

COMMUNITY DEVELOPMENT SCRUTINY PANEL

WEDNESDAY 17 DECEMBER 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 4 November 2008

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4. Review of Neighbourhood Investment

5 - 16

To consider and comment on the arrangements for delivery of Neighbourhood Investment.

5. Peterborough Crematorium Mercury Abatement

17 - 20

To consider the Executive Decision regarding proposals for the reduction of mercury emissions.

6. Executive Decisions

21 - 26

To note and consider any Executive Decisions taken since the last meeting that are relevant to the remit of this Panel.

7. Forward Plan

27 - 38

To consider the latest version of the Forward Plan.

8. Feedback and Update Report

39 - 40

To receive a standard report providing feedback on any issues or questions raised at previous meetings.

9. Work Programme

41 - 42

To agree the current Work Programme.

10. Date of Next Meeting

Tuesday 20 January 2009 in the Bourges and Viersen Rooms.



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 Gemma George on 01733 452268 as soon as possible.

Committee Members:

Councillors: D Over (Chairman), J Wilkinson (Vice-Chairman), S Allen, S Dalton, D Day, S Day and J R Fox

Substitutes: Councillors: B Saltmarsh and P Winslade

Further information about this meeting can be obtained from Gemma George on telephone 01733 452268 or by email – gemma.george@peterborough.gov.uk

**MINUTES OF A MEETING OF THE
COMMUNITY DEVELOPMENT SCRUTINY PANEL
HELD AT THE TOWN HALL, PETERBOROUGH ON 4 NOVEMBER 2008**

Present: Councillors Over (Chairman), D Day, S Day, J R Fox, S Dalton, Allen and Wilkinson.

Officers in attendance: Paul Phillipson, Executive Director of Operations
Adrian Chapman, Head of Neighbourhood Services
Karen Whatley, Homelessness Prevention Manager
Steve Compton, Chief Executive, Opportunity Peterborough
Sarah Stannage, Project Officer, Opportunity Peterborough
Carrie Denness, Principle Solicitor
Liz Boome, Performance Scrutiny Officer
Gemma George, Governance Support Officer

1. Apologies for Absence

No apologies had been received.

2. Minutes of the Meeting held 17 September 2008

The minutes of the meeting held on 17 September 2008 were approved as a correct record.

3. Declarations of Interest

There were no declarations of interest.

4. Streets, Squares and Spaces Strategy (Public Realm Strategy)

The Panel received a report detailing the background of the Strategy.

At its meeting on 18 June 2008, the Panel had received a presentation outlining the Public Realm Strategy which had been re-named the Streets, Squares and Spaces Strategy. Members' views had been sought on the strategy prior to the Council and Opportunity Peterborough proceeding to 'implementation phase' of the public realm work, initially focusing on Cathedral Square.

The Panel had agreed that it wished to be engaged with the project as it progressed and welcomed the opportunity to consider detailed designs and timescales in due course. Subsequently, these had been prepared and had been the subject of wide consultation prior to and during their evolution.

The Panel was advised that previous comments had been taken on board and the design concept stage had now moved forward and a planning application would be submitted within the next two weeks.

Members were invited to view a detailed model for the planned transformation of Cathedral Square and the key areas of the design were highlighted, including:

- St John's Square and the possible addition of a pavilion area, creating more space for the public
- The introduction of more plants and foliage to the area
- The decrease in the number of water fountains, therefore increasing the space for pedestrians
- Controls for the water fountains to enable them to be activated only when the weather conditions were suitable
- The introduction of more lighting to enhance the appearance of the area at night time
- The provision of more seating in the area as well as the proposed bollards, all of which would be produced from locally sourced natural materials. The addition of more seating would also decrease the dominance of the road
- The possibility of bespoke bins with joint recycling compartments to encourage zero waste
- The overall look of the area would be sophisticated and clean, enhancing and celebrating the surrounding buildings

Members were asked to consider and comment on the design and the following issues were raised:

- A query was raised regarding the fountains and the possibility of them acting as a barrier instead of enticing people into the area. Members were advised that a review had been undertaken which had focused on pedestrian movement, and the flexibility of the system would accommodate the concerns. The fountains could be turned off at any time, for example when the local markets were taking place.
- A further query was raised regarding the safety of people walking near the fountains and also the possibility of the public treading excess water into Queensgate shopping centre. Members were assured that a non slip granite surface would be used to surround the fountains and also the water dispersed further afield from the fountains would be minimal. The centre for environment and the public had also shared these concerns hence the proposals for the fountains being turned off during the winter months.
- Clarification was sought on the reasons behind the recent inclusion of trees in the designs. Members were advised that the non intrusive trees had been incorporated into the design for two reasons. Firstly to partly disguise the back of the old Queensgate building and secondly to encourage a barrier like effect maintaining the possibility of vehicular access as requested in a recent vehicle audit of the area.

ACTION AGREED:

The Panel considered the detailed designs for Cathedral Square.

5. Peterborough Housing Register and Allocations Policy

A report was submitted to the Panel detailing proposed additions to the Peterborough Housing Register and Allocations Policy following recommendation from the Peterborough Choice Based Lettings Board.

Members were advised that in accordance with the Housing Act 1996 Part VI, Local Authorities and/or agents administering the Local Authorities allocations scheme must provide a Choice Based Lettings scheme by 2010. Choice Based Lettings had been in operation in Peterborough since 2004.

Choice Based Lettings aimed to provide applicants with as much choice as possible by openly advertising vacancies and inviting applicants to express their interest. The system aimed to simplify existing allocations procedures and to provide an open and transparent service to applicants, an applicant being anyone seeking housing through the scheme, including existing tenants wishing to transfer.

Peterborough City Council and the Registered Social Landlords (housing associations regulated by the Housing Corporation that provide affordable housing on a not-for-profit basis) had worked in partnership with tenants and stakeholders to produce the common housing policy for allocating their properties in Peterborough. Therefore, this enabled the Council to maintain a single housing register for Peterborough, making it easier for applicants to find out about housing.

The policy was considered to be fit for purpose and the changes suggested were only minor additions to reflect the growth of the scheme.

Members were asked to consider and comment on the report including the minor changes suggested and the following issues were raised:

- Clarification was sought on the “2 children of opposite sex” rule and the reasoning behind this criteria being placed under the three bedroom heading. Members were advised that the general ruling was that if a parent had a male child over the age of 7 or a female child over the age of 7 they would require separate bedrooms hence the need for a three bedroom property.
- A query was raised regarding troublesome tenants with young children and whether, if this behaviour persisted, they would be evicted from the property. Members were advised that this would be down to the discretion of the landlord and it would depend on the level of behaviour. The Council would however have a duty to provide assistance in such a situation.
- Members questioned whether it was common for tenants to be four weeks in arrears with their rent. Members were advised that evaluation had been undertaken of other local authorities and the proposed addition to the current policy was to be put in place to act as a warning system.
- Clarification was sought on the bidding system, and whether people placed in a higher band would be subject to the bidding process. Members were advised that the Choice Based Lettings system required all applicants to bid for properties. Applicants who had been accepted by the Council as unintentionally homeless and in priority need would be made one reasonable offer of accommodation. Bidding could also be undertaken by the Council on behalf of vulnerable applicants or those with support needs.
- Members questioned the number of houses available and the length of time it would take to house a person in Band 1. Members were advised that there were currently 220 people located in Band 1 and roughly 30 properties per week were becoming available. The market was very competitive with some properties being more desirable than others.

ACTION AGREED

The Panel:

- (i) Noted and approved the additions to the policy;
- (ii) Agreed to the recommendation to Cabinet to approve the additions to the policy.

6. Executive Decisions

The Panel considered the following Executive Decisions made since the last meeting:

- Peterborough Public Realm Strategy

There were no requests from the Panel for any further information on this item.

A request was made for further information regarding the Mercury Abatement executive decision. Members were advised that information would be circulated the next day.

