

## ENVIRONMENT CAPITAL SCRUTINY COMMITTEE

**THURSDAY 9 JUNE 2011**  
**7.00 PM**

**Bourges/Viersen Room - Town Hall**

### AGENDA

Page No

1. **Apologies for Absence**

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

*At this point Members must declare whether they have an interest, whether personal or prejudicial, in any of the items on the agenda. Members must also declare if they are subject to their party group whip in relation to any items under consideration.*

3. **Minutes of Meeting Held on 10 March 2011**

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

*The decision notice for each decision will bear the date on which it is published and will specify that the decision may then be implemented on the expiry of 3 working days after the publication of the decision (not including the date of publication), unless a request for call-in of the decision is received from any two members of a Scrutiny Committee or Scrutiny Commissions. If a request for call-in of a decision is received, implementation of the decision remains suspended for consideration by the relevant Scrutiny Committee or Commission.*

5. **Norwood Lane Caravan Park - Action Plan Update**

11 - 14

6. **Review of 2010/2011 and Work Programme for 2011/2012**

15 - 24

7. **Forward Plan of Key Decisions**

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8. **Date of Next Meeting**

Thursday 14 July 2011 at 7.00pm



There is an induction hearing loop system available in all meeting rooms. Some of the systems are infra-red operated, if you wish to use this system then please contact Paulina Ford on 01733 452508 as soon as possible.

## **Emergency Evacuation Procedure – Outside Normal Office Hours**

*In the event of the fire alarm sounding all persons should vacate the building by way of the nearest escape route and proceed directly to the assembly point in front of the Cathedral. The duty Beadle will assume overall control during any evacuation, however in the unlikely event the Beadle is unavailable, this responsibility will be assumed by the Committee Chair.*

### **Committee Members:**

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

Substitutes: Councillors: F Benton, C Ash and A Shaheed

Further information about this meeting can be obtained from Paulina Ford on telephone 01733 452508 or by email – [paulina.ford@peterborough.gov.uk](mailto:paulina.ford@peterborough.gov.uk)

**MINUTES OF A MEETING OF THE ENVIRONMENT CAPITAL SCRUTINY COMMITTEE  
HELD AT THE BOURGES/VIERSEN ROOM - TOWN HALL ON 10 MARCH 2011**

Present: Councillors D Day (Chairman), N North, B Rush, J A Fox and N Sandford

Also Present: Councillor S Dalton, Cabinet Member for Environment Capital

Officers Present: Paul Phillipson, Executive Director Operations  
Adrian Chapman, Head of Neighbourhood Services  
Mark Speed, Transport Planning Team Manager  
Peter Gell, Strategic Regulatory Services Manager  
Cathy Summers, Team Manager - Passenger Transport Contracts and Planning  
Charlotte Palmer, Climate Change Team Manager  
Claire Boyd, Lawyer - Contracts and Procurement  
Louise Tyers, Scrutiny Manager

**1. Apologies for Absence**

Apologies for absence were received from Councillors Arculus and Morley. Councillor Goodwin, the Conservative Group Substitute had also sent her apologies.

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

No declarations of interest were made.

**3. Minutes of the Meeting held on 20 January 2011**

The minutes of the meeting held on 20 January 2011 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. Local Transport Plan Capital Programme of Works 2011/12**

The report presented the Draft Local Transport Plan Capital Programme of Works for 2011/12.

Each financial year the Council was awarded an allocation of funding from central Government to spend on transportation schemes and capital maintenance of the road network. To ensure this money was spent effectively the third Peterborough Local Transport Plan (2011–2016) (LTP) had been developed and was due to be considered by Full Council in April 2011. The Council had 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).

The LTP3 contained a broad five year capital allocation for each generic transport intervention. A more detailed capital programme of works had been produced for the first year of the LTP3 period (2011/12).

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

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

The Committee was asked to consider the draft Programme of Works and to make any appropriate recommendations to the Cabinet Member for Housing, Neighbourhoods and Planning.

