. The motion was **AGREED** (unanimous) as follows:

“This council recognises the value of residents having opportunities to live active lifestyles, and our open spaces, footpaths and cycle lanes further support this. Never more so than now has it been important for all of us to look after our health and wellbeing in safe and appropriate ways. To further promote an active lifestyle in Peterborough, there is an opportunity for the Council to organise, support and promote a cycling race and associated events within the city centre, also serving to showcase our vibrant city centre environment. As part of this event, relevant businesses could be invited to participate, including those involved with green energy solutions enabling the promotion of home energy efficiency options to reduce emissions and household costs, cycle and cycling equipment vendors, and electric car retailers.

Council resolves to request the Cabinet Member for Housing, Culture and Recreation to investigate the possibility of re-establishing a cycle race and associated events in Peterborough City Centre.”

13(5) Motion from Councillor Yasin

A vote was taken on the motion from Councillor Yasin in relation to domestic violence. The motion was **AGREED** (unanimous) as follows:

“Domestic abuse is a complex social issue which affects people from all groups, genders and cultures and impacts across all services. However, it is important to note that Domestic Abuse remains a gendered crime. The Office of National Statistics states that in 2019 up to 2 million adults aged 16-59 experienced domestic abuse out of which 1.6 million of victims were female. Almost one in three women will experience domestic abuse in their lifetime and two women a week are killed by a current or former partner.

However, it is important to note that we were not in the midst of a global pandemic when these figures were obtained. Covid-19 has significantly impacted domestic abuse as more than 40,000 calls were made to the National Domestic Abuse Helpline during the initial three months of lockdown and Men’s support lines received 8,500 calls.

Furthermore, it is reassuring to see the Domestic Abuse Bill has been finally brought to Parliament. This Council welcomes the Bill as it is urgently needed but will only be effective if it is supported by funding for specialist services.

Council resolves to:

- **Call upon the government to fully fund the Bill. This is vital piece of legislation which could change the lives of the estimated 2 million people a year who are subjected to forms of Domestic Abuse. Whilst the Bill is welcomed as an initial step, the safety of Domestic Abuse must be made an economic priority.**
- **Call upon both Peterborough MPs to lobby for funding to ensure we are in the best position to support our residents and to respond to the increasing demand in Domestic Abuse services in light of the current pandemic.**
- **Ensure that we promote awareness and raise the profile of Domestic Abuse across the Council and all partner organisations.**
- **Ensure elected members have training available to them so that members are able to offer support and guidance to residents if/when needed, this will include both basic e-learning and bespoke training.**
- **Recognise the work currently being done around Domestic Abuse services and congratulates the team for all their efforts.**

- **Encourage ALL employers within the Council’s area to implement a Domestic Abuse policy in the workplace to ensure support is available for ALL employees in the event of a Domestic Abuse and/or Violence situation.”**

13(6) Motion from Councillor Hemraj

A vote was taken on the motion from Councillor Hemraj in relation to COVID-19 testing. The motion was **AGREED** (unanimous) as follows:

“The residents of Peterborough know that it is likely that some people in the large proportion of the Peterborough population and nationally will have COVID-19 yet have no symptoms.

The impact of Covid-19 in Peterborough is manifested by the increasing number of cases since mid-September into the second lockdown. Locally, the North West Anglia Foundation trust has lost 286 patients to Covid-19. Sadly, this number is rising.

With this rise sees a renewed pressure on the NHS locally as the hospital is trying to address the backlog of cancer patients and urgent appointments, coupled with the annual winter pressures which will no doubt have additional challenges this year.

It has also been recognised by government to mass test NHS employees twice weekly.

The Council recognises:

- That it was reported in the first half of November that over 146 children were self-isolating at home due to Covid-19, which demonstrates one of the risks that the population is exposed to, as children as well as adults can be a source of infection in households. The stark reality appears to be that in such circumstances, we are not effectively able to control all disease propagation. Although disease rates appear to have levelled off in the last week, they are still high compared to the summer. This means that rapid steps must be taken to ensure we contain the spread of the virus and take the pressure off the local hospital. We can be hopeful of a less challenging winter than normally seen, to the detriment of valuable lives lost.
- The more the transmission rate is reduced, the quicker we will be able to get closer to a more normal way of life and do the things we all enjoy, such as meeting family and friends.
- All of the above and agrees that implementation of the following measures would lead to a swift and safe recovery of our city, enabling a faster return economically too.

This Council resolves to:

- **Ask the Director of Public Health to investigate the risk posed by the number of self-isolating children within the city, and whether mass testing of all teaching staff and children with their families would be an appropriate intervention. If so whether this would be feasible using the resources already available within the Local Authority. The urgency and need for this has been suggested by Education Trade Unions.**
- **To revisit the potential and need for the city to become a pilot project for mass testing as originally proposed by the Labour Group at the Joint Scrutiny Committee meeting in April 2020 in view of the rising cases. To work with Director of Public Health Dr Liz Robin to assess whether this would be an appropriate intervention for the city, and the feasibility of**

this being carried out within current resources. If not, to consider a modification in approach by utilising current mobile testing facilities to actively test populations within the "hot spot" areas in the city, through mobile outreach operations rather than stationary operations.

- **To call upon the city's two MPs to make representations on behalf of the local authority if this is required, to support the need for more funding towards further testing resource or for further testing capacity to be made available."**

13(7) Motion from Councillor Fower

A vote was taken on the motion from Councillor Fower in relation to Postal Service workers. The motion was **AGREED** (42 voted in favour, 10 voted against, and 6 abstained from voting) as follows:

"Council notes the effort shown by Postal Workers in Peterborough during the pandemic.

Council records its appreciation for the commitment shown by these key workers.

Council notes Peterborough Posties, along with working throughout the pandemic, have seen workload increase by 34% in some areas, worked during record heat waves, through several significant storms, including Saturday 3 October, the wettest day for UK-wide rainfall since records began in 1891.

Council most importantly notes that without our local posties, a range of essential items, such as Covid Testing kits, Legal Documents, NHS information, medication and even letters from MPs would not have reached their destination.

Council resolves:

1. **That the leader of the City Council to write a letter of thanks and gratitude to Royal Mail and the CWU Eastern No5 Branch, Papyrus Road, Peterborough PE4 5PE as soon as possible.**
2. **To urge councillors to take a solidarity photo in the next week, to be shared on their social media using the tags @cwunews @RoyalMail and #PboroPostiesMatter."**

Councillors For: Ali, Aitken, Judy Fox, Cereste, Dowson, Walsh, Lane, Casey, Seaton, Warren, Joseph, Gul Nawaz, Yasin, Robinson, Ellis, Nadeem, Brown, Howard, Jones, Ayres, Jamil, Azher Iqbal, Burbage, Amjad Iqbal, Qayyum, Harper, Murphy, Shaz Nawaz, Bisby, Fower, Skibsted, Holdich, Hemraj, Yurgutene, Coles, Fitzgerald, Hussain, Hiller, Simons, Lamb, Bashir, Rush

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

Councillors Abstaining: John Fox, Hogg, Ash, Howell, Farooq, Allen

13(8) Motion from Councillor Shaz Nawaz

A vote was taken on the motion from Councillor Shaz Nawaz in relation to motions. The motion was **AGREED** (unanimous) as follows:

"This council notes:

1. Motions are an integral part of council business
2. Motions are a useful mechanism for proposing substantive issues for consideration including council action
3. Motions enable the council to adopt a particular course of action, to do some act, or to document a specific approach or attitude
4. Motions are an opportunity for members to debate and discuss important issues
5. Motions are part of our democratic process and serve as a vital instrument to help the council move forward

The council believes:

It is the democratic right of its members to table motions to create a robust and forward-thinking Local Authority.

The council resolves to:

Request the Constitution and Ethics Committee to review the situation in terms of allowing more time for debating motions. In particular, it is to review and consider introducing additional full council meetings to discuss and debate motions specifically.”

13(9) Motion from Councillor Casey

A vote was taken on the motion from Councillor Casey in relation to arts, heritage and theatre. The motion was **AGREED** (unanimous) as follows:

“Arts and Culture are recognised as important elements for the creation of confident communities, towns and cities.

With the demise of Vivacity and its former provisions being taken back in house, it is important that Peterborough reconfirms its dedication to recognising arts, culture, heritage and theatre as central to its identity.

In doing so, the Council’s plans should reinforce the commercial and social value of arts and culture to the city, not only for our residents but with a commitment to the future development of our tourism appeal regionally, nationally and internationally. The Council will need to consider a post Covid world and the dramatically reshaped demands of our High Street, and the leisure and recreation spend.

Importantly the plans need to recognise and embrace the valued contribution of all groups and partners in the sector.

The Council resolves:

To task the Cabinet Member for Culture to work with officers, all partners, and stakeholders, to develop an ambitious Culture Strategy for Peterborough; recognising the outstanding assets in place, and the potential for further development of the arts, heritage and theatre scene in our City.

Additionally, as part of our aspirations, we provide a commitment that a bid for City of Culture status will be refreshed and prioritised as a short to medium term project.”

13(10) Motion from Councillor Sandford

Councillor Sandford advised that he no longer wished to move his motion.

13(11) Motion from Councillor Hogg

A vote was taken on the motion from Councillor Hogg in relation to fireworks. The motion was **AGREED** (33 voted in favour, 17 voted against and 7 abstained from voting) as follows:

“This Council notes that:

- The Royal Society for the Prevention of Cruelty to Animals (RSPCA) says the law is failing. It does not prevent or sufficiently reduce the risk of fireworks causing distress, injury, or anxiety to people, as well as death, injury, or distress to animals.
- That further research is needed to properly understand the impact of noise on animals and people. In the meantime, several things can be done to improve the situation for wildlife and people at risk of being affected by firework explosions.
- Applying the same Challenge 25 (whereby anyone who is over 18 but looks under 25 is asked to produce acceptable ID when they want to buy alcohol) legislation to fireworks as there is with alcohol will ensure that less young people will be injured by fireworks.
- Review of the licensing all public firework displays is needed, ensuring displays are better advertised to the public informing of noise levels and how it may affect people and animals.

This Council resolves to:

- **Encourage public firework displays within the Peterborough area to be advertised in advance of the event, with appropriate advertising for the size of the display, allowing residents to take precautions for people in their care and pets. To include a webpage on the council’s own website giving details of public firework displays.**
- **Actively promote a public awareness campaign about the impact of fireworks on animal welfare and vulnerable people – including the precautions that can be taken to mitigate risks. To be included on the fireworks webpage.**
- **Encourage local suppliers of fireworks to separate ‘quieter’ fireworks from the loud ones so people can choose which ones they prefer with animal and people safety in mind. Provide large labels to sticker the products with green for quiet, red for loud.**
- **Encourage local suppliers to apply Challenge 25 policies in the same way alcohol sales are conducted.**
- **To write to the UK Government urging them to introduce legislation to limit the maximum noise level of fireworks to 90dB for those sold to the public for private displays.”**

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

Councillors Against: Walsh, Casey, Warren, Gul Nawaz, Over, Nadeem, Brown, Howard, Ayres, Burbage, Farooq, Holdich, Coles, Fitzgerald, Hiller, Bashir, Bisby

Councillors Abstaining: Aitken, Judy Fox, Cereste, John Fox, Seaton, Allen, Simons

46(a). Appointment of the Section 151 Officer

A vote was taken and Council **RESOLVED** (unanimous) to:

1. Note the decision by the Employment Committee on 17 November 2020 to permanently appoint the role of Director of Resources; and
2. Formally appoint Peter Carpenter to the Section 151 Officer role.

The Mayor
6.00pm – 9:28pm
9 December 2020
Town Hall
Bridge Street
Peterborough

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COUNCIL	AGENDA ITEM No. 8
27 JANUARY 2021	PUBLIC REPORT

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

AMENDMENT TO THE VIRTUAL MEETINGS PROTOCOL

RECOMMENDATIONS	
FROM: Director of Law & Governance	Deadline date: N/A
<p>It is recommended that Council:</p> <ol style="list-style-type: none"> 1. Agree to amend the 'Virtual Meetings Protocol' as adopted by Council on 29 July 2020, to restrict Questions on Notice from Members to be answered in writing only, as per the wording set out in paragraph 2.4, to enable more time for the debate of council motions. The ability to ask an oral supplementary question at the meeting will remain. 	

1. PURPOSE AND REASON FOR REPORT

- 1.1 The purpose of this report is to propose a revision to the meeting protocol for virtual meetings only, in relation to the consideration of Questions on Notice from Members.

2. BACKGROUND AND KEY ISSUES

- 2.1 As set out in the Council's Standing Orders, Questions on Notice from Members can currently be asked to the Mayor, the Leader or member of the Cabinet, the chair of any committee or sub-committee, or any representative of the Council on the Combined Authority.
- 2.2 30 minutes are set aside for questions to the Mayor, the Leader or cabinet members, or committee chairs. 15 minutes are set aside for questions to Combined Authority representatives.
- 2.3 Following the limitation within the Virtual Meetings Protocol that virtual meetings shall not last for longer than three hours, consideration has been given to how business at meetings may become more efficient, in order to ensure that items such as motions may be given sufficient time for debate.
- 2.4 As such, it is proposed that the below paragraph be added into the Virtual Meetings Protocol:

"Members' Questions on Notice

3.4 The Council will continue to take written questions to the Mayor, Leader, cabinet members, and chair of any committee provided the appropriate notice is given as set out in the Constitution. However, responses to questions will not be provided verbally at the meeting. Instead, written responses will be published ahead of the Council meeting, within the additional information pack.

The provision to ask oral supplementary questions will still remain available to Members at the meeting.”

- 2.5 This would allow for up to an additional 45 minutes of time to consider other items, such as motions. Written responses to questions would be published within the additional information pack as a ‘Questions and Answers Report’, in place of the current ‘Questions Report’.
- 2.6 Following the suspension of verbal answers to Members questions at the Full Council meeting on 9 December 2020 on a one-off trial basis, Group Leaders considered the proposal and felt that it remained important for Members to retain the power to ask supplementary questions at the meeting and receive a verbal response to these.
- 2.7 No change is proposed to Questions on Notice from members of the Public, which would continue to be responded to verbally at the meeting.

3. CONSULTATION

- 3.1 Consultation has been undertaken with Group Leaders at the Group Leaders’ meeting held on 11 January 2021.

4. 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 Peterborough City Council Constitution
Peterborough City Council Virtual Meetings Protocol

6. APPENDICES

- 6.1 None.

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COUNCIL	AGENDA ITEM No. 10(a)
27 JANUARY 2021	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

REVIEW OF PETERBOROUGH CITY COUNCIL'S MEMBERS' ALLOWANCES SCHEME – REPORT OF THE INDEPENDENT REMUNERATION PANEL

RECOMMENDATIONS	
FROM: Independent Remuneration Panel	Deadline date: N/A
<p>It is recommended that Council:</p> <ol style="list-style-type: none"> 1 Consider the report and recommendations of the Independent Remuneration Panel, as set out in Appendix 1 and summarised in paragraph 2 below; 2 Decide whether to adopt the recommendations of the panel in relation to the Member Allowance Scheme. 	

1. PURPOSE AND REASON FOR REPORT

- 1.1 The Local Authorities (Members' Allowances) (England) Regulations 2003 ("the 2003 Regulations"), as amended, require all local authorities to appoint an independent remuneration panel (IRP) to advise on the terms and conditions of their scheme of councillors' allowances.
- 1.2 This Panel's function is to provide the local authority with advice on its Members' Allowances Scheme and the nature and level of allowances to be paid based on the 2003 Regulations together with "Guidance on Consolidated Regulations for Local Authority Allowances" issued jointly by the former Office of the Deputy Prime Minister and the Inland Revenue (July 2003).
- 1.3 The Council is requested to consider the report and recommendations of the Independent Remuneration Panel, following its review of the Council's current Members' Allowances Scheme. The panel's report is set out in **Appendix 1** and its recommendations are summarised in paragraph 2 below.
- 1.4 The Council must 'have regard' to the Panel's recommendations but may then determine what actions, if any, it wishes to take.

2. BACKGROUND AND KEY ISSUES

- 2.1 The Panel met on two consecutive days during November 2020 in order to review the current Members' Allowances Scheme. This was held virtually due to the ongoing COVID-19 pandemic. The Panel's report, which is attached at **Appendix 1**, sets out its findings and recommendations.

- 2.2 All Members of the Council were invited to make representations to the Panel, either in writing or in person, and the recommendations arising from the review were informed from a number of sources including those representations received
- 2.3 Allowances, in their basic form, are paid to Councillors to ‘cover all expenses and time incurred by a City Councillor in carrying out his/her duties for the Council’. The last review of councillors’ allowances was undertaken by the IRP for both Councils in July 2016.
- 2.4 The Scheme currently provides that all councillors are each entitled to a total basic allowance of £10,508 per annum and in addition, some councillors receive special responsibility allowances for undertaking additional duties. Councillors may also claim the cost of travel and subsistence expenses and for expenditure on the care of children or dependants whilst on approved duties.

SUMMARY OF RECOMMENDATIONS

2.4 The Independent Panel has made the following recommendations:

2.4.1 Basic Allowance

The Panel wished to ensure the level of basic allowance does not constitute a barrier to candidates from all sections of the community standing, or re-standing, for election as councillors. The Panel was of the view that the 2016 review had begun to make recommendations to ensure that the current basic was in accordance with the principle of fair remuneration and the 2020 review has consolidated this approach.

The Panel wished to introduce a formula for determining the level of basic income. This was based on guidance which identified factors that an Independent Remuneration Panel needed to keep in mind. For the basic allowance the Panel considered three variables in the calculation: the time required to execute the role effectively; the public service discount; and the rate for remuneration.

