

## **PETERBOROUGH CITY COUNCIL SUMMONS TO A MEETING**

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

**MONDAY 20 MAY 2024 at 7.15 pm**

### **AGENDA**

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| <b>4. Mayor's Announcements</b> |  |
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Chief Executive

10 May 2024  
Town Hall  
Bridge Street  
Peterborough

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**MINUTES OF THE COUNCIL MEETING  
HELD ON WEDNESDAY 20 MARCH 2024  
COUNCIL CHAMBER, TOWN HALL, PETERBOROUGH**

**THE MAYOR – COUNCILLOR SANDFORD**

*To be read in conjunction with the agenda and additional information pack for the meeting at*

[Public Pack, Council, 20 March 2024](#)

[Additional Information Pack, Council, 20 March 2024](#)

*Should you wish to listen to the debate had, please visit Peterborough City Council YouTube Channel at*

[Full Council 20/03/2024 at 6pm \(youtube.com\)](#)

**Present:**

Councillors Ahmed, J Allen, S Allen, Ayres, Bi, Bisby, A Bond, S Bond, Casey, Cereste, Cole, Coles, Day, Dowson, Elsey, M Farooq, S Farooq, Fenner, Fitzgerald, Judy Fox, John Fox, Harper, Haseeb, Hemraj, Hiller, Hogg, Howard, Hussain, Iqbal, Jamil, A Jones, D Jones, Khan, Knight, Mahmood, Nawaz, Over, Perkins, Qayyum, Rangzeb, Ray, Rush, Sabir, Sainsbury, Sandford, Seager, Shaheed, Sharp, Simons, Skibsted, Stevenson, Strangward, Thulbourn, Trust, Warren and Wiggin.

**101. Apologies for Absence**

Apologies for absence were received from Councillors Asif, Barkham and Tyler.

**102. Declarations of Interest**

There were no declarations of interest received from Members.

**103. Minutes of the Meeting held on 21 February 2024**

The minutes of the meeting held on 21 February 2024 were approved as a true and accurate record.

**COMMUNICATIONS**

**104. Mayor's Announcements**

The Mayor introduced his announcements report, which outlined the recent civic engagements attended by the Mayoral Party (the full report can be found in the agenda pack). In addition, the Mayor made other announcements in relation to:

- (i) The installation of Rt Revd Debbie Sellin as the new Bishop of Peterborough.

- (ii) A curry night held, which had raised nearly £1000 for the Mayor's charities.
- (iii) The success of Eva Wood's term as Youth MP for Peterborough.

#### **105. Leader's Announcements**

The Leader made several announcements and Group Leaders were able to respond.

Topics included:

- (i) A congratulations for the new Youth MPs Danielle Daboh and Pranav Aggraval.
- (ii) A successful funding bid of £100,000 from the Digital Planning Improvement Fund.
- (iii) The launch of the Ask the Cabinet sessions.

### **QUESTIONS AND PETITIONS**

#### **106. Questions from Members of the Public**

One question had been received from a member of the public in relation to the venues available for the Peterborough Palestine Solidarity Campaign.

The question and response given are attached in **APPENDIX A** to these minutes and are available on the Council's website.

#### **107. Petitions**

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

There were no petitions presented by Members of the public at the meeting.

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

There were no petitions presented by Members at the meeting.

#### **108. Questions on Notice**

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

Questions in relation to (a) to (d) were raised and taken as read in respect of the following:

1. Pavement Parking.
2. Green energy projects and local feeling.

### **RECOMMENDATIONS AND REPORTS**

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

There were no items to consider.

#### **110. Questions on the Executive Decisions Made Since the Last Meeting**

Councillor Mohammed Farooq introduced the report, which outlined the record of Executive decisions made since the last meeting.

Members asked questions on the following Executive Decisions:

- 2024/2025 Transport Capital Programme of Works - MAR24/CAB/91a
- 2024/2025 Transport Capital Programme of Works - MAR24/CAB/91b
- Authority To Enter Into Contracts and Grant Funding Agreements for Luf2 Peterborough Station Quarter - MAR24/CAB/92
- Regional Fitness and Swimming Centre, Bishops Road - MAR24/CAB/93
- Development Of The First Primary School For Great Haddon - MAR24/CAB/95
- Acquisition Of Homes - MAR24/CAB/94

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

There were no items to consider.

### **COUNCIL BUSINESS**

#### **112. Motions on Notice**

##### **112(1) Motion from Councillor Coles - Seeking support for the rural economy and local food production**

Councillor Coles moved his motion, as amended in the additional information pack.

Councillor Ray seconded the amended motion and reserved his right to speak.

Council debated the motion: Councillor exercised her right to speak, and Councillor Coles summed up.

A vote was taken on the amended motion and the motion was **UNANIMOUSLY** carried.

#### **113. Reports to Council**

##### **113(a) Report of the Peterborough City Council Independent Improvement and Assurance Panel**

Councillor Qayyum proposed a motion without notice under Council Standing Order 28.3 for a member (Councillor Fitzgerald) not to be heard further which was seconded by Councillor Jamil.

A vote was taken on the motion without notice (33 in favour, 22 against and 2 abstentions) and the motion without notice was **CARRIED**.

At 21:07pm the following Councillors left the Chamber and did not return.

Councillors Ahmed, J Allen, Ayres, Cereste, Coles, Fenner, Fitzgerald, Hussain, Khan, Over, Perkins, Rangzeb, Ray, Sainsbury, Sharp, Trust, Warren

The recommendations moved by Councillor Mohammed Farooq and seconded by

Councillor Howard were **UNANIMOUSLY** agreed as follows:

1. Requests Cabinet to consider this report and consider any actions that it wishes to take.
2. Requests the Growth, Resources and Communities Scrutiny Committee to review this report, the Cabinet's response and the progress being made with the delivery of the Improvement Plan.

### **113(b) Appointment of the Monitoring Officer**

The recommendations moved by Councillor Alison Jones and seconded by Councillor Mohammed Farooq were **UNANIMOUSLY** agreed as follows:

It is recommended that Council approve the appointment of Neil McArthur as the Council's Monitoring Officer with effect from him taking up the role of Director of Legal & Governance.

### **113(c) Annual Pay Policy Statement**

The recommendations moved by Councillor Howard and seconded by Councillor Mohammed Farooq were **UNANIMOUSLY** agreed as follows:

It is recommended that Council approve the Pay Policy Statement for 2024 included at Appendix 1 to the report.

The Mayor  
7.00pm – 9:28pm  
20 March 2024

## Appendix A

### FULL COUNCIL, 20 MARCH 2024 QUESTIONS

Questions were received under the following categories:

#### **PUBLIC PARTICIPATION**

##### **Questions from members of the public**

##### **1. Question from Patrick Brooks/Vanessa Pool**

**Councillor Howard, Deputy Leader and Cabinet Member for Corporate Governance and Finance.**

Thank you, Mr Mayor, I am delighted to do that.

Patrick is actually the Secretary of PPSC, so as Chair I have been delegated to read the question.

Last Summer, Peterborough Palestine Solidarity Campaign put on a 2-week Festival in our city, and I know that many of you visited it. In August we were offered the use of the Museum community area to hold an exhibition of Palestinian Culture in April and May this year.

On the 31<sup>st</sup> of January this year, our exhibition was cancelled. We are deeply concerned about this decision.

We were proud that our multicultural city saw the importance of educating people about Palestine and its rich culture, as it did in 2023 for the Ukrainian Community.

Peterborough can hold its head high following the recent vote calling for an immediate, permanent ceasefire in Gaza. Our plans complement that vote. Our exhibition is about the history and culture of Palestine, using Palestinian voices. We believe now is the time to let Palestinians speak for themselves, promoting peace through better understanding.

Will the council please allow this exhibition to go ahead in the museum community gallery?

##### **The Cabinet Member responded:**

Thank you and through you Mr Mayor.

Thank you for stepping in to ask the question because I think it is really important that the public hear the question so thank you for stepping in and doing that.

The postponement of this exhibition was not an easy decision to take, but it was one that, after careful consideration, we felt was proportionate and necessary to minimise any increase in community tensions.

This council has been profoundly shaken by the events in Gaza and Israel and a majority of Councillors as you recently know voted to call upon an immediate ceasefire. We are fully motivated to support all communities affected by this terrible conflict.

Regrettably, the situation in the middle east is having far reaching and detrimental implications on community harmony in this country. Events that prior to the conflict would have had little impact, now need to be carefully considered as they may inadvertently lead to local tensions.

As organisers, the Palestinian Solidarity Campaign' is a campaign group whose publicised aims and objectives could be polarising during a time of unrest. To host an event from our own premises may call into account council impartiality and lead to an unforeseen community impact, thank you for the question.

**Supplementary Question:**

Yes, I am not sure I caught all of it, but I won't ask you to repeat it. I noticed one word used – postponed, we had no idea it was postponed, all we were told is that we can't have that space. So, if we can't have it now, part of the question, that's not all of the question would be when. Over the years we have participated in many events, none of which have caused problems for our community. Indeed, we are committed to contribute to community cohesion. We are hoping to link with others over this, it is not just us.

Peterborough has a long and proud history of multiculturalism, embracing all cultures and not excluding any. It is ironic that we are being excluded because of the fear of maybe hurting other communities who have never, and some have been to our events, expressed a problem. So, will Peterborough Council be one of those standing up for what is right by enabling the exhibition to take place at the museum this year.

**The Cabinet Member responded:**

Thank you for the follow-up question.

I would definitely welcome you to engage with me and officers and the Museum team to see what can be done in the meantime. So, you do have my assurance that we would love to talk more with you on that.

What I can say is that the Museum team are still very keen to host a broader programme of events to promote Palestinian and wider middle eastern culture and the Palestinian and middle eastern communities will be invited to be part of a new approach to community programming at the Museum. It is early days, and it would be good to have your input into that. It is about bringing communities together to explore commonality, topics, or themes such as food, work and play, family, friendships, celebrations through exhibitions and events so we would welcome working closely with you on that and I hope you take us up on that offer, thank you.



## **COUNCIL BUSINESS**

### **Questions on notice to:**

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

## **PART B**

### **1. Question from Councillor Steve Allen**

#### **Councillor Elsey, Cabinet Member for Infrastructure, Environment and Climate Change.**

I am sure we all realise the real issues that pavement parking presents for pedestrians and people with buggies and prams, but particularly for disabled people with sight or mobility impairments.

Pavement and verge parking causes damage to pavements and footpaths and turns verges into rutted quagmires; leading to increased maintenance costs local authorities.

Pavement parking has been prohibited in London since 1974, except where councils choose to permit it by implementing exemptions and erecting the necessary traffic signs.

However, there is no specific ban outside London;

Councils can implement local pavement and verge parking prohibitions through traffic regulation orders. (TRO's)

The Commons Transport Committee reported on pavement parking in September 2019, with the key recommendation that the Government bring forward proposals to reform the TRO process to make it cheaper and easier for local authorities to use this option, facilitating implementation of local traffic orders.

Can I ask the responsible Cabinet Member?

That we as a local authority, as soon as practicable implement restrictions by the means of local legislation to deal with anti-social parking behaviour, such as pavement and verge parking, an exercise which blights communities and neighbourhoods; and additionally as a Council we lobby our local MP's to make representations in Parliament to press for reform of the TRO processes.

#### **The Cabinet Member responded:**

Thank you, Mr Mayor, and through you.

Thank you, Councillor Allen, for his question.

The council recognises the damage and inconvenience that can be caused by anti-social parking, including on pavements and verges, and, in 2018 introduced a scheme whereby a citywide prohibition of verge and pavement parking could be activated in local areas based on a consensus of local residents. The Traffic Regulation Order supporting this prohibition is required to be made active in specific areas as it is not always the case that parking on verges should be banned outright. For example, in areas where there is extremely limited on-street parking.

We do however agree that the process to implement a Traffic Regulation Order more generally needs to be reviewed, and we would welcome Parliament making changes that make that process more straightforward.

Meanwhile, officers can work with Councillors on any specific locations they have concerns about, and details of our verge and pavement parking policy can be found on our website.

**Supplementary Question:**

Thank you, Mr Mayor, and why not, let's have a supplementary.

Thank you, Cllr Elsey, it seems we are on the same page with that. We realise the problems and the inconvenience caused by pavement parking and indeed how dangerous it is to those who are limited sight or mothers with push chairs and indeed people using wheelchairs. So, we get that. What we need to do is something about it and I don't think we are doing much about it as a Council.

Hopefully the implementation of local legislation can be put into process with a bit more gusto shall we say. In the meantime, in order that Peterborough City Council as the highway authority sends a message of clear intent, can officers at the highest-level progress engagement with the police to request they exercise their powers on the issue of causing unnecessary obstruction and seek to achieve effective enforcement of that offence as a way to deal with pavement parking, thank you Mr Mayor.

**The Cabinet Member responded:**

Thank you, Mr Mayor, and thank you Councillor Allen for the question. It appears that this has only happened over the last 4 months.

As I have already stated, in 2018, the Council introduced a scheme whereby city-wide prohibition of a verge and pavement parking could be activated in local areas based on a consensus of local residents.

I have also said that where appropriate, we will look to effect change and improve the lives of those affected by this issue. I am happy to work with both Shailesh Vara MP and whoever our next Peterborough MP is on this matter.

As this is the case, and as it is such a pressing issue to you, why did you as an administration do nothing in the following 6 years to make a difference from the 2018 introduction of this legislation. Why is it that you are bringing this to Council 6 weeks prior to an election having wasted the 6 years of opportunity that you had as a Conservative administration to do

anything about it. I think you are underestimating the intellect of the electorate, thank you Mr Mayor.

**Point of explanation from Cllr Allen:**

Importantly, what we have to do is to look forward and not back. People are politicking on the left side on this Council, let's do something about this problem which has certainly occurred with much emphasis over the past year or so, thank you.

**PART C**

**2. Councillor Steve Allen**

**Councillor Day, Chair of the Climate Change and Environment Scrutiny.**

It has been reported that Labour Party nationally now argues that they have to focus on "being seen" as responsible stewards of the economy, rather than committing to a spending pledge for green energy projects.

May I ask this question to Chair of Climate Change Scrutiny Committee?

