

CABINET

MONDAY 19 DECEMBER 2022
10.00 AM

Council Chamber - Town Hall
Contact – philippa.turvey@peterborough.gov.uk, 01733 452460

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*Any agenda item highlighted in bold and marked with an * is a 'key decision' involving the Council making expenditure or savings of over £500,000 or having a significant effect on two or more wards in Peterborough. These items have been advertised previously on the Council's Forward Plan (except where the issue is urgent in accordance with Section 15 of the Council's Access to Information rules).*

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**MINUTES OF THE SHAREHOLDER CABINET COMMITTEE MEETING
HELD AT 10:00PM ON
MONDAY 13 JUNE 2022
BOURGES/VIERSEN ROOM, TOWN HALL**

Members Present: Councillors Allen (Chair), Councillor Ayres, Councillor Cereste, Councillor Howard

1. Apologies for Absence

Apologies for absence were received from Councillor Coles.

2. Declarations of Interest

Agenda Item 6 Review of Guidance & Assurance Review of Partnership Arrangements

Declarations of interest were received from Councillor Steve Allen in relation to his position as Director of Empower Ltd. This company, however, was dormant and his position would not impact is taking part in the Committee debate.

3. Minutes of the Meeting Held on 28 February 2022

The minutes of the meeting held on 28 February were noted as a true and accurate record.

4. Exclusion of the Press and Public

The Shareholder Cabinet Committee **RESOLVED** that the press and public be excluded from the meeting on Item 7, 'Peterborough Limited Update' on the grounds that the item contains exempt information under Paragraph 3 of Part 1 Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed (relating to the financial or business affairs of any particular person).

5. Amendment to the Trustees for the Mayor of Peterborough's Charity Fund (MPCF)

The Shareholder Cabinet Committee received a report in relation to an amendment to the trustees for the Mayor of Peterborough's Charity Fund (MPCF).

The purpose of this report was to supply the Shareholder Cabinet Committee with an update of the trustees of the MPCF.

The Head of Constitutional Services addressed the Shareholder Cabinet Committee and outlined the contents of the report.

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

- It was noted that the Mayor would be using his Mayoral allowance to assist with issues and hardships faced by the citizens of Peterborough during and coming

- out of the pandemic, particularly in relation to loneliness.
- Members would be advised as soon as possible on where organisations can apply for this support.
- It was further noted that these arrangements were not typical for the MPCF and, as such, it was good for the Committee to continue to monitor.

The Shareholder Cabinet Committee considered the report and **RESOLVED** to note the amendment to the Trustees of the Mayor of Peterborough's Charity Fund (MPCF).

REASONS FOR THE DECISION

The reason for the recommendation was to update the Shareholder Committee of the changes which were required to enable the MPCF to continue to raise valuable funds for the MPCF charitable purpose.

ALTERNATIVE OPTIONS CONSIDERED

The alternative option was to not appoint Councillor Alan Dowson and Councillor Nick Sandford as the Chair and Secretary. However, this may not have provided sufficient quorum and the purpose of their role was to benefit the decision making of the MPCF and enable the continuation of effective fund raising.

6. Review of Guidance & Assurance Review of Partnership Arrangements

The Shareholder Cabinet Committee received a report in relation to the review of guidance and assurance review of partnership arrangements.

The purpose of this report was to review the remit and powers of the Committee, recommend an assurance review is carried out of the Council's partnership arrangements, highlight potential conflicts of interest that members need to be aware of in order to manage interactions more pro-actively, and endorse training proposals for members and officers.

The Director of Law and Governance addressed the Shareholder Cabinet Committee and outlined the contents of the report.

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

- It was noted that changes to the Council's partnerships arrangements would be reported to Shareholder Cabinet Committee.
- Comment was made that, although CIPFA had provided its recommendation, the law in relation to company directorship was clear whether you were an officer or a Councillor.
- It was further advised that a key difference between the position being held by a Member or an officer was that Members were decision-takers, and thus there was greater opportunity for potential conflicts of interest.
- Members were of the opinion that it was of key importance to have someone on the Board of the Council's partner companies to advocate for the Council's interests, and that training for Councillors on this point was very important.
- Comment was made in relation to what insurance was in place for Members representing the Council and officers confirmed that they would ensure that work on partner board was included in indemnity.
- It was felt that in situations where officers were placed on partnerships boards, rather than Members, work needed to be done to ensure the flow of relevant

information remained.

- If it was further noted that in a number of circumstances it would be more appropriate to have a Member representative, rather than an officer representative.

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

1. Note this report and its attached guidance note “Guidance for Member & Officers who serve on outside bodies”.
2. Agree that officers should carry out an assurance process on the Council's partnership activities to assess the strength and robustness of the current governance arrangements.
3. Delegate responsibility for carrying out this assurance process to the Director of Corporate Resources and the Director of Law and Governance with progress to be reported back to the next Committee meeting.
4. Agree that further refresher training for Members and officers on their roles and responsibilities in relation to council companies and partnerships, to be organised by Democratic Services.

REASONS FOR THE DECISION

To add further governance measures into arrangements for the Council's companies and partnerships following the publication of new CIPFA advice on good practice for local authority owned companies.

ALTERNATIVE OPTIONS CONSIDERED

There were no alternative options considered.

7. Peterborough Limited Update

The Shareholder Cabinet Committee received a report in relation to the progress of Peterborough Limited.

The purpose of this report was to update the Shareholder Cabinet Committee on the recovery of leisure services in a post COVID world, as well as the financial position of the services, and key achievements and milestones over the last 18 months.

As agreed at agenda item 5, the Committee went into exempt session to discuss this item.

Kitran Eastman, the Managing Director of Peterborough Limited, addressed the Shareholder Cabinet Committee and outlined the contents of the report.

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

- It was noted that current discussions included exploration of charitable status for the future of some services, and legal exploration of these models
- All finances between the culture element of the operation and Aragon and Vivacity Leisure were separate, however, the intention was to avoid any kind of silo working, by managers from different areas working together and support each other.
- Queries were raised in relation to the appropriateness of communication that had been circulated in relation to changes to bin collection days. It was noted that importance was placed on the accuracy of information that was provided and that all information had been delivered to Members with the best intention, at no additional cost.

- Discussion was had in relation to the gender pay gap and it was noted that, the gender pay gap was in favour of woman. More men, however, were employed than women, although a key issue to be addressed was getting women in the 'high skilled' areas.
- Officers confirmed they were happy to discuss the inclusion of photovoltaic panels on leisure buildings, although this would require a review of the Heads of Terms for some areas.
- A trial of some of the new fleet was about to commence using renewable fuel, which would allow data to be compared, as anecdotal feedback from other authorities was mixed. Results of this would be shared with Members.
- It was advised that plans were in place to re-open the Werrington Leisure Facility in September, as per original arrangements. A review was underway to determine what aspects of the facility were a priority to bring back, with a survey to be undertaken with local groups for new services.
- The key issue, it was advised, was insufficient staffing levels across the whole of the leisure service, due to the national labour shortage, and therefore the Werrington centre was closed as the financial most costly site per hour in order to redeploy staff to other sites.
- Members were advised that two electric waste collection vehicles would be arriving in January 2023 for garden waste collection and that, depending on how well these operated, the next fleet would be completely electric.
- The cost of charging stations for these vehicles had been included within the initial scoping exercise.
- It was noted that a range of fuel scenarios would be factored into the calculations around the budget setting process for the upcoming year.
- Discussion was had in relation to what benefits could be offered to younger staff, including deposits into housing schemes.
- Members were advised that revenue from 2021/22 had been deferred for use in leisure in the current year meaning the Peterborough City Council fund was being paid this year for leisure. For the current year it was anticipated that Peterborough Limited's position relating to leisure would improve (as indicated by gym membership levels). If the service was not profitable, by the end of the year then this would need to be discussed with the Council.
- It was considered that Peterborough Limited would need to be in a more established position before making any new arrangements in terms of attraction management.
- Members felt that further work could be done to commercialise the Flag Fen site and to bring further expertise on board.
- It was noted that a review was being undertaken in relation to the utility costs of the Werrington Leisure Centre.
- Members queried why there was a loss incurred at the Hampton Leisure Centre, but a profit at Premier Fitness.
- Further discussion was had in relation to car cruising issues in the Premier Fitness car park, however, Members were advised that the site was not owned by the Council and while the issue had been raised with the landlord, the site was under the management of the owners.

The Shareholder Cabinet Committee considered the report and **RESOLVED** to note the information within the report and the progress made this year by Peterborough Limited.

REASONS FOR THE DECISION

To ensure that the Committee were aware of the information within the report and the progress against the business plan.

ALTERNATIVE OPTIONS CONSIDERED

The Shareholder Cabinet Sub Committee could have not noted the report and instead requested alternative directions were explored for the Company.

8. Shareholder Cabinet Committee Work Programme

The Shareholder Cabinet Committee received the Shareholder Cabinet Committee work programme for the 2022/2023 municipal year. It was requested that the Monitoring Officer and the Section 151 Officer report back to the Council's partners in relation to the Assurance Review.

The Shareholder Cabinet Committee considered the report and **RESOLVED** to note the latest version of the work programme.

Chairman
10:00am – 11:29am
13 June 2022

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**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 no 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

**MINUTES OF THE EXTRAORDINARY CABINET MEETING
HELD AT 10:00AM, ON
TUESDAY 5 DECEMBER 2022
COUNCIL CHAMBER, TOWN HALL, PETERBOROUGH**

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

Cabinet Advisor Present: Councillor Bisby, Councillor Hussain, Councillor Moyo, Councillor Gul Nawaz, Councillor Sainsbury

57. APOLOGIES FOR ABSENCE

There were no apologies for absence received.

58. DECLARATIONS OF INTEREST

There were no declarations interest received.

59. BUDGET CONSULTATION 2023/24 LAUNCH

The Cabinet received a report in relation to the launch of the 2023 to 2024 Budget Consultation.

The purpose of this report was for Cabinet to consider as part of the council's process for developing a sustainable Medium Term Financial Strategy covering the period 2023-2026 and revenue budget for 2023/24.

Councillor Coles, the Cabinet Member for Finance and Corporate Governance, introduced the report and provided an overview of the issues highlighted within.

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

- It was noted that the Council had taken a different approach to the budget this year, with a revised timetable and a new methodology. This had been enacting following a review of best practice across the sector and advice from the Peterborough City Council Independent Improvement and Assurance Panel (IIAP).
- It was felt that the earlier consultation period would allow for feedback to be more effectively taken into account in the final budget proposals.
- The new budget simulator tool, which had been developed at the request of the Financial Sustainability Working Group, had proved to be a great success, with 200 responses to date.
- The biggest challenge in setting a sustainable budget was felt to be the current economic climate and cost of living crisis, with both inflation levels and the need to support residents increasing.

- Comment was also made that the Council was also earning a higher rate of interest on its investments, which had been factored into the budget proposals.
- The Council still had a £2.6 million budget gap, and work would continue on this in the new year, following the local government settlement announcement. Proposals would be considered by a joint meeting of the scrutiny committees in January 2023, and then Cabinet and Full Council in February 2023.
- It was recognised that there remained a level of uncertainty around the Council's three-year position. Children's Services and Adult Social Care continued to be a high-risk area, while also making up around 70% of the Council's budget. It was important, therefore, to ensure that the Council had sufficient reserves, which were at a low level previously.
- It was advised that the IAP was keeping a close eye on the Council's approach to the budget and how plans would develop for the next 2 to 3 years.
- It was noted that a great deal of effort had been put into the proposals before Cabinet, and that the Council was moving in a positive direction.
- Thanks was given to those officers who had worked on the proposals, as well as Opposition Leaders, for their continued collaboration, particularly around the Council's finances.

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

The launch of the Budget Consultation 2023/24 from 5 December, closing on 8 January 2023.

Councillor Ayres, Cabinet Member for Children's Services, Education, Skills and the University, announced that all Peterborough students had exceeded Cambridgeshire, East of England and national figures for the Year 4 Multiplication Assessment. Congratulations were passed on to the students, teachers, schools and local authority officers.

REASONS FOR THE DECISION

To receive feedback from residents, businesses and service users on the council's services and spending priorities.

ALTERNATIVE OPTIONS CONSIDERED

No alternative option had been considered.