After determining the amount of time required each week to fulfil the role (25 hours), the level of PSD to be applied (40%) and the hourly rate to be used (£13.67), this calculated the basic allowance as follows:



This equated to a recommendation for the basic allowance payable to all Councillors as £10,663 per annum.

2.4.2 Special Responsibility Allowance (SRA)

The Panel agreed that the SRA’s should be based on a percentage of the Leader’s allowance, and the Leader’s allowance should remain as now, as a multiple of the basic allowance. The report of the Panel has divided the levels of SRA into a number of different tiers and this is outlined in detail in the Panel’s report. Below is an outline of the Panel’s recommendations:

- (a) That Members continue to be restricted to one SRA.
- (b) That the Leader’s SRA remains at the current multiple of the Basic Allowance, this being three times.
- (c) That the Deputy Leader’s SRA should be paid at the rate of 60% of the Leader’s SRA to recognise the role of Deputy in addition to the post holder’s Cabinet responsibility. This was a reduction from 66.67% of the Leader’s allowance
- (d) That Cabinet Members should continue to receive an SRA which is 50% of that paid to the Leader of the Council.

- (e) That Cabinet Advisors should continue to receive an SRA which is 25% of the Leader's SRA.
- (f) That the Chair of the Planning and Environmental Protection Committee should continue to receive an SRA which is 30% of the Leader's SRA
- (g) That the Chair of the Audit Committee, Licensing Committee and Corporate Parenting Committee continue to receive an SRA which is 25% of the Leader's SRA.
- (h) That the Chair of the Employment Committee receives an SRA which is 10% of the Leader's SRA this is an increase from 6.25%.
- (i) That the Chair of the Constitution and Ethics Committee receives an SRA which is 10% of the Leader's SRA (this is a new Chair position)
- (j) That the SRAs payable to Chairs of Scrutiny Committees be paid at 25% of the Leader's allowance.
- (k) That no allowance was payable to the Chair of the Shareholder Cabinet Committee as this was a sub-committee of Cabinet and the Chair would be a Cabinet Member already receiving an SRA.

2.4.3 Leaders of Opposition Groups

To be paid at 25% of the Leader's SRA, to be divided pro rata as at present and in accordance with existing conditions.

2.4.4 Co-opted Members

It is recommended that Co-opted Members are continued to be paid a small allowance of £250 a year to cover their expenses for this role. There will continue to be entitlement to receive travel and subsistence in line with Councillors.

2.4.5 Council's Independent Person

It is recommended that the Council's Independent Person continues to receive an allowance of £1,000 per annum. There will continue to be entitlement to receive travel and subsistence in line with Councillors.

The Deputy Independent Person will be entitled to receive an allowance of £500 per annum and also entitled to receive travel and subsistence in line with Councillors.

2.4.6 Travel and Subsistence

The Panel agreed to recommend that all travel and subsistence continues to be paid at the same level as before.

2.4.7 Child and Dependant Carers Allowance

The Panel recommended that the Child and Dependant Carers' Allowance should continue as outlined in the current Scheme of Allowances and be based at cost upon production of receipts and in the case of specialist care a requirement of medical evidence that this type of care be required, the allowance should have no monthly maximum claim when undertaking Approved duties.

The Panel also recommended that the Council should also actively promote the allowance to prospective and new councillors both before and following an election. This may assist in supporting greater diversity of councillor representation.

2.4.8 Parental Leave Policy

The Panel recommended that the Members' Scheme of Allowances was amended to include information on Parental Leave (further details are set out in the body of the report).

Should a policy on Parental Leave for Councillors be approved it should be actively promoted to prospective and current Councillors alongside the Dependants' Carers Allowance. This should

form part of a wider 'Be A Councillor' (LGA led initiative) programme led by the Council and supported by political groups; to enhance and increase the diversity of councillor representation.

2.4.9 Indexing of allowances

The Panel recommended that that the basic allowance, each of the SRAs and the Co-Optees/Independent Persons Allowance be increased annually in line with the percentage increase in staff salaries from May 2022 for a period of up to three years. After this period, the Scheme shall be reviewed again by an Independent Remuneration Panel.

3. **CONSULTATION**

- 3.1 All Members were invited to make written representation to the Panel and offered the opportunity to address the Panel in person. The Panel has considered all submissions in detail.

4. **IMPLICATIONS**

Financial Implications

- 4.1 There will be some additional costs if all the new allowances are agreed.

Legal Implications

- 4.2 The legal implications are referred to within the report.

Equalities Implications

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

Carbon Impact Assessment

- 4.4 There is no carbon impact arising from the report.

5. **BACKGROUND DOCUMENTS**

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

- 5.1 None.

6. **APPENDICES**

- 6.1 Appendix 1 - The report of the Independent Remuneration Panel appointed to review the allowances paid to Councillors of Peterborough City Council
Appendix 2 – Peterborough City Council questionnaire to members
Appendix 3 – Members allowances survey

