

ENVIRONMENT SCRUTINY PANEL

THURSDAY 6 NOVEMBER 2008

7.00 PM

Bourges/Viersen Room - Town Hall

AGENDA

Page No

- 1. Apologies for Absence**
- 2. Declarations of Interest and Whipping Declarations**

At this point Members must declare whether they have an interest, whether personal or prejudicial, in any of the items on the agenda. Members must also declare if they are subject to their party group whip in relation to any items under consideration.
- 3. Minutes of the Meeting held on 2 October 2008** **1 - 4**
- 4. Extension of the Green Flag Award to additional parks/open spaces in Peterborough** **5 - 8**
- 5. What is the value of a tree?** **9 - 12**
- 6. Executive Decisions** **13 - 16**

To note and consider any Executive Decisions taken since the last meeting that are relevant to the remit of this Panel
- 7. Forward Plan** **17 - 30**

To consider the latest version of the Forward Plan
- 8. Feedback and Update Report** **31 - 32**

To receive a standard report providing feedback on any issues or questions raised at previous meetings
- 9. Panel Agenda Plan** **33 - 38**



There is an induction hearing loop system available in all meeting rooms. Some of the systems are infra-red operated, if you wish to use this system then please contact on 01733 452323 as soon as possible.

Committee Members:

Councillors: P Kreling (Chairman), D Morley (Vice-Chairman), C Day, R Dobbs, J A Fox, N North and P Thacker

Substitutes: Councillors: C Ash and D Day

Further information about this meeting can be obtained from on telephone 01733 452323 or by email – martin.whelan@peterborough.gov.uk

**MINUTES OF A MEETING OF THE ENVIRONMENT
SCRUTINY PANEL
HELD AT THE TOWN HALL, PETERBOROUGH ON 2 OCTOBER 2008**

Present: Councillors Kreling (Chairman), C Day, Dobbs, JA Fox, Morley and Thacker

Also present: Councillor Fitzgerald, Cabinet Member for Environment

Officers in attendance: Mike Heath, Director of City Services
Amy Brown, Lawyer
Paulina Ford, Research and Projects Officer
Martin Whelan, Partnership and Parish Support Officer

1. Apologies for Absence

Apologies of absence were received from Cllr North.

2. Declarations of Interest

There were no declarations.

3. Minutes of the Meeting held on 10 July 2008

The minutes of the meeting held on 10 July 2008 were approved as a correct record.

4. Use of Hybrid and Electric Vehicles

The Panel received a report on the potential use of the hybrid and electric vehicles within the Councils operational fleet. The report detailed the advantages and disadvantages of using these types of vehicles, as well as the environmental impacts and links to the Environment Capital agenda.

Observations and questions were raised and discussed including:

- Clarification was sought on the relative cost of the vehicles – Officers confirmed that the whole life cost of electric vehicles was much greater than conventional vehicles. The Panel was advised that the differential was less significant in London where electric vehicles are exempt from the congestion charge.
- The need to try the different types of vehicle was acknowledged, however concerns were raised over the limitations of the various technologies.
- Members drew attention to the diagrams circulated and questioned whether the designs would be vulnerable to vandalism or theft due to lack of doors. Officers confirmed that the designs were examples, and that the companies could alter the configuration to suit the needs.
- Are the vehicles liable for road fund licence? Officers confirmed that the vehicles needed to be licensed, but that the value of the licences was zero.
- Members asked whether any thought had been given to using the conventional Renault electric vans. Officers explained the limitations and

problems of using these vehicles, and drew particular attention to the problems faced in France.

Members agreed that it was appropriate to go ahead with a trial of the vehicles.

5. Role of Peterborough City Services and Environment & Community Services

The Director of City Services presented the report outlining the role of the two departments.

Observations and questions were raised and discussed including:

- Do the City Council undertake de-gassing of fridges? Is it possible to reuse the gas? – Officers confirmed that “de-gassing” was undertaken when necessary, but that it was not possible to reuse old gas.
- How will the new management structure affect the arrangements? – Officers advised that City Services would migrate into an ALMO over the next 18-24 months, which will increase the flexibility of the Service to bring in additional income.

6. Executive Decisions

The Panel considered and noted the report

7. Forward Plan – 1 October 2008 to 31 January 2008

The Panel considered the latest version of the Forward Plan. Cllr Fitzgerald was invited to address the committee in order to answer some of the questions raised.

Observations and questions were raised and discussed including:

- Cllr Fox requested an update on the status of the Parking Review decision notice. Members were advised that the decision notice was currently being finalised, and that there had been significant revision since the last meeting. The Panel agreed to consider the implications at a future meeting. Cllr Fox reiterated her previous concerns in relation to visitor and disabled drivers. Members were provided with an update in relation both issues.
- Clarification was sought on the crematorium item. Cllr Fitzgerald commented on the item and provided an update.

ACTION AGREED:

The Panel noted the Forward Plan.

8. Work Programme

The Panel agreed the current work programme. The Panel was advised that there would an update on Travel Choice at a future meeting.

The meeting began at 7pm and ended at 7.56pm.

CHAIRMAN

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ENVIRONMENT SCRUTINY PANEL	Agenda Item No.
6 NOVEMBER 2008	Public Report

Report of the Director of City Services

Report Author – David Denson, Head of Operations – 01733 425309

– Andy Turner, Parks Trees and Open Spaces Manager – 01733 425319

EXTENSION OF THE GREEN FLAG AWARD TO ADDITIONAL PARKS/OPEN SPACES IN PETERBOROUGH

1. PURPOSE

Verbal representations from various Members have been made to Officers to consider extending the Green Flag Award scheme to other areas in addition to Central and Itter Parks. This report sets out Officers' considerations as to the way forward in this matter.

2. LINKS TO CORPORATE PLAN, SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT

This links into Priority 3 of the sustainable community strategy – creating the UK's environmental capital, in particular, making Peterborough cleaner and greener – with attractive neighbourhoods surrounded by beautiful countryside and thriving bio-diversity.

