

## ENVIRONMENT CAPITAL SCRUTINY COMMITTEE

**THURSDAY 10 MARCH 2011**  
**7.00 PM**

**Bourges/Viersen Room - Town Hall**

### AGENDA

	Page No
1. Apologies for Absence	
2. Declarations of Interest and Whipping Declarations	
3. Minutes of the Meeting held on 20 January 2011	1 - 6
4. Call In of any Cabinet, Cabinet Member or Key Officer Decisions	
5. Local Transport Plan Capital Programme of Works 2011/12	7 - 32
6. Christmas Park and Ride Service	33 - 36
7. Progress Against the Carbon Reduction Commitment and Carbon Management Action Plan	37 - 40
8. Neighbourhood Services: Working to Improve the Environment	41 - 54
9. Forward Plan of Key Decisions	55 - 66



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Committee Members:

Councillors: D Day (Chairman), N Arculus (Vice-Chairman), N North, B Rush, D Morley, J A Fox  
and N Sandford

Substitutes: Councillors: J Goodwin, C Ash and D Fower

Further information about this meeting can be obtained from Louise Tyers on telephone 01733  
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**MINUTES OF A MEETING OF THE ENVIRONMENT CAPITAL SCRUTINY COMMITTEE  
HELD AT THE BOURGES/VIERSEN ROOM - TOWN HALL ON 20 JANUARY 2011**

**Present:** Councillors D Day (Chairman), N Arculus (Vice-Chairman), J A Fox, D Morley, B Rush and N Sandford

**Also Present:** Paul Phillipson, Executive Director of Operations  
Mike Heath, Commercial Services Director  
Cathy Summers, Team Manager Passenger Transport  
Peter Garnham, Highway Maintenance Team Manager  
Robert Beaumont, Lawyer  
Louise Tyers, Scrutiny Manager

**1. Apologies for Absence**

An apology for absence was received from Councillor North.

An apology for absence was also received from Councillor Sam Dalton, Cabinet Member for Environment Capital.

**2. Declarations of Interest and Whipping Declarations**

Item 6 – Trees and Woodland Strategy

Councillor Sandford declared a personal interest as he was employed by the Woodland Trust.

**3. Minutes of the Meeting held on 4 November 2010**

The minutes of the meeting held on 4 November 2010 were approved as a correct record.

**4. Call In of any Cabinet, Cabinet Member or Key Officer Decisions**

There were no requests for call-in to consider.

**5. Response to Recommendations Made by the Committee**

The Committee considered the response made by the Executive to the recommendation made in relation to the development of an Open Spaces Strategy.

**ACTION AGREED**

- (i) To note the response made to the recommendation; and
- (ii) To seek clarification of the timescale for production of an Open Spaces Strategy.

**6. Trees and Woodland Strategy**

Further to the last meeting of the Committee, the report provided an updated draft of the Trees and Woodland Strategy for consideration.

Following the last meeting of the Committee where a draft of the Trees and Woodland Strategy was considered, a separate meeting which involved interested members was held

to enable them to compare the 2006 version of the Strategy with the submitted draft and to ensure that any new initiatives were included. The informal meeting had been held in early December 2010 and was attended by Councillor Sandford, Executive Director of Operations, Head of Operations (City Services) and the Trees & Landscape Management Officer.

Questions and observations were raised around the following areas:

- Councillor Sandford advised that he had also had a good meeting with the Cabinet Member for Environment Capital and had gone through a number of issues with her. The majority of the references to expansionism had now been included within the Strategy and he was quite happy with the revised draft on the basis of the changes made.

## **ACTION AGREED**

To endorse the draft Trees and Woodland Strategy for wider consultation

### **7. Bus Service Review**

The report provided an update on the changes made to the subsidised bus network that had been approved by Cabinet in February 2010.

A review of Council subsidised bus journeys had been undertaken as a result of improvements to commercially operated bus services which had reduced the need for some Local Link journeys. A different way of delivering bus services to rural areas which provided either the same or better period of operation had also been identified. This service allowed the vehicle to operate only at times when the service was needed rather than adhering to a rigid timetable and the bus operating with no passengers on board which wasted resources and emitted needless CO2 emissions. Some Local Link services had seen an increase in patronage and therefore it was suggested that a trial of improved frequency was undertaken to assess if this further increased passenger journeys or whether the same number of passenger journeys were undertaken but simply split over the more frequent departures.

One of main changes had been the withdrawal of a number of journeys operating in the rural area which had been replaced with the Call Connect service. As part of that change a number of children who were eligible for free school transport had needed to transfer from the withdrawn services to contracted home to school transport. Also a number of passengers had been using the subsidised services even though a comparable commercial bus service was available. Assessment of the impact of this change had included looking at the number of passengers who had used the previous service compared to the number of passengers who used the Call Connect service. The number of passengers using the previous service had varied from day to day and after removing the number of school children and passengers who had a comparable commercial service available less than 10 passenger journeys per day would have had no alternative means of transport other than the Call Connect service. By comparison on the Call Connect service, an average of 25 passenger journeys per day had been made in October 2010 and an average of 30 passenger journeys per day in November 2010.

The other main change had been the trial of increased frequency of the Local Link 406 service from hourly to half hourly. After assessing the impact of the change, the number of passenger journeys had increased between 13% and 74% and as a result the half hourly frequency would continue.

There has also been a number of other changes including the withdrawal of the evening journeys to the Showcase cinema, some evening journeys on the Local Link 406 and a number of Local Link journeys around Dogsthorpe. A small number of complaints had been received from residents affected by the changes of which the majority had been concerning

the withdrawal of the Local Link journeys around Dogsthorpe. Dogsthorpe was well served by commercial services operating on a 10 minute frequency during the daytime and as such, there were no plans to reintroduce any of the withdrawn bus journeys.

Questions and observations were raised around the following areas:

- A number of complaints had been received about the Citi1 service as some people had to wait for long periods for the buses to arrive. *Stagecoach had been given details of those complaints but no response had yet been received.*
- Had there been any developments with the possible introduction of a companion pass? *The main issue was how to fund any scheme within the current economic climate but the idea could be raised again when funding was better.*
- Some figures on the Call Connect service had been sent out following the Group Representatives meeting but not all of them were understandable. Whilst the figures looked impressive what were the refusals of service?
- Councillor Sandford asked why these extra details on the Call Connect service had not been included within the report so they were open to scrutiny. The report should be deferred so all information could be included as it was based on opinions without the evidence to back them up. *There was a lot of information which could have been included and it was felt that it was better to highlight the key points within the report. Officers did not want swamp members with lots of paper but it was a difficult balance.*
- The figures on the Call Connect service should be sent to all Committee members for information and if there was still an issue to bring it back to a future meeting.
- Had the previous decision actually increased the number of passengers on the services as one of the PCC drivers had advised that he had seen information that said that Call Connect had dropped 60%? *All of the previous data had been included in the report to Cabinet in February 2010. Previously less than 10 people were using the rural services and the data was now showing 23-30 people a day using the Call Connect service.*
- Had any complaints been received that an evening service no longer went to the Showcase Cinema? *We had received no complaints but we had been working with Travel Plan colleagues as there was a need to acknowledge that the Showcase also had a responsibility as there was currently no Travel Plan in place and colleagues would look to encourage the development of such a plan.*

#### **ACTION AGREED**

- (i) To note the report; and
- (ii) That figures for the Call Connect service be sent to all Committee members

#### **8. Criteria for Resurfacing Footpaths**

The report gave details of the criteria for deciding which footpaths were resurfaced.

Highway maintenance was a wide ranging service that included the following activities: -

- Reactive maintenance
- Routine maintenance (Cyclic)
- Programmed maintenance (Planned)
- Regulatory maintenance
- Winter Service
- Emergency response

Area Highway Inspectors carried out a basic assessment of the condition of footways during routine safety inspections within their geographic areas and this was complemented by ad-hoc inspections triggered by reports from the public, Councillors or other parties. Where an

Inspector believed that it was not economically viable to restore a section of the network to a satisfactory condition with limited routine maintenance work they would complete an assessment which identified the location and type of treatment they felt was appropriate. The Highway Maintenance Team Senior Engineer would then complete a desk top audit of the information before adding the site to the Highway Maintenance Scheme proposal database to be surveyed and rated accordingly. Throughout the year the Senior Engineer surveyed sites on the database and applied three other factors - condition, hierarchy and cost to complete the assessment process and the sites would then be ranked against each other. A final judgement was then used to decide on which schemes should go forward for inclusion in the Highway Maintenance Programme each year. The programme for 2011/12 was currently being developed and would be considered at the Joint Scrutiny meeting which was proposed for late February. When assembling maintenance schemes it was important to consider other programmes of work which affected the network including improvement and street lighting schemes and major works proposed by utilities and developers and in some cases opportunities to co-ordinate works could be achieved.

Budgets were under increasing pressure and this had impacted upon the Council's ability to maintain current service levels and standards and it may be more prudent to move towards a 'holding strategy' with larger portions of available budgets being targeted towards preventative maintenance measures that were cost effective and not only provided an engineering solution but also a real visual improvement to the street scene.

Third party insurance claims received in Peterborough in 2008/09 and 2009/10 for incidents on footway and cycle ways, whilst being on average four times less frequent as carriageway claims, were in fact more costly to the authority. Consideration needed to be given as to whether the current emphasis towards carriageway schemes should be reconsidered with the view that the overall proportion of funding directed to footpaths and cycle ways should be increased. The table below showed the budgetary split (shown as a percentage) between carriageway, footway and other assets in respect of the 2008/09 to 2010/11 LTP, Capital and Revenue scheme allocations and the proposals for 2011/12.

	08/09	09/10	10/11	11/12
Carriageway	75%	71%	59%	69%
Footway	13%	18%	25%	13%
Other	12%	11%	16%	18%

The evidence supported a steady increase in footway funding as a proportion of the available budget since 2008/09 however this has not been able to be sustained as we moved into the 2011/12 financial year. This was predominantly as a result of the harsh winter of 2009/10 that had caused widespread damage to Peterborough's road network with footways being less affected by winter damage. It was expected that the current severe winter would result in similar problems on the network and where the Government had provided emergency funding in 2010/11 but this could not be guaranteed in future. There was a danger that as budgets came under more pressure it could be easier to reduce footway budgets in an effort to maintain carriageway schemes however more rigorous selection of carriageway schemes and extended holding treatments could be maintained without the need to reduce footway expenditure. The setting and agreement of a virtual proportion of carriageway and footway major maintenance budgets would be useful in order to ensure consistency, promote sustainability and engender ownership across the wider community and authority.

Footway Hierarchy's were applied to Peterborough's footway network and were broken down into appropriate classifications relevant to what use a particular section of the network was put to. This classification impacted directly on how a particular section of the network should be maintained and was identified as follows: -

Cat	Name	Description
1 (a)	Prestige Walking Zone	Very busy areas of towns and cities with high public space

		and street scene contribution
1	Primary Walking Zone	Busy urban shopping and business areas and main pedestrian routes
2	Secondary Walking Zone	Medium usage routes through local areas feeding into primary routes, local shopping centres etc.
3	Link Footways	Linking local access footways through urban areas, busy rural routes
4	Local Access Footways	Footways associated with low usage, short estate road to main routes and cul-de-sacs

Peterborough's Category 1(a), 1 and 2 footways accounted for only approximately 13km of Peterborough's total 1,157km footway and cycleway network. Whilst much work had been done during the life of LTP2 to reassess carriageway hierarchies and whilst we were able to apply those hierarchies to our carriageway scheme assessment process with confidence, the same could not be said for our footway network at the current time. There may be similar footways across the greater Peterborough area that were not classified with the same hierarchy and this would suggest the need for a review not only of the current routes but all of Peterborough's footways. Given the scale of this task it was recommended to focus on a review of only Cat 1(a), 1 and 2 footways as these were likely to be high usage, high amenity routes that would impact not only on scheme selection but other maintenance functions such as potential winter service footway reactive snow and ice clearance programmes.

Questions and observations were raised around the following areas:

- It was felt that this was an area where the budgets could be delegated to Neighbourhood Councils as ward councillors, in conjunction with local people, were best placed to make those decisions in their areas.
- Defining a minimum proportion of LTP, Capital and Revenue scheme allocations to the footway and cycleway network was supported, as long as it was not to the detriment of road maintenance. The LTP transport user hierarchy put pedestrians at the top but there were always complaints that pavements are neglected.
- Was there any evidence to support the assumption that the public wanted paving slabs replaced with bituminous footways? It was important to check with local people that that was what they wanted. *The assumption was based on the Best Value Review which had been undertaken during 1999 but perhaps it was now time for it to be reviewed. The approach was positive on the whole and had immense benefits especially from a safety point of view, however some people might prefer a slabbed look in their area.*
- There were issues in some areas where there was a mix of slabs and tarmac which did not look pleasant, so could an effort be made to replace all slabs rather than in piecemeal? *We would prefer to see whole sections replaced but the priority was to ensure that the footpath was safe and fit for use.*
- What was being done to repair potholes following the recent bad weather? *There was currently a vast amount of potholes on the road network which we were forced to repair as soon as possible usually with a temporary repair to remove the hazard. Following that a revisit of the site would take place and the pothole marked ready for a proper repair.*
- In some areas HGV's were parking half on the path and half on the road which would cause damage to the path. *That was a traffic management issue which could be addressed with loading restrictions.*
- A review of footway hierarchy was supported as it was not representative of routes across the city which needed to be included for maintenance and could also help with future snow clearance.
- Would councillors be able to submit pathways which they believed should be included in the review? *When the review was completed it would be sent out to all councillors for them to consider and comment.*

## **ACTION AGREED**

- (i) To support the proposal to increase by up to 50% the current programme of footway micro-asphalt surface treatments in future years in order to provide a significant preventative maintenance benefit to Peterborough's residents and visitors at minimal additional cost.
- (ii) To support the proposal to work more closely with Neighbourhood Teams to capture and understand the needs of the communities from the local perspective and apply these findings to programmes as and where appropriate.
- (iii) To support the proposal to undertake a review of the current Hierarchy 1a, 1 and 2 footways in order to establish whether the existing network is representative of Peterborough's high use footways within the current available budget.
- (iv) To support that a defined minimum proportion of up to 25% of LTP, Capital and Revenue scheme allocations should be applied to Peterborough's footway and cycleway network to safeguard against the potential for carriageway schemes to take precedent as the wider network takes the strain in the coming years.

