

**MINUTES OF THE CABINET MEETING  
HELD AT 10:00AM, ON  
TUESDAY 14 NOVEMBER 2022  
COUNCIL CHAMBER, TOWN HALL, PETERBOROUGH**

**Cabinet Members Present:** Councillor Fitzgerald (Chair), Councillor Steve Allen (Vice-Chair), Councillor Ayres, Councillor Cereste, Councillor Coles, Councillor Simons

**Cabinet Advisor Present:** Councillor Moyo, Councillor Gul Nawaz, Councillor Sainsbury

**45. APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillor Howard, Councillor Bisby and Councillor Hussain.

**46. DECLARATIONS OF INTEREST**

There were no declarations interest received.

**47. MINUTES OF THE CABINET MEETINGS HELD ON 17 OCTOBER 2022**

The minutes of the Cabinet meeting held on 17 October 2022 were agreed as a true and accurate record.

**48. PETITIONS PRESENTED TO CABINET**

There were no petitions presented to Cabinet.

**STRATEGIC DECISIONS**

The Chair advised that agenda item 8, 'Local Area Energy Plan,' would be considered first, as Councillor Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport had to leave the meeting early.

**49. LOCAL AREA ENERGY PLAN**

The Cabinet received a report in relation to the Local Area Energy Plan (LAEP).

The purpose of this report was to present the findings of the Local Area Energy Plan and seek endorsement to adopt the Local Area Energy Plan by Council. The report included the final version of the LAEP.

The Cabinet Member for Climate Change, Planning, Housing and Transport introduced the report and provided an overview of the key points.

Cabinet Members debated the report and in summary responses to questions raised included:

- It was felt that the LAEP was an existing development for Peterborough, providing a good base to work from.

- Concern was raised around the practicality of the city reaching net zero by 2030, and it was noted that this had been deemed by the organisation that drafted the LAEP as unmanageable. Therefore, this target was being reviewed in line with the LAEP.
- It was suggested that the focus on the Council's efforts should be on the 98% of buildings that could be decarbonised, however work would continue with planning colleagues for when suitable technology was available to help decarbonise the historic buildings in the city.
- In relation to public consultation, it was advised that the LAEP formed part of this, and that Climate Change debates were being held over the month at different times both online and in person.
- It was noted that there were a number of 'low-regret actions' that the Council could progress immediately, including domestic household energy efficiency improvements, which funding was currently available for.
- It was advised that the Council was working with the Combined Authority to better understand the limitations of the local supply chain for insulation resources, which was a concern nation-wide.
- Comment was made that local sub-stations supplying renewable energy could be an innovative way forward for the city.
- It was noted that Peterborough was one of only a few authorities that had adopted this plan so far, which was a good piece of work that had not resource implications in its preparation.

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

1. Endorse the adoption of the Local Area Energy Plan and recommend that Council adopts the plan.

## **REASONS FOR THE DECISION**

The LAEP represented the most comprehensive insight known about Peterborough's current and future energy demand. Adopting the LAEP and developing the City Wide Climate Change Action Plan using the modelled findings and proposed projects would strengthen the action plan as it featured reliable, evidence based projections. Adoption was also expected to add weight to the document, encouraging other local stakeholders to also use the research to inform their decarbonisation plans.

## **ALTERNATIVE OPTIONS CONSIDERED**

The alternative options considered were: Do not adopt the LAEP. This was rejected as the plan was the strongest evidence of future energy demands of the city and was expected to be of use to inform future decarbonisation plans. Adoption would also demonstrate Council support of the research and could be used by external organisations to inform their decarbonisation plans.

## **50. A1260 NENE PARKWAY JUNCTION 3 IMPROVEMENT SCHEME – CONSTRUCTION OF ACTIVE TRAVEL SCHEMES (MALBOURNE WAY AND SHREWSBURY AVENUE)**

The Cabinet received a report in relation to the A1260 Nene Parkway Junction 3 Improvement Scheme.