Chairman
10.00am to 10.25am
5 December 2022

CABINET	AGENDA ITEM No. 5
19 DECEMBER 2022	PUBLIC REPORT

Report of:	Jyoti Atri, Executive Director Public Health		
Cabinet Member(s) responsible:	Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health		
Contact Officer(s):	Joseph Davies, Suicide Prevention Manager	Tel. N/A	

JOINT SUICIDE PREVENTION STRATEGY FOR CAMBRIDGESHIRE AND PETERBOROUGH 2022-2025

RECOMMENDATIONS	
FROM: <i>Public Health Executive Director and Public Mental Health Team</i>	Deadline date: <i>N/A</i>
<p>It is recommended that Cabinet:</p> <ol style="list-style-type: none"> 1. Approve the Joint Cambridgeshire and Peterborough Suicide Prevention Strategy 2022-2025. 	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to Cabinet following a referral from the Corporate Leadership Team on 2 November 2022.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is for Cabinet to initiate a proposed strategy
- 2.2 This report is for Cabinet to consider under its Terms of Reference No. 3.2.8, *'To determine policies or strategies that will have a significant impact on two or more wards.'*

3. TIMESCALES

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

- 4.1 The Joint Cambridgeshire and Peterborough Suicide Prevention Strategy 2022-2025 is a refresh of the Strategy of the same name that was operational between 2017 and 2020.
- 4.2 The Suicide Prevention Strategy will sit within the Health and Wellbeing Strategy alongside a Public Mental Health Strategy and a Children and Young People's Mental Health Strategy under the priority area to *'promote early intervention and prevention measures to improve mental health and wellbeing.'*

- 4.3 The strategy outlines the approaches being undertaken by the local authority and its partners across Cambridgeshire and Peterborough to reduce the rate of suicide within the county and ensure people are receiving the support they need.
- 4.4 This work is informed by the National suicide prevention strategy 'Preventing suicide in England' and its subsequent progress reports, chiefly the fifth progress report released in 2021. Local data and collaboration with mental health services and people with lived experience have been employed in order to tailor the national approach to Cambridgeshire and Peterborough.
- 4.5 This strategy has determined a key ambition for suicide prevention work within Cambridgeshire and Peterborough over the next three years: *'Every person in Cambridgeshire and Peterborough has access to the right care and support, from both the mental health system and their communities, to ensure that they do not die by suicide'*.
- 4.6 Following agreement from the multi-partner suicide prevention implementation board in 2017, Cambridgeshire and Peterborough are pursuing a zero suicide ambition. We acknowledge that zero suicide is ambitious and will rely on many wider structural factors that lie outside of the scope of this strategy. However, as a system we have adopted this approach as we think it is important that we do everything in our power to prevent suicide. To this end, our zero suicide ambition translates practically in the following three outcomes:
- Achieve a significant reduction in inpatient suicides in inpatient care settings and no never-events by 2025
 - Significantly reduce the number of patients in contact with mental health services dying by suicide by 2025
 - Reduce the rates of suicide in Cambridgeshire and Peterborough in line with national averages by 2025
- 4.7 The Key Recommendations proposed by the strategies are as follows:
- 4.7.1 Identify local risk factors for suicide and ensure approaches are considerate of different needs
- a) Identify emerging trends in suicide risk using Real-Time Suicide Surveillance and Mental Health Data Dashboard
 - b) Improve system learning from available data and adapt/escalate approaches where possible, taking into account intersectionality of factors that contribute to suicide
 - c) Deliver targeted interventions that take into consideration the different risk factors and sensitivities associated with people from diverse background
- 4.7.2 Provide high quality general and specialist support to people presenting with suicidal intent
- a) Continue to deliver and expand Suicide Prevention Training to all healthcare professionals in Cambridgeshire and Peterborough
 - b) Ensure consistency between primary and secondary mental health provision
 - c) Promote the use of safety plans in all healthcare settings and raise awareness for individuals of how to develop their own, with the aim of keeping people safe until they can access mental health services
 - d) Support frontline workers, both emotionally and practically, to ensure that they are well-equipped to help patients facing suicidal thoughts, able to effectively refer people to appropriate support and not jeopardising their own mental health in the process
- 4.7.3 Protect people at a time of crisis and following de-escalation
- a) Ensure that people are actively engaged with crisis care and able to address underlying issues
 - b) Expand the support networks and resources available to people following a mental health crisis
 - c) Reduce access to means within the home and in a digital world
- 4.7.4 Ensure the community is well-equipped to prevent suicide in non-clinical environments

- a) Support the delivery of awareness raising campaigns, particularly through the introduction of data-informed tailored approaches
 - b) Promote delivery of suicide prevention training to members of the community
 - c) Offer greater support to families and friends of people affected by suicidal thoughts to better equip them to keep their loved one safe and protect their own mental health
- 4.7.5 Improve understanding of self-harm and support the promotion of healthy coping strategies
- a) Improve data collection to gain a better understanding of self-harm beyond crisis care
 - b) Understand and address self-harm in children and young people
 - c) Ensure those presenting to services with self-harming behaviours have their mental health concerns treated appropriately
- 4.7.6 Ensure that appropriate steps are taken following a suicide to support the community
- a) Expand the existing suicide bereavement support offer to accommodate those more widely affected by a suicide and encourage peer support
 - b) Ensure that professionals in contact with someone who has died by suicide are adequately supported
 - c) Rapidly respond to incidents of suicides that may have a greater impact on the wider community and ensure that information shared is accurate, sensitive, and guiding people towards support

5. CORPORATE PRIORITIES

5.1 The recommendation links to the Council's Corporate Priorities as follows:

1. The Economy & Inclusive Growth

- A key part of the suicide prevention strategy is ensuring homes are safer environments for people who are struggling with thoughts of suicide through the encouragement of safety planning, self-managing safety and equipping communities with resources and awareness of how to support.
- The strategy acknowledges the impact of financial difficulty on risk of suicide, with the suggestion that efforts should be made to connect employment services with mental health services to ensure a consistency in approach.
- The Joint Cambridgeshire and Peterborough Suicide Prevention Strategy 2022-2025 does not identify any projects likely to have a significant carbon impact. Officers undertaking any projects in order to address the recommendations within the strategy will consider the carbon impact of individual workstreams. For example, the printing of resources will be carefully considered in order to meet the needs of those with low digital literacy, whilst limiting waste.

2. Our Places & Communities

- The strategy seeks to equip both professionals and members of the community with the knowledge and resources needed to keep people safe from suicide. As such, a significant focus is on how we can train non-mental health professionals and members of the public with introductory suicide awareness.
- The strategy notes a number of risk factors that may contribute to somebody taking their own life, looking beyond mental ill health to consider wider determinants of wellbeing, including bereavement, relationship breakdown, belonging to a particular minority community and exposure to violence/trauma
- The strategy acknowledges that it is important that we address stigma associated around mental health and aim to maintain social connectedness. Expansion of the newly formed Network for Addressing Isolation and Loneliness in Cambridgeshire and Peterborough (NAILCAP) will ensure that community groups across the county will be linked into the wider mental health system

3. Prevention, Independence & Resilience

- This strategy is an all-age strategy so considers how we can improve the support for adults, older adults and children and young people
- It is situated alongside a Children and Young People's Mental Health Strategy (led by Cambridgeshire and Peterborough NHS) and the currently being draft Public Mental Health Strategy (led by the local authority).
- As mentioned above, whilst there is attention focused on crisis care and the point at which people are at immediate risk of suicide, a considerable amount of attention is placed on how to prevent people from reaching crisis point, through access to adequate care and support

4. Sustainable Future City Council

- Key to the delivery of this work is its multiagency approach
- The Suicide Prevention Strategy Implementation Group consists of over 50 members, representing Cambridgeshire County Council and Peterborough City Council, NHS, Cambridgeshire Constabulary, Office for Health Improvements and Disparities, Lifecraft, CPSL Mind, Samaritans, Fullscope, University of Cambridge, Anglia Ruskin University and people with lived experience of suicide
- Delivery of this work as a multiagency approach allows partners to pool knowledge and resources to deliver against the strategy in a collaborative manner, as well as sharing responsibility across our mental health system

6. CONSULTATION

- 6.1 Consultation with those with lived experience of suicide and suicide bereavement has been sought. Two consultation events with members of the public have been held and their views have been reflected in the strategy. A survey of frontline workers supporting those with mental health difficulties has been conducted and results from this also shared within the strategy. The strategy has been agreed by the suicide prevention strategy implementation group with key representatives in the mental health system, both within the local authority and with partners including the CCG, CPFT, police and third sector.
- 6.2 The recommendation has been considered by the Corporate Leadership Team and Cabinet Policy Forum.

7. ANTICIPATED OUTCOMES OR IMPACT

- 7.1 Approval of the strategy will allow for this to be shared widely and work detailed to commence/continue

8. REASON FOR THE RECOMMENDATION

- 8.1 The [National Suicide Prevention Strategy](#) outlines that '*Local responsibility for coordinating and implementing work on suicide prevention will become, from April 2013, an integral part of local authorities' new responsibilities for leading on local public health and health improvement.*'

9. ALTERNATIVE OPTIONS CONSIDERED

- 9.1 The option to not refresh the strategy was rejected as it is now out of date and no longer accurately reflects the needs of the people of Cambridgeshire and Peterborough.

10. IMPLICATIONS

Financial Implications

- 10.1 There are no significant implications within this category.

Legal Implications

- 10.2 There are reputational implications for CCC not to own a suicide prevention strategy as this is expected, although not a statutory requirement, as outlined in the National suicide prevention strategy. Suicide prevention contributes to the council's general duty to improve the health of the public.

Equalities Implications

- 10.3 Priority Area 1 of the strategy outlines the plans in relation to ensuring that those in society deemed more at-risk of suicide, many of whom fall under protected characteristics, are adequately supported. An Equality Impact Assessment has not been completed as part of this overall strategy, but will be taken into consideration when work affecting specific communities is undertaken.

11. BACKGROUND DOCUMENTS

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

- 11.1
- Joint Cambridgeshire and Peterborough Suicide Prevention Strategy 2022-2025
 - Preventing Suicide in England (National Suicide Prevention Strategy)
 - September 2014 report to Cambridgeshire County Council Health Committee relating to the 2014 draft of the Suicide Prevention Strategy
 - Cambridgeshire and Peterborough Health and Wellbeing Strategy

12. APPENDICES

- 12.1 None.

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CABINET	AGENDA ITEM No. 6
19 DECEMBER 2022	PUBLIC REPORT

Report of:	Jonathan Lewis, Service Director Education		
Cabinet Member(s) responsible:	Cllr Lynne Ayres, Cabinet member for Children's Services, Education, Skills and the University		
Contact Officer(s):	Fran Cox, Assistant Director Education Capital and School Places	Tel. N/A	

PASSENGER TRANSPORT CHANGES TO MILEAGE

RECOMMENDATIONS	
FROM: <i>Cabinet Member for Children's Services, Education, Skills and the University</i>	Deadline date: N/A
<p>It is recommended that Cabinet</p> <ol style="list-style-type: none"> 1. Authorise officers to explore and implement the increase in payment per mile for volunteer drivers from 45p per mile to 60p per mile. 2. Authorise officers to work with parents to co-produce a policy position in relation to payment for transportation of children to school alongside the use of personal transport budgets. 	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to Cabinet following a referral from the Corporate Leadership Team (CLT) on 7 December 2022.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to obtain views on a proposed development or review of a strategy, plan or policy;
- 2.2 This report is for Cabinet to consider under its Terms of Reference No, 3.2.1, '*To take collective responsibility for the delivery of all strategic Executive functions within the Council's Major Policy and Budget Framework and lead the Council's overall improvement programmes to deliver excellent services.*'

3. TIMESCALES

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

- 4.1 Children and Education Scrutiny Committee met on the 2 November to review and consider the adoption of the Transport Transformation Strategy which seeks to address a range of issues currently present both in Peterborough but also nationally.

4.2 Children & Education Scrutiny Committee supported the proposed strategy on the 2 November and were content for officers to continue to implement a detailed action plan sitting under the strategy in order to drive both efficiency and improvement of services of the next 2 years. (see Appendix A)

4.3 One area of key consideration is the diversification of travel options the council utilises. Currently the council find itself reliant on a market which is being dramatically impacted by inflation and a shortage of vehicles and drivers.

Alongside the market issues, the council is experiencing additional demand for passenger transport. There is a shortage of SEN places in the city, which is being addressed through the SEND Strategy, however the immediate impact is children and young people being placed outside of the city, necessitating longer travel arrangements. This is placing a significant pressure on the budget position. The November outturn shows a forecast overspend of £1.1m.

4.4 As part of this review, the CLT wishes to explore bringing forward a number of changes to reduce our reliance on taxis and third-party providers. This paper specifies 3 key areas the council wishes to seek approval from Cabinet to explore further and implement.

4.5 1. Volunteer Drivers

4.5.1 The council currently operates a scheme whereby volunteer drivers are able to sign up to support the delivery of school transport predominately for children under social care. Volunteers are appropriately checked in relation to safeguarding and insurance to provide the council with assurance for them to undertake this responsible role.

4.5.1 Volunteer drivers provide a very efficient and reliable mechanism for transporting children to and from school. It is extremely cost effective and feedback from parents/carers and schools suggest that routes covered by volunteer drivers provide a child focused approach to passenger transport. The Transport Team have direct contact with volunteer drivers which allows for any changes or issues to be addressed quickly. New transport software, which is currently at mobilisation stages, will allow the Transport Team to schedule and manage journeys more effectively and will have a driver App for volunteers in order to receive live updates and messages.

4.5.2 Feedback from volunteer drivers suggested that the current payment of 45p per mile for the voluntary service is increasingly untenable for the volunteers. With the increased and fluctuating cost of fuel alongside the increased cost of living, volunteer drivers are finding the current payment terms unattractive.

4.5.3 The Council recognises this pressure and would like to explore changes to the current offer in order to retain the current volunteer driver bank and recruit further given the increasing pressure to deliver more transport routes.

4.5.4 The following offer is proposed for consideration:

- Payment of 60p per mile for all volunteer drivers

4.5.5 It is envisaged that this revised offer will prove attractive to potential volunteers and Council officers intend to form a recruitment campaign around the offer in January 23 in order to build resilience in the current volunteer group.

4.5.6 The government has responded to a petition to increase the approved mileage allowance to 60 pence per mile with comments below;

“Employers are not required to use the AMAP rates. Instead, they can agree to reimburse a different amount that better reflects their employees’ circumstances.... However, where payments exceed the relevant AMAP rate, there will be an Income Tax and National Insurance charge on the difference.”

- 4.5.7 The income and tax and national insurance implications need to be fully understood and clarified ahead of this option being enacted. This will be explored by finance and education officers following Cabinet feedback. If Cabinet are minded to agree in principle to the increase, the tax implications need to be clearly understood and approved by CLT ahead of this change being enacted. It is vital that any action here does not cause liability to the council.
- 4.6 2. Peterborough Staff Passenger Transport Driver Scheme
- 4.6.1 Alongside the wider volunteer driver scheme, the Passenger Transport team would like to work with HR colleagues to develop a council staff-based scheme that offers options for staff wishing to support the home to school travel provision.
- 4.6.2 The scheme would look to offer staff an option to undertake home to school transport routes for Peterborough children and young people alongside their current contracted role. Staff wishing to participate in the transport scheme would be offered an additional relief contract as a driver with an hourly rate.
- 4.6.3 Staff would be paid for the hours undertaken over and above their current contract and would also be able to claim mileage for the route in accordance with the council mileage rates. To participate staff would need to have a current Disclosure & Barring Service (DBS) check and also Business Class 1 Insurance.
- 4.7 3. Parent Carer Driver schemes and Personal Transport Budgets
- 4.7.1 Currently there are mechanisms within the home to school transport offer whereby parents are often asked whether they wish to transport their children who are entitled to free home to school transport, with remuneration being offered through mileage paid of 45p per mile.
- 4.7.2 Whilst it is not always feasible for a parent to accept this offer, feedback from parents suggest that even when it is feasible, the current rate of mileage payment being offered is not adequate in the context of the cost of fuel.
- 4.7.3 Council officers wish to work closely with Family Voice Peterborough (our Parent Carer Forum) over the next 2 months to listen to parents further and co-produce a scheme for parents and carers delivering transport. This needs to be carefully considered both in terms of affordability for parents and carers, but also in relation to the appropriateness of parents supporting this way in some circumstances.
- 4.7.4 The council wishes to move towards a policy position whereby the first response to the provision of transport for an eligible child is to discuss with a parent or carer an offer of remuneration for the delivery of transport for their child. This will provide best value for the council but more importantly will provide wider options for children and young people other than taxi provision.
- 4.7.5 It is vital this scheme is co-produced by the council with parents and carers to ensure a scheme is developed which responds to the current feedback and challenges faced by parents.
- 4.7.6 CLT seeks agreement to move forward on this piece of work with a view to developing the scheme and starting to implement it as soon as it is ready to be launched. This will form part of a wider strategic workstream focusing on communication and engagement with parents and carers to ensure services are developed and refined in response to feedback.
- 4.7.7 The council will be reviewing its policy position across the framework of policy areas for Passenger transport ahead of Spring 2023 and it is proposed to embed the outcomes from the co-produced scheme within the policy review.