## **9. Forward Plan of Key Decisions**

The latest version of the Forward Plan, showing details of the key decisions that the Leader of the Council believed the Cabinet or individual Cabinet Members would be making over the next four months, was received.

### **ACTION AGREED**

To note the latest version of the Forward Plan.

## **10. Work Programme**

We considered the Work Programme for 2010/11.

Clarification would be sought as to the current position of the costs of the Waste 2020 Programme following the figures submitted by Friends of the Earth.

### **ACTION AGREED**

To confirm the work programme for 2010/11.

## **11. Date of Next Meeting**

Thursday 10 March 2011 at 7pm

CHAIRMAN  
7.00 - 8.00 pm



<b>ENVIRONMENT CAPITAL SCRUTINY COMMITTEE</b>	<b>Agenda Item No. 5</b>
<b>10 MARCH 2011</b>	<b>Public Report</b>

## **Report of the Executive Director - Operations**

**Report Author** – Michael Stevenson, Project Engineer, Transport Planning Team

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### **DRAFT LOCAL TRANSPORT PLAN CAPITAL PROGRAMME 2011/12**

#### **1. PURPOSE**

- 1.1 To seek the Committee's views on the draft Local Transport Plan Capital Programme 2011/12 prior to its consideration by the Cabinet Member for Housing, Neighbourhoods and Planning.

#### **2. RECOMMENDATIONS**

- 2.1 That the Committee scrutinise the proposed four areas of 2011/12 capital programme of works contained in the following annexes and make any appropriate recommendations:

Annex 1 – 2011/12 Integrated Transport Capital Programme  
Annex 2 – 2011/12 Highways Capital and Revenue Maintenance Programme  
Annex 3 – 2011/12 Street Lighting Capital Maintenance Programme  
Annex 4 – 2011/12 Bridge Capital Maintenance Programme

#### **3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT**

- 3.1 There are a number of links and shared objectives in the Sustainable Community Strategy and Local Area Agreement (LAA) which are related to, or reliant on transport solutions. The existing and proposed Local Transport Plans (LTP) consider the requirements of these documents and provide a co-ordinated and cost effective programme to deliver against these objectives through the annual LTP capital programme of works (attached). Issues addressed through the programme include:

- i. Road Safety/Community Safety – accident reduction schemes, road maintenance, street lighting and CCTV systems.
- ii. Environment – congestion reduction schemes, encouraging sustainable transport through improved public transport, walking and cycling routes.
- iii. Health/education – improved information/access to services and the promotion of healthier lifestyles through the Travelchoice project and the Safer Journeys to School project.
- iv. Network management – developing new infrastructure/systems or improving existing facilities, to improve network efficiency and cater for and support predicted economic growth.

- 3.2 The four areas of 2011/12 capital programmes of work, as detailed under paragraph 2.1, contribute to achieving the targets set for the following National Indicators:

NI 168 Principal Road Condition.  
NI 169 Non Principal Classified Road Condition.  
NI 47 Total killed and seriously injured.  
NI 48 Child killed and seriously injured.  
NI 177 Public transport patronage.

NI 198 Mode share for journeys to school.  
NI 178 Bus Punctuality.  
NI 167 Road Traffic Congestion.  
NI 194 Air Quality

#### **4. BACKGROUND**

- 4.1 Each financial year, through the Planning Guideline process, the Council is awarded an allocation of funding from central Government to spend on transportation schemes and capital maintenance of the road network. To ensure this money is spent effectively the third Peterborough Local Transport Plan (2011–2016) has been developed, in consultation with a wide range of key stakeholders, and is to be presented to full Council for approval on the 13<sup>th</sup> April 2011. The Council considered a range of transport solutions to best address local problems, meet the growth aspirations of the City and integrate the Governments 'national transport goals' agreed at national level by the Local Government Association (LGA) and the Department for Transport (DfT).
- 4.2 In order to evaluate the wide range of potential transport solutions, a computer based forecasting model was produced using the SATURN software package. This model was used to examine the Peterborough Core Strategy to establish the effect of land use, and population growth, to inform the Long Term Transport Strategy (LTTS) and Local Transport Plan 3 (LTP3). The LTP3 contains a broad five year capital allocation for each generic transport intervention. A more detailed capital programme of works has been produced for the first year of the LTP3 period (2011/12) and is submitted for consideration under this report.

#### **5. KEY ISSUES**

- 5.1 The new coalition Government, as part of their October 2010 Spending Review, announced a radical simplification of the local transport funding mechanism, moving from 26 separate streams to just four as follows:
1. A local sustainable transport fund (capital and resource).
  2. Major Schemes (capital).
  3. Block funding for highways maintenance (capital).
  4. Block funding for small integrated transport improvement schemes (capital).

The local sustainable transport fund and Major Scheme grant are subject to a bidding process, whereby Local Authorities will have to submit robust applications to harness funding. The block allocation for highways maintenance for each local authority is calculated through a needs based formula. This is based on several factors including: total road length by classification and condition; the number of bridge structures and whether they require significant maintenance or strengthening and the number of street lighting columns over 40 years old. The block funding for small integrated transport improvement schemes is also calculated through a needs based formula. This is based on the following factors: supporting development in less prosperous areas; road safety statistics; public transport patronage; traffic congestion; accessibility and tackling pollution.

- 5.2 The Council has been awarded a total of £4,762K transport settlement for 2011/12 (Table 1 refers). As with previous years the allocation is not ring fenced. The Council has continued to support the road network by allocating £716K of corporate capital funding, which has been added to the unringfenced transport settlement and allocated to prioritised schemes as detailed in Annexes 1 – 4. The Council has also allocated some corporate resources into specific schemes as outlined in the Medium Term Financial Strategy.

**Table 1 – DfT LTP capital and Corporate capital allocation**

	<b>Allocation (£K)</b>
LTP integrated transport (block)	1,406
LTP capital maintenance (block)	3,356
PCC Corporate Resources	716
<b>Total</b>	<b>5,478</b>

**Table 2 – Split of funding**

	<b>Integrated Transport Block (£K)</b>	<b>Highways Maintenance (£K)</b>	<b>Roads &amp; Bridges (£K)</b>	<b>Street Lighting (£K)</b>	<b>Total (£K)</b>
Annex 1 - 4	1,300	2,692	1,085	401	<b>5,478</b>

5.3 The Committee is now asked to scrutinise the suitability of the Draft 2011/12 Capital Programme of Works as follows:

- (1) Annex 1 – 2011/12 Integrated Transport Capital Programme
- (2) Annex 2 – 2011/12 Highways Maintenance Programme
- (3) Annex 3 – 2011/12 Street Lighting Maintenance Programme
- (4) Annex 4 – 2011/12 Bridge Maintenance Programme

## **6. IMPLICATIONS**

### **Financial**

6.1 Failure to get approval of the proposed programme by March 2011 is likely to present difficulties in delivering all of the schemes. Reduction in spend will have a direct and negative impact on delivering objectives and meeting LAA and LTP targets and could possibly result in a reduced allocation in future years.

## **7. CONSULTATION**

7.1 Legal Services and Finance have, where appropriate, provided specialist advice on the report and the proposed programme for 2011/12. The Cabinet Member for Housing, Neighbourhoods and Planning has been consulted on the Report and associated Annexes. Democratic Services have provided advice on the process.

7.2 Consultation on the LTP3 aims and objectives for the next five year period was carried out with the Neighbourhood Councils for all the areas in Peterborough in September 2010. Following on from this, the Transport Planning Team is scheduled to present the LTP3 2011/12 Transportation CPW to the Neighbourhood Councils in March 2011. Additionally, a Public Exhibition was held in the Queensgate Shopping Centre for two days in October 2010. Further, a consultation leaflet with questionnaire was placed on the Council website and also distributed with the 'Your Peterborough' magazine – over 1,100 responses were received. Ongoing consultation is undertaken on individual schemes in the LTP capital programme as required and progress is published every other year through a Delivery Report. The LTP and generic five year programme has been subject to extensive consultation with stakeholders and is to be presented to Full Council for approval on the 13<sup>th</sup> April 2011.

## **8. NEXT STEPS**

- 8.1 The Cabinet Member for Housing, Neighbourhood and Planning will consider all representations prior to considering a Cabinet Member Decision Notice.
- 8.2 The delivery and spend on individual schemes in the transportation capital programme of works for 2011/12 will be monitored on a regular basis through scheme highlight reports submitted to the project owners. Overall programme delivery/spend will be monitored by the PRINCE 2 Transport & Engineering Programme Board on a monthly basis utilising a Programme Dashboard Report. Business cases will be produced for larger schemes and submitted to the Project Governance Board through the project gateway process. Larger projects will also report corporately through the Verto Project System.
- 8.3 Delivery of the 2011/12 Capital Programme of Works will be reported to the DfT, probably by means of an LTP Progress/Delivery Report.

## **9. BACKGROUND DOCUMENTS**

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

- Peterborough City Council's Medium Term Financial Plan

## **10. APPENDICES**

Annex 1 – 2011/12 Integrated Transport Capital Programme

Annex 2 – 2011/12 Highways Capital and Revenue Maintenance Programme

Annex 3 – 2011/12 Street Lighting Capital Maintenance Programme

Annex 4 – 2011/12 Bridge Capital Maintenance Programme

Annex 5 - Department for Transport's Local Transport Settlement (2011/12 – 2012/13) Letter dated 13<sup>th</sup> December 2010

INTEGRATED TRANSPORT BLOCK

Budget Head	Project Title	Scheme/ Description	Estimated Cost (£k)	Comments
Public Transport	Core Bus Routes	A range of measures including provision of bus borders, new or refurbished bus shelters and the upgrading of existing signals or implementation of new traffic signals to facilitate bus priority. Citi 2 route is to be prioritised.	100	Public Transport is a priority area for funding and percentage allocation should reflect this.
	Interchange and Bus Stop Improvements	Improvements to interchanges and upgrading of bus stops and bus shelters. Schemes prioritised annually in accordance with the approved assessment methodology. To include bus lay-by on Bourges Boulevard near Maskew Avenue.	95	
	Real Time Passenger Information (RTPI)	Continuation of a programme to implement a system providing timely, accurate and reliable bus service information to passengers at the bus station, bus stop or whilst travelling. Prioritisation given at those locations on Core Bus Routes and in interchange and bus stop programme above.	50	
	Bus Station Capital Enhancements	Capital improvements at the bus station.	30	
	<b>Total</b>		<b>275</b>	

Budget Head	Project Title	Scheme/ Description	Estimated Cost (£k)	Comments
Walking and Cycling	Cycle Network	Implementation of a range of measures to improve cycling facilities on the cycle network.  Priority routes – Flax Factory infrastructure and Hicks Pit renaming/signing only  Green Wheel Links	60	

	Cycle Parking	Implementation of cycle parking infrastructure at key locations to reduce cycle theft and encourage cycling generally. Locations to be considered include schools, Town Hall and Queensgate Bus Station.	20	
	Walking Infrastructure Schemes	Implementation of measures to improve the walking environment.	0	No scheme programmed in 2011/12
	City Centre	Design of a scheme to encourage walking and cycling in the City centre. Support for Cowgate Public Realm..	10	Build in LTP 3 period
	Signalised crossing scheme	Improvements to the signalised crossing on Bishops Road near the Crown Court.	10	
	<b>Total</b>		<b>100</b>	

Budget Head	Project Title	Scheme/ Description	Estimated Cost (£k)	Comments
Intelligent Transport Systems (ITS)	Urban Traffic Management Control (UTMC)	Continuation of a scheme to identify and part implement a network of Intelligent Transport Systems linked to/controlled by a central computer system. This to include co-ordination of the operation of traffic signals in order to reduce delays on parts of the road network. Introduction of SCOOT routes (linked traffic signals). Identified routes/projects to be treated.	150	
	Bright Street	Traffic signal design prior to corporate capital funded scheme in 2012/13.	10	
	<b>Total</b>		<b>160</b>	

Budget Head	Project Title	Scheme/ Description	Estimated Cost (£k)	Comments
Network Management	Junction 5	Junction 5 design/procurement activities prior to corporate capital scheme delivery in 2012/13.	20	
	Congestion "hot spot" treatment	A scheme to reduce congestion at a site prioritised through either the Peterborough Transportation SATURN Model or Bus Punctuality data.	115	
	Stanground Bypass	Implementation of a weight limit restriction and gateway features on the old A605 bypassed route.	20	