The purpose of this report was to consider and approve the award of £518,988 to Milestone Infrastructure Limited to deliver construction of active travel schemes which are part of the A1260 Nene Parkway Junction 32 to Junction 3 improvement scheme.

The Cabinet Member for Climate Change, Planning, Housing and Transport introduced the report, as well as the report for 'Eastern Industries Access Improvement Scheme – Construction of Active Travel Schemes and Payment of C4 Utility Diversion Charges'.

Cabinet Members debated the reports and in summary responses to questions raised included:

- It was anticipated that further funding would be sought from the Cambridgeshire and Peterborough Combined Authority in the new year for a number of larger projects.
- It was acknowledged that the decision to award funding rested with the Combined Authority, however, the Council was in a good position with its applications, which were good value for money.
- Comment was made that, following recent Government announcements, there was a risk around the deliverability of the proposed schemes and the potential that the Combined Authority may have to return the provided funding.
- It was advised that the specific schemes had been brought forward to enhance and fill-in current missing walking and cycling provision. The highway scheme would address current and future growth, in order to ease congestion and encourage walking and cycling.

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

1. Approve the award of £518,988 to Milestone Infrastructure Limited to deliver construction of active travel schemes (Malborne Way and Shrewsbury Avenue) which are part of the A1260 Nene Parkway Junction 32 to Junction 3 improvement scheme.

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

This decision had been made to ensure that the Council was able to effectively deliver grant funding awarded to it by the Cambridgeshire and Peterborough Combined Authority for the active travel improvement schemes. Successful delivery of the funding would help the Council to obtain further funding from the Cambridgeshire and Peterborough Combined Authority for construction of the main highway scheme.

#### **ALTERNATIVE OPTIONS CONSIDERED**

Not to deliver the scheme: This had been discounted because the walking and cycling network in and around Junction 3 of the A1260 Nene Parkway was in need of better connected routes that linked to the wider network. Delivering the active travel improvements would provide residents with an alternative and more sustainable form of travel compared to the car. Successful delivery of the scheme would provide significant benefits to the wider travelling public, resulting in improvements to; journey times, accessibility and the environment.

#### **51. EASTERN INDUSTRIES ACCESS IMPROVEMENT SCHEME – CONSTRUCTION OF ACTIVE TRAVEL SCHEMES AND PAYMENT OF C4 UTILITY DIVERSION CHARGES**

The Cabinet received a report in relation to the Eastern Industries Access Improvement Scheme.

The purpose of this report was to consider and approve the award of £550,424 to Milestone Infrastructure Limited to deliver construction of active travel schemes and approve £315,000 for payment of C4 Utility charges, all of which were part of the

Eastern Industries access improvement scheme. Approval was also requested to include £13,224 of remaining budget the Cambridgeshire and Peterborough Combined Authority had from the previous stage of the project. Approval was requested for a total of £878,648.

The Cabinet Member for Climate Change, Planning, Housing and Transport introduced the report and the Cabinet Members debated the report, with a summary of responses to questions raised as set out above.

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

1. Approve the award of £550,424 to Milestone Infrastructure Limited to deliver construction of active travel schemes and approve £315,000 for payment of C4 Utility charges, all of which are part of the Eastern Industries access improvement scheme. Approval is also requested to include £13,224 of remaining budget the CPCA has from the previous stage of the project. Approval is requested for a total of £878,648.

## **REASONS FOR THE DECISION**

This decision had been made to ensure that the Council was able to effectively deliver grant funding awarded to it by the Cambridgeshire and Peterborough Combined Authority for Eastern Industries access improvement schemes. Successful delivery of the funding would help the Council to obtain further funding from the Cambridgeshire and Peterborough Combined Authority for the construction of the remaining schemes which were still being designed. Delivery of the scheme would improve the capacity and operational performance of the highway network which was crucial to supporting further growth.