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**The report of the Independent Remuneration Panel  
appointed to review the allowances paid to Councillors  
of Peterborough City Council**

~~~~~

January 2021

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1. INTRODUCTION AND BACKGROUND

- 1.1.1 The Local Authorities (Members' Allowances) (England) Regulations 2003 ("the 2003 Regulations"), as amended, require all local authorities to appoint an independent remuneration panel (IRP) to advise on the terms and conditions of their scheme of councillors' allowances.
- 1.1.2 Peterborough City Council formally appointed the following persons to undertake this process and make recommendations on its future scheme.

Nicky Blanning – Local resident
Gerard Dempsey- Business Consultant and member of the Judiciary
Jennifer Horn- Local Company Director
Amanda Orchard- Marketing Consultant and Local Magistrate
Mark Palmer – Development Director, South East Employers (Chair)

- 1.1.3 Our terms of reference were in accordance with the requirements of the 2003 Regulations, together with "Guidance on Consolidated Regulations for Local Authority Allowances" issued jointly by the former Office of the Deputy Prime Minister and the Inland Revenue (July 2003). Those requirements are to make recommendations to the Council as to:

- (a) the amount of basic allowance to be payable to all councillors;
- (b) the level of allowances and whether allowances should be payable for:
 - (i) special responsibility allowances, including those for new committees Constitution and Ethics Committee and Shareholder Cabinet Committee;
 - (ii) travelling and subsistence allowance;
 - (iii) dependants' carers' allowance;
 - (iv) parental leave and.
 - (v) co-optees' allowance.

and the amount of such allowances.

- (c) whether payment of allowances may be backdated if the scheme is amended at any time to affect an allowance payable for the year in which the amendment is made.
- (d) whether adjustments to the level of allowances may be determined according to an index and if so which index and how long that index should apply, subject to a maximum of four years before its application is reviewed.

2. CURRENT SCHEME

- 2.1.1 The last review of councillors' allowances was undertaken by the IRP for both Councils in July 2016.
- 2.1.2 The Scheme currently provides that all councillors are each entitled to a total basic allowance of £10,508 per annum, with effect from April 2020. In addition, some councillors receive special responsibility allowances for undertaking additional duties.

- 2.1.3 Councillors may also claim the cost of travel and subsistence expenses and for expenditure on the care of children or dependants whilst on approved duties.

3. PRINCIPLES UNDERPINNING OUR REVIEW

3.1 The Public Service Principle

3.1.1 This is the principle that an important part of being a councillor is the desire to serve the public and, therefore, not all of what a councillor does should be remunerated. Part of a councillor's time should be given voluntarily. The consolidated guidance notes the importance of this principle when arriving at the recommended basic allowance.¹ Moreover, we found that a public service concept or ethos was articulated and supported by most of the councillors we interviewed and in the responses to the questionnaire completed by councillors as part of our review.

3.1.2 The principle of public service had been recognised in previous IRP reviews and was quantified in 2017. To provide transparency and increase an understanding of the Panel's work, we will continue to recommend the application of an explicit Public Service Discount (or PSD). Such a PSD is applied to the time input necessary to fulfil the role of a councillor. Further explanation of the PSD to be applied is given below in section 4.

3.2 The Fair Remuneration Principle

3.2.1 Alongside the belief that the role of the elected Councillor should, in part, be viewed as unpaid voluntary service, we advocate a principle of fair remuneration. The Panel in 2020 continues to subscribe to the view promoted by the independent Councillors' Commission:

Remuneration should not be an incentive for service as a councillor. Nor should lack of remuneration be a barrier. The basic allowance should encourage people from a wide range of backgrounds and with a wide range of skills to serve as local councillors. Those who participate in and contribute to the democratic process should not suffer unreasonable financial disadvantage as a result of doing so.²

3.2.2 We are keen to ensure that our recommended scheme of allowances provides reasonable financial compensation for councillors. Equally, the scheme should be fair, transparent, logical, simple, and seen as such.

3.2.3 Hence, we continue to acknowledge that:

- (i) allowances should apply to roles within the Council, not individual councillors;
- (ii) allowances should represent reasonable *compensation* to councillors for expenses they incur and time they commit in relation to their role, not *payment* for their work; and

¹ The former Office of Deputy Prime Minister – now the Department for Communities, Housing and Local Government, and Inland Revenue, *New Council Constitutions: Guidance on Consolidated Regulations for Local Authority Allowances*, London: TSO, July 2003, paragraph 68.

² Rodney Brooke and Declan Hall, *Members' Remuneration: Models, Issues, Incentives and Barriers*. London: Communities and Local Government, 2007, p.3.

- (iii) special responsibility allowances are used to recognise the *significant* additional responsibilities which attach to some roles, not merely the extra time required.

3.2.4 In making our recommendations, we have therefore sought to maintain a balance between:

- (i) the voluntary quality of a councillor's role;
- (ii) the need for appropriate financial recognition for the expenses incurred and time spent by councillors in fulfilling their roles; and
- (iii) the overall need to ensure that the scheme of allowances is neither an incentive nor a barrier to service as a councillor.

3.2.5 The Panel as in 2016 continues to ensure that the scheme of allowances is understandable in the way it is calculated. This includes ensuring the bandings and differentials of the allowances are as transparent as possible.

3.2.6 In making our recommendations, we wish to emphasise that any possible negative impact they may have is not intended and should not be interpreted as a reflection on any individual councillor's performance in the role.

4. CONSIDERATIONS AND RECOMMENDATIONS

4.1 Basic Allowance

4.1.1 A Council's scheme of allowances must include provision for a basic allowance, payable at an equal flat rate to all councillors. The guidance on arriving at the basic allowance states, "Having established what local councillors do, and the hours which are devoted to these tasks the local authorities will need to take a view on the rate at which, and the number of hours for which, councillors ought to be remunerated."³

4.1.2 In addition to the regular cycles of Council and committee meetings, a number of working groups involving councillors may operate. Many councillors are also appointed by the Council to a number of external organisations.

4.1.3 We recognise that councillors are responsible to their electorate as:

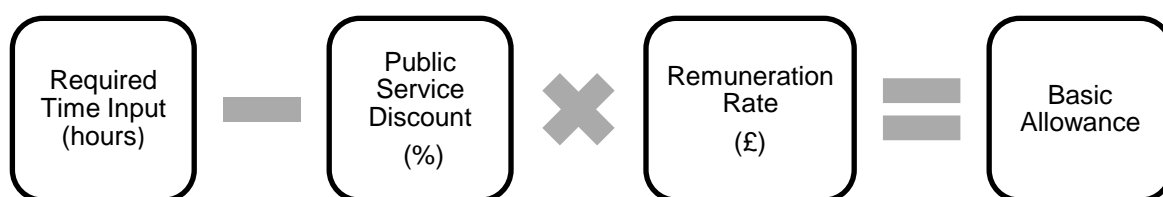
- Representatives of a particular ward;
- Community leaders;
- Decision makers for the whole Council area;
- Policy makers for future activities of the Council;
- Scrutineers and auditors of the work of the Council; and
- Regulators of planning, licensing and other matters required by Government.

4.1.4 The guidance identifies the issues and factors an IRP should have regard to when making a scheme of allowances.⁴ For the basic allowance we considered three

³ The former Office of Deputy Prime Minister – now the Department for Housing, Communities and Local Government, and Inland Revenue, *New Council Constitutions: Guidance on Consolidated Regulations for Local Authority Allowances*, London: TSO, July 2003, paragraph 67.

⁴ The former Office of Deputy Prime Minister – now the Department for Communities and Local Government, and Inland Revenue, *New Council Constitutions: Guidance on Consolidated Regulations for Local Authority Allowances*, London: TSO, July 2003, paragraphs 66-81.

variables in our calculation: the time required to execute the role effectively; the public service discount; and the rate for remuneration.



4.1.5 Each of the variables is explained below.

Required Time Input

4.1.6 We ascertained the average number of hours necessary per week to undertake the role of a councillor (with no special responsibilities) from questionnaires and interviews with councillors and through reference to the relevant Councillor Role Profiles. In addition, we considered information about the number, range, and frequency of committee meetings.⁵

4.1.7 Discounting attendance at political meetings (which we judged to be centred upon internal political management), we find that the average time commitment required to execute the role of a councillor with no special responsibilities is 25 hours per week.

Public Service Discount (PSD)

4.1.8 From the information analysed, we found councillors espoused a high sense of public duty. Given the weight of evidence presented to us concerning, among other factors, the levels of responsibility, the varied nature of the role, the need for learning and development, and the increasing accessibility and expectations of the public, we recommend a Public Service Discount of 40 per cent to the calculation of the basic allowance. This percentage sits within the upper range of PSDs applied to basic allowances by councils in the region.

Remuneration Rate

4.1.9 After establishing the expected time input to be remunerated, we considered a remuneration rate. We came to a judgement about the rate at which the councillors ought to be remunerated for the work they do.

4.1.10 To help identify an hourly rate for calculating allowances, we utilised relevant statistics about the local labour market published by the Office for National Statistics. We selected the average (median), full-time gross⁶ wage per hour for the Peterborough City Council area £13.67⁷

Calculating the basic allowance

⁵ The summary responses to the questionnaires are available on request.

⁶ The basic allowance, special responsibility allowance, dependants' carers' allowance, and co-optees' allowance are taxable as employment income.

⁷ The Nomis official labour market statistics: Hourly Pay – Gross median (£) For full-time employee jobs by place of residence: UK December 2019.

4.1.11 After determining the amount of time required each week to fulfil the role (25 hours), the level of PSD to be applied (40%) and the hourly rate to be used (£13.67), we calculated the basic allowance as follows:

$$\begin{array}{c}
 \boxed{\begin{array}{l} 1300 \text{ hours} \\ \text{p.a. (25} \\ \text{hours per} \\ \text{week x52} \\ \text{weeks)} \end{array}} \text{ --- } \boxed{40\%} \times \boxed{\pounds 13.67} = \boxed{\begin{array}{l} \pounds 10,663 \\ \text{per} \\ \text{annum} \end{array}}
 \end{array}$$

4.1.12 The gross Basic Allowance before the PSD is applied is **£17,771**. Following the application of the PSD this leads to a basic allowance of **£10,663** per annum.

4.1.13 This amount is intended to recognise the overall contribution made by councillors, including their work on council bodies, and ward work and attendance on external bodies.

4.1.14 We did also note the levels of basic allowance currently allocated by other unitary councils (see table below and Appendix 3).

Council	Unitary Councils: Basic Allowances (£) 2020 ⁸
Brighton and Hove City Council	13,002
Buckinghamshire Council	13,000
Isle of Wight Council	8,001
Medway Council	10,585
Milton Keynes Council	10,710
Portsmouth City Council	11,483
Southampton City Council	13,057
Average	11,405

4.1.15 The Panel wished to ensure the level of basic allowance does not constitute a barrier to candidates from all sections of the community standing, or re-standing, for election as councillors. The Panel was of the view that the 2016 review had begun to make recommendations to ensure that the current basic was in accordance with the principle of fair remuneration and the 2020 review has consolidated this approach.

WE THEREFORE RECOMMEND that the Basic Allowance payable to all members of Peterborough City Council be £10,663 per annum.

⁸ Figures drawn from the South East Employers, Members' Allowances Survey 2020 (October 2020).

4.2 Special Responsibility Allowances (SRAs)

- 4.2.1 Special Responsibility Allowances are awarded to councillors who perform significant additional responsibilities over and above the roles and expenses covered by the basic allowance. These special responsibilities must be related to the discharge of the council's functions.
- 4.2.2 The 2003 Regulations do not limit the number of SRAs which may be paid, nor do they prohibit the payment of more than one SRA to any one councillor. They do require that an SRA be paid to at least one councillor who is not a member of the controlling group of the Council. As the guidance suggests, if the majority of councillors receive an SRA, the local electorate may rightly question the justification for this.⁹
- 4.2.3 We conclude from the evidence we have considered that the following offices bear *significant* additional responsibilities:

- Leader of the Council
- Deputy Leader of the Council
- Cabinet Members
- Cabinet Advisors
- Chairman Planning & Environmental Protection Committee
- Chairman of Licensing Committee
- Chairman of Audit Committee
- Chairman of Corporate Parenting Committee
- Chairman of Employment Committee
- Chairman of Scrutiny Committees
- Leader of Opposition Groups
- Chairman of Constitution and Ethics Committee
- Independent Person of the Council
- Deputy Independent Persons of the Council
- Co-Opted Members

One SRA Only Rule

- 4.2.4 To improve the transparency of the scheme of allowances, we feel that no councillor should be entitled to receive at any time more than **one SRA**. If a councillor can receive more than one SRA, then the public are unable to ascertain the actual level of remuneration for an individual councillor from a reading of the Scheme of Allowances.
- 4.2.5 Moreover, the One SRA Only Rule avoids the possible anomaly of the Leader receiving a lower allowance than another councillor. If two or more allowances are applicable to a councillor, then the higher-valued allowance would be received. The One SRA Only Rule is common practice for many councils. Our calculations for the SRAs are based on this principle, which should be highlighted:

WE THEREFORE RECOMMEND that that no councillor shall be entitled to receive at any time more than one Special Responsibility Allowance and that this One SRA Only Rule be adopted into the Scheme of Allowances.

⁹ The former Office of Deputy Prime Minister – now the Department for Housing Communities and Local Government, and Inland Revenue, *New Council Constitutions: Guidance on Consolidated Regulations for Local Authority Allowances*, London: TSO, July 2003, paragraph 72.

The Maximum Number of SRA's Payable

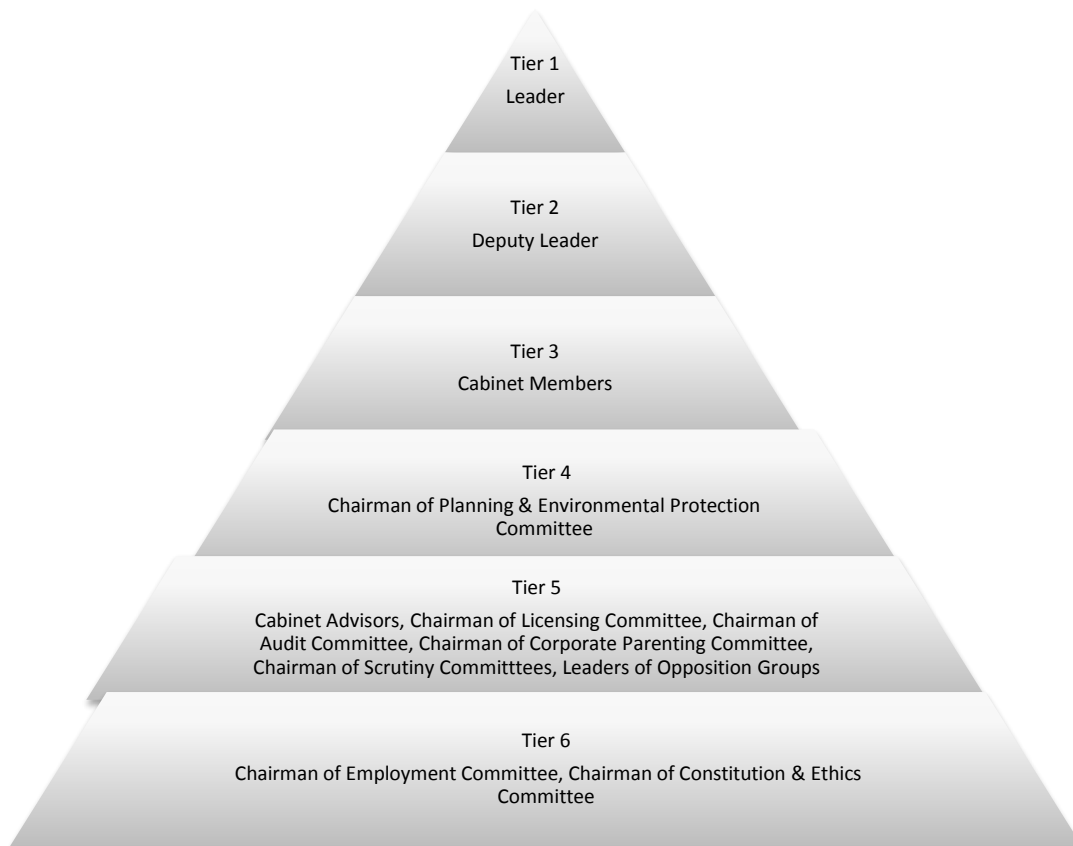
- 4.2.6 In accordance with the 2006 Statutory Guidance (paragraph 72) the Panel is of the view that the Council should adhere to the principal that no more than 50% of Council Members (30) should receive an SRA at any one time.

WE THEREFORE RECOMMEND that the Council should adhere to a maximum number of SRA's payable at any one time that does not exceed 50% of Council Members (30 Members).

Calculating SRAs

- 4.2.7 The Panel continued to the criteria and formula for calculating the Leader of the Council allowance. Based on a multiplier of the Basic Allowance, this role carries the most significant additional responsibilities and is the most time consuming.
- 4.2.8 We applied a multiplier of the basic allowance to establish the Leader's SRA. Other SRAs are then valued downwards as a percentage of the Leader's allowance. This approach has the advantage that, when future adjustments to the SRAs are required, changing the Leader's SRA will have a proportionate and easily calculable effect on the other SRAs within the scheme.

We grouped together in Tiers those roles that we judged to have a similar level of responsibility. The outline result of this approach is illustrated in a pyramid of responsibility:



- 4.24 The rationale for these six tiers of responsibility is discussed below.

Leader (Tier One)

- 4.2.9 The Council elects for a four-year term of office a Leader who is ultimately responsible for the discharge of all executive functions of the Council. The Leader is the principal policy maker and has personal authority to determine delegated powers to the rest of the Executive. The Leader is also responsible for the appointment (and dismissal) of members of the Cabinet and their respective areas of responsibility.
- 4.2.10 The multiplier we applied to calculate the Leader's SRA is 300% (3 x times) the basic allowance. If the recommended option of a basic allowance with a PSD of 40% is adopted, this results in a Leader's Allowance of £31,989.

WE RECOMMEND that the Leader of the Council continue to receive a Special Responsibility Allowance of 300% of the basic allowance, £31,989.

Deputy Leader (Tier Two)

- 4.2.11 The Deputy Leader usually acts on the Leader's behalf in their absence. From the information we gathered, we continue to consider this additional responsibility should be reflected in the level of allowance. Therefore, we recommend the Deputy Leader's SRA be set at 60% of the Leader's SRA. If our recommendations concerning the basic allowance and the Leader's SRA are adopted, this results in an allowance of £19,193.

WE RECOMMEND that the Deputy Leader receive a Special Responsibility Allowance of 60% of the Leader's Allowance, £19,193.

Cabinet Members (Tier Three)

- 4.2.12 From the evidence gathered, including questionnaire responses, face to face interviews and the Council's Role Profiles, we consider the members of the Cabinet should receive an allowance of £15,995, 50% of the Leader's Allowance.
- 4.2.13 Evidence from the interviews we undertook with councillors, underlines the responsibility of the members of the Cabinet for many of the Council's functions. Members of the Cabinet hold considerable responsibility for their respective portfolios. In addition, we found the time commitment for the role to be both significant and growing.

WE RECOMMEND that the Cabinet Members receive a Special Responsibility Allowance of 50% of the Leader, £15,995.

Chairman Planning & Environmental Protection Committee (Tier Four)

- 4.2.14 The role of the Chairman Planning & Environmental Protection Committee continues to be a key role within a decision-making committee with high local impact across the Council area.

WE RECOMMEND that the Chairman Planning & Environmental Protection Committee should continue to receive an allowance of 30% of the Leader, £9,597.

Cabinet Advisors, Chairman of Licensing Committee, Chairman of Audit Committee, Chairman of Corporate Parenting Committee, Chairmen of Scrutiny Committees, Leaders of Opposition Groups (Tier Five)

4.2.15 The Panel was of the view that the roles of Cabinet Advisors, Chairman of Licensing, Audit and Corporate Parenting Committees continue to have a high impact and profile across the Council. We therefore recommend that the roles continue to be recognised at Tier Five and receive an allowance of £7,997, 25% of the Leader's Allowance.