3. BACKGROUND

3.1 Following the initial success of the Green Flag Award to Central Park, the Council extended its application to include Itter Park, Walton, and in the last two years both Parks have been awarded Green Flag status. Verbal representations have been made by some Members of the Council to include other Parks/Open Space areas into this scheme.

3.2 The Green Flag award is open to any freely accessible park or green spaces, including:-

Town Parks.

Formal Gardens.

Open Spaces.

Woodlands.

Allotments.

Cemetaries and Crematoria.

The applications must be made by the organisation which manages the park or green space, but community groups/individuals having an interest in this area should be encouraged to support and assist the Council in application.

3.3 Set out below is an outline of the key criteria which every park or green space for which an application is made will be judged. It is accepted that some criteria may not be met, in which case proper justification will need to be included in respect of any application.

3.3.1 **A welcoming place** – the overall impression for any member of the community approaching and entering the park/green space should be positive and inviting, with specific reference to good and safe access, good signage to and within the park/green space and equal access for all members of the community.

- 3.3.2 Health, safe and secure** – the park or green space must be a healthy, safe and secure place for all members of the community to use. Of particular importance are equipment and facilities safe to use, the area must be a secure place for all members of the community to utilise, dog fouling being adequately addressed with suitable Health and Safety policies being in place. Toilets, drinking water, first aid, public telephones and emergency equipment (where relevant) should be available in or near the park/green space and clearly signposted.
- 3.3.3 Clean and well maintained** – litter and other waste management issues must be adequately addressed with the grounds, building, equipment and other features being well maintained. There must also be a policy on dealing with such issues as litter, vandalism and maintenance. This policy should be in place, in practice, and regularly reviewed.
- 3.3.4 Sustainability** – the methods used in maintaining the park/green space and its facilities should be environmentally sound, relying on best practices available accordingly to current knowledge. Management should be aware to the techniques available to them and that informed choices have been made and regularly reviewed. For example, an environmental policy and management strategy should be in place and regularly reviewed. Pesticides should be minimised and justified and high horticultural and arboricultural standards should be demonstrated.
- 3.3.5 Conservation and heritage** – particular attention should be paid to the conservation and appropriate management of natural features (wildlife and flora), landscape features and building and structural features.
- 3.3.6 Community involvement** – management should actively pursue the involvement of members of the community to represent as many park/green space user groups as possible. It will be necessary to demonstrate knowledge of user community and levels of patterns of use. In addition, it will be necessary to provide evidence of community involvement in management and/or development, together with the appropriate level of provision of recreational facilities for all sectors of the community.
- 3.3.7 Marketing** – A marketing strategy must be in place together with good provision of information to users with particular reference to activities, features and ways to get involved as well as promoting the park/open space as a community resource.
- 3.3.8 Management** – A green flag award application must have a management plan or strategy in place which clearly and adequately addresses all the matters referred to in the above sub-paragraphs together with any other relevant aspects of the park/green space's management. The plan must be actively implemented and regularly reviewed. Financially sound management of the park/green space must also be demonstrated.
- 3.4** As will be appreciated from the above sub-paragraphs a substantial amount of work is required if any application for a green flag award is to be submitted in respect of any other park/green space. In addition no formal review has yet been undertaken as to what other parks/open spaces within Peterborough could be considered and what are implications of proceeding with any such application(s)

4. KEY ISSUES

- 4.1** The key issues for the council are does it wish officers to carry out a review of potential green flag sites and produce a further report setting out a list of these sites together with an indication of likely requirements to enable an application to be successful. This report will enable Members to decide whether or not any further applications should be processed and, if so, consideration can be given to establishing the priority of any application(s). With the current resources available it is anticipated that it may take at least 12 months to complete this initial task, as priority is being given to completion of the works relating to the play areas for which grants have been awarded under the Big Lottery Fund and the Fair Share scheme. A detailed timetable will be produced if Members indicate that they wish to consider this matter further.

- 4.2 The grounds at the Crematorium, Bretton are not included within paragraph 4.1 as the Operations Directorate has already commenced the process and will be submitting an application for Green Flag status during the early part of 2009. The Head of Culture has indicated that the initial application is predominantly about benchmarking the current standard with a view to being able to obtain the award in the financial year 20010/11.

5. IMPLICATIONS

The Council will have to consider the wider implications in respect of finance and other matters as part of any future report in regard to any recommendations as to the progression of any green flag application. Members will no doubt appreciate that, until such time as an initial assessment has been made in respect of how many sites could be considered for the scheme and an estimate made as to potential costs to reach the minimum standard, together with any future maintenance, it is not possible to give any indicative costings at this stage.

6. CONSULTATION

Formal consultation will take place as part of any progression of a green flag award as this is seen as a necessary component of any scheme being successful.

7. EXPECTED OUTCOMES

The Scrutiny Panel to consider whether or not it wishes officers to proceed as set out in this report.

8. NEXT STEPS

If required complete the review, over the next 12 months as set out in paragraph 5 above.

9. BACKGROUND DOCUMENTS

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

Papers and guidance as issued by the Green Flag Award Organisation.

10. APPENDICES

None.

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<i>ENVIRONMENT SCRUTINY PANEL</i>	Agenda Item No.
6 NOVEMBER 2008	Public Report

Report of the Director of City Services

Report Author – Mike Heath, Director of City Services

Contact Details – 01733 425301

WHAT IS THE VALUE OF A TREE?

1. PURPOSE

- 1.1 In recent months, there has been pressure on the council to cut down a number of mature trees which were causing structural damage to properties in their vicinity. The trees in question have been several hundred years old, in good health and with a future lifespan of up to 200 years. They pre-date the properties significantly and provide a valuable local amenity. Currently the council has no methodology for placing a value on the tree and there is almost an automatic assumption that the tree should be removed in favour of the development. The report sets out some considerations that may be used to decide whether it is appropriate to remove trees or retain them when they impact on structures and the cost of doing so.