Questions and observations were raised around the following areas:

- The current terms of reference for Neighbourhood Councils stated that they would agree the schedule of works however the Programme had already been agreed. When would this be considered by the Councils? *Officers would be attending the upcoming round of Neighbourhood Councils meetings. Going forward this would be an area of work to be delegated out to the Neighbourhood Councils but it is not yet at that stage. Officers were working hard to ensure that in future years this was an area which could be delegated to the Councils.*
- What was the distinction between capital and revenue? *Capital either prolonged the life of an asset or was for building a new asset. This report was about capital allocations.*
- A lot of work seemed to be directed towards the new town areas of the city which were built in the 1970s, did this imply that they were not built to a high standard? *It would be due to wear and tear and what work needed to be done.*
- Where were the planned plug in points for electric cars proposed to be? *The East of England was undertaking a piece of work and were looking at a number of locations, for example city centre car parks. Officers would send out a map of proposed locations.*
- Under the criteria for street lighting, most of the work appeared to be north of the river. *This was solely due to prioritisation. The Medium Term Financial Plan contained a programme of additional works including an automated system and the Committee would be kept updated on progress.*
- A number of street lights were being repaired and then would become faulty again, should these be ones that were prioritised? *If councillors let officers know where these lights were they would pass the information on.*

- Part of the work under integrated transport including upgrading of bus stops and shelters, was this an increase on the money available in previous years? *It was less funding overall.*
- In some parts of the city often three buses turned up at the same time causing problems on those routes. Stagecoach said that it was because buses get caught behind other buses due to congestion, so should this be an area of priority which was pushed forward? *One of the proposed projects was around congestion hot spots and this was an area which we would be looking to tackle as part of that work.*

## RECOMMENDATION

The Committee recommends the draft Local Transport Plan Capital Programme 2011/12 to the Cabinet Member for Housing, Neighbourhoods and Planning.

### 6. Christmas Park and Ride Service

The report provided information on the Christmas Park and Ride Service for 2010/11.

Peterborough had operated a Christmas park and ride service since 1999. Whilst relatively successful, the service had always operated at a cost to the Council. The table below gave a comparison of usage for the service from its commencement in 1999.

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)

The average number of passengers using the service per day each year fluctuated and this was due to a number of reasons:

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

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

For 2011 there was 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.

There was a need to provide some consistency to the operational days of the service as changing from year to year could be confusing to the users of the service. In addition, the figures demonstrated that charging for the service had a negative impact. Therefore it was 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.

This was consistent with the number of operational days for 2010 and would be the operational period going forward, available funding permitting. It was 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 would need to be met from within the Operations Directorate overall cash limit budget.

The provision of a Christmas park and ride service met with the Council's aspirations to become the UK's Environment Capital. The service contributed to the sustainable transport agenda by reducing congestion and ensuring the accessibility of the city centre, therefore reducing CO2 emissions. However, there was a need to further develop the park and ride service within the city. Officers would investigate external funding sources to expand the existing park and ride service. Consideration would 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.

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 would be subject to a separate appraisal that would consider all the financial and non financial implications.

Questions and observations were raised around the following areas:

- Had officers considered sponsorship of the park and ride buses? *We had tried to secure partnership in the past but had not been successful.*
- Why was there such a big drop between 2007 and 2008? *The number of operational days was reduced and also the Town Bridge had been partially shut so there had been problems with queues into car parks. Those works had improved travel into the city.*
- Would officers be able to provide comparative data with parking at Queensgate for the same period? *We would look to get that data and forward it to members.*
- It has been proven in other parts of the country that successful park and ride schemes run for large parts of the year. The problem with a short scheme in Peterborough was that people changed their habits and then the scheme stopped. The City seriously needs to consider a longer scheme. *It was being seriously considered as part of the Long Term Transport Strategy which included work to secure funding for pocket park and ride sites. In Nottingham they used under utilised car parks including private ones which were close to bus services. Ticketing arrangements would need to be agreed.*
- A problem with park and ride was that often people had lots of shopping bags, had anywhere been considered where people could leave their shopping and collect it before getting on the bus? *In Cambridge some stores kept your shopping and took it to the park and ride site for you. This was something we could investigate here.*
- A comprehensive approach was needed and we needed to look at what we charged for parking in the city centre. It needed to be cheaper to get in your car and drive to park and ride. An imaginative approach was needed. *Part of the LTTS was to bring in park and ride, however the issue would be to encourage people to use it. The City Council did not manage all of the car parks so we could not control all of the charges however it did need an integrated approach.*

- It had been raised previously about charging for walk ons at the park and ride sites. *We were not allowed to compete with commercial services but Stagecoach was happy for us to take on walk ons.*

## **ACTION AGREED**

- (i) To note the performance of the park and ride service for 2010.
- (ii) To note the proposed park and ride service for 2011.
- (iii) That officers look at as a priority the introduction of a permanent park and ride service.