	A1073 Eye Green traffic mitigation scheme	Implementation of a traffic calming scheme to encourage traffic to use the new alternative A16 route and enforce the speed limit through the village of Eye Green.  Related to A1073 (A16) Major Scheme - Post Opening Works.	100	Funds carried forward from 2010/11 FY, due to the delay in opening of the new A16 road.
	<b>Total</b>		<b>255</b>	

Budget Head	Project Title	Scheme/ Description	Estimated Cost (£k)	Comments
Safer Roads	Local Safety Schemes	Safety scheme(s) aimed at addressing existing or emerging problems at sites in the PUA area. Site selection to be determined by the T&E Project Board.	100	
	The Triangle	Continuation of the implementation of a scheme to improve road safety in the vicinity of the Triangle area of New England	75	Mainly funded through Section 38 in 2011/12
	<b>Total</b>		<b>175</b>	

Budget Head	Project Title	Scheme/ Description	Estimated Cost (£k)	Comments
Accessibility	City Centre Accessibility Improvements	Way finding improvements including gateways, signage, way markers, LED lighting.  Mobility improvements.	30  20	

	Safer Journeys To School (SJTS)	SJTS – a project to promote health and safety for the pupil’s journey to school. Measures to be identified in partnership with participating schools. 2011-12 intake - Kings Junior School	80	Schools prioritised annually. Two year programme. Potential to support LTP applicable schemes hit by reduction of removal of school travel grant
	Travel Security	Implementation of travel security measures at a key location.	0	No scheme programmed in 2011/12
	Dropped Kerbs	Provision of dropped kerbs on key routes.	30	
	Rights of Way Improvement Plan (ROWIP) implementation	Contribution toward the Thorpe foot bridge improvements on a public right of way.	20	
	Plugged in Places	Contribution to a regional project to introduce charging points for electric powered vehicles.	35	
	<b>Total</b>		<b>215</b>	

Budget Head	Project Title	Scheme/ Description	Estimated Cost (£k)	Comments
Network Improvements related to major and minor schemes	Junction 8/Welland Road	Scheme completion costs.	100	
	Fletton Parkway	Scheme completion costs.	10	
	Paston Parkway	Scheme completion costs.	10	
	<b>Total</b>		<b>120</b>	

		<b>INTEGRATED TRANSPORT BLOCK TOTAL</b>	<b>1300</b>	
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**Highways**

Budget Head	Project Title	Scheme/ Description	Estimated Cost (£k)	Comments
Highways Maintenance Block	Principal Roads, Non-Principal Roads and Unclassified Roads	See Annex 2 for a breakdown of proposed maintenance schemes for 2011/12.		
		<b>Total</b>	<b>2027</b>	

**Lighting**

Budget Head	Project Title	Scheme/ Description	Estimated Cost (£k)	Comments
Street Lighting Block	Street Lighting Improvements	See Annex 3 for a breakdown of proposed lighting improvement schemes for 2011/12.		
		<b>Total</b>	<b>156</b>	

**Bridges**

Budget Head	Project Title	Scheme/ Description	Estimated Cost (£k)	Comments
Bridge Maintenance Block	Bridge Maintenance	See Annex 4 for a breakdown of proposed bridge safety, strengthening and improvement schemes for 2011/12.		
		<b>Total</b>	<b>935</b>	

	<b>CAPITAL MAINTENANCE TOTAL</b>	<b>3118</b>	
	<b>INTEGRATED TRANSPORT + CAPITAL MAINTENANCE TOTAL</b>	<b>4418</b>	

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HIGHWAY INFRASTRUCTURE

Programme Area: Highway Maintenance

Budget Head	Scheme			Description	Estimated Cost (£k)	Comments
LTP Funded Allocation	<b>Location</b>	<b>From</b>	<b>To</b>			Some of these proposed schemes may be affected by other works and utilities being carried out within Peterborough City Council Unitary Area and may have to be omitted from the programme for this financial year. Should this be the case then the next schemes ( <i>reserve</i> ) of high priority will be taken from the list of assessed roads.
	A1139 Fletton Pkwy	Junction 2	Junction 1(west bound lane 1)		150	
	Willow Hall Lane	O/S bungalow		Reshape c/w to remove dangerous dip	30	
	Glington By-pass	Glington R/B	Railway Bridge	Place to place surfacing	150	
	A1073	A47	Lincs C C bounary	Place to place surfacing	140	
	Guntons Road	School Road	No. 51	Resurface carriageway	50	
	Ivatt Way	Hartwell Way	Gresley Way +R/B	Resurface carriageway	110	
	Fulbridge Road	Marlow Grove	Paston Lane	Place to place surfacing	100	
	Bus route	Oundle Road	Pauls Grove	Resurface carriageway	35	
	Eyebury Road	High Street	30mph boundary	Resurface carriageway	90	
	Lincoln Road	Mountsteven Ave	Marne Road	Resurface carriageway	30	
	B1443 Thorney Rd	White Post Road	Peterborough Road	Place to place surfacing	75	
	Taverners Road	Bourges Boulevard	Lincoln Road	Resurface carriageway	150	
	A605, Oundle Road	Sugar Way	Shrewsbury Avenue	Resurface carriageway	110	
	Bukehorn Road	B1040	The Reaches	Place to place surfacing	100	
	Bretton Way	Junction 58	Junction 17	Resurface carriageway	90	
	Edgerley Drain Rd	Oxney Road R/B	Empson Road	Resurface carriageway	130	
	Bakewell Road	Southgate Way	Milnyard Square	Resurface carriageway	90	
	Southgate Way	Junction 17 (A1M)	Finmere Park	Resurface carriageway	95	
	A1139 Fletton Pkwy	Junction 2	West bound slip off	Resurface carriageway	70	
	Amberley Slope	Corfe Avenue	The Steynings	Resurface carriageway	72	
	<i>Alma Road</i>	<i>Entire length</i>		<i>Resurface carriageway</i>	<i>Reserve</i>	
	<i>Lime Tree Avenue</i>	<i>Entire length</i>		<i>Resurface carriageway</i>	<i>Reserve</i>	
	Atkins	Inspections, design and consultation fees			160	
			<b>TOTAL</b>	<b>2027</b>		

**HIGHWAY INFRASTRUCTURE**

**Programme Area: Highway Maintenance**

Budget Head	Scheme			Description	Estimated Cost (£k)	Comments
<b>PCC Capital Allocation</b>	<b>Location</b>	<b>From</b>	<b>To</b>			Some of these proposed schemes may be affected by other works and utilities being carried out within Peterborough City Council Unitary Area and may have to be omitted from the programme for this financial year. Should this be the case then the next schemes of high priority will be taken from the list of assessed roads.
	Reeves Way Ph 2	Norman Road	North for 320m	Resurface carriageway	63	
	Alexandra Rd Ph 1	Waterloo Road	Oxford Road	Resurface carriageway	60	
	Windmill Street	Entire length		Resurface carriageway	70	
	Ledbury Road	Audley Gate	Wilton Drive	Resurface carriageway	85	
	Atkins	Inspections, design and consultation fees			22	
	Surface dressing	B1040 Lincoln Road Helpston Road Peakirk Road Werrington Bridge Road Wrights Drove Maxey Road Tallington Road Walcott Road Main Street Peterborough Road Yarwell Road			225	
	Micro Asphalt	Princes Gardens Park Crescent Garton End Road Chestnut Drive Copper Beech Way Storrington Way Canterbury Road			75	
	Capital gullies				65	
				<b>TOTAL</b>	<b>665</b>	

**HIGHWAY INFRASTRUCTURE**

**Programme Area: Highway Maintenance**

Budget Head	Scheme				Description	Estimated Cost (£k)	Comments
<b>All Roads PCC Revenue Allocation</b>	Inspectors Allocation	Allocation for highway inspectors defined schemes to carry more extensive works during inspections that would not qualify for a scheme				180	Some of these proposed schemes may be affected by other works and utilities being carried out within Peterborough City Council Unitary Area and may have to be omitted from the programme for this financial year. Should this be the case then the next schemes of high priority will be taken from the list of assessed roads.
	Small works action team	Dedicated contractors team to carry out high priority and emergency works.				300	
	Safety fencing					30	
	<b>Location</b>	<b>From</b>	<b>To</b>	<b>Description</b>			
	Clarence Road			Resurface footway	30		
	Rightwell East			Slab replacement	15		
	Craig Street			Resurface footway	10		
	St Marks Street			Resurface footway	20		
	Thorpe Meadows			Resurface cycleway/footway	15		
	Footway Slurry Seal	Helpston Road		Footway slurry seal	100		
	Welmore Road		Footway slurry seal				
	Ashburn Close		Footway slurry seal				
	Vergette Road		Footway slurry seal				
	Walker Road		Footway slurry seal				
	Scotts Road		Footway slurry seal				
	Holmes Road		Footway slurry seal				
	Neaverson Road		Footway slurry seal				
	Grimshaw Road		Footway slurry seal				
	Sallows Road		Footway slurry seal				
	Chain Close		Footway slurry seal				
	Little Close		Footway slurry seal				
	The Crescent		Footway slurry seal				
	New Road		Footway slurry seal				
	Burmer Road		Footway slurry seal				
	Belham Road		Footway slurry seal				
	Thistle Moor Road		Footway slurry seal				
	Stumpacre		Footway slurry seal				
	Kirkmeadow		Footway slurry seal				
<b>TOTAL</b>						<b>700</b>	

**HIGHWAY INFRASTRUCTURE**

**Programme Area: Highway Maintenance**

Budget Head	Scheme			Description	Estimated Cost (£k)	Comments
<b>PCC Capital Allocation (ring fenced to footways)</b>	<b>Location</b>	<b>From</b>	<b>To</b>			Some of these proposed schemes may be affected by other works and utilities being carried out within Peterborough City Council Unitary Area and may have to be omitted from the programme for this financial year. Should this be the case then the next schemes of high priority will be taken from the list of assessed roads.
	Reeves Way Hill Close Broad Close Bishops Close	Eastfield Road  Entire length	Bishops Close / Broad Close	Footway slab replacement	65	
	Chapel Street	Coneygree Road	No.48	Footway slab replacement	30	
	Sherwood Avenue	Entire length		Footway slab replacement	12	
	Stanford Walk Lyme Walk Kirby Walk Denham Walk	Entire length		Footway slab replacement	35	
	Cranford Drive	Atherstone Avenue	Bretton Gate	Footway slab replacement	15	
	Dudley Avenue Rockingham Grove	Entire length			15	
	Chestnut Avenue	Eastern Ave	Previous scheme	Footway slab replacement	18	
	Chestnut Avenue	Cerris Road	Western Avenue	Footway slab replacement	10	
	Arbury Close	Entire length		Footway slab replacement	15	
	Newbey Close	Entire length		Footway slab replacement	15	
				<b>TOTAL</b>	<b>230</b>	

**NOTE:-**

*The list of proposed schemes will be dependent on the final budget allocation.*

*Also some of these proposed schemes may be affected by other works and utilities being carried out within Peterborough City Council Unitary Area and may have to be omitted from the programme for this financial year.*

*Should this be the case then the next schemes of high priority will be taken from the list of assessed roads.*

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## CAPITAL MAINTENANCE

## Street Lighting

Budget Head	Scheme	Description	Estimated Cost (£k)	Comments
Street Lighting LTP Funded Allocation				
	Grimshaw Road	Installation of new lighting scheme designed to BS5489		
	Sallows Road	Installation of new lighting scheme designed to BS5489		
	Chain Close	Installation of new lighting scheme designed to BS5489		
	Grange Avenue	Installation of new lighting scheme designed to BS5489		
	Mayfield Road	Installation of new lighting scheme designed to BS5489		
	Figtree Walk	Installation of new lighting scheme designed to BS5489		
	Pine Tree Close	Installation of new lighting scheme designed to BS5489		
	Welland Close	Installation of new lighting scheme designed to BS5489		
	Eastern Close	Installation of new lighting scheme designed to BS5489		
Poplar Avenue	Installation of new lighting scheme designed to BS5489			
	Atkins	Design and consultation fees		
		<b>Total for LTP Funded Allocation</b>	<b>156</b>	
PCC Capital Allocation				
	Woodbyth Road	Installation of new lighting scheme designed to BS5489		
	Airedale Close	Installation of new lighting scheme designed to BS5489		
	Southlands Avenue	Installation of new lighting scheme designed to BS5489		
	Sherborne Road	Installation of new lighting scheme designed to BS5489		
	Burford Way	Installation of new lighting scheme designed to BS5489		
	Farringdon Close	Installation of new lighting scheme designed to BS5489		
	Aldsworth Close	Installation of new lighting scheme designed to BS5489		
	Weymouth Way	Installation of new lighting scheme designed to BS5489		
	Wimborne Drive	Installation of new lighting scheme designed to BS5489		
	Blandford Gardens	Installation of new lighting scheme designed to BS5489		
	Dorchester Crescent	Installation of new lighting scheme designed to BS5489		
	Belvoir Way	Installation of new lighting scheme designed to BS5489		
	Footpath Belvoir Way to Welland Road	Installation of new lighting scheme designed to BS5489		
Eye Road (South)	Installation of new lighting scheme designed to BS5489			