2. LINKS TO CORPORATE PLAN, SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT

- 2.1 This links to Priority 3 of the sustainable community strategy – creating the UK's environment capital, in particular "making Peterborough cleaner and greener".

3. BACKGROUND

- 3.1 From time to time officers are asked for permission to remove street trees and those growing on public amenity areas and hedgerows that neighbour privately owned properties because they are either in the way of development, creating an obstruction or are in a poor condition. The normal response is that if there is an obvious problem the tree can be removed on the basis that two new semi-mature specimens are provided as replacement. This ensures that whilst there may be a local loss of a tree, the council's tree stock continues to expand, offsetting carbon emissions and continuing the greening of the authority.
- 3.2 On occasion there are requests to remove trees which do not appear sustainable when considered against the broader context of the type of tree, location and its anticipated future life. This can be particularly relevant where a large specimen tree may be (allegedly) causing structural damage, which soil sub-structure investigations confirm may be the case.
- 3.3 The council as owner of a tree has a duty in law to remediate any damage that has been caused by the action of its tree above and below the surface e.g. by extracting moisture from the soil and damaging building foundations, and is obliged to abate (cease) the nuisance and recompense the owner.
- 3.4 As an example of a recent case, officers were asked to remove an oak tree in the North Bretton area because it was causing structural damage to the foundations of a property. The property had been built approximately 30 years ago, whereas the oak tree is estimated at 200-300 years old. The council's insurers agreed that they would pay to remediate damage to the property but unless the tree was removed, the property would also require under-pinning that would protect against future root impact, which would cost £45,000 and this liability would fall to the council. In addition our insurers would not cover for any future claims arising from the same cause.

3.5 The simple solution would have been to remove the tree which would have cost approximately £500. However, this specimen, whilst not in perfect condition, formed part of an ancient wood and there was no reason to believe that it would not survive for another 40-50 years and possibly longer.

3.6 The council has no financial provision to fund work that is required to retain trees. However, on this occasion money has been secured from a number of budget sources to allow the tree to be retained and the underpinning work to be undertaken to the property. The question remains, however, as to whether the council should retain trees that are causing damage to property and at what cost?

4. KEY ISSUES

4.1 If the council is to have an objective system of deciding whether it should retain trees it needs a system for valuing in terms of pricing its trees against a set of defined quantitative measures. The London Tree Officers Association has produced a guidance system for valuing trees. This is known as CAVAT (the capital asset value for amenity trees). It is designed to aid decision making as to the tree stock as a whole but is applicable to individual cases where the value of a tree needs to be expressed in monetary terms. The CAVAT guidance uses a number of variables to assess the worth of the tree, but basic value is calculated using the trunk area of the key measure of size. This then has the community tree index (CTI) factored in, which assesses the relative accessibility to the public of the tree. The crown size and condition is considered and the tree's appropriateness to the location is factored in. Finally the value is adjusted for the safe life expectancy of the tree.

4.2 This system has been used widely in London and a very large plane tree in Mayfair was valued at £750,000. This figure was significantly impacted by the high CTI of the area and the limited number of trees in the locality. However, as a rule, most street trees are worth between £8,000-£12,000 but quality specimens may be valued at up to £250,000.

4.3 This would then give the council a value that the tree has which can be considered against the cost of making safe or restoring damaged property.

5. IMPLICATIONS

5.1 The council will have to consider the financial implications of retaining some street trees should their CAVAT value exceed the value of work necessary to remedy any damage they may be causing.

5.2 Also there is a potential likelihood that the council would not be able to obtain insurance cover for the increased cost of claims associated with retaining trees known to be causing subsidence or any future claims arising from the same tree, ie in the example that was quoted in paragraph 3.4. The tree has currently only impacted on one property but if it was to affect other houses in the area then none of these claims would be covered by insurance and costs would have to be met from Peterborough City Council's own budget. This potential risk needs to be taken into account against the assessed value of the tree.

6. CONSULTATION

6.1 No formal consultation has taken place, however the Woodland Trust and the London Tree Officers Association both support the valuation of trees in this manner.

7. EXPECTED OUTCOMES

The Scrutiny Panel considers whether the CAVAT evaluation system for trees is one that could be applied in Peterborough City Council.

8. NEXT STEPS

- 8.1 That the Scrutiny Panel requests the Cabinet Member for City Services to consider whether the use of a valuation method to assess individual trees value, where there are good reasons for retaining the amenity, would be appropriate for the work undertaken by City Services.

9. BACKGROUND DOCUMENTS

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

CAVAT Method Users Guide

Times article: Put that axe down – this is Britain’s most valuable tree

www.timesonline.co.uk/tol/news/environment/article3792556.ece

10. APPENDICES

CAVAT Method Users Guide

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ENVIRONMENT SCRUTINY PANEL	Agenda Item No.
6 NOVEMBER 2008	Public Report

Report of the Director of Strategic Resources

Report Author – Paulina Ford, Performance Scrutiny and Research Officer
Contact Details - 01733 452508

EXECUTIVE DECISIONS

1. PURPOSE

- 1.1 The purpose of this report is to notify the Panel of the Executive Decisions which have been taken and which relate to the Panel's remit.

2. LINKS TO CORPORATE PLAN, SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT

- 2.1 Links to the Corporate Plan, Sustainable Community Strategy and Local Area Agreement are contained within the individual decisions notices.

3. BACKGROUND

3.1 The Green Backyard

Decision

Authority to use the ex-allotment site owned by PCC, located on London Road for a period of three years for the purpose of creating an exemplar environmental demonstration facility. The project will cover all aspects of sustainability, enabling people to grow and produce their own food, encouraging communities to adopt renewable and sustainable ways of living, run skills courses to allow people to gain the knowledge required to adopt behavioural change.

This decision supports the city's aspiration to become the environment capital of the UK.