ACTION AGREED

The Panel noted the report.

7. Forward Plan

The latest version of the Forward Plan was presented to the Panel for consideration.

ACTION AGREED

The Panel noted the Forward Plan.

8. Feedback and Update Report

The Panel received a report detailing the progress of the community contact centres funding.

The Panel considered the report and no issues were raised. Members were advised that any future queries should be directed to the Head of Neighbourhood Services.

ACTION AGREED

The Panel noted the report.

9. Work Programme

The Panel received the latest version of the Work Programme for consideration.

Members requested an update on the proposals for the Corn Exchange and were advised that it would be scheduled into the work programme and brought to a future meeting.

ACTION AGREED

The Panel noted the latest version of the Work Programme.

The meeting began at 7pm and ended at 7.38pm.

CHAIRMAN

COMMUNITY DEVELOPMENT SCRUTINY PANEL	Agenda Item No. 4
17th December 2008	Public Report

Report of the Head of Strategic Growth and Development

Report Author: Adrian Chapman
Contact Details: 01733 863887

REVIEW OF NEIGHBOURHOOD INVESTMENT

1. PURPOSE

Following the recent Senior Management Review and to prepare more effectively to respond to recent legislative and inspection changes, a review of our existing Neighbourhood Investment Strategy has begun. As part of this review, Members will be updated, via a presentation, on (i) the current status of the Neighbourhood Investment Strategy and (ii) outline proposals for strengthening the approach in the future.

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

The Council's approach to working with and supporting our neighbourhoods is key to the effective delivery of our corporate priorities, the Sustainable Community Strategy *and* the Local Area Agreement. There is an increasing expectation that our services will respond appropriately to the needs and expectations of our citizens, and this will form a significant part of the impending Comprehensive Area Assessment process, the new audit regime being led by the Audit Commission.

The outline proposals for discussion with Members will provide a robust response to these challenges whilst also ensuring that both the Council and our partners can plan and design services more effectively to help deliver transformation and regeneration of our communities.

3. BACKGROUND

Launched at the start of 2007, the Neighbourhood Investment Strategy was developed to ensure that all of our communities benefit from growth and regeneration. It is based on three core themes of activity:

- Community Planning – formal medium and long term planning with local community stakeholders to ensure investment is secured via our growth and regeneration plans
- Strategic Alignment – ensuring that all Council Departments and all of our key partners are signed up to and operating within the principles of Neighbourhood Investment, and that a shared approach to problem solving is adopted
- Using Data as Intelligence – making better use of information and data to help make informed decisions about our neighbourhoods.

Neighbourhood Investment has enjoyed a mixed response from both local communities and key stakeholders. Some areas have embraced the concept of long term community planning whilst others have expressed a stronger desire to focus on current issues affecting their neighbourhood.

An initial review meeting involving key partners was held in November 2008 at which a new model, building on the existing Neighbourhood Investment Strategy but responding to local, regional and national policy changes, was discussed which focuses on delivering a 'neighbourhood management' solution for our communities – essentially, a multi-partner approach to problem solving, community planning and driving the improvement agenda, which connects the 'bottom up' (i.e. community engagement, local aspirations, local needs), with the 'top down' (i.e. legislation, regional policy, data and intelligence).

Whilst a key focus of this new approach will be to resolve the root causes of current issues affecting a neighbourhood, there will need to be an element of medium and long term planning to ensure the original values of the Neighbourhood Investment Strategy – to ensure all communities benefit from growth and regeneration – are maintained.

4. KEY ISSUES

At this early stage of thinking, Members will be asked to provide feedback on the current Neighbourhood Investment approach, and to make initial comments on the emerging thinking that will be presented to them at the Panel meeting.

5. IMPLICATIONS

Any new model that is developed to support our work within neighbourhoods is likely to have far-reaching implications across the Council and beyond. For example, there is likely to be an expectation that Council departments and our partners adapt, modify and/or redesign their services to better meet the needs of different communities in response to the outcomes of neighbourhood focussed interventions.

6. CONSULTATION

This project is at an early conceptual stage and so an initial workshop event has taken place with key partners only. A fully worked up proposal will be developed over time which will be subject to appropriate consultation.

7. EXPECTED OUTCOMES

The outcomes of discussions at the Scrutiny Panel meeting will contribute to the development of the new neighbourhoods model. The experiences and opinions of Members is critical to ensure that any new model best meets the needs of elected Members in their capacity as community leaders.

8. NEXT STEPS

Following discussion at the Scrutiny Panel meeting, a detailed proposal will be developed for wider discussion and consultation with officers, elected Members and other organisations.

9. BACKGROUND DOCUMENTS

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

Not applicable.

10. APPENDICES

The Neighbourhood Investment Strategy Cabinet Report, November 2006

APPENDIX 1

Cabinet	
27 November 2006	PUBLIC REPORT

Cabinet Member(s) responsible:	Councillor John Holdich, Cabinet Member for Housing, Regeneration and Economic Development	
Contact Officer(s):	Janet Dean, Interim Head of Strategic Growth and Development	Tel. 742502

NEIGHBOURHOOD INVESTMENT STRATEGY

R E C O M M E N D A T I O N S	
FROM : Interim Head of Strategic Growth and Development	Deadline date:
<ul style="list-style-type: none"> (i) To endorse the development of a Neighbourhood Investment Strategy which will enable all residents to enjoy the benefits of Peterborough's future growth (ii) To agree to the integration of the Neighbourhood Investment Strategy into the Council's Policy, Budget and Programme Management framework, so that the impact of investment in neighbourhoods in a visible element of corporate plans. (iii) To support the development of community planning across Peterborough to ensure that all residents are able to influence how the benefits of growth improve quality of life in their areas (iv) To recommend to the Greater Peterborough Partnership that a Neighbourhood Investment Partnership be created, which will operate within the Greater Peterborough Partnership, and to nominate Cllr John Holdich to take a leading role in the partnership (iv) To endorse further work on developing options for a city wide approach to delivering investment at neighbourhood level. 	

1. ORIGIN OF REPORT

- 1.1 This report arises out of initial consideration of the impact of future growth in Peterborough and builds on past experience of investment at neighbourhood level.
- 1.2 This report is for the Committee to consider under its Terms of Reference No. 4.4.6 *To review any issue that the Committee considers appropriate, and any matter referred to it by the Executive, the Scrutiny Committee or Council and report back to the body which referred the matter.*

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to seek Cabinet's endorsement of a Neighbourhood Investment Strategy which aims to ensure that ***'all Peterborough's residents enjoy the benefit of future growth in the city and that investment at neighbourhood level supports improvements in quality of life and the development of sustainable communities'***

2.2 Why is a Neighbourhood Investment Strategy necessary?

- 2.2.1 Peterborough is growing faster than at any time in the last 15 years and has confirmed its intention to continue growing. Over the past 18 months, with the inclusion of the City in the London and South East Growth corridor, the focus has very much been on growth, and this is reflected in the Community Strategy, in the Council's Corporate Priorities, and in the sub-Regional Economic Strategy for 2005-2016.
- 2.2.2 However, positive aspirations about growth are threatened by Peterborough's current performance across a range of economic and quality of life indicators where the City underperforms regionally and in some cases nationally. Some notable examples are that despite recent improvements in achievement of pupils at GCSE, after 16 many young people in Peterborough do not achieve their full potential. In health terms, Peterborough displays worrying levels of poor health, especially for males where life expectancy is four years below the national average, and there is a gap of almost 10 years from one area of the city to another.
- 2.2.3 Without tackling disadvantage and deprivation, growth will not be shared amongst the population and indeed inequalities will continue to inhibit growth. Regeneration and growth are therefore integrally related and need to be worked on together.
- 2.2.4 Despite the need to focus on tackling deprivation and narrowing gaps in quality of life, there is also a need across Peterborough to ensure that the growth of the city creates sustainable communities everywhere. These means that the approach to neighbourhoods should take account of investment across the city, not just in targeted areas. Administratively, Peterborough is made up of an historic core with which has been substantially changed over the last thirty years, with inner suburbs which have housed families and workers of all types over the last century, and where people moving to Peterborough have often established themselves initially. As part of its development as an Expanding Town in the 1970 and 1980s in particular, new outer suburban townships were created, and more recently further fringe development has been concentrated at Hampton. These urban and suburban areas are surrounded by a rural hinterland with villages which will have experienced more or less change over the last 500 years and more. As new communities grow, and existing communities change, it is essential to ensure that all neighbourhoods contain the ingredients which make them places where people can prosper and where they want to live. Every community will need to be considered, but it is clear that levels and types of investment will be different.
- 2.2.5 Our approach to developing the Neighbourhood Investment Strategy is consistent with the recently published government White Paper 'Strong and Prosperous Communities' which proposes enhanced roles for local authorities in 'place shaping' at local level, and these are particularly highlighted throughout the report.