**Street Lighting**

Budget Head	Scheme	Description	Estimated Cost (£k)	Comments	
<b>PCC Capital Allocation</b>					
	Fletton Parkway Junction 2	Installation of new lighting scheme designed to BS5489, new cabling and power supply			
	Holland Avenue	Installation of new lighting scheme designed to BS5489			
	Croyland Road	Installation of new lighting scheme designed to BS5489			
	Atkins	Design and consultation fees			
		<b>Sub Total for this area</b>		<b>181</b>	
	<b>Private PCC cable system replacement</b>				
	Replacement of cable networks	Re-cabling of street lighting systems in various areas across the city. Installation of new supply points to increase reliability and improve safety of system.		<b>39</b>	
	Reserve for reactive work following further structural testing of columns	Installation of new columns and general improvements to systems, upgrading of controls.		<b>25</b>	
		<b>TOTAL for PCC Capital Allocation</b>		<b>245</b>	

**CAPITAL MAINTENANCE**

**Programme Area: Bridge Maintenance**

Scheme	Description	Estimated Cost (£k)	Comments
Bridge Maintenance Block (LTP funded)	<b>Parapet Safety Schemes</b>	<b>375</b>	
	<ul style="list-style-type: none"> <li data-bbox="439 448 696 485">• Portsand Bridge</li> </ul>		
	<ul style="list-style-type: none"> <li data-bbox="439 485 719 521">• Durham Oxbridge</li> </ul>		
	<ul style="list-style-type: none"> <li data-bbox="439 521 707 558">• Old Wryde Drain</li> </ul>		
	<ul style="list-style-type: none"> <li data-bbox="439 558 786 595">• Hundreds Road Bridge</li> </ul>		
	<b>Bridge Strengthening Package</b>	<b>310</b>	
	<ul style="list-style-type: none"> <li data-bbox="439 668 775 705">• Nene Bridge Bearings</li> </ul>		
	<ul style="list-style-type: none"> <li data-bbox="439 705 994 742">• Fletton Parkway Railway strengthening</li> </ul>		
	<ul style="list-style-type: none"> <li data-bbox="439 742 1021 778">• Junction 1 strengthening (barriers on top)</li> </ul>		
	<ul style="list-style-type: none"> <li data-bbox="439 778 987 815">• South Street Footbridge refurbishment</li> </ul>		
	<ul style="list-style-type: none"> <li data-bbox="439 815 1055 852">• Folly River New strengthening (edge beam)</li> </ul>		
	<b>Minor Improvements Package</b>	<b>250</b>	
	<ul style="list-style-type: none"> <li data-bbox="439 925 1077 962">• Gurnard Leys Footbridge Removal Feasibility</li> </ul>		
	<ul style="list-style-type: none"> <li data-bbox="439 962 972 999">• Lincoln rd Footbridge Removal Study</li> </ul>		
	<ul style="list-style-type: none"> <li data-bbox="439 999 1025 1035">• APV Baker Footbridge Ramp stabilisation</li> </ul>		
	<ul style="list-style-type: none"> <li data-bbox="439 1035 965 1072">• Howe Drain spandrel re-construction</li> </ul>		
	<ul style="list-style-type: none"> <li data-bbox="439 1072 1128 1109">• Hallfields Lane deck sealing and concrete repairs</li> </ul>		
	<ul style="list-style-type: none"> <li data-bbox="439 1109 898 1145">• Tallington Road spandrel repair</li> </ul>		
<ul style="list-style-type: none"> <li data-bbox="439 1145 958 1182">• Woodcroft Lane culvert replacement</li> </ul>			
<ul style="list-style-type: none"> <li data-bbox="439 1182 786 1219">• Subway Improvements</li> </ul>			
<b>LTP BRIDGE MAINTENANCE BLOCK TOTAL</b>	<b>935</b>		

PCC Capital Allocation Bridges	<b>Footbridge Safety Schemes</b>	<b>150</b>	
	<ul style="list-style-type: none"> <li>• Werrington Footbridges</li> </ul>		
	<ul style="list-style-type: none"> <li>• Oundle Rd</li> </ul>		
	<ul style="list-style-type: none"> <li>• APV Baker</li> </ul>		
<b>PCC CAPITAL - BRIDGE ALLOCATION TOTAL</b>		<b>150</b>	
Scheme's continuing from 2010/11	<b>Bridge Strengthening Schemes (PRN Bridge Strengthening)</b>		
	<ul style="list-style-type: none"> <li>• Thorpe Interchange (A1260 Nene Parkway)</li> </ul>		Continuation of current schemes into the new financial year with previously agreed funding (c £915k) for 2011/12
	<ul style="list-style-type: none"> <li>• Orton South Interchange (A1139 Fletton Parkway)</li> </ul>		
	<b>Other Schemes</b>		
	<ul style="list-style-type: none"> <li>• Horseshoe Bridge</li> </ul>		This scheme is delayed until the opening of the new A16 and £48k has been carried forward.
<ul style="list-style-type: none"> <li>• Minor Bridge Schemes</li> </ul>		The funding (£100k) has been carried forward into 2011/12.	

1. The scope of work within any of the four projects may vary within the indicated budgets subject to the individual costs associated with any structure, such that the overall budget is not exceeded.

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Gillian Beasley  
Chief Executive  
Peterborough  
Sent by email to:  
gillian.beasley@peterborough.gov.uk

13<sup>th</sup> December 2010

Dear Ms Beasley

### **LOCAL TRANSPORT SETTLEMENT (2011/12 – 2012/13)**

Following the Spending Review on 20 October 2010, which included the national totals for future transport grants, Ministers announced today the final local transport capital block settlement for 2011/12 to 2012/13, and indicative allocations for 2013/14 to 2014/15. This letter summarises the position for your authority.

#### **2010 Spending Review**

The Government is committed to reducing the deficit, facilitating long-term, sustainable growth and tackling carbon emissions, while ending the era of top-down government by providing a radical devolution of power and greater financial autonomy to local authorities.

As part of the Spending Review, the Department announced a radical simplification of local transport funding, moving from 26 separate grant streams to just four.

- I. a local sustainable transport fund (capital and resource);
- II. major schemes (capital)
- III. block funding for highways maintenance (capital); and
- IV. block funding for small transport improvement schemes (capital).

All other specific grants are being ended<sup>1</sup>, with the funding transferred and included in the main Local Government Formula Grant administered by the Department for Communities and Local Government.

#### **Block Funding**

The Department consulted on a number of proposals for local transport capital funding between August and October 2010. A summary of replies received through this consultation and the Department's response is available at:  
<http://www.dft.gov.uk/localtransportfunding>

In response to requests received through the consultation, the Department has published explanatory notes for the integrated transport and highway maintenance block formulae, as well as the individual local authority raw data used within both formulae, at:  
<http://www.dft.gov.uk/localtransportfunding>

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<sup>1</sup> This excludes the few specific rail grants provided by the Department to individual local authorities.

### Highways Maintenance Block

With limited resources available, the Department believes that it is essential highways maintenance continues to be prioritised, reflecting the economic and social importance to local communities, the need to safeguard the largest single local public asset, and the liabilities for future years that can be created from short-term cuts in maintenance.

We are therefore providing over £3 billion over the next 4 years. This takes account of the significant scope for efficiencies, for example through combining purchasing power of local authorities to drive down prices. The profile of this grant is £806m in 2011/12, £779m in 2012/13, £750m in 2013/14 and £707m in 2014/15.

To help local authorities achieve these efficiencies, we will work with local government professionals to embed sector-led best practice widely, with a time-limited fund worth £3 million in each of 2011/12 and 2012/13.

Local authority highways maintenance block allocations are calculated through a needs-based formula. The allocation for your area is given in the attached Annex A.

### Integrated Transport Block

The Department will provide over £1.3 billion over four years for small transport improvements, on top of the capital funding provided through the Local Sustainable Transport Fund and in addition to what is available through the Regional Growth Fund (see below). The profile of this grant is £300m in 2011/12, £320m in 2012/13, £320m in 2013/14 and £450m in 2014/15.

Integrated transport block funding is crucial to help local authorities improve road safety, stimulate local economies by reducing congestion, and deliver social justice to their local communities. Research has shown that investment in such measures can provide very high value for money.

Local authority integrated transport block allocations are calculated through a needs-based formula, and the allocation for your area is given in the attached Annex A.

### **Local Sustainable Transport Fund**

The Department is establishing a £560 million Local Sustainable Transport Fund to challenge local authorities outside London to bid for funding to support packages of transport interventions that support economic growth and reduce carbon emissions in their communities as well as delivering cleaner environments and improved air quality, enhanced safety and reduced congestion. The profile of this Fund is £80m in 2011/12, £140m in 2012/13, £160m in 2013/14 and £180m in 2014/15.

This replaces a range of previous grants for sustainable forms of travel and represents a significant increase in funding for sustainable travel, which the Government believes can both support economic growth and reduce carbon emissions.

Responding to calls from local government, the Fund will include a mix of £350m revenue and £210m capital funding over the next four years to maximise the options available to local authorities. A small proportion of the Fund will be allocated to provide continued funding for the successful Bikeability scheme, which offers high quality cycle training for young people, and for the completion of small scale initiatives consistent with the fund objectives. For the remainder of the funding, we will invite local authorities to develop

packages of low cost, high value measures which best meet their local needs and effectively address local issues.

Ministers have separately announced today plans for publishing guidance on the Fund, which will include details of the application process and annual availability of funding.

### **Major Projects**

The Government is providing over £1.5 billion for local authority major schemes over the four-year period: over £600 million for committed schemes and over £900 million for new schemes. This level of investment is greater than the average annual spend on local authority major schemes over the last 10 years. The profile of this budget is £418m in 2011/12, £364m in 2012/13, £335m in 2013/14 and £427m in 2014/15.

Whilst this is a considerable investment, not all previously proposed major schemes are affordable and tough decisions will remain necessary. In October the Department announced future arrangements for major schemes. Details are available at: <http://www.dft.gov.uk/pgtr/regional/tp/major/transportsschemes/>

We will also be looking to develop successor arrangements to the previous Government's Regional Funding Allocations for transport that, over time, give a voice in scheme prioritisation to elected local authorities and business interests. We hope that Local Enterprise Partnerships will have an important role in this.

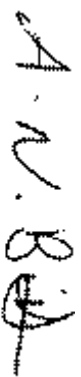
### **Regional Growth Fund**

The Department for Transport is contributing around a third of the funding for the £1.4 billion Regional Growth Fund. Bids for local transport schemes that unlock sustainable economic growth will be eligible for submission to this fund. Further information can be found at: <http://www.bis.gov.uk/policies/regional-economic-development/regional-growth-fund>

I would like to take this opportunity to thank you for all the hard work that your officers continue to undertake.

Please contact the Local Transport Funding team at [LT.PLANNS@DFT.GSI.GOV.UK](mailto:LT.PLANNS@DFT.GSI.GOV.UK) or on 0207 944 2249 for queries relating to the capital block funding allocations outlined in this letter or any other matter.

Yours sincerely,



**Nick Bisson**

## ANNEX A: CAPITAL BLOCK FUNDING ALLOCATIONS FOR PETERBOROUGH

### Transport Capital Funding

The local transport block capital allocations for your authority are:

<b>Block - <u>Final</u> Allocations</b>	<b>2011/12</b> £000s	<b>2012/13</b> £000s
Integrated Transport	1,406	1,500
Highways Capital Maintenance	3,356	3,029

<b>Block - <u>Indicative</u> Allocations</b>	<b>2013/14</b> £000s	<b>2014/15</b> £000s
Integrated Transport	1,500	2,109
Highways Capital Maintenance	2,940	2,950

This funding will be provided as capital grant (not supported borrowing). It is not ring-fenced. Funding allocations for 2013/14 and 2014/15 are indicative and are subject to change, for instance as a result of changes to the formulae or future data changes.

Grant conditions are provided at Annex B.

If you wish to vire this funding between local authorities, the Department will need to be advised by the end of January of the financial year before you require these arrangements to take place.



## **ANNEX B: GRANT CONDITIONS**

1. Grant paid to a local authority under this determination may be used only for the purposes that a capital receipt may be used for in accordance with regulations made under section 11 of the Local Government Act 2003.

2. The Chief Executive and Chief Internal Auditor of each of the recipient authorities are required to sign and return to the team leader of the Local Transport Funding team<sup>2</sup> in the Department for Transport a declaration, to be received no later than 31 March 2012, in the following terms:

“To the best of our knowledge and belief, and having carried out appropriate investigations and checks, in our opinion, in all significant respects, the conditions attached to Local Transport Capital Block Funding (Integrated Transport and Highway Maintenance) Specific Grant Determination 2010 No 31/1859 have been complied with”.

3. If an authority fails to comply with any of the conditions and requirements of paragraphs 1 and 2, the Minister may-

- a) reduce, suspend or withhold grant; or
- a) by notification in writing to the authority, require the repayment of the whole or any part of the grant.

4. Any sum notified by the Minister under paragraph 3(b) shall immediately become repayable to the Minister.

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<sup>2</sup> Local Transport Funding team can be contacted at [LT.PLANS@DFT.GSI.GOV.UK](mailto:LT.PLANS@DFT.GSI.GOV.UK) or on 0207 944 2249.

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<b>ENVIRONMENT CAPITAL SCRUTINY COMMITTEE</b>	<b>Agenda Item No. 6</b>
<b>10 MARCH 2011</b>	<b>Public Report</b>

## Report of the Executive Director of Operations

Contact Officer(s) – Cathy Summers, Team Manager Passenger Transport  
Contact Details - Tel: 01733 317463

### CHRISTMAS PARK AND RIDE SERVICE

#### 1. PURPOSE

1.1 This report is being presented at the request of the Environment Capital Scrutiny Committee.

#### 2. RECOMMENDATIONS

2.1 The committee is asked to scrutinise the provision of the Christmas park and ride service and make any appropriate recommendations to the Cabinet Member for Neighbourhoods, Housing and Community Development for consideration.