The project will be managed by Peterborough City Council in conjunction with Eco Arts Projects through a Social Enterprise company currently being set up known as 'Seeding Futures'. The Council has still to decide what resources it will put into the project, which will be subject to the appropriate decision making process.

Reasons

The ex-allotment site on London Road is recommended as the most suitable location for this project for the following reasons:

This site has been disused for over 10 years, this project will put a short term use to this derelict piece of land for the benefit of the local community.

City Council will be reducing the maintenance liability on the land and receiving an annual lease. Anticipated annual benefit for the council is £2,400.

This land is included in phase 3 of the Carbon challenge site, a decision to its long term use will not be made for a minimum of three years, the period of the lease agreement for this project.

Other sites across the city have been ruled out in favour of this site due to its excellent location in the centre of Peterborough which ensures that the project is accessible to all.

A public consultation event was carried out on May 4th 2008, which saw approximately 80 individuals from the local community and across the city attend. All feedback was positive and has been formally recorded.

Although there is one drawback of using this particular site (the short 3 year lease), it is felt that the other positive factors outweigh this element. We are committed to ensuring that should this project be proved successful the Council will work with the Project Co-ordinators to secure a long term site for continued development.

3.2 The Barnack Conservation Area Appraisal

Decision

The Cabinet Member for Housing, Regeneration & Growth is requested to approve boundary changes to the Barnack Conservation Area (plan available on request).

Reasons

A review of the Barnack Conservation Area has been carried out as part of the Council's on-going review of all 29 of Peterborough's designated Conservation Areas. A detailed Appraisal has been prepared for the Area and, following public consultation and subsequent amendment, it was adopted at Planning and Environmental Protection Committee meeting on 4th March 2008 as the Council's planning guidance and strategy for the Area.

The Barnack Conservation Area Appraisal fulfils the Local Planning Authorities obligations under the Planning (Listed Buildings & Conservation Areas) Act 1990 to 'draw up and publish proposals for the preservation and enhancement of (Conservation Areas) areas'. The Appraisal identifies the special character of the Barnack Conservation Area and confirms that it merits designation as a conservation area. It also includes a Management Plan (as required by regulations) which identifies works and actions to secure the preservation and enhancement of the conservation area. The Appraisal examined certain sites on the edge of the conservation area and concluded that these areas were worthy of inclusion in the conservation area to enhance and safeguard the character of the conservation area.

3.3 The Werrington Conservation Area Appraisal

Decision

The Cabinet Member for Housing, Regeneration and Growth was requested to approve boundary changes to the Werrington Conservation Area (plan available on request).

Reasons

A review of the Werrington Conservation Area has been carried out as part of the Council's on-going review of all 29 of Peterborough's designated Conservation Areas. A detailed Appraisal has been prepared for the Area and, following public consultation and subsequent amendment, it was adopted at Planning and Environmental Protection Committee meeting on 4th March 2008 as the Council's planning guidance and strategy for the Area.

The Werrington Conservation Area Appraisal fulfils the Local Planning Authorities obligations under the Planning (Listed Buildings & Conservation Areas) Act 1990 to 'draw up and publish proposals for the preservation and enhancement of (Conservation Areas) areas'. The Appraisal identifies the special character of the Werrington Conservation Area and confirms that it merits designation as a conservation area. It also includes a Management Plan (as required by regulations) which identifies works and actions to secure the preservation and enhancement of the conservation area. The Appraisal examined certain sites on the edge of the conservation area and concluded that these areas were worthy of inclusion in the conservation area to enhance and safeguard the character of the conservation area.

3.4 Parking Review

Decision

The Cabinet Member is asked to authorise:

- a) The introduction of zonal parking charges i.e. the parking charges are greater in those car parks closer to the city centre.
- b) A reduction in the maximum stay permitted in the Car Haven Car Park from 4 hours to 3 hours.
- c) The reintroduction of the 30 minute tariff in all car parks.
- d) An increase in the evening rate from £1.20 to £1.50 in all car parks where evening charges currently apply i.e. Pleasure Fair Meadow, Horse Fair Meadow, Dickens Street, Wellington Street, Bishops Road, Riverside, Car Haven, Brook Street, Trinity Street, Market Multi Storey Car Park and Craig Street.
- e) The revocation of the £4 all day charge operating in the Pleasure Fair Meadow, Horse Fair Meadow, Wellington Street, Dickens Street and Craig Street car parks introduced for the Town Bridge Works.
- f) An increase in all weekly, monthly, quarterly, annual and evening season ticket prices by 3% per annum.
- g) An increase in the cost of the Market Traders permit over a 3-year rolling increase to £30/month in year 1; to £40/month in year 2; and, to £50/month in year 3.
- h) The removal of free parking for blue badge holders from all off-street locations following accessibility improvements within the car parks, thereby making all off-street bays payable by all users.
- i) An increase in the fee for residents permits to £19 per annum for the first vehicle, £38 for the second vehicle and £57 for the third vehicle.
- j) The introduction of a six month residents permit for £12.
- k) The introduction of a charge of £5 to amend all forms of permits (residents, visitors and carers etc) and season tickets.
- l) The introduction of regular visitor's permits at a cost of £19 for the first vehicle and £38 for the second vehicle.
- m) The introduction of a scratch-card system for visitor permits at a charge of £10.00 per book by March 2009.
- n) The introduction of a carers permit at the same cost as a residents permit i.e. £19 per annum.
- o) The introduction of a 6-month visitors and carers permits at a cost of £12

Reasons

The income from parking forms an important element of the Environment and Community Services Department's budget. An increase in parking charges was identified through the budget setting process to support the Council's budget. Income from the proposed changes should be used to support the Council's car park improvement programme (CPIP), the programme of highway maintenance works and subsidised bus services in Peterborough.

4. IMPLICATIONS

- 4.1 Any specific implications are contained within the individual decision notices.

5. EXPECTED OUTCOMES

- 5.1 The Panel is asked to consider the Executive Decisions which are relevant to the remit of the Panel and which have been made since the last meeting and if felt appropriate, to identify any decisions they may wish to examine in more detail.