With Labour recently abandoning its green investment pledge and no longer committing to invest £28 billion a year in green energy projects if it wins the next election; may I ask you as Chair of the Climate Change and Environment Scrutiny Committee, with what is I am sure is a deep commitment to the philosophy of green Energy, whether you feel that your "Alliance" partners locally are on the same page as you and still travelling in the same direction with their commitment to our own Environmental aspirations.

**The Scrutiny Chair responded:**

Thank you, Mr Mayor, and thank you Councillor Allen for the question.

The work of the Climate Change and Environment Scrutiny Committee and the reports and strategies that are taking place will continue whoever the new administration or government is and as a Council, we are committed to the ambitions and polices.

The Council declared a climate emergency in 2019 and committed to becoming a net zero carbon organisation by 2030 and to supporting Peterborough to become a net zero city. This was a unanimous decision made by Full Council.

The cross-party Climate Change and Environment Scrutiny Committee has been running for 2 years. It has scrutinised and helped shaped many climate related council activities including: a Council Carbon Footprint and Climate Change Action Plan, a Local Flood Risk Management Strategy, formation of a Cycling and Walking Task and Finish Group, a Climate Change Public Engagement Programme, use of the Local Area Energy Plan to inform a city-wide plans, a Climate Change Schools Engagement Programme, a Carbon Literacy Programme, a Climate Adaptation Plan, a Recycling and Waste Policy, an Echo Homes Project which I updated everybody about earlier, a Climate Change Procurement Policy and the Peterborough Integrated Renewables Infrastructure otherwise known as PIRI Project.

It is not the role for me as a Scrutiny Chair to comment on the general election manifesto of any party. It is our role to ensure that the polices put forward by the Council administration are robust and working for the benefit of Peterborough residents and our natural environment.

**Supplementary Question.**

Fluently answered as one would expect from the Chairman of that Committee.

I am conscious that outside influences affect how we get on with each other and certainly we have to be careful how we choose our friends as have been manifested in this Chamber over the last 5 or 6 months. So, I am pleased that you are still passionate about your ideals, but I do think looking forward, perhaps you should be conscious of people around you having different ideas.

So, the question is, will you carry on with this policy despite the fact that one of your 'alliance' colleague's parties has now kicked into touch with our ideals.

**The Scrutiny Chair responded:**

Thank you, Councillor Allen.

Just to reassure you that my position as Scrutiny Chair of this Committee as we all know is apolitical and I can assure you that members of the Cross-Party Committee, also apolitical have been working together and moving in a very positive direction in terms of our climate and environment ambitions and we will continue to do so, thank you.

**Questions on notice to:**

The Combined Authority Representatives:

There were none.

<b>ANNUAL COUNCIL</b>	AGENDA ITEM No. 5
<b>20 MAY 2024</b>	<b>PUBLIC REPORT</b>

Report of:	Matthew Gladstone, Chief Executive and Returning Officer	
Contact Officer(s):	Rachel Edwards, Head of Constitutional Services Mark Emson, Electoral Manager	Tel. 01733 452282

## REPORT OF THE RETURNING OFFICER

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> <i>Chief Executive and Returning Officer</i>	<b>Deadline date:</b> <i>N/A</i>
It is recommended that Council notes the results of the Local Elections held on Thursday 2 May 2024 ( <b>Appendix 1</b> ).	

### 1. BACKGROUND AND KEY ISSUES

- 1.1 The results of the Local Elections for Peterborough City Council held on Thursday 2 May 2024 can be seen at **Appendix 1** to this report.

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# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

**Barnack**

on **Thursday 2 May 2024**

I, Matthew Gladstone, being the Returning Officer at the election for Barnack ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
BULL, June Mary	Green Party	60
MATTHEWS, Stephanie Gillian	Labour Party	132
SELLICK, Rebeka Louise	Liberal Democrat	70
TIGHE, Kevin	Independent	396
WALSH, Irene	The Conservative Party Candidate	437 (Elected)

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	1
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	3
E rejected in part	0
Total	4

Vacant Seats: 1

Electorate: 2749

Ballot Papers Issued: 1099

Turnout: 39.89%

And I do hereby declare that **Irene Walsh** is duly elected as a Councillor for Barnack Ward.

Dated: Friday 3 May 2024

Matthew Gladstone  
Returning Officer

# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

**Bretton**

on **Thursday 2 May 2024**

I, Matthew Gladstone, being the Returning Officer at the election for Bretton Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
FENNER, Charles	The Conservative Party Candidate	757
JENKINS, Nicola	Labour and Co-operative Party	835 (Elected)
WILLIAMS, Mark Adrian	Green Party	175
WILSON, Rohan Cameron Stuart	Liberal Democrat	121

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:		Number of ballot papers
A	want of an official mark	0
B	voting for more Candidates than voter was entitled to	2
C	writing or mark by which voter could be identified	0
D	being unmarked or wholly void for uncertainty	8
E	rejected in part	0
Total		10

Vacant Seats: 1

Electorate: 6799

Ballot Papers Issued: 1898

Turnout: 27.9%

And I do hereby declare that **Nicola Jenkins** is duly elected as a Councillor for Bretton Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer



# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

Central

on Thursday 2 May 2024

I, Matthew Gladstone, being the Returning Officer at the election for Central Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
CAWLEY, Stephen George	Trade Unionist and Socialist Coalition	94
HOLTON, Jenae Hannah Toni Gloria	The Conservative Party Candidate	412
IQBAL, Amjad	Labour and Co-operative Party	1377 (Elected)
KERRIDGE, Jason	Liberal Democrat	161
MUNIR, Mohammed Aziz	Green Party	820

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	5
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	16
E rejected in part	0
Total	21

Vacant Seats: 1

Electorate: 9084

Ballot Papers Issued: 2885

Turnout: 31.59%

And I do hereby declare that **Amjad Iqbal** is duly elected as Councillor for Central Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer

# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

### Dogsthorpe

on **Thursday 2 May 2024**

I, Matthew Gladstone, being the Returning Officer at the election for Dogsthorpe Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
GRAY, Matthew Cameron	Green Party	178
HUSSAIN, Ishfaq	The Conservative Party Candidate	760
MCNALLY, Jason	Labour and Co-operative Party	766 (Elected)
PETCH, Robert Bede	Workers Party	89
RINGLER, Sandra Maria Lino	Liberal Democrat	145

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	4
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	6
E rejected in part	0
Total	10

Vacant Seats: 1

Electorate: 6945

Ballot Papers Issued: 1948

Turnout: 28.05%

And I do hereby declare that **Jason McNally** is duly elected as Councillor for Dogsthorpe Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer

# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

East

on Thursday 2 May 2024

I, Matthew Gladstone, being the Returning Officer at the election for East Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
BRUZDA, Adam	Liberal Democrat	123
IQBAL, Numan Ali	Labour Party	1080 (Elected)
JOHNSON, Joanne	Independent	152
MIRAN, Aleem	The Conservative Party Candidate	870
NOOR, Bismah	Green Party	192

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	5
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	8
E rejected in part	0
Total	13

Vacant Seats: 1

Electorate: 7677

Ballot Papers Issued: 2430

Turnout: 31.45%

And I do hereby declare that **Numan Ali Iqbal** is duly elected as Councillor for East Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer

# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

**Eye, Thorney & Newborough**

on **Thursday 2 May 2024**

I, Matthew Gladstone, being the Returning Officer at the election for Eye, Thorney and Newborough Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
JOHNSON, Carol Sarah	Green Party	141
ORMSTON, Mark David Michael	Peterborough First Independent	862 (Elected)
PEACH, John Philip	The Conservative Party Candidate	853
SHEARMAN, John Francis	Labour Party	540

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:		Number of ballot papers
A	want of an official mark	0
B	voting for more Candidates than voter was entitled to	2
C	writing or mark by which voter could be identified	0
D	being unmarked or wholly void for uncertainty	4
E	rejected in part	0
Total		6

Vacant Seats: 1

Electorate: 7500

Ballot Papers Issued: 2402

Turnout: 31.98%

And I do hereby declare that **Mark David Michael Ormston** is duly elected for Eye, Thorney & Newborough Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer

# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

### Fletton & Stanground

on Thursday 2 May 2024

I, Matthew Gladstone, being the Returning Officer at the election for Fletton & Stanground Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
CREEDON-GRAY, Samantha Kathleen	Green Party	168
GERAGHTY, Oilivia Isabel Jane	Liberal Democrats	884 (Elected)
HASHMI, Muhammad Mujtaba	Labour Party	338
OKPALA, Chibuzo Okechukwu	The Conservative Party Candidate	299

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:		Number of ballot papers
A	want of an official mark	0
B	voting for more Candidates than voter was entitled to	1
C	writing or mark by which voter could be identified	0
D	being unmarked or wholly void for uncertainty	23
E	rejected in part	0
Total		24

Vacant Seats: 1

Electorate: 7520

Ballot Papers Issued: 1713

Turnout: 22.78%

And I do hereby declare that **Olivia Isabel Jane Geraghty** is duly elected as Councillor for Fletton & Stanground Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer

# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

**Fletton & Woodston**  
on **Thursday 2 May 2024**

I, Matthew Gladstone, being the Returning Officer at the election for Fletton & Woodston, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
BLAKEMORE-CREEDON, Daisy	Labour Party	940 (Elected)
COLES, Andrew Wallace Jardine	The Conservative Party Candidate	658
GARNER, Simon John	Liberal Democrat	99
LLOYD, Jonathan Ronald	Trade Unionist and Socialist Coalition	37
WARR, Adam James	Green Party	222

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:		Number of ballot papers
A	want of an official mark	0
B	voting for more Candidates than voter was entitled to	3
C	writing or mark by which voter could be identified	0
D	being unmarked or wholly void for uncertainty	12
E	rejected in part	0
Total		15

Vacant Seats: 1

Electorate: 7755

Ballot Papers Issued: 1971

Turnout: 25.33%

And I do hereby declare that **Daisy Blakemore-Creedon** is duly elected as Councillor for Fletton & Woodston Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer

# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

### Glington & Castor

on **Thursday 2 May 2024**

I, Matthew Gladstone, being the Returning Officer at the election for Glington & Castor Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
BOYCE, Neil David	Peterborough First Independent	714 (Elected)
BYSSHE, Claire Biggam	Liberal Democrat	174
FARR, Susan Andrea	Labour Party	270
GUTHRIE, John Gregor Lawson	Green Party	122
WILLEY, Andrew Stephen	The Conservative Party Candidate	539

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:		Number of ballot papers
A	want of an official mark	0
B	voting for more Candidates than voter was entitled to	0
C	writing or mark by which voter could be identified	0
D	being unmarked or wholly void for uncertainty	10
E	rejected in part	0
Total		10

Vacant Seats: 1

Electorate: 5190

Ballot Papers Issued: 1829

Turnout: 35.20%

And I do hereby declare that **Neil David Boyce** is duly elected as Councillor for Glington & Castor Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer

# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

### Gunthorpe

on **Thursday 2 May 2024**

I, Matthew Gladstone, being the Returning Officer at the election for Gunthorpe Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
ALI, Shazad	Green Party	82
SHAHEED, Ann Louise	Liberal Democrats	899 (Elected)
TYLER, Bryan	The Conservative Party Candidate	865
WEEDON, Joanna Susan	Labour Party	303

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:		Number of ballot papers
A	want of an official mark	0
B	voting for more Candidates than voter was entitled to	0
C	writing or mark by which voter could be identified	0
D	being unmarked or wholly void for uncertainty	10
E	rejected in part	0
Total		10

Vacant Seats: 1

Electorate: 6808

Ballot Papers Issued: 2157

Turnout: 31.65%

And I do hereby declare that **Ann Louise Shaheed** is duly elected as Councillor for Gunthorpe Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer



# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

**Hampton Vale**

on **Thursday 2 May 2024**

I, Matthew Gladstone, being the Returning Officer at the election for Hampton Vale Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
ANTUNES, Rogerio Scott	Peterborough First Independent	400 (Elected)
COSTER, Charles Rhys	Green Party	66
MCCARTHY, Christopher Martin	Labour Party	256
SHARP, Lindsay John	The Conservative Party Candidate	327
WALTON, Neil Christopher	Liberal Democrats	292

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:		Number of ballot papers
A	want of an official mark	0
B	voting for more Candidates than voter was entitled to	3
C	writing or mark by which voter could be identified	0
D	being unmarked or wholly void for uncertainty	2
E	rejected in part	0
Total		5

Vacant Seats: 1

Electorate: 5419

Ballot Papers Issued: 1346

Turnout: 24.63%

And I do hereby declare that **Rogerio Scott Antunes** is duly elected as Councillor for Hampton Vale Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer

# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

**Hargate & Hempsted**

on **Thursday 2 May 2024**

I, Matthew Gladstone, being the Returning Officer at the election for Hargate & Hempsted Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
FAROOQ, Saqib Mohammed	Peterborough First Independent	826 (Elected)
HORNE, Amanda Jane	Green Party	124
JESUS, Kelly	Labour Party	364
SPEED, Rachel Ann	Liberal Democrats	86
VICHARE, Vishal	The Conservative Party Candidate	421

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:		Number of ballot papers
A	want of an official mark	0
B	voting for more Candidates than voter was entitled to	1
C	writing or mark by which voter could be identified	0
D	being unmarked or wholly void for uncertainty	4
E	rejected in part	0
Total		5

Vacant Seats: 1

Electorate: 6928

Ballot Papers Issued: 1826

Turnout: 26.05%

And I do hereby declare that **Saqib Mohammed Farooq** is duly elected as Councillor for Hargate & Hempsted Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer

# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

North

on Thursday 2 May 2024

I, Matthew Gladstone, being the Returning Officer at the election for North Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
ALI, Zameer	Labour Party	1078 (Elected)
MCGARRY, John Anthony	Trade Unionist and Socialist Coalition	101
RUTTUN, Deeshen	Liberal Democrat	95
SHAFIQ, Misbah	Green Party	419
TOKIR, Mohammed	The Conservative Party Candidate	640

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	5
C writing or mark by which voter could be identified	1
D being unmarked or wholly void for uncertainty	9
E rejected in part	0
Total	15

Vacant Seats: 1

Electorate: 7346

Ballot Papers Issued: 2348

Turnout: 31.77%

And I do hereby declare that **Zameer Ali** is duly elected as Councillor for North Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer

# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

**Orton Longueville**  
on **Thursday 2 May 2024**

I, Matthew Gladstone, being the Returning Officer at the election for Orton Longueville Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
ALI, Imtiaz	Green Party	669 (Elected)
BAKER, David Frederick John	Labour Party	521
MILLS, Nicola Jane	Liberal Democrat	84
PATEL, Ekta	The Conservative Party Candidate	647
PENNIALL, Nicholas	Independent	251