#### 3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

3.1 Peterborough's Sustainable Community Strategy is the plan for the future of our city and the surrounding villages and rural areas. It sets the direction for the overall strategic development of Peterborough. This report directly links to the Council's strategic priority, Creating the UK's Environment Capital.

In addition, the proposal contained in this report would help to improve performance against the following indicators:

- NI175 Access to services by public transport, walking and cycling
- NI177 Local bus passenger journeys
- NI185 CO2 reduction from local authority operations
- NI186 Per capita CO2 emissions

#### 4. BACKGROUND

4.1 Peterborough has operated a Christmas park and ride service since 1999. Whilst relatively successful, the Christmas park and ride service has always operated at a cost to the Council.

4.2 The table below gives a comparison of usage for the Christmas park and ride service from its commencement in 1999.

*Table 1: Comparison of Usage*

Year	Number of operating days	Number of cars	Number of passengers	Charge
1999	11	3,203	6,843	£1 per car
2000	11	3,249	7,836	£1 per car
2001	9	2,570	5,435	£1 per adult
2002	10	2,392	4,746	£1 per adult
2003	10	2,452	4,954	£1 per adult
2004	9	3,479	8,598	Free

2005	20	5,095	13,960	Free
2006	19	6,560	16,152	Free
2007	19	6,057	17,321	Free
2008	13	3,780	7,149	Free
2009	12	3,361	6,914	Free
2010	15	1,943	3,923	£1 per adult*

\* £2.50 family ticket available (2 adults and up to 3 children)

4.3 The average number of passengers using the service per day each year fluctuates. This is due to a number of reasons:

- The number of passengers using the service on Sundays is less than on Saturdays. The split of operational days has varied year on year.
- The Town Bridge repair work impacted on ease of access for car users into the city.

However, it is noticeable that charging for the service, whether per person or per car, reduces passenger numbers.

### **2011 Christmas Park and Ride Service**

4.4 There is a net budget of £29k (£35k expenditure, £6k income) to fund a Christmas park and ride service for 2011. The estimated cost in 2010 was £35k, with a contribution of just £3k income received from customers.

4.5 There is a need to provide some consistency to the operational days of the service. The changing from year to year can be confusing to the users of the service. In addition, the figures in table 1 above demonstrate that charging for the service has a negative impact. It is therefore proposed to operate the service in 2011 as follows:

Saturdays: 29 October to 24 December - 9 days.

Sundays: 13 November to 18 December - 6 days.

4.6 This is consistent with the number of operational days for 2010 and will be the operational period going forward, available funding permitting.

4.7 It is also proposed that the service operate free of charge, however this would mean a loss of income, which could only be partly offset by a reduction in printing/advertising costs. The remaining shortfall will need to be met from within the Operations Directorate overall cash limit budget.

### **The future of the Christmas Park and Ride Service**

4.8 The provision of a Christmas park and ride service meets with the Council's aspirations to become the UK's Environment Capital. The Christmas park and ride service contributes to the sustainable transport agenda by reducing congestion and ensuring the accessibility of the city centre, therefore reducing CO2 emissions.

4.9 However, there is a need to further develop the park and ride service within the city. Officers will investigate external funding sources to expand the existing park and ride service. Consideration will be given to an all year weekend operational period or alternatively, so called 'pocket park and ride sites' whereby existing parking provision strategically positioned at points to intercept car users on the outskirts of the city could be used. By careful selection of sites, close to existing commercial bus services, there would be no additional bus service revenue costs associated with the provision of this type of service. The sites could also be designed to encourage multi modal interchange such as car to bus, cycle to bus, car to cycle, 'stride and ride' etc.

4.10 This type of provision would then naturally lead to expansion of park and ride as detailed in the council's Long Term Transport Strategy. Any proposals will be subject to a separate appraisal

that will consider all the financial and non financial implications.

## **5. KEY ISSUES**

- 5.1 Officers have previously explored the possibility of obtaining sponsorship to contribute towards a Christmas park and ride service to no avail.

Charging customers for the service reduces participation.

Should external funding not be sourced for developing the park and ride service it will not be possible to deliver these improvements from other budgets.

## **6. IMPLICATIONS**

- 6.1 There are financial implications for not charging passengers. A reduction in printing/advertising costs will partly offset the loss of income. The remaining shortfall will need to be met from within the Operations Directorate overall cash limit budget.

## **7. CONSULTATION**

- 7.1 There is no consultation applicable to the contents of this report. Should it not be possible to deliver a Christmas park and ride service in the future the appropriate advertising will need to take place to inform all councillors, residents and potential users.

## **8. NEXT STEPS**

- 8.1 Any recommendations from the Committee for changes to the Christmas park and ride service should be referred to the Cabinet Member for Neighbourhoods, Housing and Community Development for consideration.

## **9. BACKGROUND DOCUMENTS**

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

- 9.1 None.

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<b>ENVIRONMENT CAPITAL SCRUTINY COMMITTEE</b>	<b>Agenda Item No. 7</b>
<b>10 March 2011</b>	<b>Public Report</b>

## Report of the Executive Director of Operations

Contact Officer – Charlotte Palmer, Team Manager – Travelchoice and Climate Change  
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### PROGRESS AGAINST THE CARBON REDUCTION COMMITMENT AND CARBON MANAGEMENT ACTION PLAN

#### 1. PURPOSE

- 1.1 This report provides an update detailing progress against the Council's carbon reduction agenda from the perspective of our legal obligations under the Carbon Reduction Commitment Energy Efficiency Scheme and our Carbon Management Action Plan.

#### 2. RECOMMENDATIONS

- 2.1 This report provides an update detailing progress against the CRC and CMAP and therefore no specific recommendations are required other than to request that this remains a regular item for scrutiny to ensure continued progress.

#### 3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

- 3.1 This area of work relates directly to the Sustainable Community Strategy, specifically the priority to create the UK's Environment Capital and deliver substantial and truly sustainable growth. This area of work enables PCC to get its own house in order, ensuring we are in a suitable position to lead action with local partners and residents whilst meeting our statutory obligations under the CRC.

#### 4. BACKGROUND

In 2008, the UK government passed the Climate Change Act committing the UK to achieving CO2 emissions reductions of 80% of 1990 levels by 2050. One of the schemes the government introduced in order to ensure this target is met is the CRC.

##### 4.1 Carbon Reduction Commitment (CRC) Energy Efficiency Scheme:

The government's CRC is an obligatory emissions trading scheme covering non-energy intensive users in both the public and private sector. It is a central part of the UK's strategy to achieve carbon emission reductions and applies to all organisations who consumed energy over a set threshold in 2008.

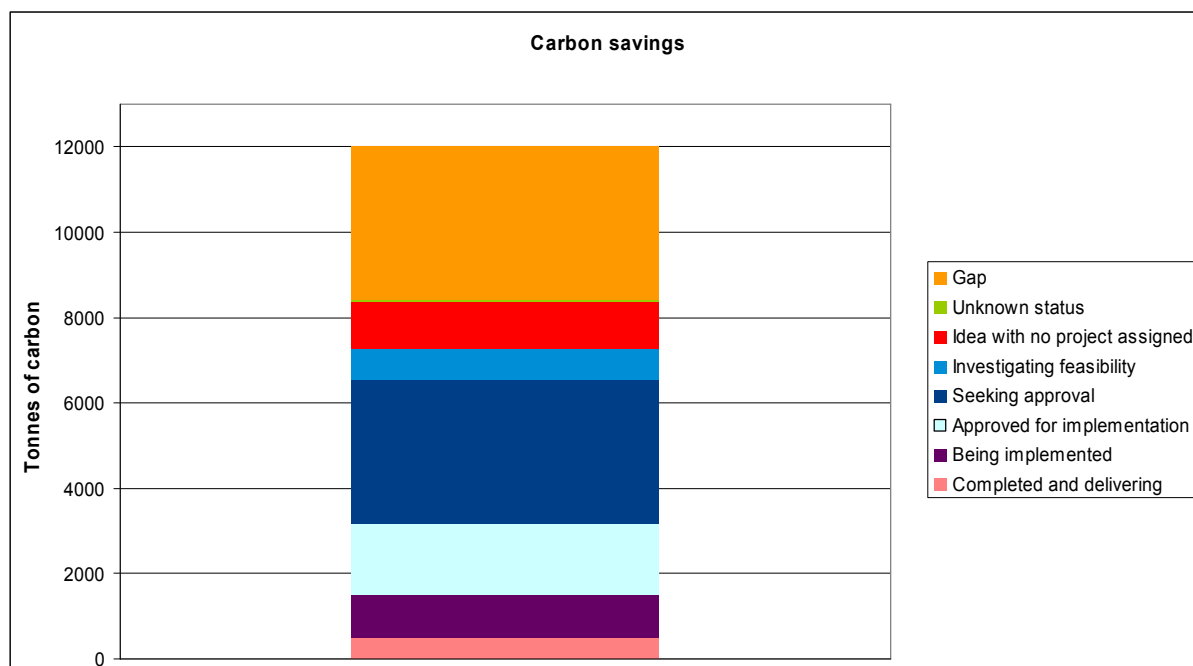
The scheme consists of overlapping phases, each starting with a qualification year, a 'Footprint year' and Footprint report, and then Annual Reports, sales and surrender of allowances and the production of a league table. PCC's registration as a full participant for the first phase was completed in September 2010. The scheme requires participants to purchase allowances for each tonne of carbon dioxide emitted at a fixed price of £12 per tonne during phase one, the price will be subject to market variability thereafter. This equates to a requirement for the Council to purchase allowances amounting to approximately £308k p.a during the first phase.

Crucially, following the comprehensive spending review, the scheme no longer recycles payments to participants depending upon performance. All allowances the Council are required to purchase effectively become a straight forward tax, therefore more than ever the emphasis

moving forward should focus upon achieving reductions in carbon emissions.

#### 4.2 The Carbon Management Action Plan (CMAP):

This document details the mechanisms the Council will adopt to achieve carbon emission reductions arising from energy and fuel consumption and was developed in partnership with the Carbon Trust. The CMAP formally commits the Council to achieve a CO<sub>2</sub> reduction of 35% of 2008/09 levels by 2014 which will reduce the Council's financial exposure to risk. This document was presented to this Committee on 15 February 2010 and formally adopted by Full Council in April 2010. Several projects have now been completed and further projects are in various stages of development with just over a quarter of the target still to be quantified, see below:



An example of some of the projects from each category are as follows:

Project status	Example Project	Tonnes CO <sub>2</sub> saved per annum	Contribution to reduction target (out of 100%)	CRC allowances avoided (at £12 per tonne)
<b>Completed and delivering</b>	Jack Hunt Swimming Pool Refurbishment	158*	1.32%	£1896
<b>Being implemented</b>	Thin client roll out	124	1.03%	£1493
<b>Approved for implementation</b> (not scheduled yet)	Voltage optimization in Town Hall, Bayard Place, Regional Pool	182	1.52%	£2184
<b>Seeking approval</b> (e.g. project on Verto, currently being reviewed by project board, subjected to MTFP etc.)	Central Management System - enable dimming of street lighting city wide	825	6.88%	PCC's street lighting is passive UMS so not currently in the CRC
<b>Seeking approval</b> (e.g. project on Verto, currently being reviewed by project board, subjected to MTFP etc.)	Restore CHP plant in the Regional Pool	219	1.82%	£2628



<b>Investigating feasibility</b> (e.g. business case being developed, will seek approval once more details known)	LED lighting – Market Multistorey Carpark	304	2.53%	£3648
<b>Idea with no project assigned</b> (potential project requiring someone to develop and source of funding to be found)	City wide LED street lights	768	6.4%	PCC's street lighting is passive UMS so not currently in the CRC
<b>Idea with no project assigned</b> (potential project requiring someone to develop and source of funding to be found)	Town Hall zoning the heating system – phase 1	8.8	0.73%	£105
<b>Unknown status</b> (actual energy savings are unknown, but individual projects only small)	School refurbishments			

*\*slight change from figure in CMAP due to conversion factors published by Defra changing. Using the current factor gives saving for the period this factor is valid for.*

There are several project ideas that could contribute savings to the overall target which at present are included within the 'gap' section in figure 1.1. However, until these are developed further they are subject to considerable change and have therefore not been included.

In addition, several other aspects of the CMAP which do not have directly attributable carbon savings have progressed; these include:

- There is now a clause in all contracts of employments which emphasise the responsibility placed upon all employees to minimise their environmental impact.
- City schools have all agreed to fund a new 'Schools Carbon Reduction Officer' post to support them through the process of developing individual carbon management plans.
- Agreement to develop and launch a compulsory environmental e-learning programme for all employees has been secured alongside the production of a short film starring Gillian Beasley to open the training.
- A network of 25 Green Champions has been established across the organisation.
- Environmental awareness is now a key component in the corporate induction delivered by HR.
- A process for ensuring the environmental impact of a project is considered in all Cabinet Member Decision Notices has now been introduced.
- External funding has been secured to establish a £500k ring fenced fund for investing in energy efficient technology.

Over the next 12 months progress will be made against including further sources of carbon emissions including waste, water and commuter travel. This has not been possible until now due to other commitments.

## 5. KEY ISSUES

### 5.1 CRC:

In October each year from 2011 onwards the Environment Agency (scheme administrator) will publish a league table which will rank participants dependent upon performance within the scheme. This will be a publically available document; this is a further reason to ensure good performance in order to allow Peterborough to build upon our reputation as the Home of Environment Capital.