6 BACKGROUND DOCUMENTS

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

Executive Decision notices from 15 September 2008.

ENVIRONMENT SCRUTINY PANEL	Agenda Item No.
6 NOVEMBER 2008	Public Report

Report of the Director of Strategic Resources

Report Author – Paulina Ford, Performance Scrutiny and Research Officer
Contact Details – 01733 452508

FORWARD PLAN – 1 NOVEMBER 2008 TO 28 FEBRUARY 2009

1. PURPOSE

For the Panel to note the latest version of the Forward Plan; agree any areas for inclusion within the Panel's work programme and submit any observations concerning the Plan to the Executive.

2. BACKGROUND

This is a regular report to the Environment Scrutiny Panel, outlining the content of the Council's Forward Plan.

3. KEY ISSUES

- 3.1 The latest version of the Forward Plan is attached at Appendix A. The Plan contains those key decisions, which the Leader of the Council believes that the Cabinet or individual Cabinet Member(s) will be making over the next four months.
- 3.2 The Panel may wish to include some of the items highlighted on the Plan onto their future work programme or to request additional information from the Executive before a decision is made. Any comments about the format of the Plan would also be welcomed.
- 3.3 In accordance with the Council's Executive procedure rules, the Cabinet or Cabinet Member will not make any key decision until at least five clear days after the receipt of the report relating to that decision. The Group representatives of the Scrutiny Committee are sent a copy of these reports at the same time as the Cabinet Member and any comments can be passed onto the Member before a decision is made.

4. EXPECTED OUTCOMES

- 4.1 That the Panel notes the latest version of the Forward Plan; agrees any areas for inclusion within the Panel's work programme and submits any observations concerning the Plan to the Executive.

5. NEXT STEPS

- 5.1 Areas agreed by the Panel to be included in the work programme and observations submitted to the Executive.

6. BACKGROUND DOCUMENTS

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

Peterborough City Council's Forward Plan for 1 November 2008 to 28 February 2009

7. APPENDICES

Appendix A Forward Plan 1 November 2008 to 28 February 2009

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**PETERBOROUGH CITY
COUNCIL'S FORWARD PLAN
1 NOVEMBER 2008 TO 28 FEBRUARY 2009**

APPENDIX A



FORWARD PLAN OF KEY DECISIONS – 1 NOVEMBER 2008 TO 28 FEBRUARY 2009

During the period from 1 November 2008 to 28 February 2009 Peterborough City Council's Executive intends to take 'key decisions' on the issues set out below. Key decisions relate to those executive decisions which are likely to result in the Council spending or saving money in excess of £500,000 and/or have a significant impact on two or more wards in Peterborough.

This Forward Plan should be seen as an outline of the proposed decisions and it will be updated on a monthly basis. The dates detailed within the Plan are subject to change and those items amended or identified for decision more than one month in advance will be carried over to forthcoming plans. Each new plan supersedes the previous plan. Any questions on specific issues included on the Plan should be included on the form which appears at the back of the Plan and submitted to Lindsay Tomlinson, Governance Support Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 01733 452483). Alternatively, you can submit your views via e-mail to lindsay.tomlinson@peterborough.gov.uk or by telephone on 01733 452238.

The Council invites members of the public to attend any of the meetings at which these decisions will be discussed and the papers listed on the Plan can be viewed free of charge although there will be a postage and photocopying charge for any copies made. All decisions will be posted on the Council's website: www.peterborough.gov.uk. If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the Governance Support Officer using the form attached. For your information, the contact details for the Council's various service departments are incorporated within this plan.

NEW ITEMS THIS MONTH:

- Proposed Bushfield Academy
- Future of Peterborough Professional Development Centre (PPDC)
- Budget Proposals
- Council Tax Base Report
- Library Strategy
- Sports Strategy
- Section 44 Input to Regional Spatial Strategy (RSS) Review
- Tourist Information Service
- Refreshed Local Area Agreement

NOVEMBER - KEY DECISIONS

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
Proposed Bushfield Academy Delegations to be put in place to support the Expression of Interest, Feasibility and Implementation phases.	November 2008	Cabinet Member for Education and Children's Services, Councillor Goldspink	Extensive consultation with the Governing Body of Bushfield School and the Dept for Children, Schools and Families.	John Richard Executive Director Children's Services Tel 01733 863601 john.richards@peterborough.gov.uk	Public report will be available from the Governance Support Officer one week before the decision is made
Midland Highway Alliance - Junction 8 Parkway Signalisation Project To appoint a contractor for the project	November 2008	Cabinet Member for Efficiency and Business Improvement, Councillor Scott	Internal stakeholders as appropriate	Chris Berry Business Transformation team Tel. 07976 619906 christopher.berry@peterborough.gov.uk	Public report will be available from the Governance Support Officer one week before the decision is made
Midland Highway Alliance - Framework for the Streets, Squares and Spaces Project To appoint a contractor for the project	November 2008	Cabinet Member for Efficiency and Business Improvement, Councillor Scott	Internal stakeholders as appropriate	Chris Berry Business Transformation team Tel. 07976 619906 christopher.berry@peterborough.gov.uk	Public report will be available from the Governance Support Officer one week before the decision is made
Riverside Community Sports Pavilion To appoint a contractor to build the Riverside Community Sports Pavilion.	November 2008	Cabinet Member for Efficiency and Business Improvement, Councillor Scott	Riverside Residents' Association, ward councillors and potential user groups.	Paul Stevenette Programme Consultant Tel. 01733 452475 paul.stevenette@peterborough.gov.uk	Public report will be available from the Governance Support Officer one week before the decision is made