2.3 How will the Neighbourhood Investment Strategy (NIS) work?

- 2.3.1 The NIS is not a document. It is a way of doing things which ensures that the Council and its partners can identify what communities need, what preferences residents have about how investment in their area is made, what investment is being made (both capital and revenue) and how that investment can be made to work better to improve quality of life at local level.
- 2.3.2 At the moment, investment at neighbourhood level happens in the way it does based on a number of factors, such as what some services know about local need, what

some communities have said about what they feel is a priority in their area, and what opportunities there have been to spend money at local level.

2.3.3 The NIS seeks to enable Peterborough to take a more proactive approach to investing in neighbourhoods, to maximise the impact of investment at neighbourhood level, and to create a more transparent process for making decisions about what to invest where and when.

2.3.4 The Neighbourhood Investment Strategy is made up of four key strands

- **Turning Data into Information and Knowledge**
- **Co-ordinating Investment Plans and Commissioning Outcomes**
- **Shaping Plans through Community Involvement**
- **Making Decisions about Investment and Monitoring Outcomes**

For each strand there will be a medium term ambition about where we want to get to when the Neighbourhood Investment Strategy is mature, and a short term aim which we want to achieve to establish the Strategy. Short term aims may need to be managed within existing resources, but the medium term ambitions provide a focus for influencing the Council's Medium Term Financial Strategy.

2.3.4.1 Turning Data into Information and Knowledge

In order to be confident that it is fulfilling its duty of well being and delivering value for money, the Council, with its partners needs to have an increasingly sophisticated way of identifying need. At the moment the Council and its partners has a lot of data which is used with varying impact across a whole range of services. Some of this data exists in formats which mean that others cannot easily use or understand it – it therefore does not inform their service planning or investment decisions. The fact that we do not know about all this data, nor do we convert it into information means that we do not communicate its content, and that results in insufficient knowledge about the needs of Peterborough's communities.

Medium Term Ambition

The core aim is to establish an integrated Geographic Information System which maps the characteristics of the population on a comprehensive range of dimensions against all public, and key private and voluntary and community sector investment at neighbourhood level and tracks the relationship between investment and commissioned outcomes

Ideally this means that we could have a map which is easily accessible – say on the intranet, or at libraries, which shows how each neighbourhood 'performs' in terms of employment, education, health, crime, transport access, housing, environmental indicators, customer satisfactions, and which also shows how investments at neighbourhood level are impacting on these.

In addition, the Council should be able to map its investment at neighbourhood level and to use this to inform service planning and investment and to share this information with partners, through the Local Area Agreement as a basis for negotiating joint investment which can achieve better value for money or improved outcomes for residents.

For elected members, officers, partners and communities at ward level and below we should be able to build a picture of need and investment which will assist us in making better choices about how to spend money or improve the impact of current investment.

Short Term aims

In the short term (over the next six months) the Neighbourhood Investment Strategy will enable us to:

- Provide a clearer corporate focus within the Council for the collection of data by developing the planning policy function.
- Accelerate work on the integration of GIS systems
- Use the Local Area Agreement as a driver for the integration of partner databases.

2.3.4.2 Co-ordinating Investment Plans and Commissioning Outcomes

We are constantly challenged by the public to join up what we do as a Council, and with our partners. We continue to make plans service by service, organisation by organisation and fail to involve other key partners at the planning stage. This reduces our opportunity to avoid duplication, to get more for our money and to serve the public better.

The benefits of integrated data mapping and improved information and knowledge at neighbourhood level are that it will improve our ability to co-ordinate service and investment planning, and capture opportunities to collaborate and pool resources and to use investment more effectively.

We also need to evolve our approach to corporate programme management which at the moment provides a performance monitoring framework for existing projects. In the context of growth we need now to move to a more proactive commissioning approach which specifies what we need to invest in to transform Peterborough and to improve quality of life at neighbourhood level

Peterborough's Community Strategy is the primary document which sets out how all partners will work together to improve quality of life, and the Local Area Agreement is the three year delivery plan which prioritises what action partners will take to deliver that improvement. The White Paper places a clear responsibility on Local Authorities to take a leading role in Local Strategic Partnerships and to use the LAA as the primary document for agreeing with partners what the priorities for the area will be.

As Peterborough refreshes its current Local Area Agreement and adds a fourth block addressing 'sustainable growth' the opportunity to align plans in relation to their impact at neighbourhood level is being explored.

Medium Term Ambition

The Neighbourhood Investment Strategy will drive the development of a fully integrated corporate planning system which is linked across to partner planning processes and which commissions investment driven by corporate priorities. The emphasis would move from one which monitors progress on projects which have been developed opportunistically and in isolation, to the generation of investment opportunities to meet needs at city wide and neighbourhood level. Investment and performance would be monitored both thematically, as now, and geographically.

Our aim is to make most effective use of both capital and revenue resources at neighbourhood level by planning in an integrated way and basing investment decisions on the best way to achieve value for money which meets the needs of residents rather than the needs of an individual service. The NIS will require that we take a cross cutting look at certain investment issues from a neighbourhood perspective, one example being the opportunity to make better provision of and re-use of community assets, whether they be community centres, schools, libraries, health facilities and so on.

Short-term aims

Over the next six months we will aim to:

- Develop a Neighbourhood/Area focus for planning and service delivery across the public sector, beginning with Children's Services, Policing and Community Planning, but increasingly linking in to Health, Housing and Environmental Services as opportunities arise
- Evolving the Corporate Programme Management Framework to create an integrated partnership approach to commissioning investment.(This will specifically enable a focus on Neighbourhood Investment and co-ordination with Opportunity Peterborough in relation to economic restructuring and transforming the city)
- Reviewing the investment need in community assets as an integrated part of the Asset Management Strategy, and developing a strategic approach to the provision of community facilities based on need and cross-service provision.
- Using the Local Area Agreement as a focus for integrating investment and tracking impact at neighbourhood level

2.3.4.3 Shaping Plans through Community Involvement

Our remit as a local authority is to serve the public and promote community well-being. It is critical to the success of a Neighbourhood Investment Strategy that investment plans take account both of community needs as measured 'objectively' and also of the preferences and perceptions of residents themselves. Investment which is not wanted is likely to be wasted. However, investing in communities based on the wishes of a single perspective or group interest is also likely to result in money being spent in a way which does not result in long term benefit for those who need it.

In order to strike the balance between planning on the basis of need and enabling communities to make choices, the Neighbourhood Investment Strategy needs to facilitate the process of community planning across the whole of Peterborough. At the moment, community planning exists often on the basis of local interest and energies or as a result of the need to draw down targeted funds. A city wide approach will help to ensure that all communities develop sustainably.

Medium Term Ambition

Our aim is that as a result of implementing the Neighbourhood Investment Strategy is that every definable community of a size to sustain local facilities and resources is able to produce a prioritised plan for investment which reflects local need and choice and which is able to draw down resources through a commissioning process. This will

require the NIS to specify its commissioning plans for the city and to identify those areas where it expects to see investment in certain outcomes – e.g health, tackling crime, environment, and income levels. Community Plans then need to reflect local priorities and identify how investment in their area could help to meet commissioned outcomes.