### 5.2 CMAP:

Steady progress is being made against the targets laid out in the document. In order for this to continue adequate resources need to be maintained.

## **6. IMPLICATIONS**

- 6.1 This work ensures that the Council will achieve the targets laid out in the 2008 Climate Change Act.

## **7. CONSULTATION**

- 7.1 No further consultation has taken place since this document was approved at Full Council in April 2010. A summary report will be produced detailing progress which will be made publically available via the Council's website.

## **8. NEXT STEPS**

- 8.1 It is recommended that this remains a regular item for this Scrutiny Committee to ensure continued progress.

## **9. BACKGROUND DOCUMENTS**

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

- 9.1 More information about the CRC can be obtained from the Environment Agency's website:  
<http://publications.environment-agency.gov.uk/pdf/GEHO1009BRCS-E-E.pdf>

Link to the Carbon Management Action Plan: <http://www.peterborough.gov.uk/pdf/env-cc-ct-cmap.pdf>

<b>ENVIRONMENT CAPITAL SCRUTINY COMMITTEE</b>	<b>Agenda Item No. 8</b>
<b>10 March 2011</b>	<b>Public Report</b>

## **Report of the Strategic Manager for Regulatory Services**

**Contact Officer:** Peter Gell, Strategic Manager – Regulatory Services  
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**Head of Service:** Adrian Chapman, Head of Neighbourhoods

### **NEIGHBOURHOODS SERVICES: WORKING TO IMPROVE THE ENVIRONMENT**

#### **1. PURPOSE**

- 1.1 To provide members with an overview of the regulatory service delivery framework within neighbourhoods, as well as proposals for future service delivery in order to facilitate debate, enable challenge, and help identify new opportunities to deliver better outcomes to improve and support local communities.

#### **2. RECOMMENDATIONS**

- 2.1 Members of the committee are asked to comment on the framework and direction outlined within the report, with specific reference to those matters raised within section 5 under the heading 'Key Issues'.

#### **3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY**

- 3.1 At the heart of all the work undertaken by Regulatory Services are the four priorities outlined within the Sustainable Community Strategy 2008-21 for the city. Examples of the contribution made by these services relating to the priorities are:

- Creating opportunities – tackling inequalities
  - Providing placements through the Future Jobs Fund
  - Partnership problem solving exercises to tackle long standing community problems
  - Improving housing standards
  - Licensing HMO's
  - Licensing businesses
- Creating strong and supportive communities
  - Development of street leader scheme
  - Community litter picks
  - Tackling issues that can be divisive in communities e.g. noise, parking problems
  - Helping communities influence licensing decisions impacting on their area
  - Tackling rogue traders and bogus conmen
- Creating the country's environment capital
  - Tackling flytipping, accumulations, littering, dog fouling and fly posting
  - Monitoring air quality across the city
  - Regulating permitted (polluting) processes
  - Ensuring developers take mitigating action against contaminated land
  - Exploring an emissions based taxi licensing scheme
- Delivering substantial and sustainable growth
  - Providing legislative advice and guidance to local businesses
  - Promotion of regional on line business support tool 'ERWIN'
  - Supporting local national business's through the 'Primary Authority Scheme'
  - Increasing internal capacity to deliver better outcomes through strategic partnerships

e.g. regional and joint local authority arrangements

#### **4. BACKGROUND**

- 4.1 In July 2009 a report was put before this committee titled 'Environmental Enforcement and Education'. The report described a landscape that has since changed quite significantly: neighbourhood delivery was in its early stages; low level littering crimes were enforced through an external contract by a company called Xfor; and resources were higher than they are today prior to the economic downturn.
- 4.2 The formal structures supporting Neighbourhood service delivery, Neighbourhood Councils, Neighbourhood Panels, and street surgeries have as a result of their implementation provided both closer links to communities as well as a better understanding of community needs and expectations than ever before. Though the purpose of this report is not to debate these Structures it is important to recognise the valuable information that they provide to regulatory officers to help them ensure that resources are aligned to community needs and priorities.
- 4.3 Previously the committee had debated whether to expand the work undertaken by Xfor, this however ceased to become an option as the financial model became unviable for Xfor, and they withdrew from the agreement to undertake littering enforcement work for the Council. Though the work undertaken by Xfor tackled littering offenders primarily in the city centre the approach did not necessarily promote a balanced or flexible approach to infringements, and consequently is also not felt right for Peterborough at this point in time.
- 4.4 The economic downturn has been the driver for greater internal challenge within the Neighbourhoods Division with regards to how services are both structured and delivered. The need to find efficiencies has in some ways opened up new opportunities as previous delivery models became unsustainable. Following a formal consultation process in the third quarter of this financial year a consolidation of services fulfilling statutory regulatory duties took place resulting in a new team being formed referred to as 'Regulatory Services'. This team comprises the following functions:
- Trading Standards
  - Environmental Health
  - Licensing
  - Parking Enforcement
  - Environmental Enforcement
  - Housing Enforcement
  - Internal Health and Safety

These teams provide the service delivery arm to support the strategic role undertaken by the Divisions three Neighbourhoods managers, and works closely with the rest of the Neighbourhoods Division, notably the Safer Peterborough Team, Housing Team, Community Cohesion, and Social Inclusion officers.

- 4.5 The sustainability has we believe been created by removing historical boundaries which have in the past seen officers largely remain within the professional disciplines in which they have always worked. For example Trading standards staff would rarely cross over into the field of Environmental Health. Though it had some disadvantages this model was fine when there were adequate resources to support largely autonomous functions but continuation of such a model in the current climate would lead to bigger gaps in service delivery and less resilience. By identifying opportunities where staff can become multi-skilled and investing in their development the service will create a staffing resource that delivers value for money, gives greater resilience, is more flexible, offers increased capacity, and provides increased career development opportunities for staff. Removing boundaries also helps facilitate consistency, and the development of fewer, leaner processes and procedures. Areas currently being developed are the roles of Civil Enforcement Officers (Parking Officers), Neighbourhood Enforcement Officers, Pollution Control and Housing Officers.

- 4.6 A further opportunity to increase both resilience and capacity is the development of the street leader's scheme whereby volunteers work with officers to tackle community problems, and improve communities in general. This accompanied by our strategic approach to work with other partners and Councils such as the East of England Trading Standards Authorities Group, the Six Counties Regulatory Forum, and the proposed joint service arrangement with Rutland County Council to deliver regulatory services also strengthens our position.
- 4.7 Regulatory Services has been developing a vision statement, it is felt important that staff understand the ethos that underpins the way services will be delivered (Appendix 1).
- 4.8 By ensuring officers are equipped to utilise the range of regulatory sanctions available to them, as well as possessing the skills to negotiate, persuade and problem solve, they will be able to apply the appropriate measures to address community problems and regulatory breaches. It is proposed to adopt a proportionate approach to regulatory breaches for which a Service wide Enforcement Policy will support decision making. This approach will ensure that a hard line can be taken where necessary while preventing a heavy handed approach where it could be considered inappropriate (Appendix 2 – Draft Enforcement Policy).
- 4.9 Maintaining and building upon good community links is important to Regulatory Services as this not only informs service delivery but helps us understand community concerns and expectations. Community feedback in conjunction with data held by services and partners will through a strategic analysis approach help improve decision making around the use of resources, resourcing being more 'Intelligence led'.
- 4.10 A cornerstone to improving the environment for our communities is the adoption of a holistic approach to resolving community problems; these frequently can be complex and require the support and engagement of other service providers to find sustainable solutions. This approach is one that has been applied for some months in Neighbourhood delivery but still has scope to be developed further. Without such an approach communities can often be left frustrated as only part of an issue is addressed.
- 4.11 With the councils Environmental Capital aspirations, looking after the environment in which our communities live has an added importance. The activities of staff engaged in environmental enforcement have a very real and direct impact on local communities. Though the prompt removal of graffiti, accumulations, fly tipping, and fly posting all help to maintain the environment, and is important to residents it is also necessary to find longer term solutions to problem hotspots.

It is proposed therefore in future that there will be a shift in resource allocation to provide a better balance between a reactive service and one that becomes more proactive strategically pursuing objectives to provide longer term improvements. The development of staff to become more multi-skilled will increase the enforcement potential in this area, greater intelligence helping to lead to the identification of offenders will come from the empowerment of street leaders.

- 4.12 Regulatory services have the ability to impact on the environment in many positive ways, for example:
- Air quality monitoring
  - Control of polluting processes
  - Ensuring effective mitigation is carried out by developers for historically identified contaminated land sites
  - Promoting the correct handling of waste to both residents and businesses
  - Working with manufacturers in the city to reduce packaging, and encourage smaller recyclable solutions
  - Environmental Enforcement
  - Tackling vehicle emissions through licensing

## **5. KEY ISSUES**

- 5.1
- Does Appendix 1 which contains the Draft Vision document for Regulatory Services represent the right direction for regulatory services?
  - Does the Draft Enforcement Policy in Appendix 2 meet the expectations of members regarding when enforcement sanctions are applied, and if not how could it be improved?
  - Section 4.1 provides enforcement statistics covering the last three years, do these reflect member's experiences and do members support a rebalance towards more enforcement?

## **6. IMPLICATIONS**

- 6.1 There are no specific implications relating to this item; examples of links to corporate priorities are outlined in section 3.1 of this report.

## **7. CONSULTATION**

- 7.1 No formal consultation is required; the Cabinet Member for Housing Neighbourhoods and Planning oversees regulatory activity in this area.

## **8. NEXT STEPS**

- 8.1 Feedback from the committee will help inform the Regulatory Services Business Plan.

## **9. BACKGROUND DOCUMENTS**

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

None

## **10. APPENDICES**

- 10.1 Appendix 1 - Regulatory Services Vision Statement  
Appendix 2 - Draft Enforcement Policy

## **Appendix 1: Regulatory Services Vision Statement**

Peterborough's Regulatory Services will, through a dynamic, innovative and flexible approach, unlock the potential of communities.

We will help businesses to thrive, encourage entrepreneurship, facilitate economic development, and support the Councils Environmental Capital aspirations.

Communities will be empowered to have greater influence on how their localities develop, and how resources are prioritised.

Regulatory staff will work with a common purpose, ensuring that strong partnerships both at a local and regional level benefit those that live, work in, and visit our City.

We will embrace diversity, and promote community cohesion, acting in all that we do with sensitivity, integrity, consistency and professionalism.

Though employing a proportionate approach to enforcement in order to obtain compliance, those in society that engage in criminal activity or antisocial behaviour with little or no regard for the law will face a robust response. In such cases we will utilise the full spectrum of regulatory sanctions at our disposal to protect our communities.

Recognising that the greatest asset of any service is its staff we will invest in staff training and development to maximise potential, and safeguard staff while setting and expecting high standards for all.

### **We will deliver our vision by:**

- Helping businesses focus on key legislative requirements, while adopting a proportionate approach towards minor non-compliances
- Engaging with new starter businesses and SME's to support them in achieving legal compliance
- Adopting a holistic approach to community problem solving
- Creating multiple means of accessing services
- Supporting sustainable growth through effective air quality assessments, regulating permitted processes and mitigating against contaminated land
- Tackling inequalities in living and housing standards
- Encouraging and promoting community cohesion and tolerance through our customer focused community engagement activities
- Focusing regulatory sanctions on those that put peoples safety and welfare at risk, cause significant distress, cause significant economic loss to businesses and consumers i.e. fraud or threaten the environment
- Using both a risk based and Intelligence led approach to regulatory activities
- Helping facilitate traffic flow and community cohesion through effective enforcement of parking restrictions
- Using cross border partnerships to add benefit locally
- Establishing standard policies and processes across the new Regulatory Services Group
- Establishing robust measures to safeguard the health and safety of staff
- Maximising revenue generating opportunities where appropriate to do so
- Removing regulatory service boundaries and developing a more flexible multi-skilled workforce

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## **Appendix 2: Draft Enforcement Policy**

### **DRAFT NEIGHBOURHOODS ENFORCEMENT POLICY**

In April 2008, the Regulators Compliance Code set out new obligations in relation to regulatory enforcement. In particular it sets out the need for consideration of:

- Economic Progress
- Risk Assessment
- Advice and Guidance
- Inspections and other visits
- Information Requirements
- Compliance and Enforcement Actions
- Accountability

Peterborough City Council fully supports these principles and has set out within this Enforcement Policy the principles to be adopted by all departments and officers exercising any enforcement functions. In adopting this Enforcement Policy the Council is stating its commitment to an enforcement service which is courteous and helpful and which works with individuals and businesses, wherever possible, to help them comply with the law. The Council nevertheless acknowledges the need for firm action against those that flout the law and put consumers and others at risk.

This policy must be read in conjunction with the community and corporate priorities. Consequently they can influence the enforcement approach adopted, as well as helping define those areas where breaches are considered serious. In such cases a staged approach to enforcement is unlikely to be appropriate.

In drafting the policy the council has taken the provisions of the Human Rights Act 1998 into account. In the Council's view this Enforcement Policy is compatible with Convention Rights.

#### **1. ENFORCEMENT ACTIVITY**

- 1.1. Neighbourhoods, as part of the City Council, has a duty to enforce a wide range of statutes relating to public health and safety, quality of life, preservation of public and residential amenity maintenance of the environment and protection of public funds. All of these activities will be carried out having regard to the general principles of good enforcement practice outlined in this Policy document. The services falling within the scope of this policy include: Trading Standards, Environmental Health, Licensing and Environmental Crime.
- 1.2. Although primary responsibility for compliance with the law rests with individuals and business, the Council will provide information to help and support them to understand and comply with legal requirements.