<p>Proposals for Corn Exchange To approve the compulsory purchase (if necessary) of remaining leases within the Corn Exchange in order to enable redevelopment of the site.</p>	<p>November 2008</p>	<p>Cabinet Member for Efficiency and Business Improvement, Councillor Scott</p>	<p>Existing tenants of the Corn Exchange and relevant Ward Councillors.</p>	<p>Andrew Edwards Head of Strategic Property Tel. 01733 384530 andrew.edwards@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>
<p>Heltwate School Extension – Award of Contract To award the contract for an extension to the school.</p>	<p>November 2008</p>	<p>Cabinet Member for Efficiency and Business Improvement, Councillor Scott</p>	<p>A project board has been established consisting of representatives of the school including the head teacher, parent governor, and officers from Children's Services</p>	<p>Alison Chambers Asset Development Officer Children's Services Tel. 01733 863975 alison.chambers@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>
<p>Schools Broadband Managed Service Provision To award a contract to a third party supplier to provide broadband connectivity and associated services to all Peterborough schools as a managed service.</p>	<p>November 2008</p>	<p>Cabinet Member for Efficiency and Business Improvement, Councillor Scott</p>	<p>Internal consultation across departments and schools. A working group has been established with representation from primary and secondary schools and school network managers and this group has been involved in the solution design.</p>	<p>Nick Barras Business Transformation, ICT Tel. 01733 317915 nick.barras@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>

<p>Schedule of Rates for Capital Civil Engineering Works 2008 – 2010 To award a two year framework contract for the delivery of small and medium highway improvement works funded through the Local Transport programme</p>	<p>November 2008</p>	<p>Cabinet Member for Efficiency and Business Improvement, Councillor Scott</p>	<p>Internal stakeholders as appropriate.</p>	<p>Stuart Mounfield Senior Engineer Transport and Engineering Services Tel. 01733 453598 stuart.mounfield@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>
<p>Preventative and Family Support Services To seek authorisation to award a range of contracts for the above services for a 3 year period.</p>	<p>November 2008</p>	<p>Cabinet Member for Efficiency and Business Improvement, Councillor Scott</p>	<p>Schools, colleges, parents, carers and partner agencies. Further consultation will be carried out with children and young people and relevant voluntary sector agencies.</p>	<p>Rod Grant Interim Commissioning Manager Children's Services Tel. 01733 864012 rod.grant@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>
<p>Nene Bridge Refurbishment To award contract for refurbishment</p>	<p>November 2008</p>	<p>Cabinet Member for Efficiency and Business Improvement, Councillor Scott</p>	<p>All utility companies, Network Rail, Environment Agency, internal stakeholders, emergency services and transport groups.</p>	<p>Richard Cranwell Environmental Engineering Team Manager Environment and Community Services Tel. 01733 453504 richard.cranwell@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>
<p>Future of Peterborough Professional Development Centre (PPDC) To consider options for the future utilisation of the site by the council</p>	<p>November 2008</p>	<p>Cabinet Member for Efficiency and Business Improvement, Councillor Scott</p>	<p>Consultation with take place with relevant stakeholders including Ward Councillors</p>	<p>Richard Hodgson Head of Strategic Projects Tel. 01733 384535 richard.hodgson@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>

DECEMBER - KEY DECISIONS

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p>Section 106 Planning Obligations Implementation Scheme</p> <p>To approve the approach to negotiating Planning Obligations</p>	December 2008	<p>Cabinet</p> <p>This decision will be an Executive recommendation to full Council for endorsement</p>	Extensive consultation will be undertaken involving relevant stakeholders and appropriate member forums.	<p>Graeme Law Strategic Planning Executive Strategic Growth & Development Tel: 01733 863825 graeme.law@peterborough.gov.uk</p>	Public report will be available from the Governance Support Officer one week before the decision is made
<p>Moving Forward</p> <p>Agreement for adult social care to be part of the future provider model of the PCT</p>	December 2008	<p>Cabinet</p>	Public consultation took place in 2007; HASC to be consulted September 2008 and October 2008	<p>Denise Radley Director of Adult Social Services and Performance 01733 758444 denise.radley@peterborough.gov.uk</p>	Public report will be available from the Governance Support Officer one week before the decision is made
<p>Budget 2009/10 and Medium Term Financial Plan to 2011/12</p> <p>Draft budget for 2009/10 and Medium Term Financial Strategy to 2011/12 to be agreed as a basis for consultation. This will include the Council's Capital Strategy, Asset Management Plan and Draft Annual Accountability Agreement between Peterborough City Council and Peterborough Primary Care Trust.</p>	December 2008	<p>Cabinet</p>	Report forms the basis of consultation with stakeholders, prior to further consideration by Cabinet in February 2009 and subsequent endorsement at full Council.	<p>John Blair Head of Strategic Finance Tel: 01733 384564 john.blair@peterborough.gov.uk</p>	Public report will be available from the Governance Support Officer one week before the decision is made

Council Tax Base To agree the calculation of the council tax base for 2009/10	December 2008	Cabinet	Internal advice has been received from Finance and Legal Services. No formal consultation will take place regarding proposals	John Blair Head of Strategic Finance Tel: 01733 384564 john.blair@peterborough.gov.uk	Public report will be available from the Governance Support Officer one week before the decision is made
Library Strategy To endorse the strategy and recommend approval by Council	December 2008	Cabinet This decision will be an Executive recommendation to full Council.	Relevant stakeholders including Community Development Scrutiny Panel	Kevin Tighe Head of Cultural and Neighbourhood Services Tel: 01733 863784 kevin.tighe@peterborough.gov.uk	Public report will be available from the Governance Support Officer one week before the decision is made
Sports Strategy To endorse the strategy and recommend approval by Council	December 2008	Cabinet This decision will be an Executive recommendation to full Council.	Relevant stakeholders including Community Development Scrutiny Panel	Kevin Tighe Head of Cultural and Neighbourhood Services Tel: 01733 863784 kevin.tighe@peterborough.gov.uk	Public report will be available from the Governance Support Officer one week before the decision is made
Section 44 Input to Regional Spatial Strategy (RSS) Review To give advice to East of England Regional Assembly on proposed review of the Regional Spatial Strategy to 2031	December 2008	Cabinet Member for Strategic and Regional Partnerships, Councillor Collins and Cabinet Member for Housing, Regeneration and Economic Development, Councillor Murphy	External and key stakeholders including neighbouring local authorities, land agents and chamber of commerce	Rob Brown Area Strategic Planning Manager Tel: 01733 863795 robert.brown@peterborough.gov.uk	Public report will be available from the Governance Support Officer one week before the decision is made