- 4.7.8 It is important to note that given the will to co-produce this element of the strategy with Family Voice in Jan and Feb 23, any impact of the new proposals will not occur until the 23/24 financial year.

5. CORPORATE PRIORITIES

- 5.1 The recommendation links to the Council's Corporate Priorities:

1. The Economy & Inclusive Growth

The completed Carbon Impact Assessment highlighted the potential for transport emissions decreasing due to route optimisation

2. Our Places & Communities

In a national transport context that lacks resilience we want take the opportunity to build local resilience amongst our staff and within our communities through investing in the correct ways to provide a framework for local stability.

3. Prevention, Independence & Resilience

We have listened to the feedback of both our volunteers, parents and staff. It is evident that there is a good basis of interest to build this arm of the council's provision. however, the offer needs to be correct and mindful of the national financial context our communities find themselves in.

Further information on the Council's Priorities can be found here - [Link to Corporate Strategy and Priorities Webpage](#)

6. CONSULTATION

- 6.1 Initial conversations have been undertaken with Family Voice Peterborough who have expressed an interest in partnering with the council to co-produce in this space. There is a recognition that things need to improve in order for parents to feel able to be actively involved in transport provision but there are good examples where this has been successful and in collaboration officers and parents are keen to build on these.
- 6.2 As specified in 4.7 the council wishes to undertake a wider consultation with Peterborough parents and carers in relation to personal transport budgets and parental mileage for passenger transport. Consultation events in January and February will be published with a view to beginning this piece of work as soon as possible.
- 6.3 This recommendation been considered by the Corporate Leadership Team.

7. ANTICIPATED OUTCOMES OR IMPACT

- 7.1 Consideration of the change to mileage payments and wider remuneration packages for parents and carers is expected to streamline current processes and provide greater value for money to the council. It is also expected to provide an improved service to entitled children, young people and their families.

8. REASON FOR THE RECOMMENDATION

- 8.1
- 1) improved resilience within service provision
 - 2) improved efficiency and cost effectiveness to the council
 - 3) improved outcomes for children and young people travelling to school via council provision

9. ALTERNATIVE OPTIONS CONSIDERED

- 9.1 It has been considered to maintain the current mileage rates for volunteer drivers. The impact of this will be an increasingly reduced volunteer driver group, which will require the council to use an increased amount of taxi provision

It has been considered whether to explore further with parents a better and more attractive personal transport budget offer. Feedback from parents suggests we need to do this in order to promote sustainable travel and provide parents and carers with a sustainable financial mechanism should they wish to participate in their child's travel provision.

10. IMPLICATIONS

Financial Implications

- 10.1 Routes from home to school via taxi provision can cost the council significantly more per day than by personal transport budgets and/or voluntary drivers. It is intended that the recommendations in this report, should they be enacted, would have a favourable impact on the current budget pressures in the passenger transport finance area. These will be fully quantified as the changes are rolled out.
- 10.1.1 The income and tax and national insurance implications need to be fully understood and clarified ahead of this option being enacted. This will be explored by finance and education officers following Cabinet feedback.

Legal Implications

- 10.2 There do not appear to be any legal implications as the report is suggesting an alternative to the current scheme for an existing service

Equalities Implications

- 10.3 There are no anticipated to equalities implications other than improving the provision of transport options for parents and carers.

11. BACKGROUND DOCUMENTS

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

- 11.1 None.

12. APPENDICES

- 12.1 Appendix A - Passenger Transport Transformation Strategy

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Passenger Transport Transformation Strategy
PEOPLE DIRECTORATE
2022-2024



Introduction



Our Duty

The Education Act 1996 places a duty on local authorities to provide free home to school transport for all eligible children, which includes

- children with Special Educational Needs and Disabilities (SEND)
- those living outside of statutory walking distance beyond 2 miles if below the age of 8 or beyond 3 miles if aged between 8 and 16)
- some children in receipt of free school meals
- some Post-16 students
- children who cannot be reasonably expected to walk to the nearest suitable school because the nature of the route is deemed to be unsafe to walk

Local authorities also have discretionary powers to go beyond their statutory duties and to provide discretionary transport assistance for children who are not entitled to free transport. In doing so, they must consult with parents and must act reasonably when determining their travel policy.

Our context

There are currently 2 separate transport functions in Cambridgeshire and Peterborough, governing and providing services for their own local authority area. Both teams are line managed by the same Head of Service and sit in the shared People Directorate.

Both teams are operating in challenging circumstances and whilst there is some joint working between the two teams, there is increasingly a need for a joined-up approach given the shared statutory duty and the increasing demand for efficiency.

Both teams oversee and provide the **eligibility, procurement and delivery** of transport services across the policy areas covered within the People Directorate. This is a large span of service delivery and not one that is replicated in many local authorities, especially those of the size of Cambridgeshire.

This strategy proposes to outline how we will adapt to the challenging context we face to ensure we are providing access to high quality provision through the delivery of transport. The current economic climate makes it essential to ensure that we are providing best value. Alongside the need to generate additional SEND places to promote access to local education we believe it is an ideal time to revisit not whether we provide SEND transport – but how.

We have a clear duty to our entitled children and young people to ensure they can access consistent high-quality transport to enable them to receive an outstanding education. We are committed to achieving this in both Cambridgeshire and Peterborough.

Policy Areas



Policy Areas

The Transport Teams in Cambridgeshire and Peterborough provide transport for four areas of policy. Indirectly, the Transport delivery across both LAs also contributes to the Climate and Environment Strategy and the Social Value Policy.

Whilst the policy areas are well understood, accepted and applied; it is recognised that a policy review for each of the areas identified above is needed in both Cambridgeshire and Peterborough.



Home to School Mainstream

This includes post 16 provision and fair access protocol placements



Home to School SEND

This includes post 16 provision



Children's Social Care

This includes ensuring our children in care are able to access school



Adult's Social Care

This includes ensuring vulnerable adults are able to access community care provision

Geography



By its very nature, **Cambridgeshire** is a large, rural local authority. Whilst there are areas of dense urban concentration in Cambridge, St Neots, St Ives, Wisbech, Ely and Huntingdon, the large majority of schools and residents live in a comparatively rural location, where travel of some sort to school is necessary.

Peterborough a comparatively densely populated city with more public transport options than those available to residents in Cambridgeshire, does, however, still include some more rural wards on the outskirts of the city.

In both Cambridgeshire and Peterborough there is growth, with school population rising. The number of young people in secondary school in Peterborough has risen sharply by 20% to 17,540 (21/22) and those in state funded special schools from 588 to 688, a 17% increase. In Cambridgeshire, the school population increased from 82,613 (2015/16) to 89,976 (2021/22). The number in secondary schools has experienced a smaller increase of 1.3% to 32,175 in 2021/22 but the roll in state funded special schools increased by 63% from 970 to 1,590 between 2015/16 and 2021/22.

In Peterborough the number of pupils with a statement/Education Health Care Plan (EHCP) has also been rising sharply from 1,182 in 2010 to 2,046 in 2021. However, although this is a 73% increase in Peterborough, this is a lower rate of growth than in the East of England region (79%) or nationally (England 88%). In Cambridgeshire in 2016 there were 3204 EHCPs and in 2021 this had risen to 6100, a growth rate of 90.4 %. An increase in transport need to rural Primary settings has impacted negatively on cost.

In Cambridgeshire Transport is provided to **255** schools/educational establishments. In Peterborough it is provided to **80** schools.

Routes



Peterborough

How many?

Approximately 2,000 pupils (about 5% of the school population) are transported in Peterborough.

Nearly a third of pupils who are in receipt of transport are eligible due to their special needs, and a further 28% are post 16 students.

The number of pupils with SEN transported has been rising in recent years, by 8%. The need does not seem to be concentrated to any particular geographic location.

Solo Routes

There are 42 routes out of the 233 (17%) that carry only one child – these account for more than £550,000 (12%) of expenditure a year but only 2.5% of the pupils carried on contracted transport.

The cost of this is equivalent to more than £13,000 a year for each pupil. In some cases, a solo taxi may be justified, but the high cost of these routes means that these should be the focus of review to determine whether any can be rationalised or shared.

Cambridgeshire

How many?

Approximately 11,600 pupils are transported in Cambridgeshire of which more than two thirds are entitled and attending secondary school.

Approximately 10% are entitled due to their special needs (excluding sixth form). Entitlement is extremely concentrated – with three quarters of all those transported attending 24 establishments.

There are 60 establishments out of county where transport is provided for pupils with SEND, accounting for almost £2m expenditure. Some of this is within Peterborough. Almost all pupils (1,400) attending special schools are receiving transport. **This is higher than would usually be expected, even in a rural shire where distances to special schools are likely to be long.**

Solo Routes

There are 359 solo routes – a third of all contracted routes, therefore, carry only one child. These routes account for £7.3m – almost a third of the total cost of transport.

The average cost of transport for these 359 children is in excess of £20,000 p.a. Around 90% of solo routes are for children and young people with SEND.

Modes of Transport

	Annual cost	No. of pupils	Unit cost
Contracted Transport	£4,672,482	1,662	£2,811.36
Cycle allowances	£700	7	£100.00
PTBs	£137,175	25	£5,487.00
Mileage allowance	£112,629	66	£1,706.50
Travel tickets	£118,678	258	£459.99
College bus	£2,240	11	£220.00
Other Las (estimated no. of pupils)	£196,643		
Overhead	£264,086		
	£5,504,813	2,029³	£2,690.52



Peterborough

In **Peterborough** transport is largely provided using contracted vehicles (coaches, minibuses and taxis), which accounts for almost 85% of all transport expenditure and more than 80% of the children transported.

However, some pupils are in receipt of personal travel budgets, travel on public transport, or receive a cycle allowance or parental mileage. Personal Transport Budgets (PTBs) are negotiated at 50% or less than the tendered taxi service would have been. The cost of PTBs underlines the exceptionally high cost of transport that is associated with children being placed at out authority provision.

Transport is provided by seventeen operators, with three accounting for nearly two thirds of all contract expenditure and the majority of school transport contracts. These operators have dominated school transport provision for Peterborough City Council (PCC) for several years. A total of 233 vehicles are contracted to provide PCC's school transport, with 70% of them being taxis. Suppliers are an area in scope for strategic development as part of this review.

Vehicle Size	No of contracts	Average daily rate
74 seater PSV	55	£210
53 seater PSV	13	£207
16 seater PSV	27	£147
8 seater minibus	169	£131
6 seater MPV	92	£110
4 seater	645	£74



Cambridgeshire

In **Cambridgeshire** 108 suppliers provide transport, with 7 suppliers having contracts worth > £1m p.a, and 16 having contracts worth > £0.5m each p.a. Sixteen suppliers account for more than 50% of total school transport contract value.

By vehicle type the median daily rate (excluding contract outlier) is £114 and average is £119. For those contracts where vehicle size is available, day rates are competitive and compare with other authorities. Comparison can be made using the Association of Transport Co-ordinating Officers (ATCO) surveys of tender prices. The average daily rates for the main categories of vehicles are shown above.

PTBs are used but should be explored more as part of this review to consider governance and decision processes.

Finance



Overall, home to school transport **expenditure is rising** with spend increasing in both Cambridgeshire and Peterborough. There are a number of impacting factors on this rise that are being seen across both authorities



**Rise in costs
of fuel**



**Reduction
of choice in
the market**



**Increase
in SEND
pupils**



**Lack of local
SEND places**



Peterborough finance



- The overall cost of home to school transport has risen by about 8% since 2019/20, based on forecast at nearly £5m pa for 2021/2. The rise in costs is exceeding that in the number of pupils transported, which has remained largely unchanged overall. SEN transport costs have increased more than 12%, compared to an 8% growth in their numbers, and less than 8% rise in mainstream transport costs during that time. Medical transport has seen a significant fall, but emergency transport funding a sharp increase, although both account for small elements of the budget.
- The average cost of school transport is £2,460 per pupil per year. However, transport for pupils with special needs is higher at almost £4,000 per pupil pa.
- Expenditure is heavily concentrated, with less than a quarter of the schools (16) accounting for nearly £4m (80%) expenditure and 1,500 of the pupils transported. There are a number of primarily special schools where transport expenditure is significant and where contract costs per pupil are also high.
- Although the average cost of transport is less than £3,000 per year, there are 15 schools within the authority where it exceeds £10,000 per year, and 38 where it is between £5 and £10,000 a year. Many of these schools have high costs because only one child is travelling there.
- Day rates for vehicles are comparable to those in Cambridgeshire, where the average daily cost of a 4-seater taxi/private hire vehicle (phv) is £71 and for a 53-seater £175. The current daily rates are also comparable with rates previously found in PCC (work undertaken in 2014/5 showed daily rates averaging £63 of taxis and 53-seaters ranging in costs from £124-285 per day).
- Transport costs to 16 schools exceeds £0.5m each p.a. (these account for nearly 50% of all expenditure), and transport to three schools exceed £1m p.a. There are 13 schools where a combination of high cost, high unit costs and a significant number of routes would indicate that there is potential for review.