## **ALTERNATIVE OPTIONS CONSIDERED**

Not to deliver the scheme: This had been discounted because the highway network around the Fengate area would suffer from heavy congestion at peak times. This would have a negative impact on the local economy by deterring potential new businesses looking to invest in the city due to the long journey times in the area. Successful delivery of the scheme would provide significant benefits to the wider travelling public, resulting in improvements to; journey times, accessibility and the environment.

In the unlikely event that the CPCA decided to not award Peterborough City Council the funding for the remaining schemes, the Council would look at alternative options to fund the project or place the schemes on hold until funding became available.

## **52. MAKING OF HELPSTON NEIGHBOURHOOD DEVELOPMENT PLAN FOLLOWING SUCCESSFUL REFERENDUM OUTCOME**

The Cabinet received a report in relation to the Helpston Neighbourhood Development Plan.

The purpose of this report was to seek Cabinet approval to recommend that Council 'makes' (adopts) the Helpston Neighbourhood Plan and thereby make it part of the Development Plan for Peterborough.

The Cabinet Member for Climate Change, Planning, Housing and Transport introduced the report.

Cabinet Members debated the report and in summary responses to questions raised included:

- The Neighbourhood Development Plan was welcomed and was considered to be well-drafted and easy to read.
- It was noted that the plan included mention of land for the extension of the local school. It was confirmed that there were no plans currently in place to extend this school, but this land had been set aside in the Development Plan in order to safeguard potential future use.

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

1. Notes the outcome of the Referendum on the Helpston Neighbourhood Plan, which took place on 15 September 2022: the outcome being 277 votes in favour of the Helpston Neighbourhood Plan, versus 14 votes against the Neighbourhood Plan.
2. Recommends to Full Council that the Helpston Neighbourhood Plan, as set out at Appendix 1, be 'made' (which means to all intents and purposes 'adopted') and thereby form part of the Development Plan for Peterborough for the purpose of making decisions on relevant planning applications within the Helpston Neighbourhood Area (the Helpston Neighbourhood Area is the same area as Helpston Parish).

## **REASONS FOR THE DECISION**

The decision was in accordance with the Localism Act 2011 and the Neighbourhood Planning (General) Regulations (as amended). The Plan had been assessed by an independent examiner and officers agreed that the plan met the basic conditions and other requirements of legislation. The Plan had subsequently passed a referendum. As such, the Plan should be 'made' part of the Development Plan.

## **ALTERNATIVE OPTIONS CONSIDERED**

There were no known alternative options for the Council to consider, given the content of the legislation, the content of the Helpston Neighbourhood Plan and the process followed in its production. The alternative of not 'making' (adopting) the Plan could only be taken if a legal process failure had been identified. Amending the content of the Plan was not a legal possibility at this stage.

## **53. FINAL REPORT OF THE TASK AND FINISH GROUP TO EXAMINE THE ISSUES WITH CAR CRUISING IN PETERBOROUGH**

The Cabinet received a report in relation to the Task and Finish Group to examine the issues with car cruising in Peterborough.

The purpose of this report was to advise Cabinet of the work of the Task and Finish group and seek endorsement of the recommendations proposed by the Growth, Resources and Communities Scrutiny Committee.

The Cabinet Member for Communication, Culture and Communities introduced the report and provided an overview of the key points.

Councillor Stevenson, Chair of the Task and Finish Group, and Councillor Hogg, Task and Finish Group member, were in attendance to respond to any questions.

Cabinet Members debated the report and in summary responses to questions raised included:

- It was advised that the Task and Finish Group spoke to a number of other local authorities that had undertaken injunctions, and the feedback received was that these had proven successful in eliminating the problem.
- It was noted that the police stretched resources, however, they had been working with the Task and Finish Group and had provided a commitment that the issue of car cruising would be tackled jointly.
- Comment was made in relation to the cost of an injunction, which was around £30,000 to £50,000, and it was advised that all sources of external funding would be explored.
- Concern was raised that an injunction would simply push the problem into other neighbouring areas, and it was noted that neighbouring authorities would be made aware in order to investigate whether joint action could be taken.
- The risk of allowing unauthorised car meets to continue, it was noted, was the potential for serious and fatal injuries, as well as the impact they had on local businesses and residents.
- Members thanked the Task and Finish Group for their work.