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:		Number of ballot papers
A	want of an official mark	0
B	voting for more Candidates than voter was entitled to	3
C	writing or mark by which voter could be identified	0
D	being unmarked or wholly void for uncertainty	7
E	rejected in part	0
Total		10

Vacant Seats: 1

Electorate: 7610

Ballot Papers Issued: 2182

Turnout: 28.60%

And I do hereby declare that **Imtiaz Ali** is duly elected as Councillor for Orton Longueville Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer

# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

**Orton Waterville**

on **Thursday 2 May 2024**

I, Matthew Gladstone, being the Returning Officer at the election for Orton Waterville Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
AKINYELE, Oluwaseun	Labour Party	207
ALLEN, Jacqueline Mary	The Conservative Party Candidate	440
KNIGHT, Kirsty Anna	Independent	1254 (Elected)
MURPHY, Edward	Green Party	701

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:		Number of ballot papers
A	want of an official mark	0
B	voting for more Candidates than voter was entitled to	6
C	writing or mark by which voter could be identified	0
D	being unmarked or wholly void for uncertainty	13
E	rejected in part	0
Total		19

Vacant Seats: 1

Electorate: 7229

Ballot Papers Issued: 2621

Turnout: 36.17%

And I do hereby declare that **Kirsty Anna Knight** is duly elected as Councillor for Orton Waterville Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer

# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

Park

on **Thursday 2 May 2024**

I, Matthew Gladstone, being the Returning Officer at the election for Park Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
ALI, Iqra	Green Party	509
ELLIS, Angus Alexander	Labour and Co-operative Party	827 (Elected)
HARDMAN, Ian	Liberal Democrats	95
MORRIS, Susan Melancy	Reform UK	111
MUNIR, Murtaza Ahmed	The Conservative Party Candidate	825
RADIC, Fiona Jane	Independent	94

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	9
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	8
E rejected in part	0
Total	17

Vacant Seats: 1

Electorate: 7262

Ballot Papers Issued: 2478

Turnout: 34.01%

And I do hereby declare that **Angus Alexander Ellis** is duly elected as Councillor for Park Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer

# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

**Paston & Walton**

on **Thursday 2 May 2024**

I, Matthew Gladstone, being the Returning Officer at the election for Paston & Walton Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
ALEXANDER, Callum Patrick	Labour Party	339
ALI, Shokat	Green Party	86
RAFIQ, Alexander	The Conservative Party Candidate	824 (Elected)
SANDFORD, James Nicholas	Liberal Democrat Focus Team	819

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:		Number of ballot papers
A	want of an official mark	0
B	voting for more Candidates than voter was entitled to	0
C	writing or mark by which voter could be identified	0
D	being unmarked or wholly void for uncertainty	11
E	rejected in part	0
Total		11

Vacant Seats: 1

Electorate: 7339

Ballot Papers Issued: 2079

Turnout: 28.31%

And I do hereby declare that **Alexander Rafiq** is duly elected as Councillor for Paston & Walton Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer

# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

### Ravensthorpe

on **Thursday 2 May 2024**

I, Matthew Gladstone, being the Returning Officer at the election for Ravensthorpe Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
FARID, Qaiser	Green Party	1045 (Elected)
KHAN, Raja Ejaz Ahmed	Liberal Democrat	74
MANNAN, Abdul	Labour Party	598
NAWAZ, Gul	The Conservative Party Candidate	944

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:		Number of ballot papers
A	want of an official mark	0
B	voting for more Candidates than voter was entitled to	2
C	writing or mark by which voter could be identified	1
D	being unmarked or wholly void for uncertainty	18
E	rejected in part	0
Total		21

Vacant Seats: 1

Electorate: 7637

Ballot Papers Issued: 2682

Turnout: 34.91%

And I do hereby declare that **Qaiser Farid** is duly elected as Councillor for Ravensthorpe Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer



# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

**Stanground South**  
on **Thursday 2 May 2024**

I, Matthew Gladstone, being the Returning Officer at the election for Stanground South, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
HARPER, Christopher John	Peterborough First Independent	1111 (Elected)
HORNE, Joseph James	Green Party	88
SEEKINGS, Neil Frank	The Conservative Party Candidate	373
THULBOURN, Margaret	Labour Party	404

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:		Number of ballot papers
A	want of an official mark	0
B	voting for more Candidates than voter was entitled to	3
C	writing or mark by which voter could be identified	0
D	being unmarked or wholly void for uncertainty	3
E	rejected in part	0
Total		6

Vacant Seats: 1

Electorate: 7777

Ballot Papers Issued: 1982

Turnout: 25.42%

And I do hereby declare that **Christopher John Harper** is duly elected as Councillor for Stanground South Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer

# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

### Werrington

on **Thursday 2 May 2024**

I, Matthew Gladstone, being the Returning Officer at the election for Werrington Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
BRISTOW, Sara Louise	The Conservative Party Candidate	626
DALTON, Ruta	The Conservative Party Candidate	392
FOX, John Raymond	Peterborough First - Werrington Independent	1664 (Elected)
HILLIER, Sarah Areatha	Peterborough First - Werrington Independent	1307 (Elected)
JONES, Rosalind	Labour Party	421
KAIL, Simon James	Liberal Democrats	92
SHARP, Katherine Ann	Green Party	178
WARNE, Barry	Green Party	103

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	4
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	6
E rejected in part	0
Total	10

Vacant Seats: 2

Electorate: 7766

Ballot Papers Issued: 2633

Turnout: 33.84%

And I do hereby declare that **John Raymond Fox** and **Sarah Areatha Hillier** are duly elected as Councillors for Werrington Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer

# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

**West**

on **Thursday 2 May 2024**

I, Matthew Gladstone, being the Returning Officer at the election for West Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
AYRES, Lynne	The Conservative Party Candidate	663 (Elected)
COLE, Christopher Ian	Labour and Co-operative Party	472
FRANCIS, Collette Dawn	Independent	171
GERAGHTY, Annie Rose Frances Mary	Liberal Democrat	80
WINDSOR, Chelsea Leigh	Green Party	149

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	8
C writing or mark by which voter could be identified	0
D being unmarked or wholly void for uncertainty	7
E rejected in part	0
Total	15

Vacant Seats: 1

Electorate: 4213

Ballot Papers Issued: 1550

Turnout: 36.80%

And I do hereby declare that **Lynne Ayres** is duly elected as Councillor for West Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer

# DECLARATION OF RESULT OF POLL

Peterborough

## Election of a City Councillor for

Wittering

on Thursday 2 May 2024

I, Matthew Gladstone, being the Returning Officer at the election for Wittering Ward, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
ELSEY, Gavin Anthony	Peterborough First Independent	395 (Elected)
HALL, Julie Ann	Labour Party	85
SAUNDERS, Chantel	The Conservative Party Candidate	210

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:		Number of ballot papers
A	want of an official mark	0
B	voting for more Candidates than voter was entitled to	0
C	writing or mark by which voter could be identified	0
D	being unmarked or wholly void for uncertainty	2
E	rejected in part	0
Total		2

Vacant Seats: 1

Electorate: 2448

Ballot Papers Issued: 692

Turnout: 28.23%

And I do hereby declare that **Gavin Anthony Elsey** is duly elected as Councillor for Wittering Ward.

Dated Thursday 9 May 2024

Matthew Gladstone  
Returning Officer

<b>ANNUAL COUNCIL</b>	AGENDA ITEM No. 6
<b>20 MAY 2024</b>	<b>PUBLIC REPORT</b>

Report of:	Adesuwa Omoregie, Interim Director of Legal and Governance (Monitoring Officer)
Contact Officer(s):	Rachel Edwards, Head of Constitutional Services Charlotte Cameron, Senior Democratic Services Officer

## **POLITICAL GROUPS AND GROUP OFFICERS 2024/25**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Interim Director of Legal and Governance (Monitoring Officer)	<b>Deadline date:</b> N/A
It is recommended that Council note the membership of political groups ( <b>Appendix 1</b> ) and their officers ( <b>Appendix 2</b> to be tabled) for 2024/25.	

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

- 1.1 The purpose of this report is to notify Council of the political group Membership for the municipal year 2024/25 and the group officers positions allocated within.

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

- 2.1 The details of the composition of political groups can be seen at **Appendix 1** to this report.
- 2.2 The details of group officers can be seen at **Appendix 2** (to be tabled) to this report.

### **3. IMPLICATIONS**

#### **Financial Implications**

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

#### **Legal Implications**

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

### **4. BACKGROUND DOCUMENTS**

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

- 4.1 None.

### **5. APPENDICES**

- 5.1 Appendix 1 – Membership of Political Groups  
Appendix 2 - Group Officers (to be tabled).

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## APPENDIX 1 - POLITICAL MAKE-UP – 10 MAY 2024

<b>CONSERVATIVE</b>			
AHMED Raja	ALLEN Steve	AYRES Lynne	CERESTE Marco
FITZGERALD Wayne	KHAN Arfan	PERKINS Michael	RAFIQ Alexander
RAY Rylan	WALSH Irene	WARREN Scott	
<b>GREEN</b>			
ALI Imtiaz	DAY Nicola	FARID Qaiser	SKIBSTED Heather
<b>LABOUR</b>			
ALI Zameer	ELLIS Angus	BI Noreen	BLAKEMORE-CREEDON Daisy
COLE Katy	DOWSON Alan	HEMRAJ Samantha	IQBAL Amjad
IQBAL Numan Ali	JAMIL Mohammed	JENKINS Nicola	JONES Alison
JONES Dennis	MAHMOOD Asim	McNALLY Jason	QAYYUM Shabina
SABIR Mohammed	STRANGWARD Richard	THULBOURN Nick	
<b>LIBERAL DEMOCRAT</b>			
BOND Andrew	BOND Sandra	GERAGHTY Olivia (Polly)	HOGG Christian
SEAGER Jade	SHAHEED Ann	SHAHEED Asif	WIGGIN Chris
<b>PETERBOUGH FIRST (Independent)</b>			
ANTUNES Rogerio	BOYCE Neil	BISBY Ray	ELSEY Gavin
FAROOQ Mohammed	FAROOQ Saqib	FOX John	FOX Judy
HARPER Chris	HILLER Peter	HILLIER Sarah	HOWARD John
ORMSTON Mark	RUSH Brian		
<b>INDEPENDENT</b>			
BARKHAM Simon	KNIGHT Kirsty	RANGZEB Mohammed	STEVENSON Julie

CONSERVATIVE = 11      LABOUR = 19      LIBERAL DEMOCRATS = 8      PETERBOROUGH FIRST = 14

GREEN = 4      INDEPENDENT = 4      **TOTAL = 60**

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<b>ANNUAL COUNCIL</b>	<b>AGENDA ITEM No. 7</b>
<b>20 MAY 2024</b>	<b>PUBLIC REPORT</b>

Report of:	Adesuwa Omoregie, Interim Director of Legal and Governance (Monitoring Officer)
Contact Officer(s):	Rachel Edwards, Head of Constitutional Services Charlotte Cameron, Senior Democratic Services Officer

## **APPOINTMENT OF THE EXECUTIVE AND THE LEADER’S SCHEME OF DELEGATION**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Interim Director of Legal and Governance (Monitoring Officer)	<b>Deadline date:</b> N/A
<p>It is recommended that Council:</p> <ol style="list-style-type: none"> <li>1. Notes the members who have been appointed to the Cabinet by the Leader and the Leader’s Scheme of Delegation to Cabinet Members and officers (<b>Appendix 1</b> and <b>Appendix 2</b> to be tabled).</li> <li>2. Notes the Appointments to the Shareholder Cabinet Committee (<b>Appendix 3</b> to be tabled)</li> <li>3. Delegates authority to the Interim Director of Legal and Governance and Monitoring Officer to update the constitution to reflect the changes set out in recommendations 1 and 2.</li> </ol>	

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

- 1.1 All Executive functions are delegated to the Leader of the Council who may then delegate further to Cabinet committees of the Cabinet, Cabinet Members, and officers.

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

- 2.1 At its meeting in October 2010, Council adopted the Leader and Cabinet executive model. This took effect from May 2011. Therefore, from May 2011 and every fourth year thereafter, at its Annual Meeting, the Council elects the Leader of the Council. The current Leader, Councillor Mohammed Farooq, was elected at the Full Council meeting on 1 November 2023 for a period of four years, ending at the close of the 2027/28 municipal year.

### **3. DELEGATION TO CABINET MEMBERS AND OFFICERS**

- 3.1 The Leader can appoint up to nine other Members to form the Executive. Peterborough City Council uses the term Cabinet to describe its Executive.
- 3.2 The Leader must appoint the membership of the Shareholder Cabinet Committee and the Chair of this Committee, as set out in **Appendix 3** (to be tabled).
- 3.3 The Leader is only required to confirm the appointment of the Cabinet and delegations of his executive functions to Cabinet, and Cabinet committees, including any Cabinet members and officers, to the Council meeting (**Appendix 1** and **Appendix 2** to be tabled).