4.2.16 The Panel was also of the view that although the Scrutiny Committees do not have formal decision-making powers they are influential and recent Government Statutory Guidance (May 2019) has sought to increase the scope and influence of the scrutiny function. We have considered the requirements of the Chairmen of the four Scrutiny Committees and feel it is a significant function that has a statutory legal requirement. We consider this role should also receive a Tier Five allowance of £7,997, 25% of the Leader's Allowance

WE RECOMMEND that the Cabinet Advisors, Chairman of Licensing, Audit and Corporate Parenting Committees should continue to receive an allowance of 25% of the Leader's allowance, £7,997. WE ALSO RECOMMEND that the Chairmen of the Scrutiny Committees should also continue to receive an allowance of 25% of the Leader's allowance, £7,997.

4.2.17 The Leaders of Opposition Groups continue to be a role of significant importance and the Panel was therefore of the view that the Leaders of Opposition Groups should continue to receive a Tier 5 allowance, 25% of the Leader's Allowance, £7,997, to be distributed on a pro-rata basis dependent on the number of Members in each group. Further- more this allowance should not be paid to the Leader of any additional groups that have the same political allegiance as one already recognised by the Council.

WE RECOMMEND that the Leaders of Opposition Groups continue to receive an allowance of 25% of the Leader's Allowance, £7,997, to be distributed on a pro-rata basis dependent on the number of Members in each group.

Chairman of Employment Committee and Chairman of Constitution and Ethics Committee (Tier Six).

4.2.18 The Employment Committee has the role of overseeing employment matters whilst the Constitution and Ethics Committee is a relatively new Committee and therefore the Chairman's role has not been considered for an allowance. The Panel was of the view that these two committees were of a similar size in respect of impact and importance. The Panel is therefore of the view that both the Chairman of the Employment and the Constitution and Ethics Committee should receive an allowance of 10% of the Leader's

WE RECOMMEND that the Chairman of the Employment Committee and the Chairman of the Constitution and Ethics Committee should receive an allowance of 10% of the Leader's Allowance £3,199.

4.2.19 The Panel was also asked to consider whether the Chairman of the Shareholder Cabinet Committee should also receive an allowance. However, since this Committee will always be chaired by a Cabinet Member the Panel was of the view that because of the 'One SRA Only Rule' the role is **not eligible** for an allowance as the Chairman already receives an allowance in respect of the Cabinet Member role.

4.3 Co-optees'/ Independent Persons Allowance

- 4.3.1 An IRP may recommend the payment and level of an allowance for those who serve on the committees or sub-committees of a Council but are not members of the Council. We recognise that in so doing, an element of the contribution made by the co-optees/Independent Persons should be voluntary. We therefore continue to recommend that co-optees/Independent Person of the Council and the Deputy Independent Person of the Council are entitled to an allowance plus travel, subsistence and other expenses in accordance with the scheme applicable to councillors.

WE RECOMMEND that the Independent Persons should continue to receive an allowance of £1,000 per annum, the Deputy Independent Person an allowance of £500 per annum and the Co-opted Members £250 per annum. The roles will also receive travel, subsistence and other expenses in accordance with the scheme applicable to councillors.

4.4 Travelling and Subsistence Allowance

- 4.4.1 A scheme of allowances may provide for any councillor to be paid for travelling and subsistence undertaken in connection with any of the duties specified in Regulation 8 of the 2003 Regulations (see paragraph 5.10). Similarly, such an allowance may also be paid to co-opted/Independent Persons of a committee or sub-committee of the Council in connection with any of those duties, provided that their expenses are not also being met by a third party.

WE RECOMMEND that travelling and subsistence allowance should be payable to councillors and co-opted/Independent Persons in connection with any approved duties. The amount of travel and subsistence payable shall continue to be at the maximum levels payable to council staff in line with HM Revenue ad Customs' rates. We propose no changes to the current travel and subsistence allowances.

4.5 Child and Dependant Carers' Allowance

- 4.5.1 The child and dependant carers' allowance should ensure that potential candidates are not deterred from standing for election and should enable current councillors to continue despite any change in their personal circumstances. The current scheme awards reimbursement of actual reasonable costs incurred in using childminders, babysitters or other sitters for dependants while carrying out Approved duties. The scheme also allows for specialist Dependent Relative Care to be reimbursed at the actual cost upon production of receipts. In the case of reimbursement for specialist care, medical evidence that this type of care is required should also be provided.
- 4.5.2 The Panel therefore is of the view that the Child and Dependant Carers' Allowance should continue to be reimbursed for the actual cost incurred by the councillor upon production of receipts. In respect of specialist care provision medical evidence that this type of care provision is required should also be provided and approved by an appropriate officer of the Council.

WE THEREFORE RECOMMEND that the Child and Dependant Carers' Allowance should continue as outlined in the current Scheme of Allowances and be based at cost upon production of receipts and in the case of specialist care a

requirement of medical evidence that this type of care be required, the allowance should have no monthly maximum claim when undertaking Approved duties.

WE ALSO RECOMMEND that the Council should also actively promote the allowance to prospective and new councillors both before and following an election. This may assist in supporting greater diversity of councillor representation.

4.6 Parental Leave

- 4.6.1 There is no uniform national policy to support councillors who require parental leave for maternity, paternity, or adoption leave. According to the Fawcett Society (Does Local Government Work for Women, 2018) a *'lack of maternity, paternity provision or support'* is a real barrier for women aged 18-44 to fulfil their role as a councillor.
- 4.6.2 We are of the view that support should be provided for parental leave although we do not wish to stipulate an exact policy/procedure. The Panel is aware that the Local Government Association has developed a model policy that has been adopted by a growing number of councils across the south east region.
- 4.6.3 There is no legal right to parental leave of any kind for people in elected public office. However, as a way of improving the diversity of Councillors, the Panel would recommend that the Members' Allowance Scheme should be amended to include provisions that clarify that:
- All Councillors shall continue to receive their Basic Allowance in full for a period up to six months in the case of absence from their Councillor duties due to leave relate to maternity, paternity, adoption shared parental leave or sickness absence
 - Councillors entitled to a Special Responsibility Allowance shall continue to receive their allowance in full for a period of six months, in the case of absence from their Councillor duties due to leave related to maternity, paternity, adoption, shared parental leave or sickness absence
 - Where for reasons connected with sickness, maternity leave, adoption leave, paternity leave or shared parental leave a Councillor is unable to attend a meeting of the Council for a period of six months, a dispensation by Council can be sought in accordance with Section 85 of the Local Government Act 1972
 - If a replacement to cover the period of absence under these provisions is appointed by Council or the Leader (or in the case of a party group position the party group) the replacement shall be entitled to claim a Special Responsibility Allowance pro rata for the period over which the cover is provided.
 - If a Councillor stands down, or an election is held during the period when a Councillor is absent due to any of the above and the Councillor is not re-elected or decides not to stand down for re-election, their Basic Allowance any Special Responsibility Allowance will cease from the date they leave office.

- 4.6.4 The Panel is conscious that these provisions do not replicate the LGA policy but that policy introduces elements that are more akin to employees which in terms of employment legislation does not include Councillors. We feel that our recommendations more simply and adequately reflect the situation relating to Councillors and clarify for them what they can expect. District Councillors however may wish to further develop the above recommendations so that they reflect the LGA policy.

WE RECOMMEND that the approach outlined is adopted as a basis of a policy to support parental leave for councillors. Should a policy on Parental Leave for Councillors be approved it should be actively promoted to prospective and current Councillors alongside the Dependants' Carers Allowance. This should form part of a wider 'Be A Councillor' (LGA led initiative) programme led by the Council and supported by political groups; to enhance and increase the diversity of councillor representation.

4.7 Indexing of Allowances

- 4.7.1 A scheme of allowances may make provision for an annual adjustment of allowances in line with a specified index. The present scheme makes provision for the basic allowance, the special responsibility allowances and Co-Optees/ Independent Persons allowance to be adjusted annually in line with staff salaries.

WE RECOMMEND that the basic allowance, each of the SRAs and the Co-Optees' /Independent Persons Allowance be increased annually in line with the percentage increase in staff salaries from May 2022 for a period of up to three years. After this period, the Scheme shall be reviewed again by an independent remuneration panel.

4.8 Revocation of current Scheme of Allowances / Implementation of new Scheme

- 4.8.1 The 2003 Regulations provide that a scheme of allowances may only be revoked with effect from the beginning of a financial year, and that this may only take effect on the basis that the authority makes a further scheme of allowances for the period beginning with the date of revocation.

WE THEREFORE RECOMMEND that the new scheme of allowances to be agreed by the Council be implemented with effect from the beginning of the 2021-22 financial year, at which time the current scheme of allowances will be revoked.

5. OUR INVESTIGATION

5.1 Background

- 5.1.1 As part of this review, a questionnaire was issued to all councillors to support and inform the review. Responses were received from 20 of the 58 current councillors (35% response). The information obtained was helpful in informing our deliberations.
- 5.1.2 We interviewed nine current councillors using a structured questioning process. We are grateful to all our interviewees for their assistance.

5.2 Councillors' views on the level of allowances

- 5.2.1 A summary of the councillors' responses to the questionnaire are attached as Appendix 2.

5.3 Combined Authority

- 5.3.1 During the interviews with Councillors, we became aware of the additional time and workload input from lead councillors who are actively involved in the Combined Authority. Our recommendations have taken into account this additional commitment

6. APPROVED COUNCILLOR DUTIES

- 6.1.1 The Panel reviewed the recommended duties for which allowances should be payable and recommend that no changes be made.

WE THEREFORE RECOMMEND: That no changes are made to the Approved Duties as outlined in the Members' Allowance Scheme.

**Mark Palmer (Chair of the Independent Remuneration Panel)
Development Director, South East Employers
January 2021**

Appendix 1: Summary of Panel's Recommendations

Allowance	Current Amount for 2020-21	Number	Recommended Allowance (40% PSD)	Recommended Allowance Calculation
Basic (BA)				
Total Basic:	£10,508	60	£10,663	

Special Responsibility:				
Leader of the Council	£31,524	1	£31,989	300% of BA
Deputy Leader	£21,017	1	£19,193	60% of Leader's Allowance
Cabinet Members	£15,762	8	£15,995	50% of Leader's Allowance
Cabinet Advisors	£7,881	1	£7,997	25% of Leader's Allowance
Chairman of Planning & Environmental Protection	£9,457	1	£9,567	30% of Leader's Allowance
Chairman of Licensing Committee	£7,881	1	£7,997	25% of Leader's Allowance
Chairman of Audit Committee	£7,881	1	£7,997	25% of Leader's Allowance
Chairmen of Scrutiny Committees	£7,881	4	£7,997	25% of Leader's Allowance
Chairman of Corporate Parenting Committee	£7,881	1	£7,997	25% of Leader's Allowance
Chairman of Employment Committee	£1,970	1	£3,199	10% of the Leader's Allowance
Chairman of Constitution and Ethics Committee	N/A	1	£3,199	10% of Leader's Allowance
Leaders of Opposition Groups	£7,881	4	£7,997 ¹	25% of Leader's Allowance
Independent Person of the Council	£1,000	1	£1,000	
Deputy Independent Persons of the Council	£500	2	£500	
Co-opted Members	£250	1	£250	

1. Leaders of Opposition Groups allowance to be distributed on a pro-rata basis dependent on the number of members in each group. The sum of £7,997 will be divided proportionately based upon the number of members in each group.

Q1 In a typical week how many hours do you spend on Council business?

Answered: 20 Skipped: 0

#	RESPONSES	DATE
1	30 -but always on Council business to answer phone calls and emails	11/19/2020 12:58 PM
2	55hrs	11/18/2020 3:04 PM
3	30-40	11/13/2020 8:56 PM
4	25	11/13/2020 2:35 PM
5	9	11/13/2020 12:48 PM
6	15	11/11/2020 6:31 PM
7	30-40	11/11/2020 3:56 PM
8	10	11/10/2020 10:39 AM
9	10 although it varies enormously depending on time of year and how many meetings are happening	11/9/2020 6:50 PM
10	10	11/9/2020 5:55 PM
11	15	11/9/2020 5:41 PM
12	Between sixteen and twenty hours per week.	11/9/2020 5:19 PM
13	16 to 24 depending on meetings	11/9/2020 3:40 PM
14	32 hours	11/9/2020 3:05 PM
15	Approx 25/35hrs	11/9/2020 2:52 PM
16	It varies depending upon the number of meetings, emails you get, private messages and replying to comments on the social media platforms, doing litter picks, talking to businesses. Taking that into account, 14 to 18 hours.	11/9/2020 2:50 PM
17	1	11/9/2020 2:36 PM
18	56 minimum	11/9/2020 2:28 PM
19	10-20	11/9/2020 2:21 PM
20	20	11/9/2020 2:01 PM

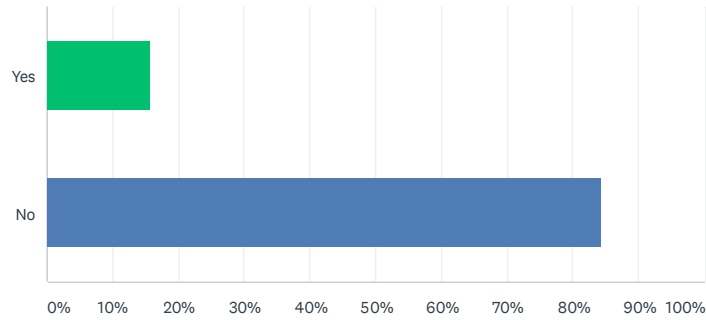
Q2 If you hold a role(s) within the Council i.e. Portfolio Holder, Chair etc., how many hours do you spend in a typical week on Council business relevant to the role(s). [Please provide details separately for each role if more than one additional role is held.] Please specify specific roles below and hours spent on each role:

Answered: 12 Skipped: 8

#	RESPONSES	DATE
1	Education Childrens Services Skills University All areas in one portfolio now so bulk of hours spent on this. Vice Chair Licensing Committee Ward business around 5 hours per week.	11/19/2020 12:58 PM
2	Leader Peterborough City Council 45hrs combined Authority 10 hrs	11/18/2020 3:04 PM
3	Opposition leader - 20-25 hours	11/13/2020 8:56 PM
4	Group Leader 5	11/13/2020 2:35 PM
5	Cabinet - 20, Chair Constitution and Ethics - 2. Does vary eg around Budget setting could be 30-40+, August less. Has been more in past but due to stand down last May, so family matters have led to re-balancing and I have long experience in role. Frankly could be 40-50 for new person.	11/11/2020 3:56 PM
6	I am leader of the Liberal Democrat group. I would estimate an average of five hours a week, although in the run up to full council it could be much more than that.	11/9/2020 6:50 PM
7	Chair of Planning & Environmental Protection can change drastically from none to several hours per week depending on casework required and update reading received. Chair of Growth, Environment and Resources Committee - Several hours a month meetings and referencing material. Chair of Covid19 Response Meeting - several hours per month referencing and chairing meetings Chair of Chairs - Budget Scrutiny. A few hours per month referencing material and chairing budget scrutiny meetings.	11/9/2020 5:41 PM
8	Group whip and shadow role but the above accounts for most, but no all, hours spent.	11/9/2020 5:19 PM
9	8	11/9/2020 3:40 PM
10	Portfolio holder and board member/director of JV's, outside committees/boards, PCC committees.	11/9/2020 2:52 PM
11	I am the Chairman of Corporate Parenting. I have meetings with officers, discuss with other Committee members items that arise, promote the Children in Care objectives, seek funding, discuss at appropriate times the work and requirements of the Children in Care within circles where it would benefit the Children and Young people as well as care leavers. I spend 6 to 7 hours a week looking for chances too make positive changes that the CiC have raised and ask for.	11/9/2020 2:50 PM
12	N/A	11/9/2020 2:28 PM

Q3 Do you incur any significant costs which you believe are not covered by your present allowance?

Answered: 19 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes	15.79%	3
No	84.21%	16
TOTAL		19

#	IF YES, PLEASE PROVIDE DETAILS:	DATE
1	My eyesight is poor and so need hard copy papers. During this pandemic cannot provide this from Council so am paying for all cartridges and paper myself.	11/19/2020 12:58 PM
2	i do get fuel allowance or train fare if out side the city	11/18/2020 3:04 PM
3	Loss of income from work	11/13/2020 8:56 PM
4	I retired to do role properly. Income was substantially more than any allowances.	11/11/2020 3:56 PM
5	I try to put some of my allowances back into the Children directly at Christmas and Easter.	11/9/2020 2:50 PM

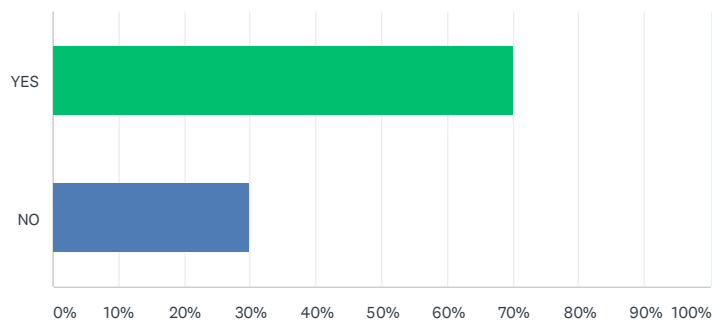
Q4 Government guidance states that “it is important that some element of the work of Councillors continues to be voluntary”. As part of their deliberations, Independent Remuneration Panels will assess what Public Service Discount should apply to the basic allowance - that is the percentage of their time Councillors expect to give without any financial remuneration. Accordingly, what do you feel is an acceptable amount of time to be given, unremunerated, if any, expressed as a percentage?

Answered: 19 Skipped: 1

#	RESPONSES	DATE
1	10 per cent.	11/19/2020 12:58 PM
2	i think you could to that above another 6hrs aweek for ward and parish work	11/18/2020 3:04 PM
3	25%	11/13/2020 8:56 PM
4	10	11/13/2020 2:35 PM
5	20%	11/13/2020 12:48 PM
6	In order to get the maximum possible cross section of the community, and the skills we need to successfully run the council, we should be increasing not decreasing remuneration	11/11/2020 6:31 PM
7	Impossible to answer. What is a reasonable 'hourly rate'? Does Remembrance Day, Mayors Charity Events etc count? Training? How important is attracting young talent and compensating for work hours lost?	11/11/2020 3:56 PM
8	33%	11/10/2020 10:39 AM
9	I think it should be a small element, maybe around 10% or less. The Government does not expect MPs to do their work on a voluntary basis so why do they expect this of councillors. If we are to attract more young and able people to become councillors it is vital that they are adequately remunerated.	11/9/2020 6:50 PM