It is important that we consider ‘natural communities’, as these are what make sense to local people. However, we will need to enable the democratic process by supporting elected members to work across ward boundaries and to focus on particular issues in different parts of their wards.

This again is a key message in the White Paper which is clear about the role of local elected members in providing clear leadership within a partnership context in ‘place shaping’ and improving quality of life at local level. Local members are expected to clearly represent their residents needs by working with public, private and voluntary sector partners at local level, and the Neighbourhood Investment Strategy will provide the evidence and co-ordination to enable them to do this more effectively.

Whilst working at local level is critical and the key focus for elected members, investment planning often needs to take account of priorities and opportunities across a wider area. It is for this reason that the opportunity to co-ordinate across wider areas of the city is being proposed to enable alignment with service planning areas, particularly initially Children’s Services and Policy Teams.

Short Term Aims

Over the next six months we aim to:

- Utilising Ward Councillors and existing capacity in parish councils and established community groups to drive community planning in their areas.
- Refocus support for community planning by creating the tools and establishing the process to enable all communities to plan for their neighbourhoods. This will mean providing less intensive support for a small number of groups and more facilitation and enabling work across all neighbourhoods, through an Area Co-ordination process
- Generating community plans in key areas where community partnerships are in place and investment can be drawn down to meet identified priorities in the Local Area Agreement

2.3.4.4 Making Decisions about Investment and Monitoring Outcomes

It is possible for the Council to adopt this approach to Neighbourhood Investment and to transform its own investment processes. The benefits of a more strategic approach to investment planning across Council services have been identified above. However, it is critical to the success of the Neighbourhood Investment Strategy that it drives integrated partnership investment which can delivery Community Strategy and Local Area Agreement Priorities. The Greater Peterborough Partnership has been consulted about the development of the Neighbourhood Investment Strategy and fully supports the approach. Interest has been expressed in creating a specific partnership focus to drive implementation of the Strategy. It is recommended that the Council

promotes the creation of a Neighbourhood Investment Partnership within the Greater Peterborough Partnership and nominates the Portfolio Holder Councillor John Holdich to take a leading role in establishing and participating in the partnership.

There is an opportunity also to ensure that corporate and partnership governance arrangements are aligned and effective, and the Neighbourhood Investment Partnership would have a key role in enabling prioritisation across services and across the city and ensuring that proposed investment is likely to have an impact on the outcomes which are important for residents in that area.

Because investment in neighbourhoods and communities comes from a variety of public, private, voluntary and community sources and there is value in considering how to deliver additional investment into neighbourhoods through a more arms length approach, which could lever in further resources

At present a number of small development trusts and partnerships across Peterborough are able to invest their own resources in community projects and reshaping of mainstream services, such as Ravensthorpe and Westwood Development Trust and the Greater Dogsthorpe Partnership.

There are options for the way in which the Neighbourhood Investment Strategy could support the development of arms length delivery capacity which would have the potential to lever in additional funds at neighbourhood level. It is possible to continue to support the development of community based delivery vehicles as the key feature of Peterborough's approach. However, some additional benefits have been identified of taking a broader approach which would involve the creation of a neighbourhood investment delivery vehicle for the whole city. These include:

- The opportunity to create a delivery vehicle which can support investment in all communities – this means that those neighbourhoods with least capacity to go it alone do not lose out
- The creation of a partnership delivery vehicle means that the joining up of partnership funds and investment neighbourhoods is managed in a streamlined way and there is clarity and transparency about how commissioning is done and investment decisions made
- There would be a single focus for other delivery vehicles to ensure co-ordination – especially Opportunity Peterborough.
- Over an agreed time frame the delivery vehicle might have delegated authority to allocate funds, and to own and manage neighbourhood resources.
- Although this area of the strategy needs further thinking, research and consultation, it might be possible to express a medium term ambition and short term aims now.

Medium Term Ambition

In relation to governance and decision making the NIS aims to establish a transparent process which enables the Council and its partners to specify the priorities for neighbourhoods across the city and to commission investment to meet needs. It also enables the development of community driven plans to shape investment proposals and to ensure that investment is consistent with community aspirations.

The Peterborough Neighbourhood Investment Partnership of GPP will be the overarching partnership body, charged with driving the implementation of the Neighbourhood Investment Strategy. It is sponsored by the Council and partners within the Greater Peterborough Partnership. Its Board might include representatives from Communities on an area basis. It is responsible for developing a long term vision for neighbourhoods, for commissioning investment over a 3-5 year period and for monitoring investment and outcomes year on year.

The Neighbourhood Investment Partnership of GPP will therefore publish a three year Neighbourhood Investment Plan setting out priorities and commissioning investment from partners which must be reflected in community plans. The NIP will seek to deliver Local Area Agreement Outcomes at neighbourhood level and will be the mainstream focus for delivery of targeted funds like Investing in Communities.

A Neighbourhood Investment Trust could be created which is capable of owning, leasing and managing assets which generate sufficient income to resource its running costs and is able to provide services to other community organisations.

Short Term Aims

Within the next six months it is proposed to

- Establish the Neighbourhood Investment Partnership within GPP
- Refresh and realign governance arrangements to take account of the NIS
- Consult further with partners and communities on the options for delivery through a Neighbourhood Investment Trust
- Explore the features, costs and benefits of alternative models by looking at live examples around the country.

2.4 Implementation

In the short term implementation of the Neighbourhood Investment Strategy will be driven in three ways:

2.4.1 Through the creation of a 'fit for purpose' structure for Strategic Growth and Development

This new service, within the Assistant Chief Executive's Directorate brings together the Council's capacity to support growth and regeneration in the city. An interim Head of Service has been in place since early June and part of her remit is to develop the Neighbourhood Investment Strategy and to create a fit for purpose structure for the service area. The first stage of the structure is now being implemented with three managers who will drive forward key elements of the NIS. **The funding for this comes from the restructuring, no additional funding is required.**

The Strategic Planning and Enabling Manager, with enhanced capacity in data management will support the Turning Data into Information and Knowledge and Co-ordinating Investment Plans and Commissioning Outcomes strands of the Strategy

The Community Living and Neighbourhood Investment Manager, will play a key role in championing the Strategy and will lead the Shaping Plans through Community Involvement strand assisted by the appointment of five

Neighbourhood Investment Co-ordinators to cover the North West, North East, South West, South East and Central/East areas of the City
The Programme Delivery Manager will oversee the investment in neighbourhoods of key external funds such as URBAN II, Investing in Communities and Neighbourhood Renewal Fund and will play a lead role in the research and development of a city wide delivery vehicle to support the NIS

A Team of Neighbourhood Investment Co-ordinators will be appointed which will replace the current Community Regeneration Team.

The Co-ordinators will work within the Policing Team boundaries and be co-terminous with the Children's Service Planning areas.

Two Co-ordinators will cover the North and West and provide a focus on outer suburban and rural issues

Two Co-ordinators will cover the South West and South East and provide a focus on growth and new development

One Co-ordinator will add to existing and proposed capacity in the Central and East and work closely with Opportunity Peterborough and the Greater Dogsthorpe Partnership and will focus on regeneration issues

2.4.2 Through the evolution of Corporate Programme Management arrangement and alignment of strategic plans.

The Neighbourhood Investment Strategy will be managed as a project within the Growth Programme and will be embedded and supported within the existing governance framework of programme and project management across the Council. The project will be a corporate project that will report progress monthly to the Growth Programme Board and will be presented on the Growth Programme Dashboard.

The Programme Boards were introduced to complement existing operational and strategic management methods and provide the governance framework to manage and monitor all corporate programmes and projects, to ensure their delivery of corporate priorities and objectives, and act as an ongoing challenge to deliver and realise benefits.