#### **4. IMPLICATIONS**

##### **Financial Implications**

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

##### **Legal Implications**

4.2 There are no legal implications arising from this report. These are statutory requirements.

##### **Equalities Implications**

4.3 There are no equalities implications arising from this report.

#### **5. BACKGROUND DOCUMENTS**

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

5.1 Peterborough City Council's Constitution

#### **6. APPENDICES**

6.1 **Appendix 1** – Peterborough City Council Constitution, Part 3, Delegations Section 3 - Executive Functions (to be tabled)

6.2 **Appendix 2** – Peterborough City Council Constitution, Part 3, Delegations Section 3 – Officer Delegations (to be tabled)

6.3 **Appendix 3** – Shareholder Cabinet Committee Membership (to be tabled)

<b>ANNUAL COUNCIL</b>	<b>AGENDA ITEM No. 8</b>
<b>20 MAY 2024</b>	<b>PUBLIC REPORT</b>

Report of:	Adesuwa Omoregie, Interim Director of Legal and Governance (Monitoring Officer)
Contact Officer(s):	Rachel Edwards, Head of Constitutional Services Charlotte Cameron, Senior Democratic Services Officer

## COMMITTEE STRUCTURE 2024/25

RECOMMENDATIONS	
<b>FROM:</b> Interim Director of Legal and Governance (Monitoring Officer)	<b>Deadline date:</b> N/A
<p>It is recommended that Council:</p> <ol style="list-style-type: none"> <li>Approves the following Committees for the 2024/25 municipal year: <ul style="list-style-type: none"> <li><u>Ordinary Committees subject to political balance seat allocations:</u> <ul style="list-style-type: none"> <li>Climate Change and Environment Scrutiny Committee</li> <li>Growth, Resources, and Communities Scrutiny Committee</li> <li>Adults and Health Scrutiny Committee</li> <li>Children and Education Scrutiny Committee</li> <li>Employment Committee</li> <li>Licensing Committee</li> <li>Planning and Environmental Protection Committee</li> <li>Appeals and Planning Review Committee</li> <li>Audit Committee</li> <li>Corporate Parenting Committee</li> <li>Constitution and Ethics Committee</li> <li>Investigation and Disciplinary Committee</li> <li>Appeals Committee</li> </ul> </li> <li><u>Other bodies to which Section 15 Local Government and Housing Act 1989 does not apply</u> <ul style="list-style-type: none"> <li>Joint Cambridgeshire and Peterborough Health and Wellbeing Board/Integrated Care Partnership</li> <li>Licensing Act 2003 Sub-Committee</li> </ul> </li> </ul> </li> <li>Approves the committee terms of reference set out in the Regulatory Committee Functions and the Overview and Scrutiny Functions (<b>Appendix 1</b> and <b>Appendix 2</b> to be tabled).</li> </ol>	

### 1. PURPOSE AND REASON FOR REPORT

- The Constitution requires Full Council at the annual business meeting to decide which committees to establish for the municipal year and the size and terms of reference for those committees.

## 2. BACKGROUND AND KEY ISSUES

2.1 The proposed structure is as follows:

Committee
<u>Ordinary Committees subject to political balance seat allocations:</u> Climate Change and Environment Scrutiny Committee Growth, Resources, and Communities Scrutiny Committee Adults and Health Scrutiny Committee Children and Education Scrutiny Committee Employment Committee Licensing Committee Planning and Environmental Protection Committee Appeals and Planning Review Committee Audit Committee Corporate Parenting Committee Constitution and Ethics Committee Investigation and Disciplinary Committee Appeals Committee
<u>Other bodies to which Section 15 LGHA does not apply</u> Joint Cambridgeshire and Peterborough Health and Wellbeing Board/Integrated Care Partnership Licensing Act 2003 Sub-Committee

2.2 The current structure is in accordance with Part 4, Section 1 of the Constitution that states the Council must appoint at least one overview and scrutiny committee and other committees as it considers appropriate to deal with the matters that are neither reserved to Full Council nor are executive (Leader and Cabinet) functions.

## 3. IMPLICATIONS

3.1 There are no financial, legal, or equalities implications arising from these decisions.

## 4. BACKGROUND DOCUMENTS

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

4.1 [Peterborough City Council's Constitution](#)

## 5. APPENDICES

5.1 **Appendix 1** – Peterborough City Council Constitution Part 3, Section 2 – Delegations – Regulatory Committee Functions (to be tabled)

5.2 **Appendix 2** – Peterborough City Constitution Part 3, Section 4 – Overview and Scrutiny Functions (to be tabled)

<b>ANNUAL COUNCIL</b>	<b>AGENDA ITEM No. 9</b>
<b>20 MAY 2024</b>	<b>PUBLIC REPORT</b>

Report of:	Adesuwa Omoregie, Interim Director of Legal and Governance (Monitoring Officer)
Contact Officer(s):	Rachel Edwards, Head of Constitutional Services Charlotte Cameron, Senior Democratic Services Officer

## **POLITICAL BALANCE AND ALLOCATION OF COMMITTEE SEATS**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Interim Director of Legal and Governance (Monitoring Officer)	<b>Deadline date:</b> N/A
<p>It is recommended that Council:</p> <ol style="list-style-type: none"> <li>1. Notes that there are 119 seats on committees.</li> <li>2. Agrees the allocation of seats on those committees subject to political balance arrangements (<b>Appendix 1</b> to be tabled).</li> <li>3. Agrees the allocation of seats on those committees not subject to political balance arrangements (<b>Appendix 2</b> to be tabled).</li> </ol>	

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

- 1.1 The purpose of this report is to approve the allocation of seats on all committees across the Council following the results of the local elections in May 2024.

### **2. ALLOCATION OF SEATS TO POLITICAL GROUPS**

- 2.1 Section 15 of the Local Government and Housing Act 1989 imposes a duty on the City Council at its Annual meeting to review the allocation of seats on its committees between political groups. The section does not apply to the statutory Joint Cambridgeshire and Peterborough Health and Wellbeing Board/Integrated Care Partnership or Licensing Act 2003 Sub-Committee and so the political balance rules are not applied to these (**Appendix 2** to be tabled).
- 2.2 Political Groups are allocated seats proportionate to their size, subject to the majority group being first given a majority of seats on the committees.

### 3. NUMBER OF SEATS ON COMMITTEES

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

Committee	Seats
Climate Change and Environment Scrutiny Committee	11
Growth, Resources, and Communities Scrutiny Committee	11
Adults and Health Scrutiny Committee	11
Children and Education Scrutiny Committee	11
Employment Committee	7
Licensing Committee (Regulatory)	11
Planning and Environmental Protection Committee	11
Appeals and Planning Review Committee	11
Corporate Parenting Committee	11
Audit Committee	7
Constitution and Ethics Committee	7
Appeals Committee	5
Investigation and Disciplinary Committee	5
<b>TOTAL</b>	<b>119</b>

### 4. POLITICAL PROPORTIONALITY

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

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

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

$$\frac{\text{No of Group Members} \times 100}{60}$$

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

Group	Conse rvative	Labour	Lib Dems	Peterbor ough First	Green	Non- aligned	Total
Councillors (in Groups)	11	19	8	14	4	4	60.00
Proportionality %	18.33	31.67	13.33	23.33	6.67	6.67	100.0 0

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

$$\frac{\% \text{ from table 1}}{100} \times \frac{\text{Total No of seats available (119) – see above}}{100}$$

## 5. APPLYING THE RULES

5.1 The majority of seats on each committee has to be allocated to the political group that forms the majority of the authority's membership to comply with the second principle (paragraph 4.1(b)). Under the current structure there are committees of 7 members and 11 members. To ensure compliance with s15 of the Local Government and Housing Act 1989, the majority group has to be allocated:

- 1) 4 of the 7 seats for committees of 7
- 2) 6 of the 11 seats for committees of 11

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

5.3 The allocations of seats between the political groups for each committee are set out in **Appendix 1** (to be tabled) based on a total of 119 seats. This allocation as outlined is the current political make-up of all the committee's concerned.

## 6. APPOINTMENTS EXEMPTED FROM POLITICAL BALANCE

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

- Joint Cambridgeshire and Peterborough Health and Wellbeing Board/Integrated Care Partnership
- Licensing Act 2003 Sub-Committee

6.2 These Committees have statutory exemption from the political balance calculations. As agreed at the Annual Council meeting the membership of the Licensing Act 2003 Sub-Committee reflects the same membership as the Licensing Committee (Regulatory). The Joint Cambridgeshire and

Peterborough Health and Wellbeing Board/Integrated Care Partnership has a prescribed membership.

## **7. IMPLICATIONS**

### **Financial Implications**

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

### **Legal Implications**

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

### **Equalities Implications**

7.3 There are no equalities implications arising from this report.

## **8. BACKGROUND DOCUMENTS**

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

8.1 [Peterborough City Council's Constitution](#)

## **9. APPENDICES**

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

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



<b>ANNUAL COUNCIL</b>	<b>AGENDA ITEM No. 10</b>
<b>20 MAY 2024</b>	<b>PUBLIC REPORT</b>

Report of:	Adesuwa Omoregie, Interim Director of Legal and Governance (Monitoring Officer)
Contact Officer(s):	Rachel Edwards, Head of Constitutional Services Charlotte Cameron, Senior Democratic Services Officer

## **APPOINTMENTS TO COMMITTEES AND OTHER AUTHORITIES**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Interim Director of Legal and Governance (Monitoring Officer)	<b>Deadline date:</b> N/A
<p>It is recommended that Council:</p> <ol style="list-style-type: none"> <li>1. Agrees appointment of members of those committees where the allocation of seats has been determined under Agenda Item 9 (<b>Item 9 Appendices 1 and 2</b> to be tabled).</li> <li>2. Approves the appointment of the Chair and Vice-Chair of each of the Council's committees as set out in <b>Appendix 1</b> to be tabled.</li> <li>3. Approves the appointment of the non-elected members of committees, as described at paragraph 2.3 of the report.</li> <li>4. Approves the following appointments or nominations for the 2024/2025 municipal year: <ol style="list-style-type: none"> <li>a) The Leader of the Council to act as the Council's appointee to the Cambridgeshire and Peterborough Combined Authority Board and one substitute member (<b>Appendix 4</b> to be tabled).</li> <li>b) The nomination of two members to the Cambridgeshire and Peterborough Combined Authority Overview and Scrutiny Committee, and two substitute members from the same political parties as those nominated (<b>Appendix 4</b> to be tabled).</li> <li>c) The nomination of one member to the Cambridgeshire and Peterborough Combined Authority Audit and Governance Committee and one substitute member from the same political party (<b>Appendix 4</b> to be tabled).</li> <li>d) The appointment of two members to the Police and Crime Panel and two substitute members from the same political parties as those appointed (<b>Appendix 4</b> to be tabled).</li> <li>e) The appointment of four members to the Fire Authority and four substitute members from the same political parties as those appointed (<b>Appendix 4</b> to be tabled).</li> </ol> </li> <li>5. Approves the appointment of a position of Armed Forces Champion, as set out in <b>Appendix 1</b> (to be tabled).</li> <li>6. Notes the appointments to other outside bodies and other organisations, as set out in <b>Appendix 5</b> (to be tabled).</li> <li>7. Authorises the Monitoring Officer as Proper Officer, in respect of any other appointments to be made, to carry out the wishes of the Leaders of Political Groups in allocating Members to</li> </ol>	

committees or other authorities, and to appoint those Members with effect from the date at which the Proper Officer is advised of the names of such Members.

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

- 1.1 In accordance with the Constitution, Full Council must appoint the members, the Chair, and the Vice-Chair of non-executive committees. Full Council must also make the relevant appointments to the Cambridgeshire and Peterborough Combined Authority, Police and Crime Panel, and Fire Authority for the municipal year 2024/25.

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

### **2.1 Committee Appointments**

- 2.1.1 The Council must approve which councillors should be appointed to each of its committees at its annual meeting.
- 2.1.2 The list of available appointments has been circulated to the political groups and the wishes of each group is to be confirmed at the annual meeting.

### **2.2 Committee Chairs and Vice-Chairs**

- 2.2.1 The Council must decide which Councillors to appoint as the Chair and Vice-Chair of its committees at its annual meeting.

### **2.3 Non-Elected Committee Membership**

- 2.3.1 The Council is required under the Parent Governor Representative (England) Regulations 2001 to appoint parent governor representatives to any scrutiny committee which considers education issues. Schedule 1 (paragraph 7) of the Local Government Act 2000 similarly requires that the Church of England and Roman Catholic churches may each nominate a co-opted member with voting rights. The voting rights of the faith and parent governor representatives only apply when the Scrutiny Committee is considering educational matters; for other issues the co-opted members may participate in the debate but not vote.
- 2.3.2 Education matters are discussed at the Children and Education Scrutiny Committee and all of the education co-opted members need to be formal members of this Committee.
- 2.3.3 The education co-opted members for the year will be:
- Andrew Read, Statutory Education Co-opted Member Representing the Church of England (nominated substitute VACANT)
  - Dr Andy Stone, Statutory Education Co-opted Member Representing the Roman Catholic Church (nominated substitute VACANT)
  - VACANT, Parent Governor Representative
- 2.3.4 Under their Terms of Reference, as agreed by Council, Scrutiny Committee may co-opt up to four additional non-voting members. There must be at least one non-voting position reserved for a Parish Councillor from a rural area with one substitute member. The Parish Council Liaison Committee will provide nominations for these.
- 2.3.5 The Council is required under the Localism Act 2011 to appoint at least one independent person of the Council. The role of the Independent Person is to oversee the process for dealing with allegations that a member has breached the Member's Code of Conduct.
- 2.3.6 The Independent Person for the year will be Gillian Holmes.

- 2.3.7 The Joint Cambridgeshire and Peterborough Health and Wellbeing Board/Integrated Care Partnership has appointed to it certain post holders under the Board's terms of reference.
- 2.3.8 The Audit Committee can appoint Independent Persons. At a meeting on 26 January 2022 Council appointed the following to sit as independent Members of the Audit Committee for a period of 4 years, to end in May 2026:

Daniel Schumann (Chair) - Appointed 1 November 2023 – September 2027 on 1 November following resignation of previous Chair.

Mike Langhorn  
Dr Stuart Green

- 2.3.9 Any other independent persons appointed may be subject to statutory regulation or are delegated under the Council's Constitution to the individual committee.

## 2.4 Cambridgeshire and Peterborough Combined Authority

### Board

- 2.4.1 In accordance with the Cambridgeshire and Peterborough Combined Authority Order 2017, each Constituent Council must appoint one of its elected members and a substitute member to the Combined Authority. Each Council made these appointments at its respective Council meeting in May 2017 for the 2017/18 municipal year and is requested to do so for each subsequent municipal year. The Council is now asked to appoint members and substitute members for the municipal year 2024/25.

### Non-Executive Committees

- 2.4.2 The Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2016 requires the Combined Authority to establish an Overview and Scrutiny Committee and an Audit Committee. The Order sets out the rules for membership. The membership of the Overview and Scrutiny and the Audit Committees as a whole should reflect so far as reasonably practicable the balance of political parties of the constituent councils when taken together. The balance is based on membership of political parties, not political groups, on constituent councils across Cambridgeshire and Peterborough.

On 2 May 2024, there were local elections for Cambridge City Council and Peterborough City Council. The Combined Authority has reviewed the political balance on constituent councils and has requested constituent councils to make the following appointments to these committees.

### Overview and Scrutiny Committee

- 2.4.3 The Combined Authority agreed that to ensure an equitable representation across each constituent authority, two members from each council should be appointed to the Overview and Scrutiny Committee representing a total membership of fourteen members.