JANUARY - KEY DECISIONS

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p>Tourist Information Service To determine delivery mechanisms for tourist information services</p>	<p>January 2009</p>	<p>Cabinet Member for Community Services, Councillor Lee</p>	<p>Consultation will take place with relevant stakeholders as appropriate, including staff, trades unions and the Community Development Scrutiny Panel</p>	<p>Linda Wills Tourism Services Manager Tel: 01733 863835 linda.wills@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>

FEBRUARY - KEY DECISIONS

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p>Budget 2009/10 and Medium Term Financial Plan to 2011/12</p> <p>To agree proposals for the Council's budget and corporate strategy in accordance with the Council's procedure rules. This will include approval of the Council's Capital Strategy, the Asset Management Plan, the Adult Social Care Charging Policy and the Draft Annual Accountability Agreement between Peterborough City Council and Peterborough Primary Care Trust</p>	February 2009	<p>Cabinet</p> <p>This decision will be an Executive recommendation to full Council.</p>	This decision follows consultation with stakeholders about the draft MTFs, presented to Cabinet in December.	<p>John Blair Head of Strategic Finance Tel: 01733 384564 john.blair@peterborough.gov.uk</p>	Public report will be available from the Governance Support Officer one week before the decision is made
<p>Refreshed Local Area Agreement (LAA)</p> <p>To sign off the refreshed LAA prior to its submission to the Government Office</p>	February 2009	<p>Leader of the Council and Cabinet Member for Finance and Human Resources, Councillor Peach</p>	Relevant stakeholders and fora including Scrutiny Committee	<p>Richard Astle Director, Greater Peterborough Partnership Tel: 01733 865042 richard@gpb-peterborough.org.uk</p>	Public report will be available from the Governance Support Officer one week before the decision is made

CHIEF EXECUTIVE'S DEPARTMENT Town Hall, Bridge Street, Peterborough, PE1 1HG

Communications
Strategic Growth and Development Services
Legal and Democratic Services
Human Resources
Policy and Research
Economic and Community Regeneration
Housing Strategy
Drug Intervention Programme and Drug and Alcohol Team

CITY SERVICES DEPARTMENT Nursery Lane, Fengate, Peterborough PE1 5BG

Property Services
Building & Maintenance
Streetscene and Facilities
Finance and Support Services

STRATEGIC RESOURCES DEPARTMENT Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG

Finance
Internal Audit
Information Communications Technology (ICT)
Business Transformation
Performance and Programme Management
Strategic Property
Customer Services

CHILDRENS' SERVICES DEPARTMENT Bayard Place, Broadway, PE1 1FB

Families and Communities
Commissioning and Performance
Learning

ENVIRONMENTAL AND COMMUNITY SERVICES DEPARTMENT Bridge House, Town Bridge, PE1 1HB

Planning Services
Building Control Services
Environmental and Public Protection
Cultural Services
Transport and Engineering Services
Emergency Planning
Occupational Health
City Centre Services

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ENVIRONMENT SCRUTINY PANEL	Agenda Item No.
6 NOVEMBER 2008	Public Report

Report of the Director of Strategic Resources

Report Author – Paulina Ford, Performance Scrutiny and Research Officer

Contact Details – (01733) 452508 or email paulina.ford@peterborough.gov.uk

FEEDBACK AND UPDATE REPORT

1. PURPOSE

- 1.1 This report provides feedback on items considered or questions asked at previous meetings of the Environment Scrutiny Panel. It also provides an update on matters which are of interest to the Panel or where the Panel have asked to be kept informed of progress.

2. BACKGROUND

2.1 Parking Services - Review

- 2.1.1 At a meeting of the Panel on 2 October 2008 a question was raised with regard to an item on the Forward Plan of 1 October 2008 to 31 January 2009 concerning the Parking Services – Review. The question raised was whether there had been any further changes made to the policy after consultation with the panel and other stakeholders.

Officers have advised that there were some changes made to the content of the policy and they are listed below:

- Residents permits will be £19, £38 & £57 (for 1st, 2nd and 3rd cars) rather than £18, £36, £54
- Carers permit will be £19 rather than £18
- Visitor scratch cards will be £10 for a book of 10 (rather than £15 for a book of 10) – and there will be no restriction on the number issued, although this will be monitored to detect abuse.
- The introduction of a regular visitors permit at £19 & £38 (restricted to two per household).
- The introduction of a business permit (at the discretion of the Parking Manager) for small businesses run from the family home that the public visit e.g. Chiropodists etc at £19 & £38 & restricted to two per business.

A copy of the Parking Services Review Policy can be provided upon request.

3. EXPECTED OUTCOMES

- 3.1 That the Panel notes the additional changes made to the Parking Services Review document.