It will be proposed that a Neighbourhood Investment Strategy Board be introduced, including all relevant key partners, which will enhance and support the existing Programme Board structure. This Board will provide the strategic direction to the overall progress of the Neighbourhood Investment Strategy ensuring that its vision contributes to the growth strategy and interfaces effectively with the Growth Programme Board.

2.4.3. Through the increasing emphasis on monitoring of outcomes and action at neighbourhood level reflected in the Local Area Agreement

Peterborough was one of the first pilot LAA authorities and has a 3 block agreement covering Children and Young People, Safer and Stronger Communities and Health and Older People. The requirement to develop a Fourth Block covering Economic

Development and Enterprise (Sustainable Growth), alongside the need to 'refresh' the original three blocks presents an ideal opportunity to begin to develop a stronger focus on neighbourhood outcomes across all partnership services and programmes.

3. CONSULTATION

- 3.1 Consultation on the development of a Neighbourhood Investment Strategy has taken place with officers and members across the Council and with key external partners through the Greater Peterborough Partnership and Opportunity Peterborough. Some consultation has been done with communities on the concepts and ideas of the Strategy, but further consultation is required with ward members and communities on key elements of implementation, particularly around community planning and the development of a city wide delivery vehicle.

4. IMPLICATIONS

4.1 Financial Implications

The costs of developing the strategy are being absorbed in mainstream budgets by refocusing staff time.

There may be costs associated with the creation of a new delivery vehicle but these will be identified if a decision is made to progress this in the future, and the sources of potential funding will be identified

4.2 Legal Implications

These will arise if a new delivery vehicle is created and options and implications will be addressed before members are requested to make any decisions

5. Background papers

None

Report of the Head of Culture

**Report Author – Jon Marsden, Service Manager - Sport & Bereavement
Contact Details – (01733) 863756**

PETERBOROUGH CREMATORIUM – MERCURY ABATEMENT

1. PURPOSE

- 1.1 This report is submitted to the Community Development Scrutiny Panel at the request of its Chairman, Councillor David Over. The report is provided by way of an update following a decision taken by the Leader of the Council in relation to compliance with new legislation affecting the Crematorium that comes into force on 31 December 2012.

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

- 2.1 The legislation requires the Council to introduce arrangements to filter mercury emissions created during the cremation process. Whilst this is part of a national initiative affecting all Crematoria, compliance with the legislation underpins the Council's commitment to protecting our environment and contributes towards achieving its aspiration of becoming an environmental capital.

3. BACKGROUND

- 3.1 Crematoria have been regulated under the terms of the Environmental Protection Act 1990, and the subsequent Pollution Prevention and Control (England and Wales) Regulations 2000, since 1991. Cremators were required to be upgraded or replaced by 1998 to ensure that they meet the environmental standards laid down in the Process Guidance Note, PG5/2 (95). Cremators in use at the Peterborough Crematorium already met this standard.
- 3.2 The UK has an obligation under the OSPAR Convention (formerly Oslo and Paris convention) to prevent, or reduce, the disposal into the environment of mercury from human remains. Consequently, DEFRA has stated that 50% of all cremations at existing crematoria must be subject to mercury abatement by 31 December 2012.
- 3.3 DEFRA required all Local Authorities operating crematoria to provide their regulator with the following information by 31 October 2008:
- (a) Whether it intends to fit equipment to abate mercury emissions from the crematorium by 31 December 2012; and
 - (b) If abatement equipment will be fitted, specify how many of the cremators it will be fitted to, and
 - (i) what proportion of cremations at the installation it is intended will be subject to abatement measures;
 - (ii) what steps have been taken to arrange
 - financing of the purchase and installation of the abatement equipment
 - procurement of the abatement equipment; and
 - (iii) the dates when the equipment will be installed and commissioned, at each crematorium, and the evidence showing how those dates will be achieved; or
 - (iv) if those dates are not fixed by 31 October, the likely date when they will be fixed; or
 - (c) If abatement will not be fitted or will be fitted in relation to less than 50% of cremations (based on 2003 figures)

- (i) specify what burden sharing arrangements it intends or has put in place to offset the cost of abatement at one or more other crematoria in accordance with statutory guidance note AQ1 (05)2, including the name of the burden sharing scheme or the name of the crematoria with which arrangements have been made;
- (ii) provide written evidence of any such arrangements; and
- (iii) specify what arrangements were put in place; or
- (iv) if the arrangements have not been fixed by 31 October, the likely date when they will be fixed.

3.4 In response to this requirement and following consideration by the Leader of the Council it has been agreed that:

- The Council will install appropriate plant and equipment to abate Mercury by 31 December 2012.
- The project will be self funding using prudential borrowing under a “spend to save” scheme.
- The Regulator (Environmental Health) will be informed of these detailed arrangements by 31 October 2008 in accordance with the statutory directive.

4. KEY ISSUES

- 4.1 The source of Mercury emitted in crematoria is produced from the cremation process and relates specifically to “silver” teeth fillings. It is estimated that some 15 million “silver” fillings are used in dental treatment each year and the National Health Service (NHS) use these routinely and will not pay for the more expensive white composite material. Private patients can however choose a range of different materials for their treatment. It is estimated that even if the use of mercury based fillings ceased these will still be present in people for many years.
- 4.2 It should be noted that there is a common misconception that exists with regard to mercury emissions from crematoria. The industry has clearly stated that mercury emissions **have no significant impact on environmental quality in the immediate vicinity of crematoria**. DEFRA’s view is that the environmental impact of mercury emitted from crematoria is a cumulative, national effect, via long range transportation (to the North Sea, for example), take up by fish, and subsequent consumption as food. It is for this reason that DEFRA has set a national target for 50% abatement, rather than setting local limits for individual crematoria.
- 4.3 The Government accepts that mercury abatement will be expensive, and considers burden sharing to be a flexible method of achieving the desired 50% reduction in emissions from crematoria. The Federation of Burial and Cremation Authorities (FBCA) has launched an optional burden sharing scheme, CAMEO (Crematoria Abatement of Mercury Emissions Organisation), which aims to provide an equitable and transparent system of sharing the cost of mercury abatement between its members. In essence, the CAMEO scheme proposes that all crematoria will add a levy to each cremation carried out. The proceeds of this which will be collected by CAMEO will then be distributed, in the form of subsidy currently proposed to be 200% of the original levy to its subscribing members who install abatement plant. This scheme has been developed and endorsed by DEFRA and incorporated into guidance notes issued (e.g. AQ24(05))

4.4 The Council is a subscribing member of this scheme and has levied an environmental surcharge for each cremation since 2006. A major change to CAMEO's proposal was subsequently announced in 2007. Initially, it was proposed that payments into CAMEO would commence on 1 January 2007, with subsidies for abated cremations becoming available from the date of installation onwards. The latest announcement states that burden sharing will not commence until 1 January 2013, i.e. when the deadline for installing abatement equipment has passed. This means that Cremation Authorities installing abatement equipment well ahead of the 2012 deadline will have to fund this from their own resources until subsidies from CAMEO become available in 2013. The scheme will operate on the basis that each crematorium will pay a fee for each cremation carried out and those crematoria that have installed abatement plant will receive a 200% return on their investment. Those crematoria that aren't abating will pay into the scheme and receive nothing in return. It should be noted however that abatement equipment manufacturers have limited capacity and waiting for the last possible moment to install ahead of the deadline will carry significant risk in terms of complying with the regulations and achieving a best value solution.

4.5 If crematoria cannot voluntarily secure the 50% reduction in mercury abatement as required, the alternative scenario is that DEFRA will issue a directive requiring all crematoria above a certain size to install abatement equipment. Under this scenario, it has been suggested that the threshold for abatement will be 2000 cremations per annum and Peterborough exceeds this number considerably (circa 2,300 p/a). Another alternative being considered is that the busiest 64 crematoria (which conduct the required level of cremations equating to 50% of the total nationally) be directed to abate. Peterborough Crematorium is the 34th busiest and would fall into this category.