The Council is required to nominate two members to the Overview and Scrutiny Committee for the municipal year 2024/25 based on the political balance set out in **Appendix 2**.

The appointments made can be found in **Appendix 4 (to be tabled)**.

### Audit and Governance Committee

- 2.4.4 The Combined Authority agreed to establish an Audit and Governance Committee consisting of seven constituent members: one member from each constituent council.

The Council is required to nominate one member to sit on the Audit and Governance Committee for the municipal year 2024/25 based on the political balance set out in **Appendix 3**.

The appointments made can be found in **Appendix 4** (to be tabled).

#### 2.4.5 Substitute Members

2.4.6 The Combined Authority has agreed that substitute members should be appointed for each position on the Audit and Governance Committee and the Overview and Scrutiny Committee. Any substitute members should come from the same party as the Member they are substituting for to maintain political balance.

2.4.7 For the Overview and Scrutiny Committee, if constituent councils have appointed members from the same political parties, those Councils might only wish to appoint one substitute rather than two. The quorum set down in legislation is two thirds of the total membership. Therefore, it is preferable to appoint two members in case both members are absent from a meeting and need to substitute.

#### Consequential Changes

2.4.8 If there are consequential changes to the overall political balance, the Combined Authority may need to review the membership and the allocation of seats to political parties on the above committees. The Monitoring Officer will advise constituent councils if any subsequent changes have been necessary, and whether any changes need to be made to their nominations.

2.4.9 If there is no provision in constituent council's standing orders, the Council may wish to consider giving delegated powers for the Chief Executive to approve any consequential changes to these appointments in consultation with the relevant Party Group leaders.

### **2.5 Cambridgeshire Police and Crime Panel**

2.5.1 The Council is required to appoint 2 members – as determined by the political make-up across the Cambridgeshire and Peterborough Authority Areas when taken together – established by the Police Reform and Social Responsibility Act 2011. There are 13 seats on the Cambridgeshire Police and Crime Panel, 2 of which are Independent Members.

### **2.6 Cambridgeshire and Peterborough Fire Authority**

2.6.1 There are 17 seats on the Cambridgeshire and Peterborough Fire Authority, 4 of which are allocated to Peterborough City Council representatives. The seats are allocated on a proportionate basis.

### **2.7 Armed Forces Champion**

2.7.1 The Council has previously appointed Councillor John Fox as the Armed Forces Champion, in line with the Armed Forces Covenant, signed in 2013. The proposed representative to this position for the upcoming municipal year is set out in **Appendix 1** (to be tabled).

## **3. CONSULTATION**

3.1 Consultation has been undertaken with all Group Leaders to ensure that the appointments and nominations proposed reflect their Groups wishes.

## **4. IMPLICATIONS**

### **Financial Implications**

4.1 In accordance with the Cambridgeshire and Peterborough Combined Authority Order 2017, no remuneration is to be payable by the Combined Authority to its members.

## **Legal Implications**

- 4.2 The legal implications are set out in the report. The Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2016 requires a combined authority to ensure that the members of the committee taken as a whole reflect so far as reasonably practicable the balance of political parties for the time being prevailing among members of the constituent councils when taken together.

## **Equalities Implications**

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

## **5. BACKGROUND DOCUMENTS**

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

- 5.1 [Policing and Crime Act 2017](#)

- 5.2 [Peterborough City Council Constitution](#)

## **6. APPENDICES**

- 6.1 **Appendix 1** – Committee Membership, Chairs and Vice-Chairs (to be tabled)
- 6.2 **Appendix 2** – Cambridgeshire and Peterborough Combined Authority Overview and Scrutiny Committee political balance calculations
- 6.3 **Appendix 3** – Cambridgeshire and Peterborough Combined Authority Audit and Governance Committee political balance calculations
- 6.4 **Appendix 4** – Appointments and Nominations to Other Authorities (to be tabled)
- 6.5 **Appendix 5** – Appointments to outside bodies and other organisations (to be tabled)

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**Overview and Scrutiny Committee of 14  
POLITICAL BALANCE ACROSS THE COUNTY as at 3 May 2024**

	Total	Vacancy	Conservative	Labour	Liberal Democrats	Independent	Green	St. Neots Independent	Peterborough First	Total (exc. Ind)	Entitlement
CAMBRIDGESHIRE	2		22	9	23	6		1		55	1 Con; 1 Lib Dem
CAMBRIDGE CITY	2		1	25	10	1	5			41	2 Lab
EAST CAMBS.	2		15		13					28	1 Con; 1 Lib Dem
FENLAND	2		35		2	6				37	2 Con
HUNTINGDONSHIRE	2		20	4	12	15	1			37	1 Con; 1 Lib Dem
PETERBOROUGH	2		11	19	8	4	4		14	56	1 Lab; 1 Peterborough First
SOUTH CAMBS.	2		9		35	1				44	2 Lib Dem
<b>TOTAL</b>	<b>14</b>	<b>0</b>	<b>113</b>	<b>57</b>	<b>103</b>	<b>33</b>	<b>10</b>	<b>1</b>	<b>14</b>	<b>298</b>	
POLITICAL BALANCE %			37.92	19.13	34.56		3.36	0.34	4.70		
<b>Seat allocation</b>			<b>5</b>	<b>3</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>14</b>	
Committee seat allocation	14		5.30872	2.6779	4.8389	0	0.4698	0.047	0.6577		

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**Audit and Governance Committee of Seven**  
**POLITICAL BALANCE ACROSS THE COUNTY as at 3 May 2024**

	Total	Vacancy	Conservative	Labour	Liberal Democrats	Independent	Green	St. Neots Independent	Peterborough First	Total (exc. Ind)	Entitlement
CAMBRIDGESHIRE	1		22	9	23	6		1		55	1 Liberal Democrat
CAMBRIDGE CITY	1		1	25	10	1	5			41	1 Labour
EAST CAMBS.	1		15		13					28	1 Conservative
FENLAND	1		35		2	6				37	1 Conservative
HUNTINGDONSHIRE	1		20	4	12	15	1			37	1 Conservative
PETERBOROUGH	1		11	19	8	4	4		14	56	1 Liberal Democrat
SOUTH CAMBS.	1		9		35	1				44	1 Liberal Democrat
<b>TOTAL</b>	<b>7</b>	<b>0</b>	<b>113</b>	<b>57</b>	<b>103</b>	<b>33</b>	<b>10</b>	<b>1</b>	<b>14</b>	<b>298</b>	
POLITICAL BALANCE %			37.92	19.13	34.56		3.36	0.34	4.70		
<b>Seat allocation</b>			<b>3</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7</b>	
Committee seat allocation	7		2.6544	1.3389	2.4195	0	0.2349	0.02349	0.32886		

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<b>ANNUAL COUNCIL</b>	<b>AGENDA ITEM No. 11</b>
<b>20 MAY 2024</b>	<b>PUBLIC REPORT</b>

Report of:	Adesuwa Omoregie, Interim Director of Legal and Governance (Monitoring Officer)
Contact Officer(s):	Rachel Edwards, Head of Constitutional Services Charlotte Cameron, Senior Democratic Services Officer

## CALENDAR OF MEETINGS 2024/25

RECOMMENDATIONS	
<b>FROM:</b> Interim Director of Legal and Governance (Monitoring Officer)	<b>Deadline date:</b> N/A
It is recommended that Council approve the Calendar of Meetings included at <b>Appendix 1</b> for 2024/2025.	

### 1. PURPOSE AND REASON FOR REPORT

- 1.1 The Council at its annual meeting will agree the date and time of ordinary meetings of Council (and its committees) for the forthcoming municipal year.
- 1.2 Members are asked to agree the calendar of the Council for the 2024/2025 municipal year.

### 2. CONSULTATION

- 2.1 Relevant internal officers have been consulted when drafting the calendar of meetings. The calendar was submitted to Group Leaders for comment to obtain the views of Members.

### 3. IMPLICATIONS

#### Financial Implications

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

#### Legal Implications

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

### 4. BACKGROUND DOCUMENTS

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

- 4.1 None.

### 5. APPENDICES

- 5.1 **Appendix 1** – Calendar of Meetings 2024/2025

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**Ramadan/Eid Dates**

**2024**

Eid al-Adha - Wednesday 28 June - Sunday 2 July

**2025**

Ramadan - 28 February 2025 - 29 March 2025

Eid al-Fitr - 30 March to 31 March 2025

**Other Muslim Holidays**

Isra and Mi'raj - 26 January & 27 January 2025

Laylatul Qadr 27 March 2025

**Hindu Holidays**

Diwali - 31 October 2024

**School Term Times**

May Half term 27th - 31 May 2024

Term ends 23rd July 2023

Terms starts 3rd September 2024

October Half Term 28th October - 1st November 2024

Term ends 20th December 2024

Term starts 6th January 2025

Half term 17th - 21st February 2025

Term ends 4th April 2025

Term starts 22nd April 2025

**Easter 2025**

Easter - 19 April - 21 April 2025

<b>COUNCIL</b>	AGENDA ITEM No. 12a.
<b>20 MAY 2024</b>	<b>PUBLIC REPORT</b>

**EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL**

**LASTING MEMORIAL FOR THE LATE CHARLES SWIFT OBE**

The Constitution and Ethics Committee, at its meeting on 21 November 2022, received a report in relation to a lasting memorial for the late Charles Swift OBE. A report outlining the reasons for the lasting memorial is attached at Appendix 1.

The Constitution and Ethics Committee recommends that Council approve a lasting memorial for the late Charles Swift OBE.

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<b>COUNCIL</b>	AGENDA ITEM No. 12a
<b>20 MAY 2024</b>	<b>PUBLIC REPORT</b>

Report of:	Rachel Edwards, Head of Constitutional Services	
Contact Officer(s):	Susan Proctor, Executive and Members Services Manager	Tel. 01733 452328

## **LASTING MEMORIAL FOR THE LATE CHARLES SWIFT OBE**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Rachel Edwards, Head of Constitutional Services	<b>Deadline date:</b> May 2024
<p>It is recommended that Council:</p> <ol style="list-style-type: none"> <li>1. Approve a lasting memorial to the late Charles Swift OBE</li> <li>2. Approve the renaming of the square adjacent to Sand Martin House and agree for the installation of a memorial plaque.</li> </ol>	

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

- 1.1 The purpose of this report is for Council to agree to the renaming of the square adjacent to Sand Martin House to Charles Swift Square and to the installation of a memorial plaque.

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

- 2.1 Former Councillor and Mayor Charles Swift passed away on 16 August 2022.

Charles was elected to the North Ward on 1 July 1954, becoming the youngest ever member of the city council at the age of 23.

Charles served residents there until 2016 when he retired after 62 years' service and was believed to be the longest serving city councillor in the Country.

Charles led the Council, as well as being Mayor and Deputy Mayor for the City.

Charles played a key role in the biggest development period of the city in the 1960's.

In 1985 he was awarded an OBE for services to public and he also received the Freedom of the City for Peterborough.

It was understood that Charles was the longest serving Councillor in the Country.

Charles stood down from the Council in 2016 after serving 62 years.

### **3. CORPORATE PRIORITIES**

- 3.1 The recommendations links to the Sustainable Future City Council Corporate Priorities and recognises the hard work and dedication that the late Charles Swift OBE gave to the City of Peterborough and the wards that he was elected to serve.

#### **4. CONSULTATION**

- 4.1 Under Section 18 of the Public Health Act 1925 the Council are required to display a notice of the proposed change for at least 1 month. This notice has been displayed at the square adjacent to Sandmartin House and no objections have been received.

Further discussion has taken place with Aragon and the emergency services who confirmed that there would be no impact to the renaming of the square.

#### **5. IMPLICATIONS**

##### **Financial Implications**

- 5.1 This will be covered by existing budgets.

##### **Legal Implications**

- 5.2 *None.*

##### **Equalities Implications**

- 5.3 *None.*

#### **6. BACKGROUND DOCUMENTS**

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

*None.*

#### **7. Appendices**

*None.*

<b>COUNCIL</b>	<b>AGENDA ITEM No. 12b</b>
<b>20 MAY 2024</b>	<b>PUBLIC REPORT</b>

Report of:	John Gregg, Executive Director Children's Services	
Cabinet Member(s) responsible:	Councillor Bisby, Cabinet Member for Children's Services	
Contact Officer(s):	Michaela Berry, Acting Head of Service for Corporate Parenting	Tel. 07930 832309

**PETERBOROUGH CITY COUNCIL LOCAL OFFER FOR CARE LEAVERS**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> The Executive Director of Children's Services	<b>Deadline date:</b> 20 <sup>th</sup> May 2024
It is recommended that Council approve of the 100% Council Tax discount for care leavers with effect from 1 April 2024.	

**1. ORIGIN OF REPORT**

1.1 This report is submitted to Council for approval of the proposal to introduce a 100% council tax discount. Cabinet approved a number of recommendations in respect of the care leavers report which at the meeting on 22 March 2024. A copy of the cabinet report which sets out the background is included at Appendix 1.

**2. PURPOSE AND REASON FOR REPORT**

The purpose of this report is to seek approval of the 100% Council tax discount for care leavers with effect from 1 April 2024.

This report is for Council 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.

3.2.9 To promote the Council's corporate and key strategies and Peterborough's Community Strategy and approve strategies and cross-cutting programmes not included within the Council's major policy and budget framework.

**3. TIMESCALES**

Is this a Major Policy Item/Statutory Plan?		If yes, date for Cabinet meeting	22 March 2024
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**4. BACKGROUND AND KEY ISSUES**

4.1.1 As corporate parents in Peterborough we know that our current local offer is not good enough to be assured that our care leavers have the best chances of achieving their potential. In part this is due to a lack of focus on our local young people. Officers had already identified that the local offer was lacking and falling behind that of other local authorities. Ofsted confirmed this

assessment and raised concerns about the current situation during their recent inspection of children's services. As a result, the underdevelopment of our local offer contributed to Ofsted judging that the experience and progress of our care leavers is inadequate.