Cabinet considered the final report from the Task and Finish Group and **RESOLVED** to endorse the report and recommendations contained within; namely:

1. That the council works over the next 12 –18 months to obtain a city-wide injunction for car cruising and explores all opportunities for external funding to support this.
2. In the interim period, the council extends the Woodston Public Space Protection (PSPO) and include Pleasure Fair Meadow car park and extends to other hot spot areas should they be required, and the evidence supports it.
3. That the council works with Cambridgeshire Constabulary to develop a Community Protection Notice (CPN) scheme, issued to any driver/owner committing anti-social behaviour.
4. That council officers explore funding for additional appropriate infrastructure measures such as ANPR cameras, physical barriers and working with private landowners to deter car cruise or anti-social driving as necessary.
5. That the council makes a proactive effort to use existing CCTV resources as evidence gathering for reporting issues to the police and for enforcement.
6. That the Task and Finish group's work is now concluded, and the group is formally closed. However, it should be noted that the Task and Finish group's work has concentrated on the impact from anti-social car driving and has not specifically looked at other vehicles such as motorbikes and e-scooters.

## **REASONS FOR THE DECISION**

Car cruising often led to anti-social and dangerous driving, not to mention noise, smell and distress for nearby residents. There was a risk that these continued events would lead to a serious accident without further action being taken. Preventative action through an injunction or PSPO would reduce the impact and risks associated with car cruising.

## **ALTERNATIVE OPTIONS CONSIDERED**

Do nothing and continue with the status quo. This option would continue to see resident's lives impacted through the actions and behaviour of people attending car cruise events. In addition, there remained a higher risk of drivers, passengers or spectators being killed or seriously injured as a result.

## **54. RENEWAL OF MICROSOFT LICENSING AGREEMENT**

Councillor Cereste left the meeting at this point.

The Cabinet received a report in relation to the renewal of the Microsoft licensing agreement.

The purpose of this report was to (1) agree the procurement of the new Microsoft Licensing Agreement, and (2) award the Contract for Microsoft Enterprise Agreement to the preferred bidder for a period of years with effect from 15 December 2022.

The Cabinet Advisor to the Leader of the Council introduced the report and provided an overview of the key points.

Cabinet Members debated the report and in summary responses to questions raised included:

- It was advised that the Microsoft licence itself was negotiated by central Government on behalf of all local authorities and, therefore, was secured at the best value under the Crown Services Framework.
- While the combined services was high value, it was noted that this included not just Microsoft Officer, but all Microsoft services, including the back-end infrastructure.
- Comment was made around the benefits provided under the contract to staff, including discounts on home office licenses and tablets.

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

1. Agree the procurement of the new Microsoft Licensing Agreement.
2. Award the Contract for Microsoft Enterprise Agreement to the preferred bidder for a period of 3 years with effect from the 15 December 2022.

## **REASONS FOR THE DECISION**

The tender opportunity ran under Crown commercial services Framework RM6068 Technology Products and Associated Services (lot 3) and received five responses from suppliers. The preferred bidder was selected from these responses as they scored highest based on a mixture of quality and cost scoring particularly highly in areas around added value and ongoing account management.

## **ALTERNATIVE OPTIONS CONSIDERED**

While there were various alternative solutions to Microsoft, no one supplier currently provided such a broad suite of well-known products as Microsoft. While IT would continue to monitor individual applications for suitable replacements, a complete removal of Microsoft products could take many years to complete.

## **55. FEES, CHARGES, AND INFLATION REVIEW**

The Cabinet received a report in relation to fees, charges and inflation review.