Peterborough Crematorium Mercury Abatement - Feasibility

4.6 In response to the legislation the service undertook extensive research to inform the decision making process and feasibility of delivering a cost effective solution to comply with the legislative requirements. This has involved detailed discussions with equipment manufacturers, suppliers and property service and finance colleagues to assess the practicalities and costs associated with compliance. The main aim of the study has therefore been to:-

- i) assess the condition and life expectancy of the existing cremators, and associated plant and equipment, spatial issues in relation to location of new plant and monitoring equipment required to comply with the operating permit conditions;
- ii) assess the practical feasibility of installing mercury abatement equipment, taking into account space limitations and modifications to existing plant that may be required;
- iii) review the merits of either installing individual equipment to abate 50% emissions or installing a multi-cremator installation to achieve up to 100% abatement;
- iv) assess the capital costs of installation and future operating costs.

4.7 A summary of the research findings are shown below which are provided to inform Panel Members:-

- i) The three existing cremators whilst in good operable condition will require extensive refurbishment within the next four years, which forms part of their cyclical maintenance schedule. The cost of this will be £60,000. The cremators which are over ten years old are by today's standards high energy users and inefficient. The marginal cost of replacement as part of the abatement plant installation will significantly reduce energy costs and achieve operational saving in the order of £30,000 per annum, compared to the cost of operating the existing cremators with abatement. Mercury abatement plant and associated monitoring equipment by its very nature is large and bulky and has to be located in the crematory. In order to achieve this, the existing crematory will require extending to accommodate the plant and equipment.

- ii) Replacing the existing cremators with new abated cremators will provide for 100% abatement and mitigate any possible future requirement to increase from the current 50%. By taking this additional step the Council is demonstrating a strong commitment to its objective of becoming an environment capital in terms of proactively reducing its carbon footprint whilst also benefiting from reduced revenue operating costs.
- iii) The project includes for replacement cremators, abatement plant, monitoring equipment, associated building works and professional fees. It was noted that retaining the existing cremators will not provide the energy efficiencies envisaged and it was decided to replace them with new energy efficient equipment that will deliver year on year revenue savings. The works will be programmed in such a way that it minimises any disruption to customers and allows for continuity of service during the construction period.

5. IMPLICATIONS

- 5.1 All financial and legal implications in relation to this project have been considered as part of the decision making process and consequently are not detailed in this report. A full copy of the report detailing the implications have been placed in members rooms for reference.

6. CONSULTATION

- 6.1 This project is service specific and consultation and discussion has been undertaken with officers from relevant Council departments, the Cabinet Member for Community Services, the Cabinet Member for Environment and relevant ward councillors.

7. EXPECTED OUTCOMES

- 7.1 That the Community Development Scrutiny Panel note the content of this report and decision taken by the Leader of the Council. Officers will be in attendance at the meeting to clarify any points if required by Members.

8. NEXT STEPS

- 8.1 The project will be implemented in order to ensure compliance with the legislation by 31 December 2012.

9. BACKGROUND DOCUMENTS

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

- i) Environmental Protection Act 1990 and subsequent Pollution Prevention and Control (England & Wales) Regulations 2000.
- ii) DEFRA guidance notes
- iii) DEFRA Statutory direction – Crematoria Mercury Emissions Direction 2008
- iv) Guidance notes issued by Federation of Burial and Cremation Authorities (FBCA)
- v) Decision notice and public report – October 2008

COMMUNITY DEVELOPMENT SCRUTINY PANEL	Agenda Item No. 6
17 DECEMBER 2008	Public Report

Report of the Director of Strategic Resources

Report Author – Liz Boome, Performance Scrutiny Officer

Contact Details – Tel: 01733 452324

EXECUTIVE DECISIONS

1. PURPOSE

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. EXECUTIVE DECISIONS MADE SINCE THE LAST MEETING

2.1 Peterborough Crematorium – Mercury Abatement

The Council's special urgency procedure has been invoked in respect of this key decision as it cannot be delayed until the expiry of the usual five day waiting period. The decision is required to be taken urgently as any delay would prejudice the Council's interests. The consent of the Chairman of Scrutiny Committee has been obtained to waive the requirement to wait for five days because of the statutory requirement on the Council to respond to its regulator within a prescribed timescale.

The decision includes information that is NOT FOR PUBLICATION in accordance with paragraph(s) 3 of Schedule 12A of Part 1 of the Local Government Act 1972 in that it contains information relating to the financial affairs of the authority. The public interest test has been applied to the information contained within the exempt annex and it is considered that the need to retain the information as exempt outweighs the public interest in disclosing it.

The Leader of the Council is recommended to:

- (a) determine the Council's commitment to install mercury abatement plant at Peterborough Crematorium to comply with the requirements of The Environmental Permitting (England and Wales) Regulations 2007 and Environmental Protection (England) (Crematoria Mercury Emissions) Direction 2008;
- (b) consider the proposed funding options detailed in the attached exempt annex and agree the most appropriate funding arrangement;
- (c) give authority to the Chief Executive (or nominee) to notify the regulator (Environmental Health Officer) of the Council's intention to abate together with the steps taken to meet the statutory directive

issued by the Department for Environment, Food and Rural Affairs (DEFRA).

Reasons

1. The purpose of this report is to advise the Leader of the Council of the requirement for the Council to (a) comply with legislation in respect of mercury abatement at the Crematorium, (b) comply with a statutory directive requiring the Council to inform its regulator by 31st October 2008 of the arrangements it has made to fund, procure, install and commission the abatement plant and (c) provide appropriate funding options for the Leader of the Council to consider.
2. Crematoria have been regulated under the terms of the Environmental Protection Act 1990, and the subsequent Pollution Prevention and Control (England and Wales) Regulations 2000, since 1991.
3. The environmental controls imposed by the Environmental Protection Act have resulted in substantial improvements in pollutant emissions to air from crematoria. Emissions of particular matter, carbon monoxide, hydrogen chloride and organic compounds from cremators are now very much lower than they were 10-15 years ago. However the issue of mercury emissions from cremators was not addressed until the release of the new Process Guidance Note, PG5/2(04), and the subsequent Air Quality Note, AQ1(05)
4. The UK has an obligation under the OSPAR Convention (formerly Oslo and Paris convention) to prevent, or reduce, the disposal into the environment of mercury from human remains. Consequently, DEFRA has stated that 50% of all cremations at existing crematoria must be subject to mercury abatement by 31st December 2012.
5. The Federation of Burial and Cremation Authorities (FBCA) has launched an optional burden sharing scheme, CAMEO (Crematoria Abatement of Mercury Emissions Organisation), which aims to provide an equitable and transparent system of sharing the cost of mercury abatement between its members. In essence, the CAMEO scheme proposes that all crematoria will add a levy to each cremation carried out. The proceeds of this which will be collected by CAMEO will then be distributed, in the form of subsidy currently proposed to be 200% of the original levy to its subscribing members who install abatement plant.
6. As originally required by DEFRA for Cremation Authorities to inform their regulator by 31st December 2005 of their intentions as to whether they will burden share, or install appropriate treatment plant, the Council informed its regulator of its intention that it will comply with the legislation and install equipment by 31st December 2012. The Council could decide not to install abatement equipment and burden share (pay to pollute) through the CAMEO scheme. This would however require the Council to inform its regulator of this change and the Council would forfeit any benefit derived from the CAMEO scheme.

7. Should the Council opt to abate mercury by installing treatment plant this will necessitate works to include for replacement cremators, abatement plant, monitoring equipment, associated building works and professional services. The breakdown of these works, capital costs and associated revenue implications are detailed in the exempt annex attached. As this is not in the Medium Term Financial Strategy, it is recommended that the cost of the project is funded using prudential borrowing, under a spend to save scheme, with payback within six years funded from CAMEO post 2012, environmental surcharge income pre 2012 and savings in utility costs.