	Forecast 2021-22	No. of pupils November 2021	Unit cost
Home to School Transport - SEN	£2,971,084.00	747	£3,977.35
Home to School Transport - Medical	£11,800.00	14	£842.86
Home to School Transport - Mainstream	£1,332,954.00	1199	£1,111.72
Emergency Transport Funding	£80,786.00	43	£1,887.74
Passenger Transport - LAC	£313,924.51		
Passenger Transport Team	£264,085.90		
	£4,947,634.41	2003	£2,460.25



Cambridgeshire finance



- Budget increasing from £18.4m in 2018/19 to almost £27m in 2021/2. Actual expenditure was increased from just under £20m in 2018/9 to £23.4m in 2021/2. The sharp increase has been SEN transport costs – projected to rise by 90% from 2018/9 to 2021/2. Specifically, it is transport to SEN special schools that has shown the notable increases driving this.
- Transport is provided by 1,038 contracts, which have an estimated annual value of £25.2 m (based on annualised from current daily cost).
- 25% of spend is accounted for by the secondary sector and primary school costs account for 11%. SEN accounts for the majority of the spend.
- Unit costs are on average £2,500 per pupil per annum (costs have been based on a 40-week school year), with mainstream transport costs at £1,000-£1,500 p.a., which compare well with other authorities' costs.
- Currently, 175 pupils are transported to/from school by parents in receipt of a travel budget at a total annual cost of £611,287. The majority of these pupils are travelling to special schools (95) in county, with 33 travelling to out county special provision. The unit cost for this transport is nearly £3,500 p.a.
- In total approximately 2,500 pupils - about 60% of the ECHP pupils- are receiving home to school transport. Overall, transport costs for pupils with special needs are over £6,300 p.a, however, special school out of county costs are in excess of £9,000 per pupil per annum for almost 300 pupils. Unit costs for transport to special schools and for post 16 special needs students are also in excess of £6,000 per annum
- There are 19 schools where the unit costs are in excess of £25,000 per year. For most of these there is only one pupil attending, limiting scope to rationalise routes or improve loadings on vehicles.
- Almost two thirds (64%) of expenditure is on SEN routes, with a third of total expenditure on transport to/from special schools (and 11% out county)
- There are 60 establishments out of county where transport is provided for pupils with SEND, accounting for almost £2m expenditure. Some of these routes are extremely high cost i.e. 16 routes have unit costs exceeding £25,000
- Overall, there are 359 solo routes – a third of all contracted routes therefore carry only one child. These routes account for £7.3m – almost a third of the total cost of transport. The average cost of transport for these 359 children is in excess of £20,000 p.a.



Areas of Pressure



Delivery

The current delivery capacity within both teams is not sufficient and will need to be restructured with a consideration of additional capacity and greater joined up working between the two teams to maximise efficiency. Leadership capacity within the service needs to be broadened to ensure there is sufficient time and resource to deliver the outcomes outlined in this strategy.

In CCC there are currently 5.7 + 1 FTE officers responsible for managing the school transport services (with 1 post funded by adult social care), managing approximately 11,000 pupils, 1,100 contracts of value £25m across 255 schools. In PCC there are 7 FTE officers managing school transport services and children's social care transport services (with 1 post funded by children's social care).

A recent benchmarking exercise indicated that typically LA school transport operations are managed with about 2,000 pupils per FTE staff and the equivalent of about £2.5m per FTE and 100-120 contracts per FTE. CCC's staffing levels reflect this, but with increasing numbers of SEN transported the administrative demands on staff would be expected to be greater as they require a higher number of contracts and more contact time with parents.

Eligibility

The current decision-making systems around eligibility for high-cost transport arrangements are not sufficient to

govern the financial growth risk. Decisions should not be made by the transport teams in isolation from good, child focused discussion with lead professionals around levels of need and the best value outcome for the child or young person. Good practice is taking place within children's social care in relation to multi-agency decision making and this type of joint conversation needs to be embedded into all policy areas across both authorities.

Policies across the scope of delivery mandate need to be reviewed in light of the current context. Policies should be reviewed alongside each other and in consultation with key stakeholders to ensure that they are continuing to provide a clear and appropriate framework to determine eligibility.

Cost

Increasing costs is a significant area of pressure for both councils and key activity within the action plan will need to address areas identified where savings and cost reduction can be achieved. A review of solo routes, and rationalisation of all routes must be a priority of the review in order to achieve better value for money.

Activities such as volunteer drivers, independent travel training and other emerging innovative strategies must be prioritised and built into policy reviews in order to manage this significant area of pressure for both councils.

It must be noted that a number of national issues and pressures are impacting on Transport such as the National Living Wage.



Areas of Pressure



Growth

The growth in the numbers of pupils with SEND accessing transport to their school needs to be managed and addressed through various mechanisms. Children with SEND are often transported alone, and for longer distances than we would like, to access a school. The SEND forecasts for the number of children with EHCPs (2020-2031) indicates that CCC is expecting a 47% increase in the number of pupils with EHCPs by 2031. This is expected to be driven by pupils whose lead need is Autism Spectrum Disorder (ASD) (increasing by 65%) or Social Emotional or Mental Health (SEMH) needs (70%). This would mean the number of pupils with EHCPs would rise from 4,662 (Jan 2020) to 6,866 by January 2031.

If transport continues to be provided to approximately 60% of all pupils with EHCPs, at today's unit costs this would be expected to see transport costs rise from approximately £16m to £26m.

Whilst the creation of new local special school places is needed, alongside a review of policy to determine clear eligibility and deliverability parameters that are child focused and provide good value for both councils, it must be noted that more school places will inevitably lead to further pressure on these routes.

Procurement

The capacity to undertake the procurement of transport from within the 2 teams is limited and often detracts from other aspects of the provision of the service. There is now a joint Dynamic Purchasing System in place which is good progress. A review now needs to be undertaken with both the Procurement Services as well as the Commercial Team to determine the correct systems for managing the procurement of transport on a daily basis.

The market is changing and responding to the national climate on a daily basis and there needs to be scope within the transformation plan to review all market options to ascertain best value. This ought to include a review of the current fleet as well as considering what in-house options might provide better value for money for both Cambridgeshire and Peterborough.

Access to drivers and operators with the right licencing is a developing pressure. Similarly with expected growth, demand for Passenger Assistants may also continue to grow. There is council obligation to move to greater use of electric vehicles and the infrastructure that is needed to support this will mean that procurement of transport solutions will need to be consistently reviewed in the years to come.



Outcomes



Restructured Service Delivery

Aligning Cambridgeshire and Peterborough and unlocking efficiency and innovation

YEAR 1

Transport Policies

Consulted on, reviewed and aligned

YEAR 1

Eligibility Process

Joint processes with partner services agreed and in place

YEAR 1

Streamlined procurement

Review and amendment of mechanisms for procurement

YEAR 2

Cost Model

Cost avoidance strategy agreed and adopted

YEAR 2

Route Review

High-cost routes reviewed and adjusted

YEAR 2

Delivery Principles

Reviewed, agreed, understood and embedded (including position on reduced carbon and increased social value)

YEAR 2



Impact



Increased capacity in service delivery

Reduction in route length

Improved access to local education provision

Reduction in route cost per pupil

Improved efficiency in delivery

Improved sustainability (carbon, financial, operational)

Decreased risk



Passenger Transport Transformation Strategy
PEOPLE DIRECTORATE
2022-2024



For further details please contact



Cambridgeshire County Council School transport
edtransport@cambridgeshire.gov.uk



Peterborough City Council School transport
educationtransport@peterborough.gov.uk

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CABINET	AGENDA ITEM No. 7
19 DECEMBER 2022	PUBLIC REPORT

Report of:	Adrian Chapman, Executive Director Place and Economy		
Cabinet Member(s) responsible:	Cllr Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport		
Contact Officer(s):	Lewis Banks (Transport & Environment Manager)	Tel. 01733 317465	

A16 NORWOOD IMPROVEMENT SCHEME

RECOMMENDATIONS	
FROM: Executive Director Place and Economy	Deadline date: N/A
<p>It is recommended that Cabinet authorise the issue of a services request to Milestone Infrastructure Limited, under the existing highway services contract relating to the delivery of a full business case and detailed design for the A16 Norwood dualling improvement scheme, at a cost of £1,200,000.</p>	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to Cabinet as it is a key decision under the executive delegations.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is for Cabinet to consider and approve the award of £1,200,000 to Milestone Infrastructure Limited to deliver a full business case and detailed design for A16 Norwood dualling improvement scheme.
- 2.2 This report is for Cabinet to consider under its Terms of Reference No. 3.2.3, *'To determine any key decision (as defined in Article 11 – Decision Making), with the exception of any time-critical decision, which may be determined by the relevant portfolio holder.'*

3. TIMESCALES

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

- 4.1 The Norwood and Paston Reserve urban extension are key areas of residential growth for Peterborough and have been allocated for development within the Peterborough Local Plan (adopted July 2019), generating a combined total of 2,945 dwellings in the study area.
- 4.2 To prepare for the expected growth, improvements will be required to the existing highway infrastructure. Therefore, the Cambridgeshire and Peterborough Combined Authority (CPCA) have funded development of the business case and design to identify the improvements that may be considered. The work has been commissioned to Milestone Infrastructure Limited. Initially a Strategic Outline Business Case (SOBC) was completed.

- 4.3 The SOBC concluded that a package of interventions is needed to improve congestion, safety and enable growth in the area. It outlined interventions of:
- Closure of Newborough Road access onto A47;
 - Dualling of A16 between the A16/A47/Welland Road Roundabout and the Norwood Development Access;
 - Signalisation of A16/A47/Welland Road Roundabout on the A16 southbound approach;
 - A 50-metre flare added to the A47 westbound approach to provide additional capacity for left turning traffic to Welland Road;
 - Dedicated Left Turn Lane (LTL) from the A47 eastbound to the A16 northbound.
- 4.4 The SOBC reported that the package of works had a Benefit Cost Ratio (BCR) of 3.2 demonstrating high value for money.
- 4.5 The SOBC also highlighted the interdependency of the project with the development of the Norwood Urban Extension. The package of interventions as set out above require the developers to provide a new access roundabout on the A16 and a new access junction with the Newborough Road, connected by an internal road – providing all residents with direct access to the A16.
- 4.6 Following on from the SOBC, the business case was further developed with completion of an Outline Business Case (OBC) and preliminary design. The OBC concluded that the A16 improvement scheme continues to demonstrate high value for money with a BCR of 2.9, whilst also having significant strategic value by supporting local growth, critically, the construction of the houses on the Norwood growth side.
- 4.7 The main challenges the A16 improvements seek to overcome are the peak hour congestion, the high levels of u-turning traffic from Newborough Road (limiting capacity) and a high accident rate. The primary objectives of the project include:
- Tackling congestion and improving journey times;
 - Supporting Peterborough's growth agenda;
 - Limit impact on the local environment and improve biodiversity;
 - Improve active travel routes to provide a viable alternative to private car travel; and
 - Improve road safety.
- 4.8 The package of interventions remains broadly similar to those identified at the SOBC stage, one change being to the closure of the Newborough Road, it is proposed that the access onto the A47 will be closed, rather than the junction being fully closed. The preferred package of improvements include:
- Closure of the Newborough Road Junction access onto the A47 (Southbound only).
 - Dualling of the A16 Norwood between the Norwood development roundabout and the A16/A47/Welland Road Roundabout.
 - Partial signalisation of the A16/A47/Welland Road Roundabout (A16 Approach).
 - Creation of a flare to provide a third lane on the A47 westbound approach.
 - Creation of a left dedicated left from the A47 eastbound approach to the A16 Northbound exit.
 - Realignment/reconstruction of the bridal way to the north of the A16/A47/Welland Road.
 - Roundabout, connecting the signalised crossing to Newborough Road.
 - Active travel route enhancements from the Norwood site down Welland Road and towards the city centre.
 - Landscaping including, wildflower and native tree planting.
- 4.9 The active travel and environmental scheme components are not yet as developed as the highway components – this will be addressed at the full business case stage. In addition, discussions with National Highways about exploring the feasibility of a pedestrian footbridge over the A47 are ongoing.

- 4.10 The CPCA have allocated £1.2 million for development of the final stage of the business case, the Full Business Case (FBC) and detailed design, this was approved at their November Board meeting. The FBC phase duration is expected to be approximately 18 months. The OBC financial case determines that the outturn cost for construction is approximately £13 million which includes risk allowances and inflation costs through to the end of construction in 2025. At present there is no funding available for construction, however the project will be subject to the project prioritisation review for future funding.
- 4.11 Furthermore, currently the Council's Planning Team are in discussion with one developer to secure Section 106 funding contribution. The landowner adjacent has not yet made outline planning application. However, both acknowledged the need for the internal road within the site to link the Newborough Road with the A16 development roundabout access, supporting the delivery of this package of works.
- 4.12 Since 2019/20 the Council has previously been awarded funding towards the project by the CPCA. A total of £615,714 has been received previously as grant funding as detailed in Table 1 below to complete the SOBC and OBC stages.

Table 1: CPCA grant funding

Financial Year	Funding Received
2019/20	£69,264
2020/21	£58,839
2021/22	£398,903
2022/23*	£88,708
Total	£615,714

*Only covers spend incurred between April to September 2022.

- 4.13 If Cabinet approve the funding, then the work will be commissioned to Milestone Infrastructure Ltd. To maintain continuity and to avoid delay in the progress made so far, continuation of the project will remain with Milestone as per the Peterborough Highway Services (PHS) contract. The budget awarded may also be required to cover other costs such surveys and utility diversion design estimates. All payments to other suppliers will be reviewed and the necessary governance and procurement processes shall be followed.
- 4.14 Peterborough City Council agreed a ten year service contract with Milestone Infrastructure Limited (formerly Skanska UK Plc) in 2013. The contract is built upon a collaborative and multi-disciplined team capable of developing schemes from policy concept through to design, construction and maintenance of the existing and growing highway network. Proven good performance, measured by a number of key performance indicators, throughout the duration of the original contract. The contract has been extended for a further five years until 2028 to allow for successful continued collaboration.
- 4.15 In 2015, following performance reviews and market analysis it was agreed that the Council will utilise the service contract to deliver its major schemes (projects with a budget greater than £500,000) with an annual target of an additional £10,000,000 turnover. The increased turnover via the contract realises a number of benefits to the authority including:
- An increased turnover rebate to PCC.
 - Design and build end-to-end efficiencies.
 - Increased economies of scale.
 - Greater opportunity to retain work in the local area.
 - Security of materials and resources supply.
 - Innovation.
 - Increased efficiencies and revenue benefits for access to additional work at zero bid cost.