#### **2. DELEGATION OF AUTHORITY**

- 2.1 The Council's Scheme of Delegation specifies in the Council's constitution the extent to which enforcement powers are delegated to officers. Whilst delegation is usually to officers, in certain circumstances the decision to take enforcement action lies with the relevant Council Committee.

#### **3. PRINCIPLES OF ENFORCEMENT**

##### **3.1 Overview**

- 3.1.1 The Council believes in firm but fair regulation. Underlying the policy are the principles of proportionality in the application of the law and in securing compliance; consistency of approach; openness about how the Council operates and what customers may expect, and targeting of enforcement action.

3.1.2 Peterborough City Council will adhere to the Regulators Compliance Code by:

- Allowing and encouraging economic progress and only intervening where there is a need for protection.
- Using a comprehensive risk assessment to concentrate resources on the areas of highest priority.
- Providing straightforward and authoritative advice.
- Only undertaking inspections where there is either a risk based or complaint led reason or at the request of the business.
- Reducing the burden on businesses by not asking for unnecessary information.
- Applying meaningful sanctions against those businesses that persistently breach legislation.
- Being accountable for the effectiveness of our actions.

### **3.2 Proportionality**

3.2.1 The enforcement action taken by the Council will be proportionate to the risks posed and to the seriousness of any breach of the law.

3.2.2 Some incidents or breaches of regulatory requirements have the potential to cause serious risks to public health and safety, environmental damage or loss of public or residential amenity. One of the Council's responsibilities is to protect the public and prevent harm to the environment, prevent significant financial loss and protect animal welfare and prevention of disease from occurring or continuing. There will be occasions when the breach of legislation will justify statutory action. Any such action will only be taken in accordance with the law and statutory guidance, consideration of the Code of Practice for Crown Prosecutors, and any Convention Rights, under the Human Rights Act 1998, that may be affected by such action.

### **3.3 Consistency**

3.3.1 The Council aims to achieve consistency in advice tendered, the response to complaints and other incidents, the use of powers and decisions on whether to prosecute.

3.3.2 However, the Council recognises that consistency does not mean uniformity. Officers need to take account of many variables including the scale of the breach; the attitude and actions of management, and the history of previous incidents or breaches. Decisions on enforcement action are a matter of professional judgement and the Council, through its officers, needs to exercise discretion. The Council will continue to develop arrangements to promote consistency including effective arrangements for liaison with other enforcing authorities.

### **3.4 Openness**

3.4.1 Openness is important in maintaining public confidence in the Council's ability to regulate. It means helping all customers to understand what is expected of them and what they should expect from the Council. It also means making clear why an officer intends to or has taken enforcement action.

3.4.2 Openness is an integral part of the role of Council officers and the Council continues to train its staff and to develop its procedures to ensure that:

- where remedial action is required, it is clearly explained (in writing if requested) why the action is necessary and when it must be carried out; a distinction being made between best practice advice and legal requirements;
- opportunity is provided to discuss what is required to comply with the law before formal enforcement action is taken, unless urgent action is required, for example, to protect the environment, to prevent evidence being destroyed or in the course of an investigation into fraud which may lead to prosecution;
- where urgent action is required, a written explanation of the reasons is provided at the time or as soon as practicable after the event;

- written explanation is given on any rights of appeal against formal enforcement action at the time the action is taken.

### **3.5 Targeting**

3.5.1 Targeting means making sure that regulatory effort is directed primarily towards those who are responsible for risk to health and safety or whose activity gives rise to serious environmental damage, where the risks are least well controlled or against deliberate or organised crime. Action will be primarily focused on lawbreakers or those directly responsible for the risk and who are best placed to control it.

3.5.2 The Council has systems for prioritising regulatory effort. They include the response to complaints from the public about regulated activities, the assessment of the risks posed by business operation and the gathering and acting on intelligence about illegal activity.

In the case of regulated industries, management actions are important. Repeated incidents or breaches of regulatory requirements which are related may be an indication of an unwillingness to change behaviour or an inability to achieve sufficient control, and may require a review of the regulatory requirements, the actions of the operator and additional investment. A relatively low hazard site or activity, poorly managed, has potential for greater risk to the environment than a higher hazard site or activity where proper control measures are in place.

3.5.3 The Council will always seek to recover the costs of investigation and Court proceedings.

### **4.1 ENFORCEMENT OPTIONS**

4.1.1 The Council recognises the importance of achieving and maintaining consistency in its approach to enforcement. For many areas of our enforcement activity government guidance already exists in the form of Codes of Practice, Planning Policy Guidance, Government Circulars etc. There may also be local or regional Codes of Practice such as the Charter and Code of Practice for the collection of debts which have been produced locally to promote consistency in our enforcement activity. When making enforcement decisions officers must have regard to any relevant national or local guidance as well as the provisions of the Human Rights Act 1998 and this Enforcement Policy.

4.1.2 Enforcement decisions must be consistent, balanced, fair and relate to common standards that ensure the public or environment is adequately protected. The criteria to be considered will include:

- the seriousness of the offence;
- the history of the activity;
- confidence in achieving compliance;
- consequences of non-compliance; and
- likely effectiveness of the various enforcement options.

4.1.3 In addition, the following will be considered:-

- I. Whether the standard evidence is sufficient for there to be a realistic prospect of prosecution.
- II. Whether the prosecution is in the public interest.
- III. The likely penalty, i.e. if the probable penalty would only be an absolute discharge then it would not normally be considered in the public interest to prosecute.
- IV. Currency, i.e. regard would be had to the time which has elapsed since the date of any alleged offence.
- V. Youth, with regard being taken of previous character, parental attitude and the likelihood of the alleged offence being repeated.
- VI. Old age, infirmity, or other medical condition, in particular, whether the accused is fit to stand trial.

- 4.1.4 The criteria are not exhaustive and those which apply will depend on the particular circumstances of each case.
- 4.1.5 Having considered the enforcement criteria the following options are available:
- to take no action; or
  - to take informal action: or
  - to serve statutory notices; or
  - to issue simple cautions; or
  - to suspend, revoke or refuse to renew a licence; or
  - to impose an administrative penalty; or
  - Issue proceedings under civil law; or
  - to prosecute or apply for a Court Order.
- 4.1.6 Where appropriate a staged approach to enforcement should be adopted and in the first instance business should be given the opportunity to discuss and remedy problems before action is taken, unless immediate action is required.

## **4.2 Informal Action/Out of Court Disposals**

4.2.1 Informal Action will be taken when:

- the act or omission is not serious enough to warrant formal action; or
- from the individual's or business's past history it can be reasonably expected that informal action will achieve compliance; or
- the confidence in an individual or business proprietor is high; or
- the consequences of non-compliance will not pose a significant risk to public health, public safety or the environment.

4.2.2 When an informal approach is used to secure compliance with regulations, confirmation of what action is required must be confirmed in writing. All correspondence must clearly differentiate between legal requirements and recommendations of good practice and must indicate the regulations contravened and the measures which will enable compliance.

## **4.3 Statutory Notices**

4.3.1 Statutory Notices will be issued where one of the following criteria apply:

- where there is a statutory duty to do so;
- there are significant contraventions of legislation;
- where there is a lack of confidence in the proprietor or enterprise to respond to an informal approach;
- there is a history of non-compliance;
- standards are generally poor with little management awareness of statutory requirements;
- the consequences of non-compliance could be potentially serious to public health, or cause public nuisance, or be irreversible; or
- where, in addition to prosecution, measures need to be taken to remedy conditions that are serious, deteriorating or where the service of a notice is needed to support a prosecution.

4.3.2 Failure to comply with a statutory notice will, in general and where relevant, result in prosecution and/or works in default where appropriate.

#### **4.4 Prohibition Notices**

4.4.1 It will be necessary to consider the service of a Prohibition Notice, Stop Notice or Injunction in one or more of the following circumstances:

- an imminent risk of injury to health or safety can be demonstrated;
- an imminent risk of serious pollution to the environment can be demonstrated;
- the consequences of not taking immediate and decisive action to protect the public would be unacceptable.
- where an unauthorised development is unacceptable and immediate remedial action is required because the breach is causing serious harm to public amenity in the neighbourhood of the site or where there has been breach of a condition notice;
- where unauthorised development is unacceptable and continuing works are causing irreversible damage and remedial action is not a satisfactory option;
- the guidance criteria concerning the conditions when prohibition may be appropriate are fulfilled;
- there is no confidence in the integrity of an un-prompted offer made by a proprietor to voluntarily close premises or cease the use of any equipment, process or treatment associated with the imminent risk; or
- a proprietor is unwilling to confirm in writing his/her un-prompted offer of a voluntary prohibition.
- where it would be the most effective remedy available.

#### **4.5 Fixed Penalty Notices/Penalty Charge Notices**

4.5.1 Fixed penalty notices may be given for less serious offences such as parking tickets (where a Penalty Charge Notice is issued), and littering and fly posting as an alternative to prosecution, or where it is the only sanction available, e.g. smoke free legislation. They will be issued to:

- deal quickly and simply with less serious offences;
- divert less serious offences away from the courts; or
- reduce the likelihood of re-offending.
- Where there is a statutory duty to do so.

#### **4.6 Simple Cautions**

4.6.1 Simple Cautions (previously known as Formal Cautions or Home Office Cautions) may be issued as an alternative to prosecution. Simple Cautions may be issued to:

- To reduce the likelihood of re-offending

4.6.2 When considering issuing a Simple caution, the following must be taken into account:

- There must be sufficient evidence to provide a realistic prospect of conviction if the matter was brought before a court.
- There must be a clear and reliable admission of guilt by the alleged offender.
- The alleged offender must understand the significance of the caution and make an informed decision to consent to receiving a simple caution.

4.6.3 No pressure will be applied to a person to accept a formal caution.

- The alleged offender will be informed of the nature and consequences of accepting the Simple Caution before it is administered.

4.6.4 Should a person decline the offer of a simple caution a prosecution must be pursued.

## **4.7 Prosecution**

4.7.1 The Council recognises that the decision to prosecute is significant and could have far reaching consequences on the offender.

4.7.2 The decision to undertake a prosecution will normally be taken by the relevant Director or officer with delegated authority in consultation with the Council's Legal Team. The criteria for the issue of proceedings are:

- the alleged offence involves a flagrant breach of the law such that public health, safety or well being is or has been put at risk or irreversible damage had resulted;
- there has been a reckless disregard for the environment;
- the alleged offence involves deception which may or may not result in a loss or potential loss of public funds;
- the integrity of the licensing framework is threatened;
- the alleged offence involves a failure by the suspected offender to correct an identified serious potential risk having been given a reasonable opportunity to comply with the lawful requirements of an authorised officer;
- the alleged offence involves a failure to comply in full or in part with the requirements of a statutory notice;
- a repeat offence that has been subject to a formal warning, a simple caution, or there has been a failure to pay a fixed penalty notice.
- there is a history of similar offences;
- the alleged offence causes public alarm and it is desirable to reassure the public and deter other offenders; or
- a prosecution is in the public interest, there is realistic prospect of conviction and sufficient evidence to support proceedings;

4.7.3 All relevant evidence and information will be considered before deciding upon a prosecution in order to enable a consistent, fair and objective decision to be made.

## **4.8 Prosecution Without Warning**

4.8. As a general rule a person or a company will be given a reasonable opportunity to comply with the law, although in some circumstances prosecution may be undertaken without giving prior warning, e.g.

- the contravention is a serious one;
- there has been a blatant disregard of the law;
- a statutory notice or warning has been previously issued for a similar offence; or
- the integrity of the licensing framework is threatened.

## **5. Shared Enforcement Role**

5.1 There are occasions when there is a shared enforcement role between Council services as well as with external organisations. In each case there will be arrangements made between joint enforcement bodies to ensure that there is effective, open, proportionate and consistent enforcement. These arrangements will follow statutory guidelines and policies where applicable. Where it is considered to be advantageous, Service Level Agreements may be entered into with other Council services and/or external organisations to promote consistent enforcement procedures.

## **6. TRAINING AND APPOINTMENT OF OFFICERS**

6.1 All officers undertaking enforcement duties will be suitably trained and qualified so as to ensure that they are fully competent to undertake their enforcement activities.

6.2 All officers will be formally authorised by the relevant Council committee or delegated officer to exercise specified powers under relevant statutes. The level of authorisation for each officer will be determined by their qualifications, experience and competence having regard to any relevant national guidelines. Authorisation will be in writing and in a form which can be shown on request.

6.3 The Council supports the principle of continuing professional development and will ensure that all officers are given additional training and development as required.

## **7. MONITORING**

7.1 Staff competency and the consistency of enforcement will be reviewed by each department on a regular basis.

7.2 The Council will monitor the quality and nature of enforcement activities undertaken, so as to ensure, as far as is reasonably practicable, a uniform and consistent approach. Where local or national co-ordinating bodies exist such as LACORS and the Cambridgeshire Food Liaison Group, the Council will ensure that wherever possible its enforcement practices are consistent with best practice. The review of the enforcement services may have regard to reviews of enforcement standards by members of the Council, quality assurance and performance monitoring, including supervision of officers during enforcement action, peer review exercises and internal training sessions and workshops.

## **8. NON COMPLIANCE WITH POLICY**

8.1 If any person is unhappy with the action taken, or information or advice given, they will be given the opportunity of discussing the matter with the relevant line manager or Head of Service. This is without prejudice to any formal appeals mechanism or to the Council's formal complaints procedure.