Alternative Options Considered

The legislation in relation to mercury abatement is specific and Officers have considered three options to comply with the requirements. The two options detailed below have been considered and rejected.

Status quo/do nothing

- i) The Council could choose to take no action and consequently would be in blatant contravention of the legislation relating to mercury abatement. In this scenario it is anticipated that DEFRA would invoke their enforcement powers. This is not a realistic option and has been discounted accordingly.

CAMEO Scheme – pay into the scheme to burden share with other crematoria and choose not to install abatement equipment (pay to pollute).

- ii) Whilst this option avoids the need for capital expenditure it carries risk if an inadequate number of crematoria opt not to abate directly. If the industry can't demonstrate 50% abatement DEFRA will impose directives on crematoria to comply. This option has been discounted on the basis that:
- The authority could be forced to comply if not enough crematoria install abatement equipment to meet the 50% target;
 - Burden sharing (paying to pollute) conflicts with the City's aspirations to become an environment capital;
 - The Council will forfeit any financial benefit that can be accrued from the CAMEO scheme which in effect will support the cost of installation and subsequently provide an ongoing income stream;
 - Energy efficiency won't be improved and fuel consumption will remain at the current levels;
 - Removes protection against any future change in policy to abate (say 100% requirement).

2.2 Corn Exchange, Peterborough

Supplementary Decision Notice to be read in conjunction with the previous CMDN "Corn Exchange, Peterborough – June 2007"

This decision includes information that is NOT FOR PUBLICATION in accordance with paragraph 3 of Schedule 12A of Part 1 of the Local Government Act 1972 in that it contains information relating to financial/business affairs, namely, that it contains details relevant to ongoing negotiations. The public interest test has been applied to the information that

is contained in the Exempt Annex and it is considered that the need to retain this information as exempt outweighs the public interest in it because to disclose it could compromise the Council's negotiating position.

This decision supplements the previous CMDN "Corn Exchange, Peterborough" dated 20 June 2007.

To authorise the Head of Strategic Property (as Corporate Property Officer), in consultation with the Solicitor to the Council to conclude negotiations for the Council to obtain vacant possession of the building prior to demolition and re-provision of the Streets, Square and Spaces Strategy for Cathedral Square Improvements (formerly known as the Public Realm Strategy)

Reasons

The Council acquired the Corn Exchange building in July 2007 under a Deed of Grant from English Partnerships with conditions which obligate the Council to demolish the building and re-provide the public realm as part of the Streets, Square and Spaces Strategy for Cathedral Square Improvements (formerly known as the Public Realm Strategy).

This development has to be completed by July 2010. In order to achieve this, vacant possession of the building is required, at the latest, by April 2009 to enable the demolition of the building and the re-provision of the Public Realm under the Streets, Squares and Spaces strategy.

Alternative Options Considered

Option 1 – The Council continues to hold the asset as a short term investment until 2012 (lease expiry), obtaining vacant possession and demolishing the building and replacing with the Public Realm but repaying English Partnerships the initial grant monies of £3,000,000.00 plus interest and associated costs as a condition under the Deed of Grant dated 4th July 2007. Option 1 was rejected on the basis that sufficient measures are in place to achieve vacant possession and development at St John's Square by July 2010.

Option 2 – The Council retains the asset as a long term investment, maximising rental income, repaying English Partnerships £3,000,000.00 plus costs and not implement the Public Realm Strategy. Option 2 was rejected on the basis that sufficient measures are in place to achieve vacant possession and development at St John's Square by July 2010.

2.3 Streets, Squares and Spaces Strategy Phase One Cathedral Square works - appointment of contractor using the Midlands Work Framework Contract 3.

This Decision contains information that is NOT FOR PUBLICATION in accordance with paragraph 3 of Schedule 12A of Part 1 of the Local Government Act 1972 in that it contains information relating to financial and business affairs namely comparative information crucial to the procurement process. The public interest test has been applied to the information that is contained in the Exempt Annex to this Decision Notice and it is considered that the need to retain this information as exempt outweighs the public interest in disclosing it because to disclose it could compromise the Council's position in any future procurement for these services.

Authority is sought to award the following contract to the respective contractor who is part of the Midlands Work Framework 3 (MWF3) contract, for the sum set out in the Exempt Annex:

- 1) Streets, Squares and Spaces Strategy (formerly known as the Public Realm Strategy) Phase One; Cathedral Square, to Geoffrey Osborne Ltd.

Reasons

Following the decision taken on the 28th July 2008, approving the MWF3 contract, there was an understanding that further Cabinet Member Decisions would be sought to award any Growth Area Funding (GAF) round 3 contract to a contractor listed under the framework. The Council is now seeking to award a contract that was approved as part of the GAF Round 3 (2008-2011) decision taken on the 30th July 2008.

The procurement route of the MWF3 was deemed most suitable for this project, following evaluation of the MWF3 and other procurement routes. Utilising the MWF3 for this project will mean that the Council will realise the following benefits:

- Reduced Procurement Costs by using a framework agreement;
- Improved cost certainty through utilising a "target cost" style of contract;
- Reduced construction cost by using early contractor input (ECI) at the design stage to manage and mitigate more effectively any potential build issues with the design.

There are four contractors on the MWF3 agreement. As part of the EU procurement process for the MWF3 a rigorous quality/price assessment was carried out for the contractors to get onto the framework. As such, a formal tender does not have to be re-issued. In order to ensure that the most appropriate contractor was selected for this project, a short quality assessment was undertaken. The quality assessment was evaluated for each contractor who was willing to undertake the works. The suggested contractor was chosen on its ability to meet the quality criterion.

Alternative options considered were:

- (a) To separately tender for the scheme: This approach would incur additional procurement costs that could be avoided. The increased lead time to procure schemes will potentially increase the out turn costs of a given scheme and decrease the time available to get the contractor on site to carry out the works. In this instance there would be considerable risk to achieving the programme for the capital works.
- (b) To utilise another existing frame work contract: On research, there were no other frame work contracts available that Peterborough City Council could utilise to deliver these schemes due to limitation in scope.

Opportunity Peterborough to procure the Phase One works, on its own rather than through the Council: The most expedient way for the Streets, Squares

and Spaces Strategy to be delivered is through the Council placing and taking on the responsibility for the contract because there are certain benefits to the Council and Opportunity Peterborough in doing this. If Opportunity Peterborough enters into this contract, the fact it cannot recover VAT will mean that the project will cost more, or the scope will need to be reduced to compensate for the VAT payments. The option of Opportunity Peterborough entering into the contract was rejected for these reasons, although the contracts will be managed by close collaborative working with Opportunity Peterborough.

3. IMPLICATIONS

Implications are contained within each individual decision notice.

4. EXPECTED OUTCOMES

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.

5. BACKGROUND DOCUMENTS

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

Executive Decision notices from 4 November 2008.

COMMUNITY DEVELOPMENT SCRUTINY PANEL	Agenda Item No. 7
17 DECEMBER 2008	Public Report

Report of the Director of Strategic Resources

Report Author – Liz Boome, Performance Scrutiny Officer
Contact Details – Tel 01733 452324

FORWARD PLAN – 1 DECEMBER 2008 to 31 MARCH 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 Community Development Scrutiny Panel, outlining the content of the Council's Forward Plan.