- 4.16 PHS has successfully developed and delivered multiple major highway schemes around Peterborough since the beginning of the contract in 2013. All of these schemes have allowed the Council to realise the benefits detailed above and continue to represent the successful partnership between the Council and Milestone Infrastructure Services.
- 4.17 All skills and competencies to deliver the scheme are available within the contract, it is therefore recommended that the existing PHS contract is used to deliver the services set out in this report for the following reasons:
- the contract is already in place following competitive procurement and is operating effectively. This saves valuable time and cost when compared to a full procurement exercise.
 - the value of the contract will contribute significantly to the major schemes annual turnover target which ensures the council are able to benefit from valuable financial incentives, protecting revenue expenditure,
 - the Council will adopt the new infrastructure at the end of the construction period and delivering all aspects of the project using a partnership that has proven to be efficient and effective allows us to minimise risk and mobilise quickly.
- 4.18 To ensure that the project remains commercially competitive and offers value for money, any specialist areas of work that may need be required from Milestone's supply chain will be subject to competitive tendering.
- 4.19 The services required are within the scope of the highway services contract.

5. CORPORATE PRIORITIES

- 5.1 The following outlines how the recommendation links to the Council's Corporate Priorities:

The Economy & Inclusive Growth

5.2 Homes and Workplaces

The highway improvement scheme will directly benefit those living in the new houses being built in Norwood and Paston Reserve developments. A total of 2,945 dwellings are expected to be completed in the study area.

5.3 Environment

One of the project objectives is to limit the impact of the scheme on the environment and improve biodiversity. Wildflower, native tree planting and landscaping are already part of the scope and will be developed further in the FBC.

The previous stage of the business case (OBC) includes a carbon assessment to measure and baseline the carbon cost of the scheme early in the design process, giving an opportunity to drive carbon reduction through innovation, value engineering, alternative material use and efficient construction methods. At the moment the highest carbon contributors are road pavement, kerbs and footways and site preliminaries. Analysis of the carbon hotspots has enabled a more focussed approach to reducing the project's carbon and further work will continue during the FBC including updating the carbon assessment.

Our Places & Communities

5.4 Health and Wellbeing

Another objective for the project is to provide improved active travel routes enabling a viable alternative to the car. Whilst the active travel and environmental scheme components are not yet as developed as the highway components – this will be addressed in the FBC stage and are expected to have a positive effect on health and wellbeing. The active travel routes will connect to the existing walking and cycling routes in the area.

6. CONSULTATION

6.1 A consultation has previously been undertaken with the public and stakeholders during an earlier phase of the project. This resulted in some changes to the scheme, including the changes to the Newborough Road / A47 junction. Public consultation took place from 1 November 2021 to 13 December 2021.

6.2 This recommendation has been considered by the Corporate Leadership Team and Cabinet Policy Forum.

7. ANTICIPATED OUTCOMES OR IMPACT

7.1 It is anticipated that the council will award the package of work for A16 Norwood dualling to Milestone Infrastructure Limited as outlined in this report.

8. REASON FOR THE RECOMMENDATION

8.1 This recommendation has been made to ensure that the Council is able to effectively deliver grant funding awarded to it by the CPCA for A16 Norwood dualling improvement scheme. Successful delivery of the funding will help the Council to obtain further funding from the CPCA for the construction of the scheme. Delivery of the scheme will improve the capacity and operational performance of the highway network which is crucial to supporting future growth of Peterborough.

9. ALTERNATIVE OPTIONS CONSIDERED

9.1 Not to deliver the scheme: This has been discounted because the highway network around the Norwood and Paston Reserve area will suffer from heavy congestion at peak times once the development is fully occupied. This will 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 will provide significant benefits to the wider travelling public, resulting in improvements to; journey times, accessibility and the environment.

10. IMPLICATIONS

Financial Implications

10.1 The recommendation will commit capital expenditure of £1.2m to be funded by confirmed grant from CPCA. No long-term borrowing for the Council arises from this decision. However, there will be short term borrowing required to fund the project throughout until the claims are met.

In the event that the project is aborted, costs for development of the business case and design would need to be expensed to a revenue account but this risk is low.

Legal Implications

10.2 Part of the scheme will require access to non-highway land, particularly that which may belong to National Highways (NH). Essential improvements that form part of the preferred package are located along the A47. NH agreement and permissions will be essential to deliver the scheme and early engagement is underway.

The Peterborough Highway Services Contract was procured under the Competitive Dialogue Procedure (under regulation 18 of the Public Contracts Regulations 2006) and permits the Council to call-off further works or services which are within the scope of the contract.

No purchase of land is required to undertake the improvement scheme.

Equalities Implications

10.3 It is not anticipated that any one identified group will be disproportionately affected by this proposal.

11. BACKGROUND DOCUMENTS

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

- 11.1 CPCA November Board Meeting - when ready minutes will be made available on the link provided below:

<https://cambridgeshirepeterboroughcagov.cmis.uk.com/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/2118/Committee/63/SelectedTab/Documents/Default.aspx>

12. APPENDICES

- 12.1 None.

CABINET	AGENDA ITEM No. 8
19 DECEMBER 2022	PUBLIC REPORT

Report of:	Adrian Chapman, Executive Director Place and Economy		
Cabinet Member(s) responsible:	Cllr Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport		
Contact Officer(s):	Lewis Banks (Transport & Environment Manager)	Tel. 01733 317465	

ACTIVE TRAVEL FUNDING AWARD FOR THORPE WOOD CYCLEWAY AND SCHOOL STREETS

RECOMMENDATIONS	
FROM: Executive Director Place and Economy	Deadline date: N/A
<p>It is recommended that Cabinet ;</p> <ol style="list-style-type: none"> 1. Authorise the issue of a services request to Milestone Infrastructure Limited, under the existing highway services contract relating to the design, delivery and construction of the Thorpe Wood cycleway, at a cost of £625,000; and 2. Authorise Milestone to develop a School Street Scheme, at a cost of £10,000. 	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to Cabinet as it is a key decision under the executive delegations.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is for Cabinet to consider and approve the award of £625,000 to Milestone Infrastructure Limited to deliver design and construction of Thorpe Wood cycleway and £10,000 for expanding the School Streets project.
- 2.2 This report is for Cabinet to consider under its Terms of Reference No. 3.2.3, *'To determine any key decision (as defined in Article 11 – Decision Making), with the exception of any time-critical decision, which may be determined by the relevant portfolio holder.'*

3. TIMESCALES

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

- 4.1 In May 2020 central government announced funding supporting Local Authorities to install emergency active travel measures as part of the government's response to the COVID-19 pandemic. Tranche 2 followed and funding for 2021 to 2022, announced in May 2022, supports the creation of longer-term active travel projects.

- 4.2 A new executive agency of the Department for Transport (DfT) - Active Travel England (ATE), has been established and expected to be fully rolled out in 2022/23. ATE reviewed all Tranche 3 scheme proposals put forward for their compliance with LTN 1/20, for their usefulness to cyclists and pedestrians and for their ability to contribute to the wider active travel network.
- 4.3 Those projects which received funding were considered by ATE to be of good quality, ambition and capable of meeting LTN 1/20 requirements. For Peterborough, funding has been granted for two active travel measures, Thorpe Wood cycleway and School Streets.
- 4.4 The Thorpe Wood cycleway looks to connect the replacement footbridge currently being progressed by the A1260 Junction 15 project with existing cycleways off Thorpe Wood, and into the Anglian Water Offices. The cycleway has potential for extension beyond this point should funding become available in the future. The plan attached in Appendix A shows the full potential length of the cycleway – subject to future funding.
- 4.5 Thorpe Wood cycleway received funding from Tranche 2 Active Travel Funding and preliminary design is underway. Peterborough City Council are working with ATE who are currently reviewing the preliminary design. The addition of the Tranche 3 Active Travel Funding will support the project's progress into detailed design and construction.
- 4.6 School Streets sees temporary road closures outside the entrance of a school, enabling it to become a foot, or cycle or scoot zone during the schools opening and closing times. Encouraging active travel and reducing congestion and pollution outside the school entrances.
- 4.7 There are currently 13 'School Streets' in operation and the Tranche 3 funding will be used to establish further school streets, where viable, with interested schools. These schemes are key fundamental components of the emerging strategy for the city as outlined in the CPCA's emerging Local Transport and Connectivity Plan (LTCP).
- 4.8 At the October 2022 CPCA Board meeting (19/10/22) approval was granted to award funding received from the DfT Active Travel Grant (Tranche 3) to the Council. The Thorpe Wood cycleway received funding to value of £625,000 and Schools Streets received funding to the value of £10,000. Approximately £220,000 is expected to be spent in 2022/23 financial year and the remaining funding to be spent in 2023/24 financial year.
- 4.9 If Cabinet approve the funding then the work for Thorpe Wood cycleway and School Streets (traffic management equipment; road signs and cones) will be commissioned to Milestone Infrastructure Limited. To maintain continuity and to avoid delay in the progress made so far, continuation of the project will remain with Milestone as per the Peterborough Highway Services (PHS) contract. The budget awarded will also be required to cover other project costs such as utility diversion charges and publication of traffic regulation orders.
- 4.10 Peterborough City Council agreed a ten year service contract with Milestone Infrastructure Limited (formerly Skanska UK Plc) in 2013. The contract is built upon a collaborative and multi-disciplined team capable of developing schemes from policy concept through to design, construction and maintenance of the existing and growing highway network. Proven good performance, measured by a number of key performance indicators, throughout the duration of the original contract. The contract has been extended for a further five years until 2028 to allow for successful continued collaboration.
- 4.11 In 2015, following performance reviews and market analysis it was agreed that the Council will utilise the service contract to deliver its major schemes (projects with a budget greater than £500,000) with an annual target of an additional £10,000,000 turnover. The increased turnover via the contract realises a number of benefits to the authority including:
- An increased turnover rebate to PCC.
 - Design and build end-to-end efficiencies.
 - Increased economies of scale.
 - Greater opportunity to retain work in the local area.

- Security of materials and resources supply.
- Innovation.
- Increased efficiencies and revenue benefits for access to additional work at zero bid cost.

4.12 PHS has successfully developed and delivered multiple major highway schemes around Peterborough since the beginning of the contract in 2013. All of these schemes have allowed the Council to realise the benefits detailed above and continue to represent the successful partnership between the Council and Milestone Infrastructure Services.

4.13 All skills and competencies to deliver the scheme are available within the contract, it is therefore recommended that the existing PHS contract is used to deliver the services set out in this report for the following reasons:

- the contract is already in place following competitive procurement and is operating effectively. This saves valuable time and cost when compared to a full procurement exercise.
- the value of the contract will contribute significantly to the major schemes annual turnover target which ensures the council are able to benefit from valuable financial incentives, protecting revenue expenditure,
- the Council will adopt the new infrastructure at the end of the construction period and delivering all aspects of the project using a partnership that has proven to be efficient and effective allows us to minimise risk and mobilise quickly.

4.14 To ensure that the project remains commercially competitive and offers value for money, any specialist areas of work that may need be required from Milestone's supply chain will be subject to competitive tendering.

4.15 The services required are within the scope of the highway services contract.

5. CORPORATE PRIORITIES

5.1 The following outlines how the recommendation links to the Council's Corporate Priorities:

The Economy & Inclusive Growth

Environment

The aim of both schemes is to improve sustainable travel infrastructure and encourage more users to switch to sustainable modes of travel and therefore lowering emissions produced by travel within the city.

Successful delivery of the construction phase for Thorpe Wood cycleway will provide a new cycle route that is LTN 1/20 compliant. In addition, for the construction phase it is proposed that HVO is used to minimise the carbon emissions produced from vehicles working on site, and that where there is loss of green spaces we will look to achieve 20% increase in biodiversity.

The construction will result in emissions. Milestone have recently developed a comprehensive tool that allows the design team to select materials based on levels of embodied carbon which will allow conscious decisions to be made that seek to reduce the overall impact of the scheme.

Emissions will be produced by use of the welfare unit at the construction site, the use of solar power for this unit will be explored. The Council and Milestone have worked closely together to identify alternative materials and methods to reduce these carbon emissions.

Our Places & Communities

Places and Safety

School Street schemes offer a proactive solution for school communities to tackle air pollution, poor health and road danger reduction. A School Street scheme will encourage a healthier lifestyle and active travel to school for families and lead to a better environment for everyone.

Health and Wellbeing

The Thorpe Wood cycleway scheme will provide an improved active travel route enabling a viable alternative to the car. The cycleway is expected to have a positive effect on health and wellbeing, encourage residents and those working in the area to walk or cycle. The active travel route will connect to the existing walking and cycling routes as well as the new footbridge over the A1260 Nene Parkway and there is a possibility that it will be further extended if funding is available.

6. CONSULTATION

- 6.1 Public consultation on the concept of the Thorpe Wood cycleway was undertaken from 21 October to 4 December 2020 as part of the Junction 15 (A1260 Nene Parkway / A47 Soke Parkway) highway improvement scheme consultation. Further consultation with key stakeholders will occur during the next stage of the design process to inform the design and highlight whether any further changes are needed.

For School Streets, all residents and parents/guardians of all children attending the school are informed in advance of introducing new access restrictions. This offers an opportunity to address any issues and concerns from those affected. Formal consultation of any new traffic regulation orders (a requirement for School Streets) is undertaken first before they can be implemented.

- 6.2 This recommendation has been considered by the Corporate Leadership Team and Cabinet Policy Forum.

7. ANTICIPATED OUTCOMES OR IMPACT

- 7.1 It is anticipated that the council will award the package of work for Thorpe Wood cycleway to Milestone Infrastructure Limited as outlined in this report. Furthermore, for School Streets initially a six month temporary traffic regulation order will be implemented and if successful it will be made into a permanent order after this period.

8. REASON FOR THE RECOMMENDATION

- 8.1 This recommendation has been made to ensure that the Council is able to effectively deliver grant funding awarded to it by the CPCA for the active travel improvement schemes. Successful delivery of the funding will help the Council to obtain further funding to complete construction of Thorpe Wood cycleway and also to further expand the School Streets project.