## **9. REVIEW OF THE POLICY**

9.1 This policy document will be reviewed on a regular basis.

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<b>ENVIRONMENT CAPITAL SCRUTINY COMMITTEE</b>	<b>Agenda Item No. 9</b>
<b>10 MARCH 2011</b>	<b>Public Report</b>

## **Report of the Solicitor to the Council**

**Report Author** – Louise Tyers, Scrutiny Manager

**Contact Details** – 01733 452284 or email [louise.tyers@peterborough.gov.uk](mailto:louise.tyers@peterborough.gov.uk)

### **FORWARD PLAN OF KEY DECISIONS**

#### **1. PURPOSE**

- 1.1 This is a regular report to the Environment Capital Scrutiny Committee outlining the content of the Council's Forward Plan.

#### **2. RECOMMENDATIONS**

- 2.1 That the Committee identifies any relevant items for inclusion within their work programme.

#### **3. BACKGROUND**

- 3.1 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.
- 3.2 The information in the Forward Plan provides the Committee with the opportunity of considering whether it wishes to seek to influence any of these key decisions, or to request further information.
- 3.3 If the Committee wished to examine any of the key decisions, consideration would need to be given as to how this could be accommodated within the work programme.

#### **4. CONSULTATION**

- 4.1 Details of any consultation on individual decisions are contained within the Forward Plan.

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

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

None

#### **6. APPENDICES**

Appendix 1 – Forward Plan of Executive Decisions

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**PETERBOROUGH CITY  
COUNCIL'S FORWARD PLAN  
1 MARCH 2011 TO 30 JUNE 2011**

## FORWARD PLAN OF KEY DECISIONS - 1 MARCH 2011 TO 30 JUNE 2011

During the period from 1 March 2011 To 30 June 2011 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 Alex Daynes, Senior Governance Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 01733 452483). Alternatively, you can submit your views via e-mail to [alexander.daynes@peterborough.gov.uk](mailto:alexander.daynes@peterborough.gov.uk) or by telephone on 01733 452447.

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](http://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:

**Voluntary Partnership Agreement for Local Bus Services - KEY/05MAR/11**  
**Social Work Practice Pilot - KEY/01APR/11**

## MARCH

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p><b>Delivery of the Council's Capital Receipt Programme through the Sale of Coneygree Lodge, Coneygree Road - KEY/01NOV/10</b></p> <p>To authorise the Chief Executive, in consultation with the Solicitor to the Council, Executive Director – Strategic Resources, the Corporate Property Officer and the Cabinet Member Resources, to negotiate and conclude the sale of Coneygree Lodge at Coneygree Road.</p>	<p>March 2011</p>	<p><b>Cabinet Member for Resources</b></p>	<p>Sustainable Growth Scrutiny Committee</p>	<p>Consultation will take place with the Cabinet Member, Ward councillors, relevant internal departments &amp; external stakeholders as appropriate</p>	<p>Alastair Smith Temp Capital Projects Officer Tel: 01733 384532 alastair.smith@peterborough.gov.uk</p>	<p>Public report will be available from the Governance team one week before the decision is taken.</p>
<p><b>Contract Award - Adult Drug Treatment Services - KEY/11NOV/10</b></p> <p>To award the contracts for the delivery of Adult Drug Treatment Services</p>	<p>March 2011</p>	<p><b>Cabinet Member for Community Cohesion, Safety and Women's Enterprise</b></p>	<p>Strong and Supportive Communities</p>	<p>Internal departments as appropriate Safer Peterborough Partnership</p>	<p>Gary Goose Community Safety Strategic Manager Tel: 01733 863780 gary.goose@peterborough.gov.uk</p>	<p>A public report will be available from the governance team one week before the decision is taken.</p>

<p><b>Delivery of the Council's Capital Receipt Programme through the Sale of Land and Buildings - Vawser Lodge Thorpe Road - KEY/04DEC/10</b></p> <p>To authorise the Chief Executive, in consultation with the Solicitor to the Council, Executive Director – Strategic Resources, the Corporate Property Officer and the Cabinet Member Resources, to negotiate and conclude the sale of Vawser Lodge</p>	March 2011	<b>Cabinet Member for Resources</b>	Sustainable Growth	Consultation will take place with the Cabinet Member, Ward councillors, relevant internal departments & external stakeholders as appropriate	Sandra Neely Temp Capital Projects Officer Tel: 01733 384541 sandra.neely@peterborough.gov.uk	A public report will be available from the governance team one week before the decision is taken.
<p><b>Security Framework Contract - lot 2 - KEY/09DEC/10</b></p> <p>Award lot 2 of framework contract; cash collection and cash in transit services, delivering services for the council such as collecting cash from parking meters and banking it securely.</p>	March 2011	<b>Cabinet Member for Resources</b>	Sustainable Growth	Internal and external stakeholders as appropriate	Matthew Rains P2P Manager Tel: 01733 317996 matthew.rains@peterborough.gov.uk	A public report will be available from the governance team one week before the decision is taken.

<p><b>Peterborough Local Investment Plan - KEY/01FEB/11</b> Document for submission to the Homes and Communities Agency, drawn largely from the Integrated Development Programme (Adopted December 2009). The LIP is the first stage towards applying for funding from the HCA for primarily housing-related project aspirations in the City.</p>	March 2011	<b>Cabinet</b>	Sustainable Growth	Internal and External stakeholders as appropriate.	Andrew Edwards Head of Peterborough Delivery Partnership Tel: 01733 452303 andrew.edwards@peterborough.gov.uk	A public report will be available from the governance team one week before the decision is taken.
<p><b>Supply of Utility in respect of Electricity, Gas and Oil to Council Owned properties managed by Strategic Property Unit - KEY/03FEB/11</b> To award the contract for supply of Electricity and Gas to the single source supplier under the nationally awarded EU compliant ESPO framework agreement.</p>	March 2011	<b>Cabinet Member for Resources</b>	Sustainable Growth	Internal consultation where appropriate	Mandy Sterling Strategic Sourcing Manager Tel: 01733 384607 mandy.sterling@peterborough.gov.uk	A public report will be available from the governance team one week before the decision is taken.

<p><b>Section 75 Variation 2011-12 - KEY/08FEB/11</b> To extend the existing partnership agreement under the National Health Act 2006 to pool funding from NHS Peterborough and PCC to commission drugs services by one year.</p>	March 2011	<p><b>Cabinet Member for Community Cohesion, Safety and Women's Enterprise</b></p>	Strong and Supportive Communities	Internal and external partners	<p>Karen Kibblewhite Community Safety And Substance Misuse Manager Tel: 01733 864122 karen.kibblewhite@peterborough.gov.uk</p>	<p>A public report will be available from the Governance Team one week before the decision is taken.</p>
<p><b>Refuse Derived Fuel - KEY/09FEB/11</b> To amend existing contract to enter into a 1 year agreement with HW Martin Waste Ltd to send material to Refuse Derived Fuel Facility</p>	March 2011	<p><b>Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</b></p>	Environment Capital	Internal and external stakeholders as appropriate	<p>Amy Nebel Recycling Contracts Officer Tel: 01733 864727 amy.nebel@peterborough.gov.uk</p>	<p>A public report will be available from the Governance Team one week before the decision is taken.</p>
<p><b>Hampton Community School - KEY/10FEB/11</b> To launch a school competition for a new Primary School with community sports and library facilities in Hampton</p>	March 2011	<p><b>Cabinet Member for Education, Skills and University</b></p>	Creating Opportunities and Tackling Inequalities	The local community and all potential bidders. A public meeting will be arranged as part of the process.	<p>Isabel Clark Head of Assets and School Place Planning Tel: 01733 863914 isabel.clark@peterborough.gov.uk</p>	<p>A public report will be available from the Governance team one week before the decision is taken.</p>



<p><b>Interim Adult Drug Treatment Services - KEY/11FEB/11</b> To agree short term provision of adult drug treatment services before final award of Adult Drug Treatment Services tender.</p>	March 2011	<p><b>Cabinet Member for Community Cohesion, Safety and Women's Enterprise</b></p>	Strong and Supportive Communities	Internal departments as appropriate Safer Peterborough Partnership	<p>Karen Kibblewhite Community Safety And Substance Misuse Manager Tel: 01733 864122 karen.kibblewhite@peterborough.gov.uk</p>	<p>A public report will be available from the Governance Team one week before the decision is taken.</p>
<p><b>Section 75 Agreements with Cambridgeshire Community Services, NHS Peterborough and Cambridge &amp; Peterborough Foundation Trust - KEY/12FEB/11</b> Approval of s.75 Agreements with Cambridgeshire Community Services for the provision of Adult Social Care; with NHS Peterborough for the provision of Learning Disability Services; and with Cambridge &amp; Peterborough Foundation Trust for the provision of mental health services.</p>	March 2011	<p><b>Cabinet Member for Health and Adult Social Care</b></p>	Health Issues	Relevant internal and external Stakeholders	<p>Denise Radley Executive Director of Adult Social Services Tel: 01733 758444 denise.radley@peterborough.gov.uk</p>	<p>A public report will be available from the Governance Team one week before the decision is taken.</p>

<p><b>Integrated Case Management System for Children's Services - KEY/13FEB/11</b> To award a contract to replace existing Children's Services case management systems with a single integrated system.</p>	March 2011	<b>Cabinet Member for Children's Services</b>	Creating Opportunities and Tackling Inequalities	Internal stakeholders	Elaine Alexander Head of Programmes and Project Management (Children's Services) Tel: 01733 317984 elaine.alexander@peterborough.gov.uk	A public report will be available from the Governance Team one week before the decision is taken.
<p><b>Local Transport Plan Capital Programme of Works 2011/12 - KEY/01MAR/11</b> To approve the proposed LTP Capital Programme of Works for 2011/12</p>	March 2011	<b>Cabinet Member for Housing, Neighbourhoods and Planning</b>	Environment Capital	Relevant internal stakeholders and the Environment Capital Scrutiny Committee	Michael Stevenson Project Engineer Tel: 01733 317473 michael.stevenson@peterborough.gov.uk	A public report will be available from the Governance team one week before the decision is taken.
<p><b>Supply of Temporary Agency Workers - KEY/02MAR/11</b> To approve a framework agreement to supply temporary agency following a competitive tendering exercise.</p>	March 2011	<b>Cabinet Member for Community Cohesion, Safety and Women's Enterprise</b>	Sustainable Growth	Internal consultation as appropriate	Mandy Sterling Strategic Sourcing Manager Tel: 01733 384607 mandy.sterling@peterborough.gov.uk	A public report will be available from the governance team one week before the decision is taken.

<p><b>Adult Drug Treatment Plan 2011-2014 - KEY/04MAR/11</b> To approve the plan.</p>	March 2011	<p><b>Cabinet Member for Community Cohesion, Safety and Women's Enterprise</b></p>	Strong and Supportive Communities	Safer Peterborough Partnership Board; SPP Delivery Board; SPP Adult Joint Commissioning Group for Drugs; local service providers; the local service user group, SUGA.	<p>Karen Kibblewhite Community Safety And Substance Misuse Manager Tel: 01733 864122 karen.kibblewhite@peterborough.gov.uk</p>	<p>A public report will be available from the Governance Team one week before the decision is taken</p>
<p><b>Voluntary Partnership Agreement for Local Bus Services - KEY/05MAR/11</b> To approve incorporating a number of small value local bus service De Minimis Agreements into one Voluntary Partnership Agreement.</p>	March 2011	<p><b>Cabinet Member for Housing, Neighbourhoods and Planning</b></p>	Environment Capital	Relevant internal stakeholders	<p>Cathy Summers Team Manager - Passenger Transport Contracts and Planning  cathy.summers@peterborough.gov.uk</p>	<p>A public report will be available from the Governance Team one week before the decision is taken.</p>

## APRIL

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p><b>Museum Redevelopment Project - KEY/03DEC/10</b> To authorise the award of the contract for the Museum Redevelopment project.</p>	April 2011	<p><b>Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</b></p>	Strong and Supportive Communities	Consultation will take place with relevant internal stakeholders as appropriate	<p>Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.Pilsworth@peterborough.gov.uk</p>	<p>A public report will be available from the governance team one week before the decision is taken.</p>

<p><b>Bayard Place - replacement of air-conditioning system (legislative works) - KEY/03MAR/11</b></p> <p>To authorise the award of the contract for the replacement of the air-conditioning system at Bayard Place</p>	April 2011	<p><b>Cabinet Member for Resources</b></p>	Sustainable Growth	Consultation will take place with relevant internal stakeholders as appropriate	<p>Julie Robinson-Judd Head of Strategic Property Tel: 01733 384544 julie.robinson.judd@peterborough.gov.uk</p>	<p>A public report will be available from the governance team one week before the decision is taken.</p>
<p><b>Social Work Practice Pilot - KEY/01APR/11</b></p> <p>Agree arrangements for the procurement and provision of Social Work Practice Pilots for children in care.</p>	April 2011	<p><b>Cabinet Member for Children's Services</b></p>	Creating Opportunities and Tackling Inequalities	Social work staff; children in care; corporate parenting panel members and Trade Unions	<p>Andrew Brunt Assistant Director - Families and Communities  andrew.brunt@peterborough.gov.uk</p>	<p>A public report will be available from the Governance Team one week before the decision is taken.</p>

## MAY

There are currently no Key decisions scheduled for May.

## JUNE

There are currently no Key decisions scheduled for June.