#### 4.1.2 **Ofsted report January 2024:**

Throughout the local authority, there has been a lack of ambition for care leavers.' 'The local offer for care leavers is underdeveloped.' 'Support for social and leisure needs is particularly limited.' 'Financial support to access Wi-Fi is not routinely provided.' 'Plans are only being developed now to offer gym passes.' 'Care leavers with relatively modest requests for support with leisure activities face difficulties accessing this support, even when it could make a significant difference to their emotional wellbeing

#### 4.1.3 **Councillor Sandra Bond's Motion 6th December 2023:**

Responding to the motion submitted by Councillor Sandra Bond, Council resolved to; Formally agree to work on a cross-party basis regarding improving outcomes for children, whilst discharging the Council's corporate parenting responsibilities. Establish a cross-party working group with elected members, officers, and care leavers to develop a revised and fully costed set of proposals in the form of a revised care leaver local offer that reflects our aspiration to be the best corporate parent we can be.

#### 4.1.4 **The importance of the Local Offer**

Young people leaving care constitute one of the most vulnerable groups in our society, their outcomes remain much worse than for their counterparts. This has already been recognised by the Council's agreement on 26 July 2023 that Care Experience is to be regarded as a protected characteristic.

The care leaver's local offer is a statutory requirement under the Children and Social Work Act (2017) it mandates local authorities to provide a range of services and support to care leavers up to the age of 25. The purpose is to ensure that care leavers receive consistent and comprehensive support as they transition into adulthood.

"Whilst we cannot mitigate the impact of all of the disadvantages that care leavers have experienced, we can ensure that as a society we do as much as we can to help care leavers overcome them." (Keep on Caring 2016)

The local offer should include information about what must be provided by law as well as any extra and/or discretionary support offered by a local authority. It is in the areas of extra and/or discretionary support that Peterborough has fallen behind other authorities.

## 4.2 **Corporate Parenting**

4.2.1 The Children and Social Work Act (2017) requires local authorities to have regard to seven corporate parenting principles when discharging their functions in relation to looked-after children and care leavers. The local offer should set out what support all local authority departments will provide (not just Children's Services), having regard to the corporate parenting principles detailed below.

- To act in the best interests, and promote the physical and mental health and wellbeing, of those children and young people.
- To encourage those children and young people to express their views, wishes and feelings.
- To take into account the views, wishes and feelings of those children and young people.
- To help those children and young people gain access to, and make the best use of, services provided by the local authority and its relevant partners.
- To promote high aspirations, and seek to secure the best outcomes, for those children and young people

- For those children and young people to be safe, and for stability in their home lives, relationships and education or work; and
- To prepare those children and young people for adulthood and independent living

#### 4.2.2 **Recommendations**

Council is recommended to approve of the 100% Council Tax discount for care leavers. with effect from 1 April 2024.

### 5. **CORPORATE PRIORITIES**

5.1 This recommendation specifically links to:

Corporate Priority 2 - particularly that we want our care leavers to benefit from early intervention by mental health and wellbeing services and that as potentially vulnerable residents they are protected from harm, are self-reliant and live in a protective community.

Corporate Priority 3 – specifically refers to care leavers being able to access a good, enhanced local offer that meets their health, education, housing and employment needs. Further, that young people are safe from harm and lead healthy lives.

### 6. **CONSULTATION**

6.1 We have consulted with our Care Leavers, relevant elected members, and officers in other Local Authorities in the development of this report. A meeting with elected members took place on the 6th March 2024. Cabinet approved the recommendations on March 2024.

6.2 We will be consulting with other Local Authorities on an ongoing basis to learn about best practice throughout the development of the Local Offer. We will continue to consult with our Care Leavers about the design and implementation of the Local Offer, at each stage. A lead officer will be consulting with member of the National Leaving Care Bench Marking Forum

6.3 Has this recommendation been considered by the below? If not, please provide reasoning.

- Corporate Leadership Team (CLT) - Yes
- Cabinet Policy Forum (CPF) – Yes
- Cross party agreement to further consideration of this revised local offer is in place (Motion 6/12/23).

### 7.0 **ANTICIPATED OUTCOMES OR IMPACT**

7.1 The anticipated outcome is to address issues acknowledged by senior leaders and officers and to address concerns identified by Ofsted in the November 2023 inspection. Ofsted's finding is that our current services for Care Leavers are Inadequate. The anticipated outcome of implementing the recommendations within this report are that we can address significant objectives within the Children's Services improvement plan and improve the lives and experiences of our Care Leavers.

### 8.0 **REASON FOR THE RECOMMENDATION**

8.1 To address the findings of the November 2023 Ofsted inspection and improve the local offer for care leavers.

### 9 **ALTERNATIVE OPTIONS CONSIDERED**

9.1 The status quo is an alternative but there are significant implications for the council in terms of potential action by the Department for Education if we do not act to make improvements without delay.

## 10 **COMPLICATIONS**

### 10.1 **Financial Implications**

With the time that has been available to look at the financial implications of all the options above and the cohort has been difficult to quantify therefore the financial implications are based on best estimate. A monitoring process will be put in place to quantify going forward what has been requested from each category so that budgets can be adjusted in future rounds budget setting.

At this stage the report identifies additional unbudgeted cost of £142k. In 2024/25 this will either need to be funded within the current service budget or reserves. it will be incorporated within the budget from 2025/26 onwards.

### 10.2 **Legal Implications**

The Care Leaver's Local Offer is a statutory requirement under the Children and Social Work Act 2017, This requires local authorities to provide a range of services and support to care leavers up to the age of 25. The purpose is to ensure that care leavers receive consistent and comprehensive support as they transition into adulthood.

The decision to introduce a 100% Council Tax discount for care leaver is a non-executive decision which is the reason why Cabinet was only able to recommend the decision to Full Council rather than take the decision itself

### 10.3 **Equalities Implications**

Consideration of Equalities implications will be considered as each of the proposed changes to the care leaver offer proposals are implemented.

10.4 This report has direct and significant implications for Children in Care and Care Leavers.

## 11. **BACKGROUND DOCUMENTS**

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

- 11.1 [Care Leavers Local Offer - Peterborough City Council](#)  
[Local Offer for Care Leavers: Overview | Essex County Council](#)  
[Supporting Young People from Care to Independence \(publishing.service.gov.uk\)](#)  
[50238583 \(ofsted.gov.uk\)](#)  
[Local offer guidance \(publishing.service.gov.uk\)](#)  
[Applying corporate parenting principles to looked-after children and care leavers \(publishing.service.gov.uk\)](#)

## 12 **APPENDICES**

- 12.1 Appendix 1 – Original Cabinet Report - Peterborough City Council Local Offer for Care Leavers

Appendix 1

<b>CABINET</b>	<b>AGENDA ITEM No. 5</b>
<b>22 MARCH 2024</b>	<b>PUBLIC REPORT</b>

Report of:	John Gregg, Executive Director Children's Services	
Cabinet Member(s) responsible:	Councillor Bisby, Cabinet Member for Children's Services	
Contact Officer(s):	Michaela Berry, Acting Head of Service for Corporate Parenting	Tel. 07930 832309

**PETERBOROUGH CITY COUNCIL LOCAL OFFER FOR CARE LEAVERS**

RECOMMENDATIONS	
<b>FROM:</b> The Executive Director of Children's Services	<b>Deadline date:</b> 31 <sup>st</sup> March 2024
<p>1. Cabinet is recommended to agree the Phase 1 proposal to improve and extend the Council's local offer to care leavers included at paragraph 4.35 of this report and that the Phase 1 proposal can be implemented with immediate effect.</p> <p>2. Cabinet is recommended to note that a Phase 2 proposal to further extend and improve the Council's local offer to care leavers will be submitted for approval by Cabinet as soon as it is completed.</p> <p>3. Cabinet agrees to recommend to Council approval of the 100% Council Tax discount for care leavers. with effect from 1 April 2024.</p>	

**1. ORIGIN OF REPORT**

1.1 This report is submitted to Cabinet in relation to the Care Leaver Motion submitted by Cllr Bond which was approved on 6 December 2023.

**2. PURPOSE AND REASON FOR REPORT**

2.1 The purpose of this report is to seek approval from Cabinet on changes to the care leavers offer and approve funding for delivery.

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.

3.2.9 To promote the Council's corporate and key strategies and Peterborough's Community Strategy and approve strategies and cross-cutting programmes not included within the Council's major policy and budget framework.

### 3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	NO	If yes, date for Cabinet meeting	22 March 2024
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### 4. BACKGROUND AND KEY ISSUES

A good corporate parent regards their local care leavers as they would their own children. They have high aspirations and will provide a good standard of care, support, and encouragement, enabling care leavers to become independent and productive members of their community.

#### 4.1 BACKGROUND

4.1.1 As corporate parents in Peterborough we know that our current local offer is not good enough to be assured that our care leavers have the best chances of achieving their potential. In part this is due to a lack of focus on our local young people. Officers had already identified that the local offer was lacking and falling behind that of other local authorities. Ofsted confirmed this assessment and raised concerns about the current situation during their recent inspection of children's services. As a result, the underdevelopment of our local offer contributed to Ofsted judging that the experience and progress of our care leavers is inadequate.

#### Ofsted report January 2024:

4.1.2

*'Throughout the local authority, there has been a lack of ambition for care leavers.'*  
*'The local offer for care leavers is underdeveloped.'*  
*'Support for social and leisure needs is particularly limited.'*  
*'Financial support to access Wi-Fi is not routinely provided.'*  
*'Plans are only being developed now to offer gym passes.'*  
*'Care leavers with relatively modest requests for support with leisure activities face difficulties accessing this support, even when it could make a significant difference to their emotional well-being.'*

4.1.3 **Cllr Bond's Motion 6<sup>th</sup> December 2023:**

Responding to the motion submitted by Cllr Bond, Council resolved to;  
*Formally agree to work on a cross-party basis regarding improving outcomes for children, whilst discharging the Council's corporate parenting responsibilities.*  
*Establish a cross-party working group with elected members, officers, and care leavers to develop a revised and fully costed set of proposals in the form of a revised care leaver local offer that reflects our aspiration to be the best corporate parent we can be.*

4.1.4

#### **The importance of the Local Offer**

Young people leaving care constitute one of the most vulnerable groups in our society, their outcomes remain much worse than for their counterparts. This has already been recognised by the Council's agreement on 26 July 2023 that Care Experience is to be regarded as a protected characteristic.

The care leaver's local offer is a statutory requirement under the Children and Social Work Act (2017) it mandates local authorities to provide a range of services and support to care leavers up to the age of 25. The purpose is to ensure that care leavers receive consistent and comprehensive support as they transition into adulthood.

*"Whilst we cannot mitigate the impact of all of the disadvantages that care leavers have experienced, we can ensure that as a society we do as much as we can to help care leavers overcome them." (Keep on Caring 2016)*



The local offer should include information about what must be provided by law as well as any extra and/or discretionary support offered by a local authority. It is in the areas of extra and/or discretionary support that Peterborough has fallen behind other authorities.

## 4.2 Corporate Parenting

4.2.1 The Children and Social Work Act (2017) requires local authorities to have regard to seven corporate parenting principles when discharging their functions in relation to looked-after children and care leavers. The local offer should set out what support all local authority departments will provide (not just Children’s Services), having regard to the corporate parenting principles detailed below.

- To act in the best interests, and promote the physical and mental health and wellbeing, of those children and young people.
- To encourage those children and young people to express their views, wishes and feelings.
- To take into account the views, wishes and feelings of those children and young people.
- To help those children and young people gain access to, and make the best use of, services provided by the local authority and its relevant partners.
- To promote high aspirations, and seek to secure the best outcomes, for those children and young people
- For those children and young people to be safe, and for stability in their home lives, relationships and education or work; and
- To prepare those children and young people for adulthood and independent living

## 4.3 2024 Revised Local Offer for Care Leavers

4.3.1 Cabinet is asked to make an early commitment (PHASE 1) to enable rapid improvement of the local offer and is asked to commit to supporting subsequent developments (PHASE 2).

4.3.2 **PHASE 1** - Early commitment, resourcing, and support to provide and improve aspects of the local offer that are singularly funded by Peterborough City Council. This initial phase begins now and will be completed within 2024.

4.3.3 **PHASE 2** - A city wide (non-council) commitment resourced by our statutory partners, local organisations, and businesses. This Phase will include, for example, developing and implementing training flats and developing specific health resources for our care leavers, Phase 2 will complete the support programme for our care leavers and will operate in conjunction with the provisions and services delivered by PCC. This phase will be defined and co-produced with our care leavers and city-wide representatives. A further report to Cabinet will then follow.

4.3.4 In order to demonstrate our commitment to becoming the best corporate parents we can be for care leavers in Peterborough and to provide a good quality and comprehensive local offer we propose the following table. Some of these items are universal, but others will be subject to need as identified as part of the pathway planning. This has been identified for each offer in column 3.