10	20	11/9/2020 5:55 PM
11	75%	11/9/2020 5:41 PM
12	50	11/9/2020 5:19 PM
13	20%	11/9/2020 3:40 PM
14	10%	11/9/2020 3:05 PM
15	I consider my role within my ward to be largely voluntary work, as I am primarily an elected ward councillor and, if I didn't wish to be, I could step down easily because I am retired and financially independent. That said, I'm conscious some (including myself, but certainly not all) members work hard for their constituents and deserve to be paid an allowance. My portfolio is extensive and very involving. It would not be possible for me to be effective if I had a full time occupation so I think it's right to be paid a SRA to compensate for the hours I spend working and the responsibility I have.	11/9/2020 2:52 PM
16	I make myself available as much as possible to the residents and have answered calls early morning before people sometimes get up or as yesterday 11.30 in the evening to answer questions about Covid-19, antisocial behaviour, schooling, road adoption etc. I feel that I stepped up to take the role and that means being available to the public. I couldn't really give a percentage, as even when on a weeks holiday, I had answered my phone calls from worried residents.	11/9/2020 2:50 PM
17	40%	11/9/2020 2:28 PM
18	Free time is given in expanding our party's reach in areas outside of our ward. This is an activity that as a councillor I would not be expecting any remuneration.	11/9/2020 2:21 PM
19	20	11/9/2020 2:01 PM

Q5 The present level of Basic Allowance payable to all Councillors is £10,508. Do you think this is appropriate?

Answered: 20 Skipped: 0



ANSWER CHOICES	RESPONSES	
YES	70.00%	14
NO	30.00%	6
TOTAL		20

#	IF NO, SHOULD IT BE LOWER OR HIGHER? PLEASE GIVE A REASON FOR YOUR ANSWER:	DATE
1	Should have kept pace with staff percentage increases as recommended by the remuneration panel	11/19/2020 1:04 PM
2	Higher due to the time, effort and value delivered by Members	11/13/2020 8:57 PM
3	Higher, to encourage a higher standard of councillor, as with the current allowance I have to continue with my full time job and can't devote as much time as I would like to my council work	11/11/2020 6:32 PM
4	There was a big increase four years ago but that was after many years of no increase. The panel should compare our allowances with those of similar councils and ensure they are in line and also that they keep up with inflation.	11/9/2020 6:52 PM
5	Lower	11/9/2020 2:37 PM
6	A little higher. It's a struggle for councillors who devote a lot of time to the role to cope financially. I definitely struggle but I don't want to spend less time on councillor duties.	11/9/2020 2:30 PM

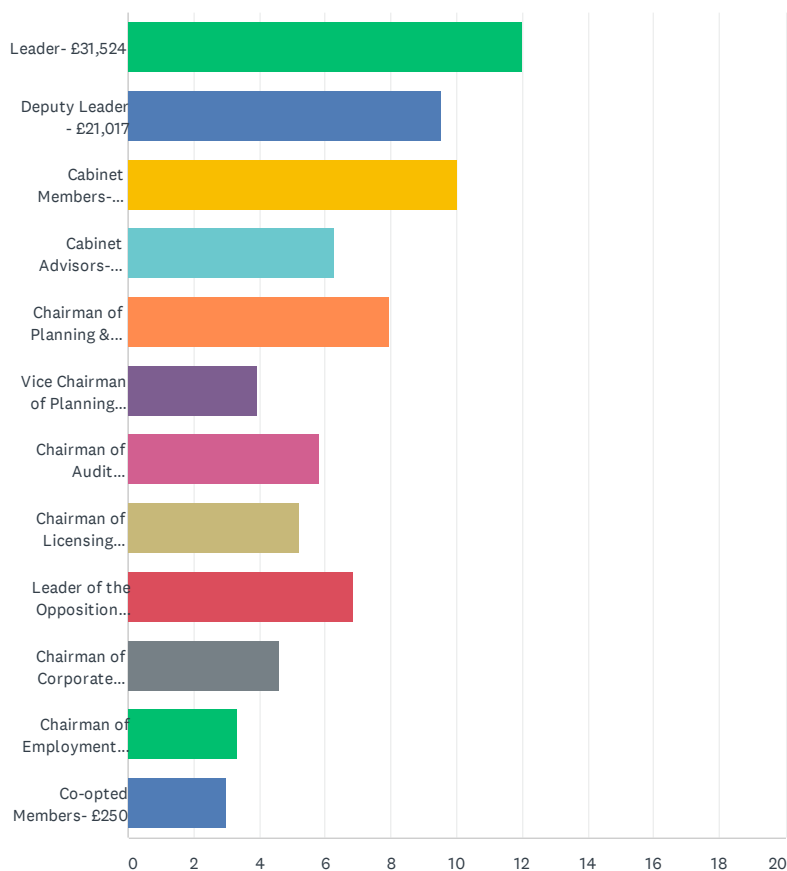
Q6 If you are able to, please indicate an appropriate level £:

Answered: 7 Skipped: 13

#	RESPONSES	DATE
1	TBC as I do not have staff full info for the last several staff rises	11/19/2020 1:04 PM
2	one size does not fit all there is possibly 20 councillors who are really active another 20 who are actice in there ward are the other 20 who are less than active ,so you do not want to reaward inactivity	11/18/2020 3:10 PM
3	15,000	11/13/2020 8:57 PM
4	I think it is the panel's job to recommend the level and we should accept it if at all possible, as we should not be determining how much we are paid.	11/9/2020 6:52 PM
5	4000	11/9/2020 2:37 PM
6	£12k	11/9/2020 2:30 PM
7	This seems like the right level in order to attract a wider range of diversity and closer representation of the community	11/9/2020 2:22 PM

Q7 Special Responsibility Allowances (SRAs) are currently paid as follows: [To assist the Panel to produce a more consistent group of allowances, please can you score each role / position in respect of importance and impact, with 1 being the most important.

Answered: 17 Skipped: 3

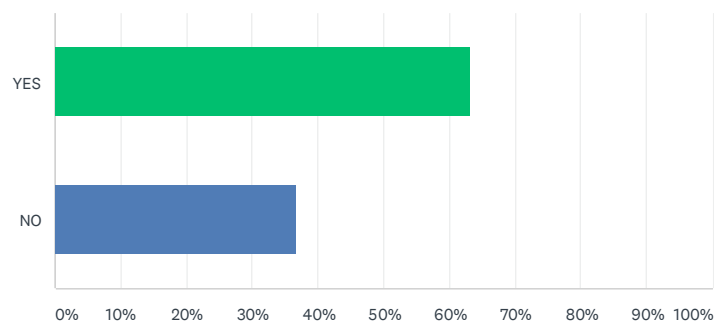


Independent Remuneration Panel Members' Allowances Questionnaire 2020 - Peterborough City Council

	1	2	3	4	5	6	7	8	9	10	11	12
Leader- £31,524	100.00% 15	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0
Deputy Leader - £21,017	0.00% 0	70.59% 12	5.88% 1	5.88% 1	5.88% 1	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	5.88% 1	5.88% 1
Cabinet Members- £15,762	0.00% 0	23.53% 4	64.71% 11	5.88% 1	5.88% 1	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0
Cabinet Advisors- £7,881	0.00% 0	5.88% 1	0.00% 0	29.41% 5	11.76% 2	11.76% 2	5.88% 1	0.00% 0	0.00% 0	17.65% 3	17.65% 3	0.00% 0
Chairman of Planning & Environmental Protection Committee- £9,457	0.00% 0	0.00% 0	11.76% 2	17.65% 3	35.29% 6	23.53% 4	11.76% 2	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0
Vice Chairman of Planning Committee - £3,050	0.00% 0	0.00% 0	0.00% 0	0.00% 0	5.88% 1	5.88% 1	23.53% 4	5.88% 1	5.88% 1	17.65% 3	23.53% 4	11.76% 2
Chairman of Audit Committee- £7,881	0.00% 0	0.00% 0	5.88% 1	0.00% 0	5.88% 1	23.53% 4	23.53% 4	23.53% 4	11.76% 2	0.00% 0	0.00% 0	5.88% 1
Chairman of Licensing Committee- £7,881	0.00% 0	0.00% 0	0.00% 0	0.00% 0	5.88% 1	11.76% 2	17.65% 3	41.18% 7	11.76% 2	11.76% 2	0.00% 0	0.00% 0
Leader of the Opposition Group- £7,881. Divided by the numbers of Members of the opposition group	0.00% 0	0.00% 0	11.76% 2	23.53% 4	17.65% 3	11.76% 2	5.88% 1	0.00% 0	17.65% 3	5.88% 1	5.88% 1	0.00% 0
Chairman of Corporate Parenting Committee - £7,881	0.00% 0	0.00% 0	0.00% 0	11.76% 2	0.00% 0	5.88% 1	11.76% 2	11.76% 2	17.65% 3	29.41% 5	11.76% 2	0.00% 0
Chairman of Employment Committee - £1,970	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	5.88% 1	0.00% 0	17.65% 3	23.53% 4	17.65% 3	23.53% 4	11.76% 2
Co-opted Members- £250	5.88% 1	0.00% 0	0.00% 0	5.88% 1	5.88% 1	0.00% 0	0.00% 0	0.00% 0	11.76% 2	0.00% 0	11.76% 2	58.82% 10

Q8 Would you like to see any changes made to these allowances?

Answered: 19 Skipped: 1

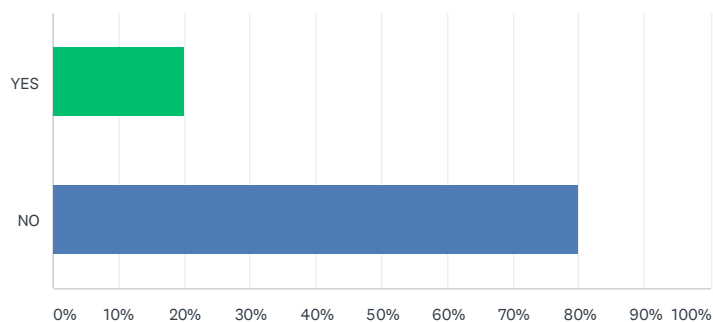


ANSWER CHOICES	RESPONSES	
YES	63.16%	12
NO	36.84%	7
TOTAL		19

#	IF YES, PLEASE PROVIDE DETAILS:	DATE
1	All should have a regular percentage rise allied to the staff rises.Or in line with inflation.	11/19/2020 2:39 PM
2	Increase them	11/13/2020 9:01 PM
3	The Chair allowances are staggering. The amount of prep for these meetings for the chair is only a fraction more than a member would do and the liaison with officers etc outside of meeting times is not as lengthy as to warrant this level of additional allowance. Set at 25% the leader's allowance, I cannot see that the role of a committee chair takes up 25% of the hours each week the leader puts in to that full-time role.	11/13/2020 1:07 PM
4	Too many cabinet posts, scrap cabinet advisors	11/11/2020 6:33 PM
5	Hay review responsibilities as with officers.	11/11/2020 4:01 PM
6	Removal of chair allowance	11/10/2020 10:42 AM
7	This question is very misleading as it does not state that chairs of scrutiny committees also receive very large special responsibility allowances. A previous members allowances panel said that special responsibility allowances should only be paid to councillors who exercise special responsibility. Currently over half of the Conservative group get allowances which greatly increases the power of patronage exercised by the leader of the council.	11/9/2020 6:59 PM
8	Why is Vice chair of planning remunerated as it is? Seems high if no other vice chairs are remunerated	11/9/2020 5:23 PM
9	Reduced by 20%	11/9/2020 3:07 PM
10	Please look at the frequency of meetings and determine SRA accordingly.	11/9/2020 3:07 PM
11	Reduced significantly also Mayor need to be reviewed.	11/9/2020 2:39 PM
12	Chair of committees could be halved, except planning which should be say 7,881, vice chair of planning committee should not have a SRA	11/9/2020 2:36 PM
13	Given the Conservatives don't allow any other parties to chair committees, the allowances for chairmanships should be greatly reduced.	11/9/2020 2:32 PM
14	I think the top two positions are paid too much. I think the chairs of committees are also paid too much	11/9/2020 2:05 PM

Q9 Would you like to see any new SRAs introduced?

Answered: 20 Skipped: 0

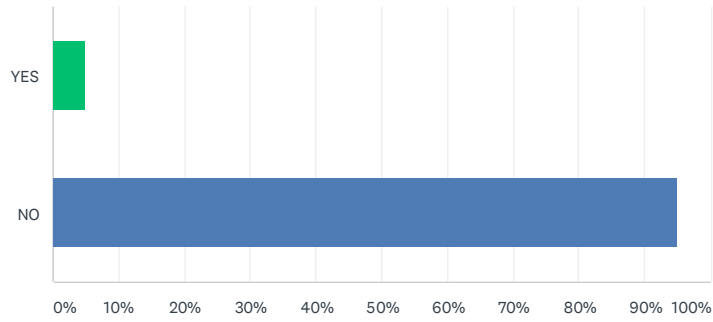


ANSWER CHOICES	RESPONSES
YES	20.00% 4
NO	80.00% 16
TOTAL	20

#	IF YES, PLEASE PROVIDE DETAILS:	DATE
1	Shadow cabinet members should get an allowance for the extra work they do.	11/13/2020 9:01 PM
2	I think group secretaries should get a small allowance, as they did some years back and they do important work for their party group and for the council.	11/9/2020 6:59 PM
3	There are chair positions that have not been listed?	11/9/2020 5:49 PM

Q10 Dependent Relative Care is reimbursed at cost upon production of receipts. Do you think there should be any changes to this allowance?

Answered: 20 Skipped: 0

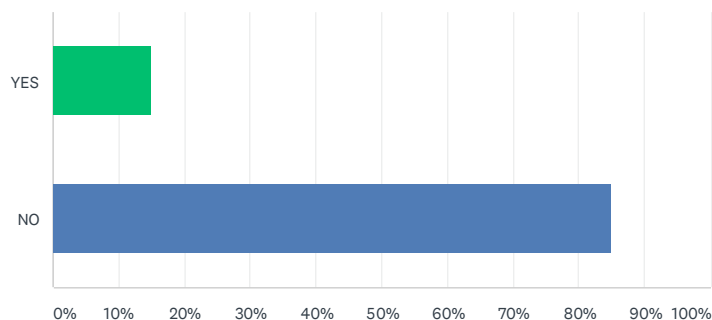


ANSWER CHOICES	RESPONSES	
YES	5.00%	1
NO	95.00%	19
TOTAL		20

#	IF YES, PLEASE INDICATE RATE AND SEASON:	DATE
1	but I have no experience of how this works	11/9/2020 6:59 PM
2	Promote anything that helps carers	11/9/2020 2:40 PM

Q11 The current scheme of travel allowances are linked to those recommended by HMRC level. Do you have any comments on the current scheme for Councillors?

Answered: 20 Skipped: 0



ANSWER CHOICES	RESPONSES
YES	15.00% 3
NO	85.00% 17
TOTAL	20

#	IF YES, PLEASE PROVIDE DETAILS:	DATE
1	A few years back it was agreed to pay councillors a flat rate travel allowance which is paid with the basic allowance. That is a good approach as it removes the need for receipts etc . Unfortunately Full Council decided to also keep members subsidised car parking permits. This acts as an incentive for members to drive rather than cycle or use public transport which runs contrary to our climate change ambitions. So I think the subsidy on car parking permits for both staff and councilors should be removed.	11/9/2020 7:05 PM
2	I believe the current scheme works reasonably well, in that if a member has to travel outside the City for council work the costs incurred in doing that should be covered if they wanted to claim. Personally I don't claim for this as a matter of principle.	11/9/2020 3:16 PM
3	Parking should be free as you can (Covid-19 aside) be in and out of the Council premises	11/9/2020 3:07 PM

Q12 If you have any other comments on Members' Allowances, please detail below:

Answered: 9 Skipped: 11

#	RESPONSES	DATE
1	There is no mention in the list of SRAs of the Chairs of Scrutiny Committees and I think they receive an allowance?	11/19/2020 2:41 PM
2	We should be encouraging councillors to use public transport, yet we subsidise car parking, instead of setting an example in line with our climate emergency requirements	11/11/2020 6:35 PM
3	The panel should aim to reduce the number of special responsibility allowances paid to members of the controlling group. They insist on having all the chairmanships of committees, so the SRAs become a tool of patronage for the leader of the council. As an opposition group leader, I do far more work than the chair of a scrutiny committee...and I know that because I was a committee chair one year when we were able to outvote the Conservatives on this point at Annual Council. Also, as mentioned above, allowances should be kept at a level where it encourages people to become councillors and the structure should support council policy...eg in encouraging sustainable modes of travel other than the private car	11/9/2020 7:05 PM
4	Please freeze them. The council can't afford more costs.	11/9/2020 5:50 PM
5	At the current level, I am able to give more to charitable causes and activities in my ward not covered by the CLF (amounts involved are too small. Given the finances, locally and nationally, I am content with the allowance given. My only observation is that some of the additional allowances to chairs and vice chairs are a little generous.	11/9/2020 5:27 PM
6	The allowance system has been used on occasion as a political football. I do believe the system generally is sound but some committee chair SRAs are excessive given the frequency of meetings and light responsibilities.	11/9/2020 3:16 PM
7	Members work many antisocial hours, interrupting family life to provide a service that the public deserve. It is a responsibility we don't take lightly and give of our best. If Councillors don't have allowances at an appropriate level, then the quality will reduce. It's not pay but an allowance in recognition of the work they do, many of whom work a fulltime job as well. We pay out of our allowances for printing etc to help residents.	11/9/2020 3:07 PM
8	Look at other remuneration as well ie Fire Authority	11/9/2020 2:41 PM
9	They are essential. Some of us really struggle financially to perform our roles, women especially. We don't all have other sources of income.	11/9/2020 2:33 PM

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MINIMUM £7,697.00 £34,440.34 £11,348.84
MAXIMUM £13,057.00 £3,128,420.00 £24,691.36
AVERAGE £9,858.31 £873,672.58 £14,091.41

Council name	Type of council	County area	Population	Basic Allowance for 2020/2021	Overall budget for Member Allowances	Total number of councillors	Budget per councillor
Bracknell Forest Council	Unitary	Berkshire	120377	£8,687.00	£573,170.00	42	£13,646.90
Brighton & Hove City Council	Unitary	East Sussex	260,000	£13,002.00	£1,000,400.00	54	£18,525.93
Buckinghamshire County Council	Unitary	Buckinghamshire	546,033	£13,000.00	£3,128,420.00	196	£15,961.33
Isle of Wight Council	Unitary	Isle of Wight	140,984	£8,011.08	£479,858.00	40	£11,996.45
Medway Council	Unitary	Kent	277855	£10,585.00	£949,663.00	55	£17,266.60
Milton Keynes Council	Unitary	Buckinghamshire	240,000	£10,710.00	£898,000.00	57	£15,754.39
Portsmouth City Council	Unitary	Hampshire	220,000	£11,483.00		42	
Reading Borough Council	Unitary	Berkshire	162,700	£8,220.00	£550,000.00	46	£11,956.52
Royal Borough of Windsor and Maidenhead	Unitary	Berkshire	140,000	£8,143.00	£562,000.00	41	£13,707.32
Slough Borough Council	Unitary	Berkshire	164,000	£7,779.00	£473,600.00	41	£11,551.22
Southampton City Council	Unitary	Hampshire	259,833	£13,057.00	£781,100.00	48	£16,272.92
West Berkshire Council	Unitary	Berkshire	158,527	£7,697.00	£488,000.00	43	£11,348.84
Wokingham Borough Council	Unitary	Berkshire	154380	£7,784.00	£599,860.00	54	£11,108.52

Percentage of Public Service Discount*, if applicable (%)	Comments on Basic Allowance
33%	No comments
40%	The basic allowance is subject to an increase based on the local government settlement for staff, which has yet to be agreed for 2020 and therefore may increase.
0%	New unitary authority as of 1 April 2020. IRP considered legacy councils allowances and expected workloads when proposing suggested BA.
N/A	
N/A	The Basic Allowance is intended to recognise the time commitment of all Councillors, including meetings with officers and constituents and attendance at political group meetings. It is also intended to cover incidental costs such as the use of their homes, including IT consumables, paper, telephone line rental and call costs, broadband costs etc.
0%	
0%	Indexed linked to NJC
N/A	N/A
49%	none
33%	It is currently being reviewed and will be increased during 2020
0%	N/A
50%	the level of indexation for the Basic Allowance and Special Responsibility Allowances is linked to that used for West Officers unless Members choose to forgo index linked increases in a particular year.
50%	Basic allowance includes elements for out of pocket expenses and the costs of running a home office

				MINIMUM	£16,022.16	£0.00	£8,011.08	£0.00	£0.00
				MAXIMUM	£45,000.00	£30,000.00	£23,000.00	£0.00	£8,000.00
				AVERAGE	£25,239.18	£13,674.90	£12,317.76	£0.00	£4,109.88
Council name	Type of council	County area	Population	Leader	Deputy Leader	Cabinet Member / Portfolio Holder	Cabinet Member / Non Portfolio Holder	Chair Audit Committee	
Bracknell Forest Council	Unitary	Berkshire	120377	£28,954.00	£17,372.00	£15,926.00	n/a	£2,210.00	
Brighton & Hove City Council	Unitary	East Sussex	260,000	£32,505.00	£19,503.00	'N/A'	'N/A'	£4,876.00	
Buckinghamshire County Council	Unitary	Buckinghamshire	546,033	£45,000.00	£30,000.00	£23,000.00	N/A	£8,000.00	
Isle of Wight Council	Unitary	Isle of Wight	140,984	£16,022.16	£10,013.85	£8,011.08	£0.00	£3,204.43	
Medway Council	Unitary	Kent	277855	31, 754	£21,169.00	£15,877.00	N/A	£7,409.00	
Milton Keynes Council	Unitary	Buckinghamshire	240,000	£31,212.00	£15,606.00	£11,444.00	£0.00	£5,722.00	
Portsmouth City Council	Unitary	Hampshire	220,000	£20,669.00	£0.00	£8,038.00	£0.00	£4,019.00	
Reading Borough Council	Unitary	Berkshire	162,700	£18,500.00	£11,300.00	£9,500.00	N/A	£3,039.00	
Royal Borough of Windsor and Maidenhead	Unitary	Berkshire	140,000	£24,428.00	£13,434.00	£12,215.00	n/a	£0.00	
Slough Borough Council	Unitary	Berkshire	164,000	£20,224.00	£14,156.00	£11,123.00	n/a	£3,033.00	
Southampton City Council	Unitary	Hampshire	259,833	£26,114.00	£0.00	£13,057.00	£0.00	£6,529.00	
West Berkshire Council	Unitary	Berkshire	158,527	£19,242.00	£11,545.00	£9,622.00	£0.00	£2,887.00	
Wokingham Borough Council	Unitary	Berkshire	154380	£20,000.00	N/A	£10,000.00	N/A	£2,500.00	

£2,403.32	£0.00	£0.00	£4,019.00	£0.00	£0.00	£2,871.00	£0.00	£0.00	£0.00
£11,377.00	£1,074.00	£0.00	£12,702.00	£5,292.00	£1,250.00	£10,585.00	£3,705.00	£620.00	£0.00
£5,240.03	£328.45	£0.00	£6,895.91	£945.85	£156.25	£6,315.84	£663.40	£114.63	£0.00
Licensing Committee Chair	Deputy Chair Licensing Committee	Members of Licensing Committee	Planning Committee Chair	Deputy Chair Planning Committee	Members of Planning Committee	Overview and Scrutiny Committee Chair	Deputy Chair Overview and Scrutiny Committee	Overview and Scrutiny Co-optee	Working/Joint Committee
£5,626.00	£553.00	n/a	£7,239.00	£723.00	n/a	£7,239.00	n/a	£297.00	n/a
£11,377.00	£975.00	'N/A'	£11,377.00	£975.00	'N/A'	£4,876.00	'0'	'0'	'0'
£4,000.00	£0.00	£0.00	£6,000.00	£0.00	£0.00	£8,000.00	£0.00	£0.00	£0.00
£2,403.32	£0.00	£0.00	£6,408.86	£1,602.22	£0.00	£8,011.08	£1,602.22	£0.00	£0.00
N/A	N/A	N/A	£12,702.00	£5,292.00	N/A	£10,585.00	£3,705.00	N/A	N/A
£8,323.00	£0.00	£0.00	£8,323.00	£0.00	£0.00	£4,682.00	£0.00	£620.00	£0.00
£4,019.00	£0.00	£0.00	£4,019.00	£0.00	£0.00	£2,871.00	£0.00	£0.00	£0.00
£6,076.00	£1,074.00	N/A	£6,076.00	£1,074.00	N/A	N/A	N/A	N/A	N/A
£6,107.00	£0.00	£0.00	£6,107.00	£0.00	£0.00	£6,107.00	£0.00	£0.00	£0.00
£3,033.00	£1,011.00	n/a	£5,056.00	£1,684.00	n/a	£7,080	£1,415	n/a	n/a
£6,529.00	£0.00	£0.00	£6,529.00	£0.00	£0.00	£6,529	£0.00	£0.00	£0.00
£2,887.00	£0.00	£0.00	£4,810.00	£0.00	£0.00	£4,810.00	£0.00	£0.00	£0.00
£2,500.00	N/A	N/A	£5,000.00	N/A	£1,250.00	£5,000.00	N/A	N/A	N/A

Chair/Civic Mayor	Deputy Chair/Civic Mayor	Opposition Group Leader	Deputy Opposition Leader	Group Leader	Opposition Spokesperson	Committee Chair	Independent Person Allowance	Do you operate the '1 SRA per councillor' rule?	Do you operate the 50% rule?
£0.00	£0.00	£645.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
£14,000.00	£6,351.00	£17,000.00	£6,501.00	£6,501.00	£2,309.00	£9,752.00	£1,314.00		
£8,318.06	£2,782.02	£7,913.62	£829.56	£2,654.38	£493.86	£2,557.39	£730.00		
£12,703.00	£4,234.00	£9,651.00	£965.00	n/a	n/a	£2,201.00	£400.00	Yes	No
£9,752.00	£1,950.00	£11,377.00	£6,501.00	£6,501.00	'0'	£9,752.00	£1,030.00	Yes	Yes
£14,000.00	£4,000.00	£17,000.00	£0.00	see opposition leader.	£0.00	ge from 3,420 to 8,000	£250.00	Yes	No
£5,607.76	£1,602.22	£1,602.22	£0.00	£785.40	£0.00	£4,005.54	£301.00	Yes	No
£13,231.00	£6,351.00	£12,702.00	N/A	£6,351.00	6,351	n/a	N/A	Yes	No
£11,444.00	£5,722.00	£645.00	£0.00	£645.00	£0.00	£0.00	£620.00	Yes	No
8,038	1,148	6,890	£0.00	£3,445.00	£1,148.00	£4,019.00	£0.00	Yes	No
£9,200.00	£2,400.00	£6,076.00	N/A	£3,039.00	N/A	£3,039.00	£1,074.00	Yes	No