9. ALTERNATIVE OPTIONS CONSIDERED

- 9.1 Not to deliver the scheme: This has been discounted because the walking and cycling network to and from Thorpe Wood needs improving by making it better connected to routes that link to the wider network. Delivering the active travel improvements will provide residents and those working in the area with an alternative and more sustainable form of travel compared to the car. Successful delivery of the scheme will provide significant benefits to the wider travelling public, resulting in improvements to; journey times, accessibility and the environment.

10. IMPLICATIONS

Financial Implications

- 10.1 The recommendation will commit capital expenditure of £635,000 to be funded by confirmed grant from CPCA. No long-term borrowing for the Council arises from this decision. However, there will be short term borrowing required to fund the project throughout until the claims are met.

In the event that the project is aborted, costs of business case development and design would need to be expensed to a revenue account but this risk is extremely low.

Legal Implications

- 10.2 All of the highway improvement works planned for Thorpe Wood cycleway will be on existing highway land owned by the Council. The current decision does not require purchase of any third party land.

For School Streets all traffic regulation orders are required to go through a statutory consultation process to allow those affected to comment before it can take legal effect.

The Peterborough Highway Services Contract was procured under the Competitive Dialogue Procedure (under regulation 18 of the Public Contracts Regulations 2006) and permits the Council to call-off further works or services which are within the scope of the contract.

Equalities Implications

- 10.3 It is not anticipated that any one identified group will be disproportionately affected by this proposal.

11. BACKGROUND DOCUMENTS

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

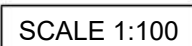
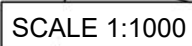
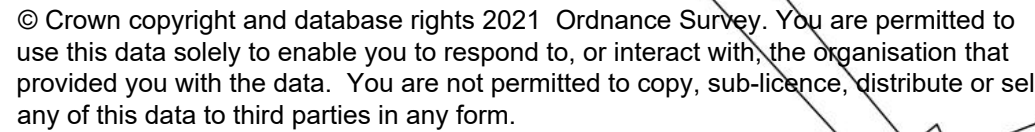
- 11.1 CPCA Board Meeting (19-10-22) when ready minutes will be made available on the link provided below:

<https://cambridgeshirepeterboroughcagov.cmis.uk.com/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/2117/Committee/63/SelectedTab/Documents/Default.aspx>

12. APPENDICES

- 12.1 Appendix A – plan of proposed cycleway

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- EXISTING LIGHTING COLUMN

Drawing Originator _____

PETERBOROUGH
CITY COUNCIL

FOR INFORMATION

THORPE WOOD CYCLE FWAY

PROPOSED LAYOUT

Sheet Size A1	Scale AS SHOWN	Drawn by MD	Checked by JPK	Approved by AE
		Drawn Date 25/01/2022	Checked Date 25/01/2022	Approved Date 26/01/2022

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CABINET	AGENDA ITEM No. 9
19 December 2022	PUBLIC REPORT

Report of:	Adrian Chapman, Executive Director Place and Economy	
Cabinet Member(s) responsible:	Cllr Cereste, Climate Change, Planning, Housing and Transport	
Contact Officer(s):	Karen Lockwood (Programme Manager)	T:07825 902794

TO AWARD A CONTRACT FOR THE DETAILED DESIGN OF A RIVER NENE PEDESTRIAN BRIDGE

RECOMMENDATIONS	
FROM: Executive Director, Place and Economy	Deadline date: 19 December 2022
It is recommended that Cabinet, authorise the Council to issue a services request to Milestone Infrastructure Limited, under the existing highway services contract relating to a delivery of a full business case, detailed design and planning for the River Nene Pedestrian Bridge, at a cost of up to £702,000.	

1. ORIGIN OF REPORT

- 1.1 The report is submitted to Cabinet as part of the governance process to issue a service request under the existing highways services contract with Milestone Infrastructure Limited. The services contract has a value over £500,000 and is therefore a key decision.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to provide additional information to Cabinet of the service request for the delivery of a full business case, detailed design and planning for the Nene Pedestrian Bridge, and the existing NEC3 Term Service Contract with Milestone Infrastructure Limited.
- 2.2 This report is for Cabinet to consider under its Terms of Reference No. 3.2.3, *'To determine any key decision (as defined in Article 11 – Decision Making), with the exception of any time-critical, operational, or routine decision, which may be determined by the relevant portfolio holder.'*

3. TIMESCALES

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

- 4.1 The provision of a new footbridge across the River Nene will support the walkable city ambition by providing direct connectivity between two major redevelopment sites, maximising the full potential of each site, and removing the severance caused by the River Nene. The footbridge will also support existing residential communities by reducing commuting distances and providing new sustainable walking and cycling routes into the City Centre as well as opening up the waterfront for users to enjoy.

The River Nene remains an underutilised barrier to growth rather than being a feature and an asset to the City Centre. Fletton Quays has undergone substantial redevelopment over the past 5 years, and the Embankment Area is coming forward for re-development with the University of Peterborough located to the north of the site. The current pedestrian and cycle links between the two sites, and the City Centre is currently inadequate, with indirect routes and poor infrastructure alongside busy city centre roads. The River Nene Pedestrian Bridge will create a new focal point in the City Centre that complements the natural environment and establishes a key connection between two extensive redevelopment sites and the City Centre Core. The River Nene Pedestrian Bridge will provide a safe, direct link with access for all. Maximising sustainable travel is critical for the economic well-being and growth of the city. Reducing the barriers to walking and cycling will reduce pressure on City Centre traffic routes and play an important part in boosting health and air quality.

The Outline Business Case was submitted to DLUHC in July 2022, and confirmation has now been received of Towns Fund approval and the first stage of the grant funding, £965,000 received in September 2022.

5. CORPORATE PRIORITIES

- 5.1 The following outlines how the recommendation links to the Council's Corporate Priorities:

The Economy & Inclusive Growth

Environment

A Carbon Impact Assessment has been completed.

The most significant emissions are likely to be from the use of construction materials. The technical design of the bridge needs to take into consideration the sustainable use of materials and the long-term durability of the bridge to minimise its environmental impact. Within the context of the River Nene Pedestrian Footbridge, the aim will be to reduce the use of carbon intensive materials such as high strength steels and concrete, and to re-use and recycle materials wherever possible.

The principles of 'Build Less' and 'Build Clever' will be embedded within the design development of the scheme. Construction will prioritise non-hazardous, reused, refurbished, recycled, and recyclable equipment and materials within specification, and those made from renewable sources with low(er) embodied energy, carbon footprint and water footprint.

Emissions from transport are also expected to rise. HVO will be used by Milestone vehicles where possible, reducing emissions by 90% in comparison to diesel.

Overall, the development is expected to encourage people to travel more sustainably (walking and cycling) reducing road journeys and vehicle emissions.

Our Places & Communities

Health and Wellbeing

The project will improve the walking / cycling time between Fletton Quays and the Embankment. Also, the quality of the links between Fletton Quays and the Embankment will have improved. Therefore, more journeys will be undertaken on walking and cycling due to the shorter journey time and the improved infrastructure.

The Nene Pedestrian Bridge will assist in creating a walking, liveable city and positively impact on the wider walking and cycling routes within the City Centre and the connections to it.

6. CONSULTATION

- 6.1 Engagement with key stakeholders, such as the Environment Agency and the Civic Society has taken place during the concept design period.

Concept designs were submitted as part of the Outline Business Case to the Towns Fund Board, CPCA and DLUHC, and the early proposals have now been approved by all.

A public consultation is planned in Winter 2022.

7. ANTICIPATED OUTCOMES OR IMPACT

7.1 Approval of Milestone fees would enable the project to move into the next stage.

The Primary objectives for the River Nene Pedestrian Bridge are:

- Create a new pedestrian crossing over the River Nene to reduce severance
- Improve pedestrian journey times between Fletton Quays and the Embankment
- Improve the quality of sustainable travel links between Fletton Quays and the Embankment
- Improving the riverfront and create landscaped features to enjoy
- Protect and improve the biodiversity value of the study area

The Secondary Objectives are:

- Assist in creating a walking, liveable city
- Reduce pressure on City Centre traffic routes.

8. REASON FOR THE RECOMMENDATION

8.1 The key driver for this project is to create a new focal point in the City Centre that complements the natural environment and establishes a key connection between two extensive redevelopment sites and the City Centre Core.

DLUHC and the CPCA have now approved the required funding to deliver the project, and this paper requests approval to deliver the next phase of works utilising the existing Peterborough Highways Term Service contract to enable the project to move forward at pace

Following a rigorous procurement exercise, in 2013 Peterborough City Council agreed a 10 year NEC3 Term Service Contract with Milestone Infrastructure Limited (formerly Skanska UK Plc). The contract is built upon a collaborative and multi-disciplined team capable of developing schemes from policy concept through to design, construction and maintenance of the existing and growing highway network. Proven good performance, measured by a number of Key Performance Indicators, throughout the duration of the original contract. The contract has been extended for a further five years until 2028 to allow for successful continued collaboration.

The Design Team in PHS has been consistent on the River Nene Pedestrian Footbridge project since its infancy in 2012. For consistency it would be beneficial to all parties involved to maintain the current knowledge and experience that has been acquired to date.

All skills and competencies to deliver the scheme are available within the PHS contract, it is therefore recommended that the existing Peterborough Highways Services contract is used to deliver the FBC, detailed design and planning application for the following reason. The contract is already in place following competitive procurement and is operating effectively. This saves valuable time and cost when compared to a full procurement exercise.

To ensure that the project remains commercially competitive and offers value for money, any specialist areas of work that may need be required from Milestone's supply chain will be subject to competitive tendering.

The services required are within the scope of the highway services contract.

Following this decision the Council will undertake an options analysis to determine the best course of action for the construction phase of the project i.e. awarding a contract to Milestone or undertaking a new procurement exercise. This will be undertaken in a timely manner in order to ensure the overall project timeline is not compromised.

9. ALTERNATIVE OPTIONS CONSIDERED

- 9.1 **To do nothing.** This option was considered and rejected because the Council would lose £2.0m investment into Peterborough from the Towns Fund and £3.4m from the CPCA, and the benefits expected to be delivered through the scheme would not be realised.

Carry out a full procurement exercise to identify an alternative provider to complete the FBC, detailed design and Planning Application. This option was rejected because: the Council have a fully procured provider already in place; and the revenue costs and staff time required to complete such an exercise would be significant, are not budgeted for and this option would delay the project putting future funding at risk.

10. IMPLICATIONS

Financial Implications

- 10.1 The costs are up to £702,000 for Milestone Infrastructure to deliver a full business case (FBC), detailed design and planning application for the River Nene Pedestrian Bridge.

Funding is in place for the project as shown below:

Funding Stream	Budget Available
Towns Fund Capital	£1,940,000
S106 Contribution	£90,941
CIL Contribution	£864,082
CPCA	£3,427,800
<i>Total Budget</i>	<i>£6,322,823</i>

Legal Implications

- 10.2 The Peterborough Highway Services Contract was procured under the Competitive Dialogue Procedure (under regulation 18 of the Public Contracts Regulations 2006) and permits the Council to call-off further works or services which are within the scope of the contract.

Equalities Implications

- 10.3 There are no equalities considerations in relation to this proposal.

Rural Implications

- 10.4 There are no rural considerations in relation to this proposal.

11. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985) and The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

- 11.1 None.

12. APPENDICES

- 12.1 None

CABINET	AGENDA ITEM No. 10
19 December 2022	PUBLIC REPORT

Report of:	Rob Hill, Service Director, Communities		
Cabinet Member(s) responsible:	Cllr Steve Allen, Deputy Leader and Cabinet Member for Communication, Culture and Communities		
Contact Officer(s):	Clair George, Head of Prevention and Enforcement Service Adam Payton, Community Safety Neighbourhood Manager	Tel. 07920 160733	

APPLICATION FOR MOVING TRAFFIC ENFORCEMENT POWERS

RECOMMENDATIONS	
FROM: Rob Hill, Service Direct Communities (Acting)	Deadline date: N/A
<p>It is recommended that:</p> <ol style="list-style-type: none"> 1. Cabinet approve an application to be submitted to the Department for Transport for Peterborough City Council to apply for a Designation Order to enforce moving traffic offences. 2. Subject to that application being approved, Cabinet delegates the implementation of that delegation to the Executive Director for Place and Economy in consultation with the relevant Cabinet Member. 	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to Cabinet following a request from cabinet members to investigate and apply for moving traffic offence enforcement powers if investigations detail it would benefit Peterborough.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to advise cabinet on application for moving traffic enforcement powers for their consideration and to recommend delegating authority to Adrian Chapman, for final sign off the application to the Department for Transport.
- 2.2 This report is for Cabinet to consider under its Terms of Reference No. 3.2.1, *'To take collective responsibility for the delivery of all strategic Executive functions within the Council's Major Policy and Budget Framework and lead the Council's overall improvement programmes to deliver excellent services.'*

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	N/A
Date for relevant Council meeting	N/A	Date for submission to Government Dept. (Please specify which Government Dept.)	Department for Transport 13/01/23

4. BACKGROUND AND KEY ISSUES

4.1 In May 2022 the government enacted part 6 of the Traffic Management Act 2004, which allows local authorities in England (outside London) to apply for powers to enforce moving traffic offences for the first time. Previously moving traffic offences could only be enforced by the police.

4.2 Pending the result of a 6-week citywide consultation, it is proposed that we apply to the Department for Transport for the new powers. The consultation is due to end 23rd December 2022. Legislation and guidance dictates there must be a 6-month warning notice period for first offenders in all new enforcement locations, there will be the ability to issue Penalty Charge Notice (PCNs) to offenders with a level of charge set at £70 reduced to £35 if paid within 14 days.