4.35

PHASE 1 2024				
Service or Provision	Proposed v current	Application approach	extra cost	Overview
100% Council Tax discount for Care Leavers until the age of 25 who live in Peterborough.	New	Universal	£90k	Discretionary discount currently in place as part of the Councils Council Tax hardship scheme (under s13a) however this scheme is not guaranteed beyond the current allocation of

				<p>funds and is a bureaucratic route for care leavers.</p> <p>The new process will be easier to follow and supported by the PA's. The discount will also be applied after any other exemptions or discounts have been applied. Eg Single Persons Discount or Local Council Tax Support.</p> <p>It is proposed that this will be effective from 1 April 2024.</p> <p>Phase 2 development to include consideration for our Care Leavers in other LA areas. It is likely there will be an additional cost associated with this.</p>
Gym/leisure passes	New	Universal	£5k	Provided via Vivacity.
Wi-Fi	New	Needs based	**	We do not expect this to be a need for many care leavers as most have access via their accommodation or current phone contracts.
Smartphone	Improved	Needs based	**	Subject to need, one handset per care leaver if needed (more in exceptional circumstances subject to need identified in pathway plan)
Bicycle, helmet and lock	Improved	Needs based	**	Current scheme is too limited, not sufficiently publicised and bikes are not of good quality.
A first shop of essential items	New	Universal	£2k	Essential items such as cleaning products, core food items when move into first fully independent accommodation.
Move of belongings to independent accommodation	New	Universal	**	May be a van or car hire.
Hardship/Flexible fund, to include; Activities Clothing Bills Food And items marked **	New	Needs based	£20k	<p>Access must be easy. Approach is to build social engagement and skills with positive activities such as sport, hobbies, community groups. Also accessible funds for Care Leavers in Need.</p> <p>Application for small one-off payments open to all via their PA as needed.</p> <p><b>All items marked with ** are included in this hardship fund allocation as it is unclear at this point the level of demand</b></p>

Setting up home allowance - £3,000	Already in place	Universal	N/A	The setting up home allowance is spent with the support of the PA.
Passport and provisional licence	Already in place	Universal	N/A	Two forms of ID are provided.
Deposit/first month rent	Already in place	Needs based	N/A	Subject to identification as need in pathway planning.
First TV licence	Already in place	Universal	N/A	
Further education bursary and discretionary support with travel	Already in place	Needs based	N/A	£300 toward course materials.
Up to £2000 higher education bursary	Already in place	Needs based	N/A	Paid in instalments throughout the course.
Travel to visit up to 5 universities/ 1 <sup>st</sup> year university accommodation/ vacation accommodation	Already in place	Needs based	N/A	
Uplift of birthday and festival allowances	Improved	Universal up to age 21	£20k	<b>Current rates</b> Birthday 18 <sup>th</sup> and 21 <sup>st</sup> £25 and 19 <sup>th</sup> and 20 <sup>th</sup> £10 each, Festival 18-21 £10. <b>Proposed rates</b> 18 <sup>th</sup> , 19 <sup>th</sup> and 20 <sup>th</sup> Birthday £50 and 21 <sup>st</sup> birthday £100. Festival allowances 18-21 £50
Driving lessons 10 lessons, one theory and one practical test.	New	Needs based	**	Individual must be positively engaged with Education/Employment/Training for at least 6 months. Must be identified in Pathway Plan.
Clothing allowance uplift.	Improved	Needs based	£5k	Linked to interviews, work circumstances, funeral of close relative etc.
Financial support for prescriptions	New	Needs based	**	Identified in Pathway Plan.
Suitcase	New	Needs based	**	To ensure that all care leavers have good quality bags to move their belongings.
A City Centre Premises for care leavers team and care leavers drop in/support	New	Universal	<b>TBC</b>	To provide access to advice, support, and practical facilities to support development of independence such as shower, washing machine and cooking facilities. This could be co located with premises for the House Project.
<b>Total</b>			<b>£142k</b>	

## Recommendations

4.36

Cabinet is recommended to approve the PHASE 1 proposal to improve and extend our local offer to care leavers and that this can be implemented with immediate effect. There is urgency in the need to evidence an improvement to our local offer. Ofsted will return to Peterborough in July 2024 for their first post inspection monitoring visits. The entire focus of the visit will be the quality and effectiveness of our services to care leavers. An agreed and improved local offer will evidence our commitment to remedy the deficits and prioritise the welfare and experiences of our care leavers

Cabinet is recommended to note that the PHASE 2 proposal to further extend and improve our local offer to care leavers can be submitted for consideration as soon as it is completed.

## **5. CORPORATE PRIORITIES**

5.1 This recommendation specifically links to:

Corporate Priority 2 - particularly that we want our care leavers to benefit from early intervention by mental health and wellbeing services and that as potentially vulnerable residents they are protected from harm, are self-reliant and live in a protective community.

Corporate Priority 3 – specifically refers to care leavers being able to access a good, enhanced local offer that meets their health, education, housing and employment needs. Further, that young people are safe from harm and lead healthy lives.

## **6. CONSULTATION**

6.1 Within the last month we have consulted with our Care Leavers, relevant elected members, and officers in other Local Authorities in the development of this report. A further meeting with elected members took place on the 6<sup>th</sup> March 2024.

6.2 We will be consulting with other Local Authorities on an ongoing basis to learn about best practice throughout the development of the Local Offer. We will continue to consult with our Care Leavers about the design and implementation of the Local Offer, at each stage. A lead officer will be consulting with member of the National Leaving Care Bench Marking Forum.

6.3 *Has this recommendation been considered by the below? If not, please provide reasoning.*

- Corporate Leadership Team (CLT) - Yes
- Cabinet Policy Forum (CPF) – Yes
- Cross party agreement to further consideration of this revised local offer is in place (Motion 6/12/23).

## **7. ANTICIPATED OUTCOMES OR IMPACT**

7.1 The anticipated outcome is to address issues acknowledged by senior leaders and officers and to address concerns identified by Ofsted in the November 2023 inspection. Ofsted's finding is that our current services for Care Leavers are Inadequate. The anticipated outcome of implementing the recommendations within this report are that we can address significant objectives within the Children's Services improvement plan and improve the lives and experiences of our Care Leavers.

## **8. REASON FOR THE RECOMMENDATION**

8.1 To address the findings of the November 2023 Ofsted inspection and improve the local offer for care leavers.

## **9. ALTERNATIVE OPTIONS CONSIDERED**

- 9.1 The status quo is an alternative but there are significant implications for the council in terms of potential action by the Department for Education if we do not act to make improvements without delay.

## 10. IMPLICATIONS

### Financial Implications

- 10.1 With the time that has been available to look at the financial implications of all the options above and the cohort has been difficult to quantify therefore the financial implications are based on best estimate. A monitoring process will be put in place to quantify going forward what has been requested from each category so that budgets can be adjusted in future rounds budget setting.

At this stage the report identifies additional unbudgeted cost of £142k. In 2024/25 this will either need to be funded within the current service budget or reserves. it will be incorporated within the budget from 2025/26 onwards.

### Legal Implications

- 10.2 The Care Leaver's Local Offer is a statutory requirement under the Children and Social Work Act 2017, This requires local authorities to provide a range of services and support to care leavers up to the age of 25. The purpose is to ensure that care leavers receive consistent and comprehensive support as they transition into adulthood.

The decision to introduce a 100% Council Tax discount for care leaver is a non-executive decision which is the reason why Cabinet is only able to recommend the decision to Full Council rather than take the decision itself.

### Equalities Implications

- 10.3 Consideration of Equalities implications will be considered as each of the proposed changes to the care leaver offer proposals are implemented.

### *[Any Other Relevant Implications]*

- 10.4 This report has direct and significant implications for Children in Care and Care Leavers.

## 11. BACKGROUND DOCUMENTS

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

- 11.1 [Care Leavers Local Offer - Peterborough City Council](#)  
[Local Offer for Care Leavers: Overview | Essex County Council](#)  
[Supporting Young People from Care to Independence \(publishing.service.gov.uk\)](#)  
[50238583 \(ofsted.gov.uk\)](#)  
[Local offer guidance \(publishing.service.gov.uk\)](#)  
[Applying corporate parenting principles to looked-after children and care leavers \(publishing.service.gov.uk\)](#)

## 12. APPENDICES

- 12.1 None.

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<b>COUNCIL</b>	AGENDA ITEM No. 12c
<b>20 MAY 2024</b>	PUBLIC REPORT

**EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL**

**EMPLOYMENT COMMITTEE TERMS OF REFERENCE**

The Employment Committee, at its meeting on 10 April 2024, received a report in relation to amendments to their terms of reference. The original report and relevant appendices are attached with this report and can also be found here, under item 3: [Employment Committee 10 April 2024](#).

The Employment Committee recommends to Full Council the adoption of the amended Terms of Reference for the Employment Committee included at Appendix 2.

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<b>EMPLOYMENT COMMITTEE</b>	<b>AGENDA ITEM No. 3</b>
<b>10 APRIL 2024</b>	<b>PUBLIC REPORT</b>

Report of:	Adesuwa Omoregie, Interim Director of Legal and Governance		
Cabinet Member(s) responsible:	Councillor John Howard, Deputy Leader and Cabinet Member for Corporate Governance and Finance		
Contact Officer(s):	Adesuwa Omoregie, Interim Director of Legal and Governance (Monitoring Officer)	Tel.	

## **EMPLOYMENT COMMITTEE TERMS OF REFERENCE**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Interim Director of Legal and Governance (Monitoring Officer)	<b>Deadline date: 10 April 2024</b>
That the Employment Committee recommends to Full Council the adoption of the amended Terms of Reference for the Employment Committee included at Appendix 1.	

### **1. ORIGIN OF REPORT**

- 1.1 This report is submitted to the Employment Committee for the Committee to consider the proposed changes to the Terms of Reference of the Employment Committee, which are proposed in line with the Centre for Governance and Scrutiny recommendations.

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

- 2.1 The purpose of this report is to request that the Employment Committee considers changes to the Terms of Reference of the Employment Committee included at Appendix 1 and determine whether the amended Terms of Reference can be referred to Full Council for approval.
- 2.2 This report is for the Employment Committee to consider under its Terms of Reference No. 3.3.2.2.

To determine employee procedures, including dismissal procedures.

### **3. TIMESCALES**

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

- 4.1 The Council commissioned the Centre for Governance and Scrutiny to undertake a review of the governance arrangements in the Council. One of the recommendations related to the Employment Committee and statutory and chief officer appointments.

- 4.2 The details of the recommendation are set out below:

## Employment Committee

*We heard differing views on the operation of this Committee's express functions based on its wider than usual remit. Specifically, this Committee has a role in the recruitment of Directors and Heads of Service. It is assumed that the Committee also appoints Chief and Statutory Officers given the agendas for this meeting over the past 12 months. We note that the terms of reference has not been considered formally by the Committee for some time (even though it is dated August 2022, it appears from the agenda that it was not taken to the Committee) and therefore, it is opportune for the Committee to undertake a review.*

*We heard strongly that Members value involvement in the appointment of its senior staff, that it provides assurance to Members of their competence and provides the ability for Members to test, directly, the ability of the candidate to interface with Members. Other evidence we collected suggested that it slowed the overall process down and that Member time and expertise was essential to getting the most senior officer appointments right as this is where the majority of Member interface needed to sit. Whilst outside of the scope of this review, we did hear that the candidate experience of engaging with the employment committee, and the organisation and optics around it, was sub optimal. Any future change in respect of the Committee's remit must ensure clearly understood, and mutually arrived at Member / officer boundaries.*

**Recommendation 10:** *That conversations with the Chair and Vice Chair of the Employment Committee, the Head of Paid Service, the Director of HR and the Monitoring Officer commence in which to revisit the terms of reference to reflect the evidence gathered and consider a consolidation of the Committee's role to focus on statutory and Chief Officer appointments only, and to ensure that the work of the Employment Committee aligns with the work of the Council.*

- 4.3 A meeting took place between the Chair, Vice-Chair of the Committee and the Head of Human Resources, the Director of Legal and Governance and the Chief Executive on 29<sup>th</sup> March 2024 in which the recommendations were proposed. It was agreed that a review of the Terms of Reference would be undertaken and that a report including the Terms of Reference would be presented at the Employment Committee for consideration with the proposed changes.
- 4.4 Attached as Appendix 1 are the current terms of reference for the committee with the proposed changes included in track changes.

In summary the changes are as follows:

1. Narrowing of the scope of recruitment so that the Employment Committee is responsible for appointment of all of the members of staff who report to the Chief Executive.
2. Updating of some of the titles within the role.
3. Updating of various sections so that they reflect the current ways of working in relation to employment related matters.

## **5. CORPORATE PRIORITIES**

5.1 This report relates to:

1. Sustainable Future City Council
  - How we Work
  - How we Serve
  - How we Enable

Any changes will play a key role in how the Council serves its residents.

## **6. CONSULTATION**

6.1 An initial meeting with the Chair and Vice-Chair of the Employment Committee took place at the end of January 24 to discuss the recommendation from the Centre for Governance and Scrutiny related to the Employment Committee.

## **7. ANTICIPATED OUTCOMES OR IMPACT**

7.1 It is anticipated that this will enable the committee to have an up to date fit for purpose terms of reference.

## **8. REASON FOR THE RECOMMENDATION**

8.1 As the decision to amend the Terms of Reference is that of Full Council, a recommendation is needed from the Employment Committee to effect referral to Full Council.

## **9. ALTERNATIVE OPTIONS CONSIDERED**

9.1 The committee could agree to keep the terms of reference as they are, however, these have not been updated or reviewed in detail for a number of years and do not take into account the recommendations from the Centre for Governance and Scrutiny report.

## **10. IMPLICATIONS**

### **Financial Implications**

10.1 There are none at this time.

### **Legal Implications**

10.2 Full Council is the decision maker for the changes to the Terms of Reference of the Employment Committee. This report is seeking approval for the Employment Committee to recommend to Full Council the proposed change to the Terms of Reference of the Employment Committee

### **Equalities Implications**

10.3 There are none.

## **11. BACKGROUND DOCUMENTS**

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

11.1 N/A

## **12. APPENDICES**

12.1 Appendix 1 – Employment Committee Terms of Reference

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## **2.3 Employment Committee**

2.3.1 Members of the Employment Committee are required to undertake relevant training on an annual basis in order to hold a seat on this committee.

### **2.3.2 Terms of Reference**

2.3.2.1 To appoint all members of the Corporate Leadership Team who report to the Chief Executive, and determine terms and conditions of employment.

2.3.2.2 To determine substantial changes to contractual employee procedures and policies.

2.3.2.3 To act as the Employer's Side of the Joint Consultative Panel (the Council's consultative body with recognised trade union representatives), for discussion and negotiation. When meeting in this context, the Chief Executive, Service Director – People, BI and Transformation, Head of People and Development will attend. The Cabinet member with human resource responsibilities may also attend and speak, if not already a member of this committee.

2.3.2.4 To determine local terms and conditions of employment for employees.

2.3.2.5 To consider, and recommend appropriate actions where necessary in response to, executive proposals relating to:

(a) changes within a Department's/Directorate's structure which involve substantial changes in the responsibilities of first tier posts;

(b) changes within a department's structure following the uncoupling of shared services with other authorities

+

2.3.2.6 To promote and pursue a policy of equal opportunities in employment.

2.3.2.7 To determine pension issues which relate to auto enrolment.

### **2.3.3 Delegation to Officers**

2.3.3.1 The appropriate Director is authorised to make appointments to vacancies on the establishment at levels below Corporate Leadership Team level, within approved policy and budgets, subject to:

(a) appointments of Corporate Leadership Team members (unless on an interim or acting up basis in which case such appointments may be made by the Chief Executive) being made by the Employment Committee (the Head of Paid Service, Section 151 Officer and Monitoring Officer appointment is subject to a separate procedure reserved to Council);.

2.3.3.2 The relevant recruiting manager shall advertise vacancies subject to the authorisation of Workforce Board, to any overriding Council policy, to there being adequate budget provision, and to compliance with national or local agreements.