£3,060.00	£1,020.00	£4,886.00	£0.00	£1,221.00	£0.00	£0.00	£1,000.00	Yes	No
£7,626.00	£2,990.00	£6,067	n/a	n/a	n/a	n/a	£1,314.00	Yes	Yes
£0.00	£0.00	£9,792.75	£0.00	£0.00	£0.00	£0.00	£719.99	Yes	Yes
£5,773.00	£1,155.00	£7,697.00	£0.00	£1,902.00	£2,309.00	£0.00	£1,051.00	Yes	Yes
£7,420.00	£1,960.00	£7,500.00	N/A	N/A	N/A	0, O&S Comm - £2,500	£1,000.00	Yes	No

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Council name	Type of council	County area	Population	Travelling/mileage (pence per mile)	Bicycle mileage (pence per mile)
Bracknell Forest Council	Unitary	Berkshire	120,377	If a Councillor uses his or her own car to travel to an approved duty outside of the Borough and the mileage rate exceeds the cost of an ordinary class rail fare, the cost of the rail fare only will be reimbursed, unless good reason could be given for necessitating car travel. If approved Councillors can claim for mileage for approved duties outside the Borough at 45p per mile A Passenger Supplement Rate can also be claimed at HMRC rates limited to a maximum of 4 passengers, who must be fellow Councillors and/or Officers in Bracknell or from a neighbouring authority	No additional allowance paid
Brighton & Hove City Council	Unitary	East Sussex	260,000	45p	20p
Buckinghamshire County Council	Unitary	Buckinghamshire	546,033	45	20
Isle of Wight Council	Unitary	Isle of Wight	140,984	45p	
Medway Council	Unitary	Kent	277,855	45p per mile	20p per mile
Portsmouth City Council	Unitary	Hampshire	220,000	45p	20p
Reading Borough Council	Unitary	Berkshire	162,700	45	37
Royal Borough of Windsor and Maidenhead	Unitary	Berkshire	140,000	45	20
Slough Borough Council	Unitary	Berkshire	164,000	45p	20p
Southampton City Council	Unitary	Hampshire	259,833	45p	37.1p
West Berkshire Council	Unitary	Berkshire	158,527	45p per mile for cars	20p
Wokingham Borough Council	Unitary	Berkshire	154,380	45	35

Subsistence allowance	Carers' allowance	IT allowance
Councillors can only claim for subsistence allowances for approved duties outside the Borough at the same rates as for officers. (Breakfast £6.88, Lunch £9.50, Tea £3.76 and Evening meal £11.76) For meals that cannot be pre-booked and paid by the Council and are in excess of current rates payable to officers, councillors' reasonable costs shall be reimbursed on production of receipts up to a limit of £25 per day.	Councillors can only claim for subsistence allowances for approved duties outside the Borough at the same rates as for officers. (Breakfast £6.88, Lunch £9.50, Tea £3.76 and Evening meal £11.76) For meals that cannot be pre-booked and paid by the Council and are in excess of current rates payable to officers, councillors' reasonable costs shall be reimbursed on production of receipts up to a limit of £25 per day.	All members are entitled to receive such computer hardware and software that enables them to perform their duties more effectively. Help desk support is provided. Executive councillors, Group Leaders, or Chairman of a Committee may receive a mobile phone or smartphone dependent on their role within the Council.
15	1,800	'N/A'
Breakfast (more than 4 hours away before 11am): £6.50 Lunch (business journeys entailing working away from normal place of work between 12 and 2pm): £9 Dinner (can be claimed when required to work outside of usual rostered requirements and away from usual place of work after 8.30pm): £11.50 Per Night when staying away from usual place of residence: Reasonable overnight rate.	The maximum rates at which dependent care may be claimed is: £8.21*per hour for child care *National Living Wage to be linked to changes at national level (£8.21 as of 1 April 2019 for an over 25) Actual cost per hour for adult/elderly/disabled dependent care, to be paid at the discretion of the Monitoring Officer.	0
N/A	£12.50 PH	0
Breakfast allowance Four hours or more away from home STARTING BEFORE 7.30 am £5.00 2. Lunch allowance Four hours or more away from home INCLUDING period 12 noon to 2 pm £7.00 3. Tea allowance Four hours or more away from home ENDING AFTER 6.30 pm £3.00 4. Evening meal allowance Four hours or more away from home ENDING AFTER 8.30 pm £15.00	Dependent childcare is reimbursable up to a maximum of £9 per hour. This is indexed against the Living Wage Foundation rate for the next four years; and (b) For dependent adult care or children with special needs is reimbursable up to £16.06 per hour per person and indexed against the Council's commissioned hourly home care rate for the next four years.	Included in the basic allowance
n/a	Unlimited number of claims for approved duties at Living wage foundation rate (for outside London)/hour	N/a
Breakfast allowance £8.26 Lunch allowance£11.41 Tea allowance£4.52 Evening meal allowance£14.13 Overnight subsistence£82.21 a day outside London £93.77 a day in London or at LGA Annual Conferences	(a)Up to £9 per hour for childcare for up to 15 hours a week (b)Up to £9 per hour towards the cost of a care attendant for an elderly or disabled relative (including a disabled child) for up to 15 hours a week	N/A
0	<ul style="list-style-type: none"> The hourly rate payable will be as follows: Childcare - to be paid at and indexed to the hourly minimum wage applicable to the age of the carer (who must be 16 years of age or over) or less for actual reimbursement. Care for dependants on social/medical grounds – the hourly rate paid to be the Royal Borough's average hourly homecare charge. 	0
Breakfast £6.88 Lunch £9.50 Tea £3.76 Evening Meal £11.76 Overnight allowance £138.15 Overnight Absence / Out of pocket expenses Per night £5.28 Per week £21.09	professional childcare reimbursed	n/a
Breakfast £6.00 Lunch £8.20 Tea £3.60 Evening £10.50	£8.75	£15.00 per month
<ul style="list-style-type: none"> Breakfast Allowance (more than four hours away from normal place of residence or, where the Authority permits, a lesser period, before 11.00am) - £5.00; Lunch Allowance (more than four hours away from normal place of residence or, where the Authority permits, a lesser period, between 12 noon and 2.00pm) - £7.00; Tea Allowance (more than four hours away from normal place of residence or, where the Authority permits, a lesser period, including the period 3.00pm to 6.00pm) - £3.00; Evening Meal Allowance (more than four hours away from normal place of residence or, where the Authority permits, a lesser period, ending after 7.00pm) - £12.00. 	UK Living Wage rate up to a maximum of 40 hours per month per Councillor	N/a
Breakfast - 4.92 Lunch - 6.77 Tea - 2.67 Evening meal - 8.38	£10 per hour limited to a maximum of 35 hours per month	Included within Basic Allowance (£500)

Any other allowances	Maternity/parental leave
Parking, rail travel, taxi, air travel	n/a
Chair of Health & Wellbeing Board, £9,752 Lead Member for Adult Care & Health £4,876	Same as Council's scheme for employees
0	n/a
0	N/A
N/A	All Councillors shall continue to receive their Basic Allowance in full for a period up to 6 months in the case of absence from their Councillor duties due to leave related to maternity, paternity, adoption, shared parental leave or sickness absence. Councillors entitled to a Special Responsibility Allowance shall continue to receive their allowance in full for a period up to 6 months, in the case of absence from their Councillor duties due to leave related to maternity, paternity, adoption, shared parental leave or sickness absence.
Reimbursement of ordinary fares for public transport & 24p/mile for motor cycles.	None
Travel by councillor's own motorcycle – 40.9 pence per mile Bus travel – cost of the ordinary fare, cheap fare or portion of any weekly ticket	N/A
0	For maternity and adoption leave, the Member to continue to receive SRA payments on the following basis: •Six weeks at 90% of actual SRA level •Twelve weeks at 50% of actual SRA level For paternity leave, the Member to continue to receive SRA payments in full for a period of two weeks.
n/a	Yes
0	Yes
•24 pence per mile for motor-cycles	We will be adopting a policy in December 2019
None	N/A

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Council name	Type of council	County area	Population	How are current levels of SRA calculated? Please provide a brief summary (eg as a percentage of the Leader's SRA)	Date current allowances were approved?	Date of your next review	Have your allowances been updated since last year, or frozen?	Have you established a formula for updating the allowances annually?
Bracknell Forest Council	Unitary	Berkshire	120,377	As a percentage of the Leader's SRA	28/02/2018	22/02/2018	Basic and SRA are frozen but Co-optees' Allowance, DCA, Subsistence & Overnight Accommodation Allowances are index linked to nationally agreed pay increase for local government employees e.g. 2% increase in 2018	Yes
Brighton & Hove City Council	Unitary	East Sussex	260,000	The Leader's SRA is based on 2.5 x the Basic Allowance and then all other SRA's are a percentage of the Leader's Allowance.	13/12/2018	04/04/2022	They will be updated once the outcome of the local government salary increase has been settled.	Yes
Buckinghamshire County Council	Unitary	Buckinghamshire	546,033	IRP suggested using a multiplier of the basic allowance, e.g. Leader would be 3.5 x BA however Council agreed levels slightly different which had no definitive calculation method.	27/02/2020	31/03/2024	Updated	Yes
Isle of Wight Council	Unitary	Isle of Wight	140,984	As a multiplier of the basic allowance	18/09/2018	18/09/2020	Updated	Yes
Medway Council	Unitary	Kent	277,855	SRAs are calculated from a benchmark the basic allowance.	10/10/2019	01/05/2023	Updated	Yes
Milton Keynes Council	Unitary	Buckinghamshire	Expenses	N/A	Yes	c21	N/A	Scrutiny Management Committee - 17 Scrutiny Committees - 9 All politically proportional
Portsmouth City Council	Unitary	Hampshire	220,000	SRAs are set a multiple of basic (e.g. 1.8 for Leader of the council)	03/03/2017	01/11/2020	Updated	Yes
Reading Borough Council	Unitary	Berkshire	162,700	N/A	25/06/2019	23/03/2021	Allowances are linked to the Local Government Pay Settlement so will be increased in line with this when agreed.	Yes
Royal Borough of Windsor and Maidenhead	Unitary	Berkshire	140,000	Percentage of Leader's SRA	11/12/2018	26/08/2020	Frozen	Yes
Slough Borough Council	Unitary	Berkshire	164,000	% of Leader's SRA unless otherwise indicated Leader of the Council 20,224 100% Deputy Leader 14,156 70% Lead Member (Commissioner) Chair of the Audit and Corporate Governance Committee 11,123 3,033 55% 15% Chair of the Overview and Scrutiny Committee 7,080 35% Vice-Chair of the Overview and Scrutiny Committee 1,415 20.00% of Overview and Scrutiny Committee Chair Chairs of the Scrutiny Panels 3,033 15% Chair of the Planning Committee 5,056 25% Vice-Chair of the Planning Committee 1,684 8.33% Chair of the Licensing Committee 3,033 15% Vice-Chair of the Licensing Committee 1,011 33.33% of Licensing Committee Chair Chair - Trustee Committee 2,022 10% Chair of the Employment and Appeals Committee 2,022 10% Leader of the Majority Opposition Group 6,067 30% Leader(s) of minority group(s) 4,045 20%	05/06/2017	12/08/2020	Frozen	No
Southampton City Council	Unitary	Hampshire	259,833	As multiples of the basic allowance Leader x 3 basic allowance Cabinet Member x 2 basic allowance Chair x 0.5 basic allowance	01/06/2020	01/06/2023	Updated	Yes
West Berkshire Council	Unitary	Berkshire	158,527	as a percentage of the Leader's SRA	01/03/2018	01/05/2020	Updated	Yes
Wokingham Borough Council	Unitary	Berkshire	154,380	The rate of SRA is 5,000. A formula is used which compares the various levels of responsibility attached to each role eg 4 x SRA for Leader and 1.5 x SRA for Leader of the Opposition	22/11/2018	19/11/2020	We now hold reviews bi-annually	No

	How did you recruit your Independent Remuneration Panellists? If you advertised, please state where.	What rate of pay do Independent Remuneration Panellists receive?	Please detail any recent changes to the structure within your authority (including number and/or political persuasion of members involved)	Is the Leader full-time? If not, how many hours per week	Please detail the number of hours your Cabinet members work on average per week
If 'yes' please detail Co-optees' Allowance, DCA, Subsistence & Overnight Accommodation Allowances will be adjusted for inflation by the amount of the percentage increase in the nationally agreed pay increase for local government employees (linked to Spinal Column Point 49 of the NJC Scheme) on 1 April (commencing 2018) and rounded up to the nearest pound (£). Travel Allowance. Out of Borough Mileage Rates will continue to be indexed to HMRC AMAP mileage rates"	Advertise through Local Voluntary Organisation, Council's website and through the Bracknell Forest Partnership members.	£152.77 per day based on LGA's most recently recommended daily rate.	Following 2019 election we moved from 41 conservative and 1 Labour to 38 Conservative, 3 Labour and 1 Liberal Democrat.	Yes	This varies from councillor to councillor, Executive Councillors spend around 55 to 70 hours a week on Council business.
Based on the salary inflation increase for staff of BHCC	Advertised in the local press and on the council's web site	504pa	WEF 23.07.20 Green 19 Labour 18 Conservative 13 Independent 4	Yes	'N/A'
Allowances shall be adjusted annually by an amount equivalent to the officers' annual pay award. Adjustment to the Scheme of allowances by indexation is limited to a maximum period of four years (to 31 March 2024), however members may request the IRP to review allowances at an earlier time.	Recruited from legacy councils where they were appointed through advertisement online and newspaper and through contacting neighbouring authorities and local respected businesses.	200 p.a.	Became a unitary authority on 1 April 2020 - Buckinghamshire Council. There were previously 5 councils - Aylesbury Vale District Council, Buckinghamshire County Council, Chiltern District Council, South Bucks District Council and Wycombe District Council	Yes	30
The IRP recommended an annual percentage increase be applied and it be the same as the annual percentage increase agreed for the majority of Isle of Wight Council employees to whom the NJC terms and conditions apply.	Local press	Members are paid an hourly rate based on the hours conducted undertaking any review	N/A	Yes	40+
Updated in line with median Council staff hourly pay.	We advertised in local press and IRP members have been in post for some time.	IRP members can claim £50 per session plus travel, but in practice do not claim.	Since the last Local election one member has resigned from the Conservative Group, so we now have: 32 Conservative 20 Labour 3 Independent Members	Yes	Difficult to provide an average and will vary widely between each Cabinet Member.
Indexed linked to NJC award	n/a	0	LD 17, Con 15, Lab 6, PPP (Portsmouth Progressive People) 2, Non-aligned Independents 2	Yes	unknown
They are due to be increased in line with the Local Government Pay Settlement for the next three years.	Potential panel members with a connection to the local area were approached personally to see if they would be prepared to join the Panel.	They do not receive payment	The Council membership and proportionality of the groups has not changed radically in recent years. The Boundary Commission is conducting a review and the council has recommended increasing the number of councillors from 46 to 48.	30 - 40	Reading operates a Committee system
•Basic, special responsibility, Civic allowances and financial loss allowances shall be updated annually in line with the average pay increase given to Royal Borough employees (and rounded to the nearest pound as appropriate). Any implementation of this index should continue to be applicable from the same date that it applies to officers.	Not known	0	Boundary review reduced number of cllrs from 57 to 41 in May 2019	not known	not known
n/a	long serving panel members	Chair only receives payment	n/a	Yes	17
Annual uplift based on NLW	Advertise	Fixed £250.00	Labour 30 Conservative 18	Yes	27
index linked to staff increases unless Members choose to forgo index linked increases in a particular year	Advert plus personal approaches	none, expenses only	43 Members (reduced from 52 in 2018) 24 Conservative 16 Liberal Democrat 3 Green Party	30 hours per week	Varies but 20 to 25
N/A	In the local newspaper, quarterly magazine to residents and on the Council's website	0	There have been no recent changes	Unknown	Unknown

Please detail any significant changes made to SRAs	Please detail the size and composition of your authority's Overview and Scrutiny committee(s) and panels.		
No changes since last survey	The council has an Overview and Scrutiny committee made up of 12 Councillors plus 2 church representatives and 2 Parent Governor Representatives. This oversees 3 panels: * Education, Skills & Growth Overview & Scrutiny Panel (9 Councillors) plus 2 Parent Governor representatives * Environment & Communities Overview & Scrutiny Panel (9 Councillors plus one non-voting Councillor) * Wellbeing & Finance Overview & Scrutiny Panel (12 councillors)		
The new Green Administration has decided that the majority of Chairs' role will be held on a job-share basis with Joint Chairs listed and the post-holders splitting the SRA 50:50	With a committee system in place, we only have a Health & Overview Scrutiny Committee consisting of 10 councillors and it is split 3:3:3:1		
New council so SRAs set from scratch.	Six Select Committees / 15 members on each membership is politically proportional: •Children and Education. •Communities and Localism. •Finance and Resources. •Growth, Infrastructure and Housing. •Health and Adult Social Care •Transport, Environment and Climate Change		
N/A	Main Scrutiny - 8Mbrs + 1 T/PC rep Children's Scrutiny - 6Mbrs + 3 co-opted ASC Scrutiny - 7 Mbrs Regeneration Scrutiny - 7 Mbrs		
A wide ranging review was undertaken and Cllrs can no longer claim more than one SRA each and the allocation of SRAs between members holding different positions was reassessed to ensure an appropriate balance.	The size and composition of Overview and Scrutiny Committees and other Committees remains the same as last year. We could if you wish send a organizational chart of the Committees.		
n/a	LD 4, Con 3, Lab 1, NA Ind. 1		
None	Reading does not have any Overview & Scrutiny Committees		
None	4 Panels of 5 Cllrs each, politically balanced		
n/a	Overview and Scrutiny Committee (9) Health Scrutiny Panel (9) Education and Children's Services Scrutiny Panel (9) Neighbourhoods and Renewal Scrutiny		
0	At Southampton City Council we have one parent scrutiny committee and 3 scrutiny panels. The Overview and Scrutiny Management Committee (9 councillors) focuses on scrutiny of the Forward Plan of executive decisions and the community safety partnership; the Health Overview and Scrutiny Panel (7 councillors) undertakes the statutory scrutiny of the NHS and adult social care; the Children and Families Scrutiny Panel (7 councillors) scrutinises outcomes for children and families in the city; the Scrutiny Inquiry Panel (7 councillors) undertakes reviews to inform policy on matters of local concern.		
N/a	OSMC comprises 9 Members (5 from Opposition, 3 from Opposition, 1 from Minority Group) We do not have any fixed panels. Task Groups set up to consider specific issues.		
N/A	Overview and Scrutiny Management Committee - 13 Members Children's Services O&S Committee - 8 Members Community and Corporate O&S - 8 Members Health O&S Committee - 10 Members		

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COUNCIL	AGENDA ITEM No. 11