3. KEY ISSUES

- 4.1 The latest version of the Forward Plan is attached at Appendix 1. 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.
- 4.2 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.
- 4.3 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

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. BACKGROUND DOCUMENTS

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

Peterborough City Council's Forward Plan - 1 December 2008 – 31 March 2009

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PETERBOROUGH CITY COUNCIL'S FORWARD PLAN

1 DECEMBER 2008 TO 31 MARCH 2009



FORWARD PLAN OF KEY DECISIONS – 1 DECEMBER 2008 TO 31 MARCH 2009

During the period from 1 December 2008 to 31 March 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:

- Cultural Strategy
- Peterborough Housing Register and Allocations Policy
- Ecohut Project
- Vendor Neutral Solution for Provision of Agency Staff

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

<p>Council Tax Base To agree the calculation of the council tax base for 2009/10</p>	<p>December 2008</p>	<p>Cabinet</p>	<p>Internal advice has been received from Finance and Legal Services. No formal consultation will take place regarding proposals</p>	<p>John Blair Head of Strategic Finance Tel: 01733 384564 john.blair@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>
<p>Cultural Strategy To agree a Cultural strategy incorporating a Cultural Vision, Sports Strategy, Library Strategy and Heritage Strategy and recommend approval by Council</p>	<p>December 2008</p>	<p>Cabinet This decision will be an Executive recommendation to full Council</p>	<p>Relevant stakeholders including Community Development Scrutiny Panel</p>	<p>Kevin Tighe Head of Cultural and Neighbourhood Services Tel: 01733 863784 kevin.tighe@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>
<p>Peterborough Housing Register and Allocations Policy To agree additions to the Peterborough Housing Register and Allocations Policy: Unacceptable behaviour – clarification on rent arrears; Transfer applications; Refusal of offers</p>	<p>December 2008</p>	<p>Cabinet This decision will be an Executive recommendation to full Council</p>	<p>Peterborough Choice Based Lettings Operations Group; Peterborough Choice Based Lettings Board; Community Development Scrutiny Panel</p>	<p>Adrian Chapman Head of Neighbourhood Services Tel: 01733 863887 adrian.chapman@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>
<p>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</p>	<p>December 2008</p>	<p>Cabinet Member for Strategic and Regional Partnerships, Councillor Collins and Cabinet Member for Housing, Regeneration and Economic Development, Councillor Murphy</p>	<p>External and key stakeholders including neighbouring local authorities, land agents and chamber of commerce</p>	<p>Rob Brown Area Strategic Planning Manager Tel: 01733 863795 robert.brown@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>

<p>Ecohut Project To give authority to the lead partner (the Forestry Commission) to deliver the project to create a family woodland development for recreation and learning purposes</p>	<p>December 2008</p>	<p>Cabinet Member for Efficiency and Business Improvement, Councillor Scott</p>	<p>Ufford Parish Council; Cambridgeshire Constabulary; Peterborough City Council; Natural Networks Partnership, Greater Peterborough Partnership; John Clare Country Partnership</p>	<p>Darren Sharpe Natural Environment Team Leader Tel: 01733 453596 darren.sharpe@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>
<p>Riverside Community Sports Pavilion To appoint a contractor to build the Riverside Community Sports Pavilion.</p>	<p>December 2008</p>	<p>Cabinet Member for Efficiency and Business Improvement, Councillor Scott</p>	<p>Riverside Residents' Association, ward councillors and potential user groups.</p>	<p>Paul Stevenette Programme Consultant Tel. 01733 452475 paul.stevenette@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>December 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>Nene Bridge Refurbishment To award contract for refurbishment</p>	<p>December 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>December 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>
<p>Vendor Neutral Solution for Provision of Agency Staff To agree a process for engaging with a managed service provider for agency staff</p>	<p>December 2008</p>	<p>Cabinet Member for Efficiency and Business Improvement, Councillor Scott</p>	<p>Details awaited</p>	<p>Chris Berry Business Transformation Consultant Tel: 07976 619906 christopher.berry@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>

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

MARCH - KEY DECISIONS

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
There are currently no key decisions scheduled for March.					

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COMMUNITY DEVELOPMENT SCRUTINY PANEL	AGENDA ITEM No. 8
17 DECEMBER 2008	PUBLIC REPORT

Contact Officer:	Liz Boome, Performance Scrutiny Officer	Tel. 452324
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FEEDBACK AND UPDATE REPORT

1. ORIGIN OF REPORT

- 1.1 This is a regular report to the Community Development Scrutiny Panel as agreed as part of its work programme.

2. PURPOSE AND REASON FOR REPORT

- 2.1 This report provides feedback on items considered or questions asked at previous meetings of the 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.

3. CULTURAL SERVICES PRICING REVIEW GROUP

- 3.1 At its meeting on 17 September this Panel;
- (i) Agreed the principle of establishing a small, time limited officer/member working group to explore a pricing policy framework for the cultural services provided by the Council, and
 - (ii) Nominated Councillors John Fox, Sue Day and Samantha Dalton to sit on the working group.

The review group has subsequently met on two occasions and explored a wide range of issues relating to subsidies for those services. A further progress report will be submitted to this Panel following the conclusion of the review group's work in January 2009.

4. BACKGROUND DOCUMENTS

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

Minutes of the meeting of 17 September 2008

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COMMUNITY DEVELOPMENT SCRUTINY PANEL – AGENDA PLAN 2008/09

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
17 December 2008 (papers despatched 9 December 2008)	<p>Neighbourhood Investment Delivery To consider and comment on the arrangements for delivery of neighbourhood investment. Contact Officer: Adrian Chapman</p> <p>Mercury Abatement at the Crematorium To consider the executive decision regarding proposals for the reduction of mercury emissions. Contact Officer: Jon Marsden</p>	<p>Panel (18 June 2008)</p> <p>Panel</p>	<p>Performance Management</p> <p>General scrutiny</p>	<p>To monitor the performance of the Housing, Regeneration and Economic Development portfolio.</p> <p>To review any issue that the Panel considers appropriate</p>	<p>Comments to officer</p> <p>Comments to officers</p>
20 January 2009 (Papers despatched – 12 Jan)	<p>Budget 2009/10 To consider the draft Budget and Corporate Strategy for 2009/10. Contact Officer: John Harrison</p>	Cabinet	Policy Development	To consider the Council's annual budget proposals and Corporate Strategy.	Recommendations to Executive
11 February 2009 (Papers despatched – 3 Feb)	<p>Supporting People Annual Plan To consider and comment on the Supporting People Annual Plan prior to its consideration by the Executive. Contact Officer: Ralph Middlebrook</p> <p>Safer Peterborough Partnership Plan To consider and comment on the draft Partnership Plan, prior to its consideration by the Executive. Contact Officer: Christine Graham</p>	Officer	Policy Development	To initiate, develop and review relevant policies and advise the Executive about the proposed Policy Framework.	Recommendations to Executive
		Constitution	Policy Development	To initiate, develop and review relevant policies and advise the Executive about the proposed Policy Framework.	Recommendations to Executive

COMMUNITY DEVELOPMENT SCRUTINY PANEL – AGENDA PLAN 2008/09

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>Crematorium Management Options To consider and comment on the options for management of the Crematorium Contact Officer: Jon Marsden</p>	Officer	Consultation	To review any issue that the Panel considers appropriate	Comments to officers
<p>25 March 2008 (Papers despatched – 17 March)</p>	<p>Homelessness Strategy To consider progress on the implementation of the Homelessness Strategy. Contact Officer: Karen Whatley</p>	Panel (26 March 2008)	Performance Management	To monitor the performance of the Housing, Regeneration and Economic Development Portfolio through regular performance monitoring reports.	Comments to officers

ITEMS TO BE SCHEDULED INTO THE WORK PLAN:

City Clocks - review in June 2009 (requested by Chairman 18 June 2008 meeting)

Arts Strategy (to consider and comment on the draft Arts Strategy, prior to its consideration by the Executive – Contact Officer Gillian Barclay) – **deferred from 17 December 2008**

Houses in Multiple Occupancy and Selective Licensing - To consider an update on the work being done by the new HMO team - Contact Officer: Adrian Chapman – deferred from 4 November 2008

Implementing the Library Strategy – To consider and comment on implementation of the Library Strategy. - Kevin Tighe/Heather Walton - deferred from 17 December 2008

Tourism Services Review – To consider and comment on the proposed delivery mechanisms for tourist information services - Linda Wills - deferred from 17 December 2008