4.3 The DfT has provided guidance on the conditions that a local authority must meet and commit to in respect of bringing forward moving traffic enforcement sites. The key requirements are that we have;

- Consulted with the appropriate Chief Officer of Police
- Carried out a minimum six-week public consultation on the detail of the planned civil enforcement of moving traffic contravention locations
- Consider all objections raised and has taken such steps the Council considers reasonable to resolve any disputes.
- Carried out effective public communication and engagement as the Council considers appropriate, for example using local press and social media and that this will continue up to the start of enforcement and for a reasonable period thereafter.
- Ensured all moving traffic restrictions to be enforced will be underpinned by accurate Traffic Regulation Orders and indicated by lawful traffic signs and road markings. (*Local authorities are not required to audit all TROs and traffic signs but instead those that are directly related to the moving traffic restrictions to be enforced*)
- Ensured all the relevant equipment has been certified by the Vehicle Certification Agency, specifically for moving traffic contraventions.

Enforcement will be carried out using an approved device, this is a camera with automatic number plate recognition that has been certified by the Vehicle Certification Agency (VCA).

4.4 To support the application and make sure local authorities progress and implement the new powers in a timely manner, the DfT is requesting that specific sites are identified on the application and enforcement introduced to ensure the Order is used.

4.5

The below six locations have initially been identified to enforce moving traffic offences – they are as follows

- Long Causeway – entrance into pedestrian area
- Westgate – entrance from Midgate/Broadway into pedestrian area
- Church Street – no entry from Cowgate/Cross Street
- Stanground South – new bus gate
- Park Farm – new bus gate
- Queens Drive West – School Safer Streets pedestrian area.

Increased compliance at these locations will make the city a safer place for pedestrians, cyclists and other vulnerable road users as well as reduce delays and obstructions for public transport services.

4.6

Other benefits include;

4.7

- Safer city centre pedestrian areas with less vehicle traffic – creating a better environment.

- Safer school streets without the need for volunteers to man road closures – likely to lead to a greater uptake of the scheme as well from other schools
- Improved bus service via opened bus gates.
- Less parking enforcement requirement in moving traffic enforcement areas – vehicles can be dealt with via camera for the moving offence, freeing officers up to patrol elsewhere.
- Once an application is made and a designation order is issued additional locations and sites can be added easily. Schemes can be introduced to tackle problems in other places. All that is required to add additional locations is a new 6-week consultation for any new site.
- Equipment installed in locations could be moved on to new sites if compliance reaches an acceptable level.

5. CORPORATE PRIORITIES

- 5.1 This project aligns with the priorities within the corporate strategy, specifically to 'Create healthy and safe environments where people want to live, invest, work, visit and play'.
- 5.2 The Carbon Impact Assessment summary states, there will be increases on the council's energy consumption that are unavoidable in order to conduct the enforcement - it must, by legislation, be conducted by approved camera devices. Paper waste will also be created, again forced upon us by legislation that dictates notices must be served in the post. However, overall, it would be hoped the proposal has a positive impact on carbon emissions as it seeks to promote active travel, discourage motor vehicle use in key areas and improve traffic flow, congestion and public transport.

6. CONSULTATION

- 6.1 Consultation taken place with relevant stakeholders and Council officers includes:
- City Wide 6-week public consultation
 - Chief Police Officer
 - Cabinet Members
 - Legal
 - Highways
 - Procurement

7. ANTICIPATED OUTCOMES OR IMPACT

- 7.1 The anticipated outcome or impact of this report is that a designation order for moving traffic enforcement powers will be issued to the council and we will be able to enforce offences at the initial 6 locations and consider additional locations in the future. It should lead to an increase in compliance with the restrictions leading to a significant drop in offending at the 6 locations and give us a tool going forward to tackle issues in problem locations.

8. REASON FOR THE RECOMMENDATION

- 8.1 To expand the council's enforcement powers to create safer spaces for residents, visitors and businesses in the city.

Applications for these powers are being invited in tranches – the deadline for Tranche 2 applications is 13 January 2023 and so a decision needs to be taken now to make this deadline. Applications made in the 2 Tranche are likely to see designation orders granted by July 2023. A third tranche timeline has yet to be determined and therefore it is not clear how long we might have to wait if we miss the tranche 2 deadline.

9. ALTERNATIVE OPTIONS CONSIDERED

- 9.1 The following alternatives have been considered and rejected:

Do not make an application for moving traffic powers and leave these offences for the police to deal with – there is no duty placed upon local authorities to use these powers. This has been rejected due to police priorities and resources making it unlikely they would be able to improve compliance in the locations considered.

10. IMPLICATIONS

Financial Implications

- 10.1 At this stage there is limited financial impact as the request at this stage is to apply for moving traffic enforcement powers only. However, a transformation proposal has been drawn up which highlights both the estimated costs and potential financial benefits of implementing enforcement of moving traffic offences at the 6 initial locations. Funding would be required to purchase, install and configure camera equipment but it is predicted PCN revenue would cover these costs within the first 2 years. Any surplus income received above the cost of operating the service would be ring fenced for spending on transport, environmental or safety projects under the legislation

Legal Implications

- 10.2 Enforcement sites must be backed by correct Traffic Regulation Orders and enforcement undertaken in line with legislation.

Equalities Implications

- 10.3 None.

11. BACKGROUND DOCUMENTS

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

- 11.1 None.

12. APPENDICES

- 12.1 None.

CABINET	AGENDA ITEM No. 11
19 December 2022	PUBLIC REPORT

Report of:	Cecilie Booth, Executive Director of Corporate Services and S151 Officer	
Cabinet Member(s) responsible:	Cllr Andy Coles, Cabinet Member for Finance and Corporate Governance	
Contact Officer(s):	Emma Riding, Financial Services Manager – Financial Planning & Budgetary Control	Tel. 384583

COUNCIL TAXBASE 2023/24 AND COLLECTION FUND DECLARATION 2022/23

RECOMMENDATIONS	
FROM: Executive Director of Corporate Services and S151 Officer	Deadline date: 9 December 2022
<p>It is recommended that Cabinet:</p> <ol style="list-style-type: none"> Propose the calculation of the Council Tax Base for 2023/24 set at a level of 61,023.62 Band D equivalent properties based on the existing council tax support scheme. To note the estimated position on the Collection Fund in respect of Council Tax as at 31 March 2023 being: £2.601m Deficit Note the estimated position on the Collection Fund in respect of Business Rates as at 31 March 2023 being: £6.178m Surplus To note these estimated positions with the Executive Director of Corporate Services reserving the right to amend the final estimated position on the Collection Fund balance as at 31 March 2023 in accordance with the statutory Determination legislation and timescales. 	

1. ORIGIN OF REPORT

- 1.1 This report forms part of the preparation for setting the Council's budget. It needs to be considered for the tax base and the Collection Fund balances to be used in setting the Council's overall budget and Council Tax and can be notified to other affected authorities within the statutory deadlines for the same purpose.

2. PURPOSE AND REASON FOR REPORT

- 2.1 This report is before Cabinet to consider under its delegated function No 3.2.7. 'to be responsible for the Council's overall budget and determine action required to ensure that the overall budget remains within the total cash limit'.

3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	YES	If yes, date for Cabinet meeting	19 Dec 2022
Date for relevant Council meeting	22 Feb 2023	Date for submission to Government Dept.	NNDR1 return: 31 January 2022 CTR1 return: 11 March 2022

4. BACKGROUND AND KEY ISSUES

Council Tax Base Calculation 2023/24 (Appendix A)

- 4.1 The Council Tax Base calculation is part of the budget process. The gross tax base for 2023/24 is estimated at 67,157.89 Band D equivalents. This is reduced by 1.5% to allow any in year variation from the estimates (e.g. for properties not being built or occupied, additional discounts being available or for losses on collection), to give a net council tax base of 66,154.63, which is 1% more than the equivalent tax base for 2022/23 of 65,773.61.
- 4.2 A further reduction to the tax base to reflect the changes to the funding of council tax benefits which came into effect for the first time in 2013/14 is necessary. The proposed tax base for 2023/24 therefore reduces to 61,023.62 (60,494.82 for 2022/23. This increase in taxbase is less than the Council had assumed within its Medium Term Financial Strategy and reflects a slower than normal housing growth. This can be attributable to the impact of the supply chain issues faced by the construction industry at the tail end of the pandemic.
- 4.3 The figure of 61,023.62 Band D equivalents reflects the best estimate, based on the latest position on the current council tax support scheme of 33%, which remains unchanged from the scheme proposals as agreed by Cabinet in February 2019, where three uplifts over three years were agreed with the final year being 2021/22.

Collection Fund

- 4.4 The Collection Fund surplus/deficit calculation is used by the precepting authorities in setting its budget for the forthcoming year. The figures in this report are provided for information as the Executive Director of Corporate Services will make the formal calculation for Council Tax on 15 January 2023 and notify the relevant bodies at that time and will return the final NNDR1 form by 31 January 2023.
- 4.5 The Collection Fund represents council tax and business rates income receipts and has separate calculations of the surplus/deficit at the year-end compared to the General Fund. Prior to 2013/14 the total amount of business rates was transferred to the government whereas under the new system it is shared between the Council, the Fire Authority and the Government.
- 4.6 The Collection Fund at 31 March 2023 in respect of council tax has been estimated to be in deficit by £2.601m from residential property growth and the impact of measures following the localisation of Council Tax support from 2013/14 and therefore will be shared between the Council, the Police and the Fire Authority in proportion to the band D council tax levels.
- 4.7 The collection fund surplus at 31st March 2023 in respect of business rates has been estimated at £6.178m. The values are based on information as at 30th November and will be updated to December figures prior to submission of the National Non-Domestic Rates (NNDR1) form to be submitted to government by 31 January 2023. The NNDR1 form is used to inform the government and other relevant authorities of both the collection fund balance and the following year's business rate income. The surplus

will be shared between the parties in the following proportions, Government 50%, Peterborough city council 49%, Cambridgeshire fire authority 1%

- 4.8 Following the introduction of the new business rates system in April 2013 the Police and Crime Commissioner does not receive any business rates income but receives alternative funding directly from government.

Council Tax

- 4.9 The following table outlines the elements of the estimated Collection Fund balance for 2022/23

	Total
Deficit brought forward as at 1st April 2022	(2,224,963)
Net Estimated Deficit 2022/23	(376,360)
Overall estimated Collection Fund position Surplus(+)/Deficit(-)	(2,601,323)
Breakdown of the Deficit	
Peterborough City Council	(2,135,220)
Cambridgeshire Police Authority	(361,025)
Cambridgeshire & Peterborough Fire & Rescue	(105,078)

NNDR

- 4.10 The Collection Fund calculation is used by the precepting authorities in setting its budget for the forthcoming year. The figures in this report are provided for information as the Executive Director of Corporate Services will return the final NNDR1 form by 31 January 2023.

	Total	Peterborough City Council	Cambridgeshire & Peterborough Fire & Rescue	Central Government
Prior year surplus (+)/deficit (-)	(206,225)	(101,050)	(2,062)	(103,113)
In-year surplus (+)/deficit (-)	6,383,775	3,128,050	63,838	3,191,887
Total Surplus(+)/Deficit(-)	6,177,549	3,026,999	61,775	3,088,775

5. CONSULTATION

- 5.1 Consultation is not required in making the calculations referred to in this report, however the Council is in contact with the Police and Fire authorities during the budget setting process.

6. ANTICIPATED OUTCOMES OR IMPACT

- 6.1 That Cabinet proposes the calculation of the Council Tax Base, notes the position on the Collection Fund for both the Council Tax and Business Rates and notes that the final calculation of these balances is reserved to the Executive Director of Corporate Services.

7. REASON FOR THE RECOMMENDATION

- 7.1 The Council Tax Base could be set at a higher or lower level. However, this could have the effect of either inflating unnecessarily the amount of Council Tax to be set or setting the tax at a level insufficient to meet the Council's budget requirements. A similar position could arise if the surplus or deficit were set at a higher or lower level.

- 7.2 The calculation and return of the information included in the NNDR1 is a statutory requirement which can be formally delegated to an officer. As with council tax if the amount of business rates estimated to be collected is increased or reduced or the surplus or deficit is set at a higher or lower level then the amount of income available to the council will change with the consequent effect on service provision or council tax levels.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 This report covers calculations that are all prescribed by regulations with the effect that no other options need to be considered.

9. IMPLICATIONS

Financial Implications

- 9.1 The report recommendations feed into the budget process for 2023/24 by providing the basis of the calculation of Council Tax income and the estimated surplus or deficit on the Collection Fund.

Legal Implications

- 9.2 In accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 2012 the Council Tax base for the authority must be agreed and notified to major precepting bodies before the 31 January 2023. The proposals set out in this report will facilitate compliance with that requirement.

Equalities Implications

- 9.3 There are no equalities implications arising from the recommendations in the report.

Carbon Impact Assessment

- 9.4 This is a statutory report setting the Council Tax base for 2023/24 and determining the estimated surplus or deficit on the Collection Fund for 2022/23 and has no impact on Carbon related issues.