27 January 2021	PUBLIC REPORT

RECORD OF EXECUTIVE DECISIONS MADE SINCE THE LAST MEETING

1. CABINET MEETING HELD ON 18 JANUARY 2021

i. Council Taxbase 2021/22 and Collection Fund Declaration 2020/21

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

1. Propose the calculation of the Council Tax Base for 2021/22 set at a level of 59,714.72 Band D equivalent properties based on the existing council tax support scheme updated to 33%;
2. To note the estimated position on the Collection Fund in respect of Council Tax as at 31 March 2021 being:

£1.413m Deficit
3. To note these estimated positions with the Corporate Director Resources reserving the right to amend the final estimated position on the Collection Fund balance as at 31 March 2021 in accordance with the statutory Determination legislation and timescales.
4. To note the estimated position on the Collection Fund in respect of Business Rates as at 31 March 2021 being £45,501,560.

ii. Budget Control Report November 2020

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

1. The Budgetary Control position for 2020/21 as at 30 November 2020 is a forecast overspend of £4.8m against budget. This includes the current estimated impact C-19 and the additional C-19 response funding.
2. Included in this report is a forecast £39.3m of additional pressure due to C-19, as reported to the Ministry of Housing Communities and Local Government, within the November return, as outlined in section 4.
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 due to C-19, as outlined in section 4;
5. The key variance analysis and explanations are contained in Appendix A;
6. The Council's reserves position, as outlined within Appendix A.

2. CALL-IN BY SCRUTINY COMMITTEE

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

3. 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 not been invoked as follows:

Winter Grant Scheme - Allocation Of Funding / Engagement Of A Voucher Supplier - DEC20/CMDN/52

With the approval of the Mayor and the Chair of the Adults and Communities Scrutiny Committee (in the absence of the Chair of the Children and Education Scrutiny Committee), the urgency and special urgency procedures have been invoked to suspend the requirement to publish the decision on the forward plan for 28 days and the requirement to publish for a 5-day consideration period. The waiver of call-in procedure has also been invoked. These procedures have been invoked following the successful campaign by Marcus Rashford (the Manchester United striker). The government has now decided to provide support for families in need during the holiday period. The Winter Grant scheme was announced at the start of November and detailed guidance was received on the 24th November. The Local Authority has had to work quickly to develop a solution and the CMDN needs publishing urgently to complete the procurement to ensure families get vouchers / support before the end of term (18th December).

Extended Support to Businesses as a Result of the COVID-19 Coronavirus - Additional Restrictions Grant (open) - DEC20/CMDN/53

With the approval of the Chairman of Growth, Environment, and Resources Committee, the urgency procedure, special urgency procedure, and waiver of call-in procedure have been invoked to suspend the requirement to publish notice of the decision for 28 days, to suspend the requirement to publish the decision for five days, and to subject the decision to a three day call-in period. These procedures have been invoked due to the nature of the scheme, the receipt of final guidance for its delivery, and the importance of it getting to its intended recipients as quickly as possible who are in financial difficulty due to COVID-19.

Extended Support to Businesses as a Result of the COVID-19 Coronavirus - Additional Restriction Grant (open) - JAN21/CMDN/63

With the approval of the Chairman of Growth, Environment, and Resources Committee, the urgency procedure, special urgency procedure, and waiver of call-in procedure have been invoked to suspend the requirement to publish notice of the decision for 28 days, to suspend the requirement to publish the decision for five days, and to subject the decision to a three day call-in period. These procedures have been invoked due to the nature of the scheme, the receipt of final guidance for its delivery, and the importance of it getting to its intended recipients as quickly as possible who are in financial difficulty due to COVID-19.

COVID 19 Advice, Guidance and Support Grant Funding - JAN21/CMDN/64

With the approval of the Chair of the Growth, Environment and Resource Scrutiny waiver of call-in procedure has been invoked. This procedure has been invoked following the urgency required in providing services to vulnerable residents dealing with the impact of Covid 19.

4. CABINET MEMBER DECISIONS

CABINET MEMBER AND DATE OF DECISION	REFERENCE	DECISION TAKEN
Cabinet Member for Children's Services, Education, Skills and the University Councillor Ayres 04/12/2020	DEC20/CMDN/52	<p><u>Winter Grant Scheme - Allocation Of Funding / Engagement Of A Voucher Supplier</u></p> <p>The Cabinet Member for Children's Services, Education, Skills and the University and the Cabinet Member for Communities are recommended to:</p> <ol style="list-style-type: none"> 1. Agree the contract exemption is approved for the sum of £532,710 due to the short turn around and need to deliver critical support to

		<p>vulnerable groups over the winter period, to commence on the 1st December 2020 through a voucher distribution scheme</p> <ol style="list-style-type: none"> 2. Agree to the proposed approach to the distribution and criteria to award the vouchers as outlined in this report. 3. Agree to enter into a contract with Wonde (Furlong House, 2 Kings Court, Newmarket, CB8 7SG) for the period 1st December 2020 to the 31st March 2021 for a value of £532,710. 4. Agree the allocation of the remaining funding to support families in Peterborough via our City Hub arrangements. 5. Delegate authority to the Executive Director: People and Communities to effect the matters referred to above.
<p>Cabinet Member for Finance</p> <p>Councillor Seaton</p> <p>04/12/2020</p>	DEC20/CMDN/53	<p><u>Extended Support to Businesses as a Result of the COVID-19 Coronavirus - Additional Restrictions Grant (open)</u></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1. Approved the additional payment of grants as requested by government and as set out by the full guidance provided by government departments including the additional categories as referred to in paragraphs 7.4 to 7.5 under the councils discretionary powers; 2. Instructed officers to ensure that the payments are processed in accordance with the agreed schemes for the qualifying properties and rebilling takes place at the earliest opportunity and that any further categories as advised by government to be included within the scheme are also processed at the earliest opportunity;
<p>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> <p>Councillor Hiller</p> <p>09/12/2020</p>	DEC20/CMDN/54	<p><u>Additional Highway Maintenance Funding</u></p> <p>The Cabinet Member authorised the issue of a work package to Skanska Construction UK Limited (“Skanska”) using the Council’s existing Peterborough Highway Term Service Contract (the “Contract”) to undertake a programme of resurfacing and repair works at locations across the authority area. The total value of the work package will be up to £2.352m.</p>
<p>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> <p>Councillor Hiller</p>	DEC20/CMDN/56	<p><u>Protection of land at Tenter Hill Meadow, Stanground, Peterborough</u></p> <p>The Cabinet Member approved a long lease to Nene Park Trust of Tenter Hill Meadow, Stanground for a term of 999 years, to protect it for the residents of Peterborough in perpetuity.</p>

16/12/2020		
Cabinet Member for Housing, Culture and Recreation Councillor Allen	DEC20/CMDN/57	<u>Compensation Relating to Delays with a Legacy Housing Lease</u> The Cabinet Member approved £6,000 compensation to be paid to the Landlords to compensate for the delays in agreeing the lease for the property to be used as temporary accommodation.
18/12/2020		
Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health Councillor Fitzgerald	DEC20/CMDN/58	<u>Integrated Community Equipment Service (ICES) - extension of contract and extension of s75 agreement</u> The Cabinet Member: 1. Agreed ICES Contract Extension with the supplier NRS Healthcare for the contract period between 1 April 2021 and 31 March 2022 at a total value for £1,179,286.00. 2. Agreed to extend ICES Section 75 Agreement between the Council and the CCG until 31 March 2022.
23/12/2020		
Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health Councillor Fitzgerald	DEC20/CMDN/59	<u>To approve the awarding of a care contract for Bishopsfield and St Edmunds extra care schemes</u> The Cabinet Member authorised the award of contract to Longhurst Group for the delivery of care and support in two extra care schemes, Bishopsfield in Walton and St Edmunds Court in Hampton. This contract will be for a period of 3 years, with an optional one year extension. The contract will start from 1 March 2021 to 29 February 2024 with an optional extension of 12 months. The annual contract value for the fixed elements of the service (i.e. waking nights and floating support/activities) will be £205,787. The contract value for the assessed care hours is subject to fluctuation as it is dependent upon the care needs of people living in the schemes – in October 2020, the annualised amount for this aspect of the contract was £520,916.
24/12/2020		
Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health Councillor Fitzgerald	JAN21/CMDN/60	<u>Dementia Resource Centre Services in Peterborough</u> The Cabinet Member authorised the award of contract to the Alzheimer's Society for the delivery of Peterborough's Dementia Resource Centre, due to commence on 1 April 2021. This contract will be for a period of 2 years, with 2 optional 1 year extension periods. The contract price shall be £558,000, for the 2 year contract period from 1 April 2021 to 31 March 2023, and the cost of each year of extension shall be £279,000.
06/01/2021		
Cabinet Member for Finance	JAN21/CMDN/61	<u>Housing Related Support Grant Agreements 2021/2022</u> The Cabinet Member is recommended to:

<p>Councillor Seaton</p> <p>07/01/2021</p>		<p>1. Award specific grants for Housing Related Support, which will be funded through the Housing Related Support Programme (formerly Supporting People Programme), to the following organisations for the period of 12 months, 1 April 2021 to 31 March 2022:</p> <ul style="list-style-type: none"> • Longhurst Group (formerly Axiom Housing Association) – Hostel Accommodation and Drop-in Services - £530,000.04; • Cross Keys Homes – Hostel Accommodation - £99,109.08; • Cambridgeshire & Peterborough YMCA – Hostel Accommodation - £250,059.48; • Peterborough Women’s Aid – Refuge Service - £60,205.68; • Futures Housing Group – Hostel Accommodation - £58,066.56 • Home Group – Hostel Accommodation - £73,375.20
<p>Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health</p> <p>Councillor Fitzgerald</p> <p>07/01/2021</p>	<p>JAN21/CMDN/62</p>	<p><u>Mental Health and Autism (Adults) Accommodation Framework</u></p> <p>The Cabinet Member approved the Council’s call-off requirement from the Framework Agreement for provision of Adult Mental Health and Autism Supported Living and Residential Accommodation, as required, between the date this CMDN becomes effective and 30 June 2025. The total value of call-off contracts during the life of this framework is estimated to be a total of £4,269,220.00.</p>
<p>Cabinet Member for Finance</p> <p>Councillor Seaton</p> <p>12/01/2021</p>	<p>JAN21/CMDN/63</p>	<p><u>Extended Support to Businesses as a Result of the COVID-19 Coronavirus - Additional Restriction Grant (open)</u></p> <p>The Cabinet Member:</p> <p>Approved the updates to the Additional Restriction Grant first approved on the 4th December 2020 to allow easier application and processing under the councils discretionary powers;</p> <p>Instructed officers to ensure that the payments are processed in accordance with the agreed schemes for the qualifying properties and rebilling takes place at the earliest opportunity and that any further categories as advised by government to be included within the scheme are also processed at the earliest opportunity;</p>
<p>Cabinet Member for Finance</p> <p>Councillor Seaton</p> <p>14/01/2021</p>	<p>JAN21/CMDN/64</p>	<p><u>COVID 19 Advice, Guidance and Support Grant Funding</u></p> <p>The Cabinet Member approved the award of grant funding to the following organisations for the period of 12 months, up to 31 March 2021:</p> <ol style="list-style-type: none"> 1. Citizens Advice Peterborough - £294,790.68

		<p>2. Kingsgate Community Church (Care Zone) - £95,771.40</p> <p>3. Cambridgeshire Community Foundation - £20,000</p> <p>4. Peterborough Council of Voluntary services - £53,000</p>
<p>Cabinet Member for Housing, Culture and Recreation</p> <p>Councillor Allen</p> <p>14/01/2021</p>	JAN20/CMDN/65	<p><u>Adoption of Housing Related Support Commissioning Strategy</u></p> <p>The Cabinet Member approved and adopted the new Housing Related Support Strategy.</p>
<p>Cabinet Member for Finance</p> <p>Councillor Seaton</p> <p>15/01/2021</p>	JAN21/CMDN/66	<p><u>Uncollectable Debts in Excess of £10,000</u></p> <p>The Cabinet Member authorised the write off of the debt shown as outstanding in respect of accounts receivable (sundry debt) accounts included in the Appendices. These detail the financial year and the category for the write off request.</p>
<p>Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health</p> <p>Councillor Fitzgerald</p> <p>19/01/2021</p>	JAN21/CMDN/69	<p><u>Affordable Warmth Strategy 2021 - 2025 & the Housing Renewals Policy 2021 – 2024</u></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1. Approved the Affordable Warmth Strategy 2021 - 2025 2. Approved the Housing Renewals Policy 2021 - 2024
<p>Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health</p> <p>Councillor Fitzgerald</p> <p>19/01/2021</p>	JAN21/CMDN/70	<p><u>To Support the Sustainability of the Adult Social Care Market</u></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> 1. Approved an additional expenditure to the Adult Social Care market providers in 2020/21 to help with service sustainability. 2. Delegated the implementation of service sustainability payments to the Corporate Director, People and Communities

COUNCIL	AGENDA ITEM No. 13
27 JANUARY 2021	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 Qayyum

"The Council notes that:

- Online abuse, bullying and harassment against women in politics is an issue which is increasingly growing in visibility.
- The LGA are aware that an increasing number of councillors and candidates are being subjected to abuse, threats and public intimidation, undermining the principles of free speech, democratic engagement and debate. The growth of social media has provided an additional and largely anonymous route for individuals and groups to engage in such activity. This abuse is more prevalent towards females
- While debate and having different views is all part of a healthy democracy; abuse, public intimidation and threats are designed to undermine democratic decision making by generating fear in those who represent it. The LGA further goes on to state that, ***"Councillors, and in particular female Councillors, are unfortunately increasingly the subject of online abuse, bullying and harassment on social media."***

The Council resolves to refer this matter to the current Task and Finish Group to promote equality and diversity among Councillors to consider how to best assist Councillors in relation to online abuse, bully and harassment, particularly against female Councillors, with a view to report back to the Adults and Communities Scrutiny Committee meeting on 2 March 2021 with appropriate recommendations."

2. Motion from Councillor Ali

"Council notes the budget concerns of the police service in Cambridgeshire which is one of the fastest growing areas of England, with Peterborough's population rising in particular when police funding has not been rising accordingly. The Chief Constable has proposed a reduction in Police Staff including reducing PCSOs to a fraction of the previous level.

Council believes that this is not the correct time during a pandemic to be cutting established staff who know their communities and in particular have been able to help engage with the public and educate on public health covid matters and the rules. This is the time for security and continuity rather than the insecurity of cutting these staff.

Council believes that the Chief Constable should seek additional funding for the additional Coronavirus work the Constabulary is and has been undertaking and not progress any plans to cut these Police Staff who play such a significant role in protection our communities here in Peterborough.

Council resolves that a letter be sent from the Chief Executive to the Chief Constable outlining the above and asking the consideration to be given to these points within budget proposals.”

3. Motion from Councillor Jamil

“Council believes:

- Everyone has a right to a home.
- Current emergency measures put in place during the pandemic need to be extended beyond the crisis response to support people who become homeless, or resort to rough sleeping, through no fault of their own
- The government should recognise the impending challenge faced by households that are ineligible for support from the housing service or have no recourse to public funds
- The current crisis has caused thousands of people in privately rented accommodation to be in danger of losing their homes through eviction.

Council recognises:

- It is unacceptable that we have homelessness and rough sleeping in modern day Britain.
- After the emergency measures introduced during the coronavirus pandemic come to an end, many people will be left without a safety net. This could lead to an increase in rough sleepers due to less support being available.
- Many renters have been unable to work or lost their jobs due to the pandemic and currently the situation is worsening due to rising infection and death rates. **Citizens Advice** says half a million renters are now in arrears, owing an average of £750. More than half (56%) of those struggling to make payments had no previous history of arrears before the start of the COVID-19 outbreak last Spring. This could result in eviction.

Council resolves:

- 1. To write to the government to ask for stronger measures to help with the housing crisis and specifically:**
- 2. To review the priority need categories, which currently support only the most vulnerable single people, to include anyone who finds themselves to be homeless and rough sleeping.**
- 3. To review eviction laws and offer better protection to tenants, starting with an immediate widening of the ban of evictions under Section 21 of the Housing Act 1998, which since January 11th 2021 allows eviction of renters with just 6 months of rent arrears.**
- 4. Follow through with their ambitions to end rough sleeping by increasing funding to local authorities and providing longer term funding for rough sleeping initiatives so that services are better resourced and equipped to deal with individual circumstances on a case-by-case scenario.”**

4. Motion from Councillor Casey

“Council recognises that:

- Access to IT hardware and good broadband connections have become essential tools in:
 - enabling children to continue with their studies remotely
 - enabling adults to work effectively from home, as well as access services and businesses, including supermarkets

- There are families within the Peterborough local authority area who are not equipped adequately with IT tools as a result of their being on low incomes or having more than one child who are sharing equipment. This affects the short and long-term outcomes for school-aged children and also opportunities for adults
- There are also families who may not have the necessary digital skills, including parents and carers, which is inhibiting the potential for them to take full advantage of IT tools

Therefore, Council resolves to:

- **Support the survey that is being conducted at Peterborough’s schools which aims to identify those children who are most in need of support with technology, and request that government support to be extended at pace.**
- **Request that the Council’s administration writes to government with a view to providing access to broadband services to families on low incomes.**
- **Request that Members and officers work together to ensure equality of access for all pupils in a coordinated and safe way.**
- **Request that the Council's adult skills service, City College Peterborough, to work with skills providers across Peterborough to ensure the necessary training opportunities are in place to support parents and carers to support their children.”**

5. Motion from Councillor Sandford

“Council notes that:

1. The Paston Reserve/Manor Drive housing development was started in 2011 and has now grown into an estate with more than 1000 new homes, with further extensions planned, including new nursery, primary and secondary schools.
2. Nearly ten years after the start of the housing development, the estate still has no bus service (even though bus stops and a turning circle were put in at an early stage), no shops, no other amenities and not even a post box. The nearest bus service is in Gunthorpe Ridings but to get from there to the estate involves crossing a footbridge over the A15, which has very poor lighting , and walking along a long passage way with high fences on either side. This has forced many Manor Drive residents to try to cross the A15 at ground level, which is a highly dangerous procedure.

Council strongly believes that the Combined Authority should as a matter of urgency address the lack of a bus service in this area.

Council asks our Council Leader to raise the matter with the Mayor and the relevant committee of the Combined Authority at the earliest opportunity.

Council also asks the Executive Director of Place to ensure that, where appropriate, viable and having factored in competing infrastructure demands, the Council uses its planning powers so that for all future large housing developments financial contributions are sought from developers to ensure that public transport and other important amenities are included at the start of a development and not left until years afterwards.”

6. Motion from Councillor Sandford

“Council notes that:

1. Initial work by the Council's Climate Change Member working group has identified that carbon emissions from domestic dwellings are one of the top three sources of carbon emissions in Peterborough.
2. The Peterborough Local Plan sets planning policies for new development in Peterborough and there is a lot of new housing proposed, so any changes to the policies within the Local Plan could potentially have a large impact on carbon emissions over coming years and decades.
3. There are also other parts of the Local Plan which have major impacts on carbon emissions and climate change, including the policies on transport, renewable energy generation and the natural environment.
4. The current Peterborough Local Plan was produced before the Council declared its climate emergency and target for reaching net zero carbon as a city by 2030.

Council therefore asks our planning policy officers to investigate whether a revision to our local plan, an addition to it or production of a supplementary planning document on climate change would be of significant benefit in helping us reach our climate emergency targets and to report their findings to the Cross Party Working Group on Climate Change and to the Growth and Environment Scrutiny Committee.”

7. Motion from Councillor Day

“The concept of a Universal Basic Income (UBI) has been widely debated in recent months, with advocates arguing it is the fairest and most effective way to mitigate the effects of coronavirus on people’s incomes. [1] A network of UBI Labs has been set up that is working with local authorities across the UK to develop UBI proposals to address problems such as poverty, inequality, discrimination and environmental damage, long-term as well as in the immediate term in relation to coronavirus. [2]

This Council notes:

- a. the danger of increasing numbers of people facing poverty as a result of the coronavirus crisis;
- b. the concept of a Universal Basic Income (UBI) where citizens are paid a non-means tested sum from the state to cover the basic cost of living, which is paid to all citizens individually, regardless of employment status, wealth, or marital status.

This Council believes:

- a. that the current benefit system is failing citizens, with Universal Credit causing hardship to many communities in Peterborough;
- b. that testing a UBI is needed (as a replacement to the current benefit system), as a UBI has the potential to help address key challenges such as inequality, poverty, precarious employment, loss of community, and breach of planetary boundaries through:
 - a. Giving employers a more flexible workforce whilst giving employees greater freedom to change their job;
 - b. Valuing unpaid work, such as caring for family members and voluntary work;
 - c. Removing the negative impacts of benefit sanctions and conditionality;
 - d. Giving people more equal resources within the family, workplace and society;

- e. Breaking the link between work and consumption, thus helping reduce strain on the environment;
 - f. Enabling greater opportunities for people to work in community and cultural activities or to train or reskill in areas that will be needed to transition to a lower-carbon economy.
- c. that the success of a UBI pilot should not be measured only by impact upon take-up of paid work, but also the impact upon communities and what the people within them do, how they feel, and how they relate to others and the environment around them;
- d. that, given its history of social innovation, wealth of expertise, and active networks across community, business and public services, Peterborough is ideally placed to pilot a UBI;

This Council resolves to send a copy of this Motion to the Secretary of State for Work and Pensions, the Chancellor, the leaders of all political parties, and to all Peterborough MPs.”

References

1. [Beyond the Lockdown: A proposal for a Recovery Universal Basic Income during COVID-19](#)
2. <https://www.ubilabnetwork.org/>

8. Motion from Councillor Murphy

“Council notes that Saint Peter’s Arcade access has been closed for some time now, a decision that wasn’t taken with great transparency or consultation. An alternative route for disabled people is to use Bridge Street round a narrower entrance on a pavement where the width has been restricted due to building works. It has been commented that two wheelchair users can’t use this at the same time.

Council believes that a number of people and residents, particularly those who use wheelchairs, would wish to see Saint Peters Arcade opened as an access route into the town centre and that both routes could have been used to reduce possible COVID-19 risks with a one-way advisory in place.

Council resolves to request that the Cabinet Member consider the reopening of Saint Peter’s Arcade and enhanced access for disabled people into the city centre.”

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COUNCIL	AGENDA ITEM No. 14(a)
27 JANUARY 2021	PUBLIC REPORT

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

POLITICAL BALANCE AND ALLOCATION OF COMMITTEE SEATS

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

1. PURPOSE AND REASON FOR REPORT

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

2. ALLOCATION OF SEATS TO POLITICAL GROUPS

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

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

3. NUMBER OF SEATS ON COMMITTEES

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

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

4. POLITICAL PROPORTIONALITY

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

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

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

$$\frac{\text{No of Group Members} \times 100}{57}$$

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

Group	Conservative	Labour	Lib Dems	Werringt on First	Green	Total
Councillors (in Groups)	26	17	9	3	2	58
Proportionality %	45.61%	29.82%	15.79%	5.26%	3.51%	100%

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

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

5. APPLYING THE RULES

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

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

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

6. APPOINTMENTS EXEMPTED FROM POLITICAL BALANCE

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

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

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

7. IMPLICATIONS

Financial Implications

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

Legal Implications

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

Equalities Implications

7.3 There are no equalities implications arising from this report.

Carbon Impact Assessment

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

8. BACKGROUND DOCUMENTS

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

8.1 Peterborough City Council's Constitution

9. APPENDICES

9.1 **Appendix 1** – Allocations of seats on committees subject to political balance.

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

109 Seat Committees

	Number of committee seats =					
Jan-21			109			
Group	Conservative	Labour	Liberal Democrat	Werrington First	Green	Total
Elected	26	17	9	3	2	57
Proportionality %	45.61	29.82	15.79	5.26	3.51	99.99
Entitlement to seats	49.71	32.50	17.21	5.73	3.83	109.0
(rounded)	50	32	17	6	4	109

no. of Clrs for each group
group no. / 57 x 100
total seats / 100 x proportion

There is no majority party, therefore proportionality for 109 seats will be allocated to Conservative/Labour/Liberal Democrat/Werrington First/Green

CALCULATION FOR PROPORTIONALITY

Calculation	Result %
Conservative = 26/57*100	45.6140
Labour = 17/57*100	29.8246
Liberal Democrats = 9/57*100	15.7895
Werrington First = 3/57*100	5.2632
Green = 2/57*100	3.5088
	100.0001

CALCULATION FOR REMAINING SEATS

Group	total seats remaining (109) / 100 x proportion%	Rounded
Conservative	49.72	50
Labour	32.51	32
Liberal Democrat	17.21	17
Werrington First	5.74	6
Green	3.82	4
	Total	109

Committee	Seats	Conservative	Labour	Liberal Democrats	Werrington First	Green	Total
Children and Education Scrutiny Committee	11	5	3	1	1	1	11
Adults and Communities Scrutiny Committee	11	5	3	1	1	1	11
Health Scrutiny Committee	11	5	3	2	0	0	10
Growth, Environment and Resources Scrutiny Committee	11	6	3	1	1	0	11
Corporate Parenting Committee	11	4	3	2	1	1	11
Employment Committee	7	3	3	1	0	0	7
Audit Committee	7	3	3	1	0	0	7
Regulatory Committee (Non Licensing Act 2003 Committee)	11	5	3	2	1	0	11
Planning and Environmental Protection Committee	11	6	3	2	0	0	11
Appeals and Planning Review Committee	11	5	3	2	1	0	11
Constitution and Ethics Committee	7	3	2	2	0	0	7
Entitlement to Seats		50	32	17	6	4	109
Seats Pre-allocated		50	32	17	6	3	108
Adjustment to make		0	0	0	0	1	-1

Committee	Group	Group	Group	Group	Group	
Size	Conservative	Labour	Liberal Democrats	Werrington First	Green	
	45.61	29.82	16	5.26	3.51	
16	7.2976	4.7712	2.56	0.8416	0.5616	16.032
15	6.8415	4.473	2.4	0.789	0.5265	15.03
14	6.3854	4.1748	2.24	0.7364	0.4914	14.028
13	5.9293	3.8766	2.08	0.6838	0.4563	13.026
12	5.4732	3.5784	1.92	0.6312	0.4212	12.024
11	5.0171	3.2802	1.76	0.5786	0.3861	11.022
10	4.561	2.982	1.6	0.526	0.351	10.02
9	4.1049	2.6838	1.44	0.4734	0.3159	9.018
8	3.6488	2.3856	1.28	0.4208	0.2808	8.016
7	3.1927	2.0874	1.12	0.3682	0.2457	7.014
6	2.7366	1.7892	0.96	0.3156	0.2106	6.012
5	2.2805	1.491	0.8	0.263	0.1755	5.01
4	1.8244	1.1928	0.64	0.2104	0.1404	4.008
3	1.3683	0.8946	0.48	0.1578	0.1053	3.006

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Committees and Bodies Not Subject to Political Balance

Committee	Seats	Conservative	Labour	Liberal Democrats	Werrington First	Green	Total
Health and Wellbeing Board	4 (3 Cabinet Members including Leader and 1 opposition Member to be agreed at first meeting of the Board)	3	1	0	0	0	4

Committees and Bodies Not Subject to Political Balance

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COUNCIL	AGENDA ITEM No. 14(b)
27 JANUARY 2021	PUBLIC REPORT

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

CHAIR AND VICE-CHAIR OF THE CHILDREN AND EDUCATION SCRUTINGY COMMITTEE

RECOMMENDATIONS	
FROM: <i>Director of Law and Governance</i>	Deadline date: <i>N/A</i>
<p>It is recommended that Council:</p> <ol style="list-style-type: none"> 1. Appoint Councillor David Over as Chair of the Children and Education Scrutiny Committee, for the remainder of the 2020/21 municipal year. 2. Appoint Councillor Andy Coles as the Vice Chair of the Children and Education Scrutiny Committee, for the remainder of the 2020/21 municipal year. 	

1. PURPOSE AND REASON FOR REPORT

- 1.1 The purpose of this report is for Council to appoint a Chair and Vice-Chair to the Children and Education Scrutiny 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 Chair of the Children and Education Scrutiny Committee has become vacant, following the passing of Char Councillor Janet Goodwin in December 2020
- 2.3 The Council is asked to consider the appointment of Councillor David Over to the position, as the current Vice-Chair, and to consider the appointment of Councillor Andy, as a current existing member of the committee.

3. CONSULTATION

- 3.1 Consultation was undertaken on the proposal with the Councillor David Over and Councillor Andy Coles.

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.

COUNCIL	AGENDA ITEM No. 14(d)
27 JANUARY 2021	PUBLIC REPORT

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

DRAFT PROGRAMME OF MEETINGS 2020/21

R E C O M M E N D A T I O N S	
FROM: <i>Director of Law and Governance</i>	Deadline date: <i>N/A</i>
It is recommended that Council approves, in principle, the draft programme of meetings for 2021/22 (attached at Appendix 1).	

1. PURPOSE AND REASON FOR REPORT

- 1.1 This report presents for the consideration of Council the draft annual programme of meetings for 2021/22.

2. BACKGROUND AND KEY ISSUES

- 2.1 Council is asked to approve and note the draft programme of meeting dates for 2021/22 (Appendix 1). The calendar has been prepared in accordance with the arrangements that have been implemented in previous years.
- 2.2 The programme of meetings allows for necessary preparation to be undertaken in advance and to allow for Members to plan their diaries accordingly.
- 2.3 Although the schedule is for approval by Council, there may be the need for variations to be made to the schedule in-year. Any such amendments will be determined by the Chairman after prior consultation with the Group Representatives. The Mayor will determine any variation to the Council meeting schedule in consultation with Group Leaders.
- 2.4 The programme of meetings for 2021/22 will be submitted to Council for approval in its final form at the Annual Meeting of Council in 2021.

3. CONSULTATION

- 3.1 Consultation has been undertaken with Council officers and partner organisations, as well as individual committees.

4. IMPLICATIONS

Financial Implications

- 4.1 There are no financial implications for the recommendation contained in the report.

Legal Implications

- 4.2 There are no legal implications for the recommendation contained in the report.

Equalities Implications

- 4.3 There are no equalities implications for the recommendation contained in the report.

Carbon Impact Assessment

- 4.4 It is accepted that, in normal circumstances, there would be impact from holding meetings at the Council in relation to use of the Town Hall building and travel to and from meetings. However, the Council is required to hold such meetings to carry out its statutory duties. There is no change proposed in the number of meetings taking place, only the time and date that these will be held. As such, no change in the carbon impact is anticipated.

5. BACKGROUND DOCUMENTS

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

- 5.1 Peterborough City Council Constitution.

6. APPENDICES

- 6.1 Appendix 1 - draft programme of meetings for 2021/22.

MEETING	TIME	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
COUNCIL (Wednesday)	6pm		28			20		8	26		2		
Annual Council (Monday)	6pm												16
Cabinet (Monday)	10am	21	12		20		15		10		14		
Cabinet Budget Meeting (Monday)	10am					25	29		31	21			
Shareholder Cabinet Committee (Monday)	10am	14			13		8			28			
SCRUTINY COMMITTEES													
Health Scrutiny Committee (Tuesday)	7pm		13		21		9		11		15		
Adults & Communities Scrutiny Committee (Tuesday)	7pm		5*		14		2		4		8		
Growth, Environment & Resources Scrutiny Committee (Wednesday)	7pm		7		8		10		6*		1*		
Children & Education Scrutiny Committee (Thursday)	7pm		15		6*		18		20		10		
Joint Scrutiny Meeting Budget	6pm						17			9			
COMMITTEES OF COUNCIL													
Appeals and Planning Review Committee (Monday)	7pm										7		
Audit Committee (Monday)	5pm		12		13		15		24		21		
Planning & Env. Protection Committee (Tuesday)	1.30pm	15	20		7	19	23	14	25	22	22	12	
Licensing & Licensing Act 2003 Committee (Thursday)	6pm		8				18	2		10		7	
Employment Committee (Thursday)	5pm	17			16		4		13		17		
Constitution and Ethics Committee (Monday)	6pm	21			20		22			7			
Corporate Parenting Committee (Wednesday)	6pm		21 (F)		22 (I)		24 (F)		19 (I)		16 (F)		
Health and Wellbeing Board (Monday)	1pm	28						6					
Cambridgeshire and Peterborough Health and Wellbeing Board Whole System Joint Sub-Committee													
Health and Wellbeing Board 'Core' Joint Sub-Committee													
OTHER BODIES													
Cambridgeshire and Peterborough Combined Authority Board (10.30)	-												
Combined Fire Authority	2pm												
Eastern Shires Purchasing Organisation	2pm												
Cambridgeshire Police and Crime Panel (Wednesday)	2pm	23			15		17			2 & 16	23		
PARTNERSHIP AND LIAISON MEETINGS													
Safer Peterborough Partnership (Wednesday)	12pm	16			1			15		23			25
Parish Council Liaison (Wednesday)	6.30pm	30			15			1		2			
Children and Families Joint Commissioning Board	1.30pm												
Adults Joint Commissioning Boards	2.45pm												
WORKING GROUPS													
All Party Policy (Thursday)	6pm	24	29		30	28	25		27	24	24		
Cabinet Policy Forum	5.30pm												
CONFERENCES													
Conservative Party	-												
Labour Party Annual Conference	-												
Liberal Democrats Autumn Conference	-												
Local Government Association Annual Conference	-												
Green Party	-												

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