- 2.3.3.3 In respect of employees (other than the Head of Paid Service, the Director of Legal and Governance and Monitoring Officer and the Executive Director of Corporate Services and Section 151 officer), Directors may:
- (a) suspend employees in accordance with the agreed procedure, subject to consultation with the Head of People & Development;
  - (b) subject to the approved appeals procedure and consultation with the and following receipt of advice from the People Business Partner for the directorate, take any disciplinary action (including dismissal) and any action relating to incapability (including dismissal);
  - (c) approve the transfer of probationary staff to the permanent establishment at the end of their probationary period;
  - (d) terminate the employment of staff whose performance has not been satisfactory during their probationary period;
  - (e) determine whether a post is unsuitable for job-share and appoint in accordance with Council policy;
  - (f)(i) vary job titles and job descriptions;
  - (j) authorise pay in lieu of holidays when a staff member leaves (in exceptional circumstances);
  - (k) terminate the employment of staff for any lawful reason, in consultation with Head of People and Development the Director of Legal and Governance and Monitoring Officer and the Executive Director of Corporate Services and Section 151 Officer t
  - (l) take decisions relating to the employment of staff, including establishment control and matters of staff recruitment, reward and discipline that are necessary for the effective delivery of service and to stay within allocated budgets, in consultation with the relevant Cabinet Member in relation to executive functions
  - (m) Directors may determine matters relating to training and development, leave, temporary (including agency subject to Workforce Board approval)
- 2.3.3.4 Senior Officers from departments other than where the employee was employed should hear the appeal.
- 2.3.3.5 All posts will be graded in accordance with the appropriate Job Evaluation Scheme with the aim of recruiting and retaining high quality employees. 2.3.3.6
- 2.3.3.7 2.3.3.8 The relevant Director, in consultation with the Head of People and Development is authorised to consider and determine:-
- (a) any redundancy within the Council's redundancy policy;
  - (b) premature retirement on the grounds of ill-health;
  - (c) premature retirement in the interests of the service.

## Appendix 2

2.3.3.9

2.3.3.10 The relevant Director and their reports are authorised to approve, agreements relating to car leasing schemes

2.3.3.11 The Head of People & Development is authorised to implement agreed employee policies.

2.3.3.12 The Chief Executive and Corporate Directors respectively in consultation with the relevant Portfolio holder are authorised to update and amend the job descriptions and person specifications of all members of the Corporate Leadership Team who report to the Chief Executive

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<b>COUNCIL</b>	AGENDA ITEM No. 12d
<b>20 MAY 2024</b>	PUBLIC REPORT

**EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL**

**AUDIT COMMITTEE TERMS OF REFERENCE**

The Audit Committee, at its meeting on 29 January 2024, received a report in relation to amendments to their terms of reference. The Committee subsequently asked for a follow up which was provided at their meeting on 18 March 2024. The original reports and relevant appendices are attached with this report and can also be found here:

[Audit Committee 29 January 2024](#), under item 4

[Audit Committee 18 March 2024](#), under item 8

The Audit Committee recommends to Full Council the adoption of the amended Terms of Reference for the Audit Committee included at Appendix 2.

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<b>AUDIT COMMITTEE</b>	AGENDA ITEM No. 4
<b>29 JANUARY 2024</b>	<b>PUBLIC REPORT</b>

Report of:	Adesuwa Omoregie, Interim Director of Legal and Governance		
Cabinet Member(s) responsible:	Councillor John Howard, Deputy Leader and Cabinet Member for Corporate Governance and Finance		
Contact Officer(s):	Adesuwa Omoregie, Interim Director of Legal and Governance (Monitoring Officer)	Tel.	

## **AUDIT COMMITTEE TERMS OF REFERENCE**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Interim Director of Legal and Governance (Monitoring Officer)	<b>Deadline date: 29 January 2024</b>
1. That the Audit Committee recommends to Full Council the adoption of the amended Terms of Reference for the Audit Committee included at Appendix 1	

### **1. ORIGIN OF REPORT**

- 1.1 This report is submitted to the Audit Committee for the Committee to consider the proposed changes to the Terms of Reference of the Audit Committee which are in line with the CIPFA guidance

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

- 2.1 The purpose of this report is to request that the Audit Committee considers changes to the Terms of Reference of the Audit Committee included at Appendix 1 and determine whether the amended Terms of Reference can be referred to Full Council for approval.
- 2.2 This report is for the Audit Committee to consider under its Terms of Reference No. 2.2.2.14  
To review any issue referred to it by the Chief Executive or a Director, or any Council body.

### **3. TIMESCALES**

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

- 4.1 In late 2022 CIPFA produced guidance for local authorities with regards to best practice in terms of local authority Audit Committees.
- 4.2 The committee has made a number of positive strides over the last 18 months to two years including appointing three independent members to the committee. This includes having an independent chair of the Audit Committee.

- 4.3 As part of the Council's improvement journey the Independent Improvement and Assurance Panel have welcomed the progress made by the committee, recognising that there is still more to be done.
- 4.4 Attached as Appendix 1 are the current terms of reference for the committee with the proposed changes in line with CIPFA guidance included in track changes. Appendix 2 includes the CIPFA guidance.
- 4.5 At its meeting held in November 2023, the Committee asked for the CIPFA Terms of Reference to be incorporated into the Committee's Terms of Reference.

## **5. CORPORATE PRIORITIES**

5.1 This report relates to:

1. Sustainable Future City Council
  - How we Work
  - How we Serve
  - How we Enable

Any changes will play a key role in how the Council serves its residents.

## **6. CONSULTATION**

6.1 As part of the wider review the Audit Committee and its members form part of the consultation.

## **7. ANTICIPATED OUTCOMES OR IMPACT**

7.1 It is anticipated that this will enable the committee to have an up to date fit for purpose terms of reference.

## **8. REASON FOR THE RECOMMENDATION**

8.1 As the decision to amend the Terms of Reference is that of Full Council, a recommendation is needed from the Audit Committee to effect referral to Full Council.

## **9. ALTERNATIVE OPTIONS CONSIDERED**

9.1 The committee could agree to keep the terms of reference as they are, however, these have not been updated or reviewed in detail for a number of years and do not take into account the CIPFA Guidance.

## **10. IMPLICATIONS**

### **Financial Implications**

10.1 There are none at this time.

### **Legal Implications**

10.2 Full Council is the decision maker for the changes to the Terms of Reference of the Audit Committee. This report is seeking approval for the Audit Committee to recommend to Full Council the proposed change to the Terms of Reference of the Audit Committee so that they are in line with CIPFA Guidance.

### **Equalities Implications**

10.3 There are none.

**11. BACKGROUND DOCUMENTS**

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

11.1 N/A

**12. APPENDICES**

12.1 Appendix 1 – Proposed amendments to Audit Committee Terms of Reference  
Appendix 2- CIPFA guide for Audit Committees

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## Changes to Terms of Reference of the Audit Committee

### **Audit Committee**

#### **1. Objectives of Audit Committee**

To provide independent assurance of the adequacy of the risk management framework and the associated control environment, independent scrutiny of the authority's financial and non-financial performance to the extent that it affects governance and to oversee the financial reporting process.

#### **2. Training**

- 2.1 Prior to holding a seat on this committee, members are required to undertake relevant training which will continue on an annual basis

#### **3 Terms of Reference**

- 3.1 To consider the annual report and opinion of the Executive Director of Corporate Services and S151 Officer and a summary of internal audit activity (actual and proposed) and the level of assurance it can give over the Council's corporate governance arrangements.
- 3.2 To approve the internal audit charter.
- 3.3 To review proposals made in relation to the appointment of external providers of internal audit services and to make recommendations.
- 3.4 To consider summaries of specific internal audit reports as requested.
- 3.5 To approve the risk-based internal audit plan, including internal audit's resource requirements, the approach to using other sources of assurance and any work required to place reliance upon those other sources
- 3.6 To approve significant interim changes to the risk-based internal audit plan and resource requirements.
- 3.7 To consider reports from the head of internal audit on internal audit's performance during the year, including the performance of external providers of internal audit services. These will include:
- updates on the work of internal audit, including key findings, issues of concern and action in hand as a result of internal audit work
  - regular reports on the results of the Quality Assurance and Improvement Programme (QAIP)

- reports on instances where the internal audit function does not conform to the PSIAS and LGAN, considering whether the non-conformance is significant enough that it must be included in the Annual Governance Statement.
- 3.8 To consider the head of internal audit’s annual report, including:
  - the statement of the level of conformance with the Public sector internal audit standard and Local Governance Application Note and the results of the QAIP that support the statement (these will indicate the reliability of the conclusions of internal audit)
  - the opinion on the overall adequacy and effectiveness of the council’s framework of governance, risk management and control, together with the summary of the work supporting the opinion (these will assist the committee in reviewing the Annual Governance Statement).
- 3.9 To consider reports dealing with the management and performance of the providers of internal audit services.
- 3.10 To consider reports where the head of internal audit has concluded that management has accepted a level of risk that may be unacceptable to the Council or there are concerns that agreed recommendations have not been implemented within a reasonable timescale.
- 3.11 To make appropriate enquiries of both management and the head of internal audit to determine if there are any inappropriate scope or resource limitations.
- 3.12 To consider any impairments to the independence or objectivity of the head of internal audit arising from additional roles or responsibilities outside of internal auditing and to approve and periodically review safeguards to limit such impairments.
- 3.13 To contribute to the QAIP and in particular to the external quality assessment of internal audit that takes place at least once every five years.
- 3.14 To consider a report on the effectiveness of internal audit to support the Annual Governance Statement where required to do so by the accounts and audit regulations
- 3.15 To provide free and unfettered access to the audit committee chair for the head of internal audit, including the opportunity for a private meeting with the committee.
- 3.16 To support the independence of external audit through consideration of the external auditor’s annual assessment of its independence and review of any issues raised by Public Sector Audit Appointments Ltd (PSAA) or the authority’s auditor panel as appropriate.
- 3.17 To consider the external auditor’s annual letter, relevant reports, and the report to those charged with governance.
- 3.18 To consider specific reports as agreed with the external auditor.
- 3.19 To comment on the scope and depth of external audit work and to ensure it gives value for money.



## Appendix 2

- 3.20 To advise and recommend on the effectiveness of relationships between external and internal audit and other inspection agencies or relevant bodies
- 3.21 To consider the council's arrangements to secure value for money and review assurances and assessments on the effectiveness of these arrangements.
- 3.22 To provide free and unfettered access to the audit committee chair for the auditors, including the opportunity for a private meeting with the committee
- 3.23 To liaise with the PSAA over the appointment of the council's external auditor.
- 3.24 To commission work from internal and external audit.
- 3.25 To have oversight of the Regulation of Investigatory Powers policy and processes.
- 3.26 To recommend any changes regarding the Council's Whistle-Blowing policy and arrangements to Full Council.
- 3.27 To consider reports in relation to the performance of the Council's companies, alongside comments from the Shareholder Cabinet Committee.
- 3.28 To monitor progress in addressing risk-related issues reported to the committee.
- 3.29 To consider reports on the effectiveness of internal controls and monitor the implementation of agreed actions.
- 3.30 To report to those charged with governance on the committee's findings, conclusions and recommendations concerning the adequacy and effectiveness of their governance, risk management and internal control frameworks, financial reporting arrangements and internal and external audit functions.
- 3.31 To report to full council on a regular basis on the committee's performance in relation to the terms of reference and the effectiveness of the committee in meeting its purpose.
- 3.32 To review the assessment of fraud risk and potential harm to the council from fraud and corruption.
- 3.334 To monitor the counter fraud strategy, actions and resources
- 3.345 To review the governance and assurance arrangements for significant partnerships or collaborations.
- 3.356 To publish an annual report on the work of the committee, including a conclusion on the compliance with the CIPFA Position Statement

## **4. Regulatory Framework**

- 4.1 To review any issue referred to it by the Chief Executive or a Director, or any Council body.

## Appendix 2

- 4.2 To monitor the effective development and operation of risk management in the Council
- 4.3 To monitor Council policies on "raising concerns at work" and the anti-fraud and anti-corruption strategy and the Council's complaints process and review the assessment of fraud risk and potential harm to the council from fraud and corruption
- 4.4 To oversee the production of the authority's Annual Governance Statement prior to recommending its adoption and consider whether it properly reflects the risk environment and supporting assurances, including the head of internal audit's annual opinion
- 4.5 To consider whether the annual evaluation for the Annual Governance Statement fairly concludes that governance arrangements are fit for purpose, supporting the achievement of the authority's objectives
- 4.6. To review the Council's arrangements for corporate governance against the good governance framework, including the ethical framework and agree necessary actions to ensure compliance with best practice and consider the local code of governance

### **5. Accounts**

- 5.1 To monitor the arrangements and preparations for financial reporting to ensure that statutory requirements and professional standards can be met.
- 5.2 To review and approve the annual statement of accounts, specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the council.
- 5.3 To consider the external auditors report to those charged with governance on issues arising from the audit of the accounts.
- 5.4 To consider reports on the effectiveness of financial management arrangements including compliance with CIPA's Financial Management Code.

### **6. Independent Members of Audit Committee**

- 6.1 The Audit Committee will include up to 3 independent co-opted non-voting members sitting alongside 7 elected members. Independent members will be appointed by the Council to serve an initial 4 year term, which may be extended with the agreement of Council.
- 6.2 The Committee will be chaired by an Independent Member. In the absence of the appointed chair one of the remaining two Independent Members will be appointed as Chair by the Committee.
- 6.3 The Vice-Chair will be an elected member whose purpose will be to support the Chair and in the event of an equality of votes, to exercise a second or casting vote.

## Appendix 2

- 6.4 The role of an Independent Member is to support the Council's Audit Committee in its role to provide independent assurance to the members of Peterborough City Council, and its wider citizens and stakeholders.
- 6.5 Independent members will be expected to actively participate in meetings of the Audit Committee and demonstrate independence, integrity, objectivity and impartiality in their decision-making. They will support reporting as required to Full Council, including the Annual Audit Committee report.
- 6.6 Independent members will contribute to the work of the Audit Committee in its role in reviewing the Council's financial affairs, including making reports and recommendations, overseeing internal and external audit arrangements, reviewing and scrutinising financial statements, seeking assurances of compliance with the Treasury Management Strategy and practices and reviewing and assessing the governance, the effective development and operation of risk management and control of the authority.

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