10. BACKGROUND DOCUMENTS

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

- 10.1 Local Government Finance Act 1988
Local Government Finance Act 1992
Local authority (Funds) (England) Regulations 1992
Local Government Act 2003
The Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012
The Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003.
Council Tax Banding List
The Non-Domestic Rating (Rates Retention) Regulations 2013
The Local Authorities (Collection Fund: Surplus and Deficit) (Coronavirus) (England) Regulations 2020

11. APPENDICES

- 11.1 Appendix A - Council Tax base for tax setting purposes 2023/24

COUNCIL TAX BASE FOR TAX SETTING PURPOSES 2023/24

Parish	Number of Properties on Valuation List in Bands									TAXBASE		FINAL
Council	A	B	C	D	E	F	G	H	TOTAL	GROSS	NET	TAXBASE
Ailsworth	9	21	96	41	53	33	8	0	261	252.33	248.55	239.59
Bainton	9	8	9	28	22	19	37	1	133	155.72	153.39	152.26
Barnack	81	105	46	105	98	57	47	1	540	517.75	509.98	481.49
Bretton	3,974	658	296	286	198	135	19	1	5,567	3,754.18	3,697.86	3,272.49
Castor	52	104	31	58	47	47	37	19	394	390.42	384.57	361.95
City (non-parished)	24,598	16,353	10,783	4,851	1,863	641	301	19	59,408	42,655.89	42,016.05	38,431.44
Deeping Gate	2	23	32	45	47	46	18	0	213	231.54	228.06	223.05
Etton	4	17	8	13	2	8	5	0	57	55.08	54.26	52.96
Eye	796	485	619	268	140	43	12	1	2,363	1,794.58	1,767.66	1,626.24
Glington	132	148	111	101	103	70	47	1	713	654.39	644.57	622.27
Hampton	494	1,130	925	1,403	838	90	15	2	4,897	4,200.73	4,137.72	3,934.87
Helpston	26	117	90	79	120	43	29	0	503	489.71	482.36	472.11
Marholm	1	20	10	12	13	10	10	1	77	82.19	80.96	79.71
Maxey	30	46	38	38	51	57	50	0	310	332.51	327.52	318.51
Newborough & Borough Fen	155	161	281	138	62	32	10	0	839	700.97	690.46	659.94
Northborough	39	172	158	84	74	42	14	1	584	522.14	514.31	503.51
Orton Longueville	2,360	1,300	518	346	223	110	73	3	4,937	3,550.96	3,497.69	3,185.91
Orton Waterville	1,749	832	754	596	597	249	79	2	4,858	3,877.09	3,818.94	3,604.00
Peakirk	17	30	34	41	24	37	10	0	193	190.14	187.29	183.65
Southorpe	2	0	6	9	13	13	17	1	60	76.03	74.89	74.89
St Martins Without	1	3	2	4	0	2	6	2	20	25.61	25.23	25.23
Sutton	0	0	0	4	9	20	15	3	51	71.78	70.70	70.70
Thorney	268	492	179	156	74	72	30	0	1,271	1,034.78	1,019.26	960.95
Thornhaugh	4	21	15	9	16	10	14	2	91	97.22	95.76	93.71
Ufford	15	5	7	8	17	31	28	3	114	140.06	137.95	134.21
Upton	0	14	0	4	2	3	2	0	25	23.72	23.37	23.37

APPENDIX A

Wansford	7	28	29	28	38	56	43	0	229
Wittering	779	322	91	57	5	6	4	4	1,268
Wothorpe	2	6	14	18	17	19	55	9	141

261.15	257.23
832.27	823.89
186.96	184.15

252.55
798.46
183.60

Totals	35,603	22,621	15,182	8,833	4,767	2,001	1,034	76	90,118
<i>2022/23 Totals</i>	<i>35,564</i>	<i>22,496</i>	<i>14,942</i>	<i>8,727</i>	<i>4,755</i>	<i>1,992</i>	<i>1,008</i>	<i>75</i>	<i>89,558</i>

67,157.89	66,154.63
<i>66,771.30</i>	<i>65,773.61</i>

61,023.62
<i>60,494.82</i>

CABINET	AGENDA ITEM No. 12
19 DECEMBER 2022	PUBLIC REPORT

Report of:	Cecilie Booth, Executive Director of Corporate Services	
Cabinet Member(s) responsible:	Councillor Andy Coles, Cabinet Member for Finance and Corporate Governance	
Contact Officer(s):	Christine Addison/Felicity Paddick	Tel. N/A

RURAL DISPOSALS

RECOMMENDATIONS	
FROM: <i>Executive Director of Corporate Services</i>	Deadline date: <i>N/A</i>
<p>It is recommended that Cabinet:</p> <ol style="list-style-type: none"> 1. Agrees conditionally, subject to final assessment as set out in paragraph 4.6 of the report, to the proposed disposals of four farm holdings as set out below and detailed in the confidential appendix with final decision about disposal and terms to be delegated to the Executive Director of Resources and the Director of Legal in consultation with the Cabinet Member for Finance and Corporate Services. 2. Notes the proposed marketing for disposal of the vacant Turves Farm. 	

1. ORIGIN OF REPORT

- 1.1 The Council agreed at September Cabinet to a disposals plan which identified assets which the Council can release for sale over the period 2022-2025 to meet its target for capital receipts to support the Council's budget and capital strategies. This included, subject to detailed review, a phased disposal of parts of the Council's rural estate. The report recommends the first phase of disposal of rural assets following assessment of a number of offers received by existing tenants which have been verified externally and can be recommended as best consideration. A further phase of disposals will be brought to Cabinet by Spring 2023 following further assessment and marketing where necessary.

2. PURPOSE AND REASON FOR REPORT

- 2.1 To consider the individual disposals of four holdings as detailed in this report and exempt annex.
- 2.2 This report is for Cabinet to consider under its Terms of Reference No. 3.2.4, '*To be responsible for budget planning, monitoring and expenditure/savings over £500,000.*'
- 2.3 There is an exempt appendix attached to this report that is NOT FOR PUBLICATION by reason of paragraph 3 of Schedule 12A of Part 1 of the Local Government Act 1972 because it contains information relating to the financial and business affairs the Council. The public interest test has

been applied to the information contained within this exempt appendix and it is considered that the need to retain the information as exempt outweighs the public interest in disclosing it.

3. **TIMESCALES**

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

- 4.1 The Council's rural estate currently comprises circa 3,000 acres of grade 2 and 3 arable land, together with dwelling and yard facilities across part. The estate benefits from 21 tenants with holdings of various sizes, with the majority on modern Farm Business Tenancy agreements and others on historic Agricultural Holdings Act tenancies
- 4.2 Since 2015 the Council's strategy had been to consolidate the estate into a small number of larger holdings with a small number of 'starter farms'. In addition, five years ago the Council made a decision to invest in some additional grain stores and drainage. The Council retains some liability for improvement in the farm estate.
- 4.3 The Department for Levelling Up, Housing and Communities Local Government Finance Review for Peterborough City Council in November 2021, identified the need for capital receipts and the rural estate was proposed as part of the suggested disposal of assets. Furthermore, and specifically for the rural estate the report recommended that:
 - No new Farm Business Tenancies (FBT) are agreed
 - The strategy to date of individual holdings of 400 acres, is arguably too small having regard to the capital requirements for equipment and machinery and the reducing subsidies that are available
 - The proposed strategy would not provide the most optimum size of arable unit at 400 acres and therefore question the viability of the proposed strategy
 - No further capital investment in farms such as new grain stores
- 4.4 The Council's Capital Strategy 2022/23-2025/26 requires a significant level of capital receipts to replace borrowing. The disposals plan, which included the rural estate, was set out and approved at September Cabinet.
- 4.5 A review of the rural estate is under way. This will be reported as part of the updated Asset Management Plan in 2023. This will identify holdings which the Council may retain for future strategic purposes including future employment, housing or achieving carbon targets; and holdings which could be retained or disposed of and restricted to agricultural uses. The disposal plan included in the Cabinet report in September 2022 outlined the plan to dispose of programme of rural holdings in a managed and phased way over a period of three years or more. This will allow the strategy to be reviewed over time, to either speed up increase or decrease the disposal programme, and to ensure that best consideration is achieved.
- 4.6 Previously in 2021 discussions were opened with existing agricultural tenants about the potential for them to acquire their farms on a first refusal basis. This led to a number of expressions of interest from tenants six of which have been followed up with formal offers. All of the offers have been tested to check whether they are at market value and whether in selling the Council can achieve best consideration. On this basis four offers are recommended for conditional acceptance in this report, subject to a final assessment of

whether there are any strategic implications arising from the potential disposals and that the Council's position in such circumstances is properly protected. In the event that disposal at this point is achievable, this will be subjects to agreed Heads of Terms and formal valuations, and appropriate restrictions and overage clauses, with a view to completion of sales in the current financial year. The holdings proposed for disposal are:-

- Steamhouse Farm (Part) – Proposed purchaser is the existing tenant
- Eardley Grange Farm, Wrights Drove (Part) – Proposed purchaser is the existing tenant
- Hurn Farm (Whole) – Proposed purchaser is the existing tenant
- Avenue Farm (Part) – Proposed purchaser is the existing tenant

- 4.7 The financial detail of each recommended offer is included within the confidential appendix. Each tenant has confirmed that they would be in a position to enable completion to take place by 31st March 2023.
- 4.8 The four holdings included in this report are not in the strategic hold category and the proposed disposals are all on the basis of restrictions for agricultural use. Prior to further negotiation with the tenants, consideration has been given to any future strategic requirements the Council may have over time which could affect its agricultural holdings. Furthermore, as is usual with agricultural disposals, overage provisions are included in the Heads of Terms along with the agricultural restrictions to ensure that the Council is able to control future use and should development be possible in year to some the Council is able to protect a share in the uplift in value that comes about as a result.
- 4.9 Prior to the offers being received, market appraisals were undertaken as it had been. by Brown & Co, a well-regarded and local rural surveyors practice, to enable the Council to have a greater understanding on the current market of agricultural land and holdings. The appraisals identified the current market rate per acre and the value of the yard and dwellings, if applicable. The confidential appendix includes the values that Brown & Co outlined for the holdings detailed above. Following the receipt of the offers, additional advice has been sought from Savills' national rural advisory division, who have commented on the market and the individual offers received which supports the recommendation to dispose of these four holdings on the terms proposed and CIPFA was also asked to check and challenge the proposals.
- 4.10 Following consideration of advice received an the reports from Brown and Co, the view of officers is that is that the four recommended offers are acceptable taking into consideration reductions in rental income which will arise and removing Council liability for investment where required, as set out in the financial implications. It is considered that these disposals will achieve best consideration as required. It is therefore recommended that the proposed four offers detailed in the confidential appendices are recommended for acceptance, subject to formal valuation and final terms, to enable the sales to complete in the current financial year if possible.
- 4.11 It should be noted that two offers received have not been included in this report for consideration at this stage. One was below market value and the sixth offer was from a third party. The third party offer related to a number of sites and it is not recommended that this should be considered until the rural strategy review work has been completed so that the implications of splitting the estate are understood better. However, the four disposals recommended in this report are on the peripheral areas of the estate with little impact on the remainder and it is recommended that PCC continue with the proposed sales to existing tenants at this time.

4.12 Key points on Heads of Terms to be agreed are as follows:

- Property inc. Plan
- Vendor
- Vendor Solicitor
- Purchaser
- Purchaser Solicitor
- Purchase Price
- Deposit on Exchange – 5%
- Restrictions to Agricultural Use
- Overage Provisions – 25-year period with 30% uplift of value
- Timescales – completion by 31st March 2023
- Conditions – subject to contract & Red Book valuation

4.13 In addition to the above, Turves Farm has recently been vacated and PCC commissioned a selection of market appraisals from rural agents. Notable market commentary received on the rural market nationally and locally is as follows:

The continued constrained supply, whilst beginning to return to normality, has impacted the market with a growing pool of buyers frustrated by the lack of opportunity. Values are supported by the continued supply and demand imbalance. Savills agents are finding that this has generated such a demand that land can be under offer for up to 20% more than its guide price, from smaller farms to larger commercial estates.

This quarter, land prices have continued to rise, with the overall average farmland value in Great Britain increasing by 3.3% to £7,600 per acre. The average values for prime arable and grade 3 grassland across Great Britain are now around £9,700 and £6,300 per acre respectively.

Values for agricultural land to the east and south of Peterborough are lower than that seen nationally and further afield.

4.14 It is therefore intended to proceed to place the vacant Turves Farm for sale on the open market and should this lead to acceptable offers a separate report will be brought to Cabinet to consider its disposal.

5. CORPORATE PRIORITIES

5.1 The recommendation links to the Council's Corporate Priorities as follows:

1. The Economy & Inclusive Growth

- A Carbon Impact Assessment has been completed - With the sale of land within a rural location, this could have a detrimental impact on PCCs net-zero carbon agenda by 2030. However, the sales restrict the land use to agricultural uses only.

6. CONSULTATION

6.1 The tenants affected are the purchasers and have been engaged with throughout.

6.2 This recommendation been considered by the Corporate Leadership Team (CLT) and Cabinet Policy Forum (CPF).

7. ANTICIPATED OUTCOMES OR IMPACT

- 7.1 The disposal of part of the rural estate will materially contribute to the capital receipts that PCC require over the next three-year period.
- 7.2 In proposing to dispose of assets the potential for revenue loss will need to be taken into account alongside the removal of any future financial liabilities that currently sit with the Council.

8. REASON FOR THE RECOMMENDATION

- 8.1 The Council needs to secure capital receipts in this financial year and up to 24/25.

9. ALTERNATIVE OPTIONS CONSIDERED

- 9.1 The Council can continue to let the estate on the FBTs and AHAs that are currently in place. However, this will not enable PCC to fulfil its requirement for significant capital receipts and there is the continued liability of needing to supply grain stores and improve the infrastructure across the estate.

10. IMPLICATIONS

Financial Implications

- 10.1 Following the sale of any of the holdings, the Council will generate material capital receipts in 22/23 to contribute to the target of reducing its borrowing requirement to fund its capital programme. In addition, the disposals will remove any future liability relating to PCC's repairing obligations and improvement in infrastructure which is in part reflected in the agreed sale prices.

However, the current revenue stream of circa £50,000 from rental income under the existing agreements will cease for the part of the holdings that are sold. Although relatively minor in terms of the capital receipt to be generated, this loss of income will need to be factored into future budget projections within the Council's Medium Term Financial Strategy.

Due to the confidential nature of the detailed offers, the financial implications outlined above are included within the confidential appendix to this report.

Legal Implications

- 10.2 Section 123 LGA 1972 guidelines to be followed to include best consideration as per point numbered 7.4.

Point numbered 2.8 refers to a third party (in which case a notice to terminate the current FBT would be required).

Sale of one 'whole' and three 'parts' to existing tenants. The sales of part would need to be accompanied by a deed of surrender of part of the FBT (which can be done by agreement i.e. no formal notices with associated notice periods). The surrenders would be for nil consideration. The sale and surrender would complete at the same time.

- 10.3 The Council has a requirement to achieve best consideration when it disposes of its assets under section 12 of the LGA 1972

Equalities Implications

- 10.4 No specific implications arising from this report although where necessary Equality Impact assessments will be carried out to support decision making.

Risk Assessment

- 10.5 There is a risk that the level of receipts planned to support the capital programme will not be realised. This is mitigated with a cautious view about what is achievable and how quickly with receipts scheduled into 2023/24 and beyond rather than over predicting in the current year.
- 10.6 These offers are conditional and subject to final Heads of Terms and contract including appropriate restrictions and overage to protect the Council's interest, in particular where there may be future development potential from these sites.

11. BACKGROUND DOCUMENTS

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

- 11.1 There are none.

12. APPENDICES

- 12.1 Appendix 1 - Exempt

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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