The purpose of this report was to provide the conclusion of the comprehensive review of fees and charges and proposed inflationary increases wherever possible for the 2022/23 and 2023/24 financial years.

This review provided a consistent approach in setting, monitoring, and reviewing fees and charges across all services. This would ensure that fees and charges supported Council objectives and were set at a level that maximised income generation

The Cabinet Member for Finance and Corporate Governance introduced the report and provided an overview of the key points.

Cabinet Members debated the report and in summary responses to questions raised included:

- It was noted that the cost of electricity was increasing at a high rate, and charges had been introduced for EV charging spaces at a cost plus margin rate.
- Comment was made that this new charge could lead to a reduction in the EV charging spaces being used, and it was noted that without passing the cost of the charging points on the service was not affordable.
- It was advised that should the use of the spaces reduce, then the Council's electricity costs would decrease to reflect this.
- Suggestion was made that this should be reviewed if the cost to service users was proving to be too high.
- Members noted that the costs of the EV charging spaces was not solely in the charging, but also in the infrastructure involved and the capital investment required.
- It was acknowledged that it was at the request of Members that charging for EV charging spaces had been introduced.

Cabinet considered the report and **RESOLVED** to endorse the increases in Fees and Charges as outlined in the report and recommend adoption to Full Council for immediate implementation.

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

The outcome of this review would support the Council in setting a lawful and balanced budget for 2023/24 and increase income in the current year 2022/23.

#### **ALTERNATIVE OPTIONS CONSIDERED**

Keep fees and charges as per current – this was not affordable in the short or medium term as the Council had an increasing budget shortfall

#### **MONITORING ITEMS**

##### **56. BUDGET CONTROL REPORT – SEPTEMBER 2022 – QUARTER 2**

The Cabinet received a report in relation to the September 2022 Quarter 2 budgetary control position.

The purpose of this report was provide Cabinet with the forecast outturn for 2022/23 as at September 2022 budgetary control position.

The Cabinet Member for Finance and Corporate Governance introduced the report and provided an overview of the key points.

Cabinet Members debated the report and in summary responses to questions raised included:

- It was noted that the Budget Control Report was being presented in a different way, in order to increase transparency of the process. This included building in the 'vacancy factor' for vacant roles within the Council.
- Comment was made that previous budget forecasts had been excessive, with the Council having a history of over-forecasting. In order to help with this, all



finance business partners would be undertaking training on budget forecasting and profiling.

- It was considered that the Council's position had improved significantly in the past 12 months, from a position where a huge overspend had been forecasted.
- Comment was made in relation to the Council's reserve level, and it was advised that the general fund should be at around 5%. The aim for the Council was to increase this to 6% or 7%, in order to meet any unforeseen risks.
- The Reserves Policy was currently being worked on by the Audit Committee and would be considered as part of the budget.
- It was noted that Quarter Two finished at the end of September 2022, and so the current position was further improved.
- It was felt that the Council had evidence its grip on the financial situation. This had been a collective effort, but also required strong leadership.

Councillor Cereste returned to the meeting at this point.

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

1. The budgetary control position for 2022/23 at 30 September 2022 is a forecast overspend of £1m position.
2. The key variance analysis and explanations are contained in section 5 and Appendix A to the report.
3. The Council's performance with respect to Business Rates (NNDR) and Council Tax Collection, as outlined within Appendix B to the report.
4. The Council's capital financial performance as outlined in Appendix C to the report.

## **REASONS FOR THE DECISION**

To provide Cabinet with the forecast for 2022/23 as at September 2022 budgetary control position.

## **ALTERNATIVE OPTIONS CONSIDERED**

None provided.

The Chair advised that Rob Alexander of the Peterborough Telegraph was leaving his position as the Local Democracy Reporter. Cabinet expressed their thanks to him for his past work.

Chairman  
10.00am to 11.04am  
14 November 2022