4. BACKGROUND DOCUMENTS

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

Parking Services Review Policy

5. APPENDICES

None

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ENVIRONMENT SCRUTINY PANEL

AGENDA PLAN 2008 – 2009

Last updated: 15 October 2008

Date of Meeting	Item (including what the Panel is requested to do)	Item referred by	Type of Scrutiny Activity	Relevant Terms of Reference	Expected Outcome
<p>6 November 2008 <i>Draft Report due</i> 21 October</p>	<p>Green Flag Award – Extending it to other areas</p> <p>Panel to comment on proposals which identify other areas in Peterborough to nominate for the Green Flag Award</p> <p>Contact Officer: David Denson, Head of Operations, Street Scene and Facilities</p>	<p>Officer</p>	<p>General Scrutiny Issue</p>	<p>To monitor progress on the Council's priority of plan and deliver a safe, attractive and environmentally friendly city</p>	<p>Comments to Officers</p>
<p><i>Final reports due</i> 28 October</p>	<p>What is the value of a Tree</p> <p>Panel will be asked to comment on proposals on how a valuation can be made of individual established trees.</p> <p>Contact Officer: Mike Heath, Director of City Services</p>	<p>Officer</p>	<p>General Scrutiny Issue</p>	<p>To monitor progress on the Council's priority of plan and deliver a safe, attractive and environmentally friendly city</p>	<p>Comments to Officers</p>
<p>11 December 2008 <i>Final reports due</i> 2 December</p>	<p>Budget 2009/10</p> <p>To consider the draft Budget and Corporate Strategy for 2009/10.</p> <p>Contact Officer: John Harrison</p>	<p>Cabinet</p>	<p>Policy Development</p>	<p>To consider the Council's annual budget proposals and Corporate Strategy.</p>	<p>Recommendations to the Executive</p>
<p>15 January 2009 <i>Final reports due</i> 6 January</p>					

ENVIRONMENT SCRUTINY PANEL

AGENDA PLAN 2008 – 2009

Last updated: 15 October 2008

Date of Meeting	Item (including what the Panel is requested to do)	Item referred by	Type of Scrutiny Activity	Relevant Terms of Reference	Expected Outcome
5 March 2009 <i>Final reports due</i> 24 February	Play Area's Improvement Programme Panel to consider and make recommendations on the programme for the coming year. Contact Officer: Andy Turner, Senior Grounds Maintenance Contracts Manager	Director of City Services	General Scrutiny Issue	To monitor progress on the Council's priority of plan and deliver a safe, attractive and environmentally friendly city	Recommendations from the Panel to be considered and fed into the Programme.
16 April 2009 <i>Final reports due 3 April</i>					

STILL TO BE SCHEDULED INTO THE WORK PROGRAMME

Item (including what the Panel is requested to do)	Approximate Scheduling date	Item referred by	Type of Scrutiny Activity	Relevant Terms of Reference	Expected Outcome
Environment Items (P Phillipson)					
Long Term Transport Policy To consider and comment on the Long Term Transport Policy prior to its consideration by the Executive.	March 2009	Officer	Policy Development	To initiate, develop and review relevant policies and advise the Executive about the proposed Policy Framework	Recommendations to the Executive

ENVIRONMENT SCRUTINY PANEL

AGENDA PLAN 2008 – 2009

Last updated: 15 October 2008

Item (including what the Panel is requested to do)	Approximate Scheduling date	Item referred by	Type of Scrutiny Activity	Relevant Terms of Reference	Expected Outcome
<p>Concessionary Bus Fares To consider and comment on a report on the concessionary fare scheme an to receive information when available on the possibility of offering reduced fares for concessionary scheme passengers between 9.00am and 9.30 Contact Officer: Teresa Wood</p>	February 2009	Panel	Policy Development	To initiate, develop and review relevant policies	Comments to Officers
<p>Climate Change Strategy Progress Report Contact Officer: Peter Gell</p>	T.B.A.	Director of Environment and Community Services	General Scrutiny Issue	To monitor progress on the Council's priority of plan and deliver a safe, attractive and environmentally friendly city.	Comments to Officers
<p>Highway Asset Management Plan Contact Officer: David Farquhar</p>	T.B.A.	David Farquhar	Policy Development	To initiate, develop and review relevant policies	
<p>Planning Obligations Strategy To consider and comment on the draft Strategy prior to its consideration by the Executive. Contact Officer: Simon Wright, Planning Obligations Officer</p>	T.B.A.	Constitution	Policy Development	To initiate, develop and review relevant policies and advise the Executive about the proposed Policy Framework.	Recommendations to Cabinet
<p>Food Law Enforcement Service Plan</p>	Feb 2009	Officer	Policy Development	To initiate, develop and review relevant policies and advise the Executive about the proposed Policy Framework.	

ENVIRONMENT SCRUTINY PANEL

AGENDA PLAN 2008 – 2009

Last updated: 15 October 2008

Item (including what the Panel is requested to do)	Approximate Scheduling date	Item referred by	Type of Scrutiny Activity	Relevant Terms of Reference	Expected Outcome
Health and Safety Law Enforcement Plan	Feb 2009	Officer	Policy Development	To initiate, develop and review relevant policies and advise the Executive about the proposed Policy Framework.	
City Services Items (Mike Heath)					
Customer Satisfaction – Waste and Recycling Collection Contact Officer: David Denson	T.B.A.	Mike Heath	General Scrutiny Issue	To review any issue that the Panel considers appropriate	
Customer Satisfaction – Street Cleansing Contact Officer: David Denson	April 2009?	Mike Heath	General Scrutiny Issue	To review any issue that the Panel considers appropriate	

Type of Scrutiny Activity Categories:

Holding to Account
 Performance Management
 Policy Development
 Scrutiny of External Organisations
 Scrutiny Review
 General Scrutiny Issue
 Member Training

Plans included under statutory guidance

- (a) Crime and Disorder Reduction Strategy (includes community safety strategies and programmes including CCTV and emergency planning, in line with Home Office/other Government guidelines)
- (b) Local Transport Plan
- (c) Food Law Enforcement Service Plan
- (d) Plans and strategies which together comprise the Development Plan (including the waste Local Plan, Peterborough Development Plan and Structure Plan)

RELEVANT ITEMS FROM MAJOR POLICY FRAMEWORK

ENVIRONMENT SCRUTINY PANEL

AGENDA PLAN 2008 – 2009

Last updated: 15 October 2008

Plans included by local choice

- (a) Environmental Strategy
- (b) Corporate Environmental Policy Statement
- (c) Energy Policy
- (d) Trees and Woodlands Strategy
- (e) Waste Management Strategy
- (f) Health & Safety Law Enforcement Plan
- (g) Strategic land use and transport planning issues
- (h)** Environmental Policy

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