## **7. Progress Against the Carbon Reduction Commitment and Carbon Management Action Plan**

The report provided an update on 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.

The Carbon Reduction Commitment (CRC) Energy Efficiency Scheme was an obligatory emissions trading scheme which covered non-energy intensive users in both the public and private sectors. It was a central part of the UK's strategy to achieve carbon emission reductions and applied to all organisations who consumed energy over a set threshold in 2008. The Council's registration as a full participant for the first phase of the scheme was completed in September 2010. The scheme required participants to purchase allowances for each tonne of carbon dioxide emitted at a fixed price of £12 per tonne during phase one, the price would be subject to market variability thereafter. This equated to a requirement for the Council to purchase allowances amounting to approximately £308k p.a during the first phase. Following the comprehensive spending review, the scheme no longer recycled payments to participants depending upon performance. All allowances the Council were required to purchase effectively became a straight forward tax, therefore more than ever the emphasis moving forward should focus upon achieving reductions in carbon emissions.

The Carbon Management Action Plan (CMAP) detailed the mechanisms the Council would adopt to achieve carbon emission reductions arising from energy and fuel consumption and was developed in partnership with the Carbon Trust. The CMAP formally committed the Council to achieving a CO<sub>2</sub> reduction of 35% of 2008/09 levels by 2014 which would reduce the Council's financial exposure to risk. Several projects had now been completed and further projects were in various stages of development with just over a quarter of the target still to be quantified. In addition, several other aspects of the CMAP which did not have directly attributable carbon savings had progressed including:

- There was now a clause in all contracts of employments which emphasised the responsibility placed upon all employees to minimise their environmental impact.
- City schools had 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 had been secured alongside the production of a short film starring the Chief Executive to open the training.
- A network of 25 Green Champions had been established across the organisation.
- Environmental awareness was now a key component in the corporate induction delivered by HR.
- A process for ensuring the environmental impact of a project was considered in all Cabinet Member Decision Notices had now been introduced.
- External funding had been secured to establish a £500k ring fenced fund for investing in energy efficient technology.

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

In October each year the Environment Agency would publish a league table for the CRC which would rank participants dependent upon performance within the scheme. This would be a publically available document and was a further reason to ensure good performance in order to allow Peterborough to build upon its reputation as the Home of Environment Capital.

Steady progress was being made against the targets laid out in the CMAP but in order for this to continue adequate resources needed to be maintained.

Questions and observations were raised around the following areas:

- How did City Services transferring to Enterprise affect the Council's progress and would this affect our position in future league tables? *City Services would be included within the current financial year but going forward Enterprise would be responsible for their own emissions.*
- In the last league table we were at the bottom did officers expect us to have moved up following the introduction of the various initiatives? *There had not been any league tables published. The report for National Indicator 185 had been published but that was not a like for like comparison, for example we had included outsourced services and some authorities had not. The CRC would be different in that all councils would be submitting the same data.*
- The Town Hall was not a good example of tackling emissions were there any plans to make it a symbol of good practice? *We would be installing real time energy efficiency monitoring which would be shown on the front page of the website. Other plans included options for renewable energy, devices added to the boiler system and also placing reflective foil behind all radiators.*
- Would we be able to take the new Forest of Peterborough into account? *Not at this time, currently the plan only focussed on travel and energy but other elements would be added later.*
- In the Town Hall the heating was on all the time, would it be possible to turn it off at weekends? *The Town Hall system was currently on two zones and was an old system. Improved zoning of the heating would make savings but it was recognised as a problem.*
- Did we build carbon management into the contracts of third party providers? *Contractors were asked about their environmental performance during the tender process and we were working with organisations about how they could be environmentally accredited.*

#### **ACTION AGREED**

To receive an annual report on our progress under the Carbon Reduction Commitment Energy Efficiency Scheme and Carbon Management Action Plan

#### **8. Neighbourhood Services: Working to Improve the Environment**

The report provided an overview of the regulatory service delivery framework within neighbourhoods, as well as proposals for future service delivery.

The Committee had previously considered a report in July 2009 on environmental enforcement and education. That report described a landscape that had 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 were today prior to the economic downturn. The Committee had debated whether the work undertaken by Xfor should be expanded, however that model had now ceased to



become an option as it had become unviable for Xfor, and they withdrew from the agreement to undertake littering enforcement work for the Council.

The economic downturn had been the driver for greater internal challenge within the Neighbourhoods Division with regards to how services were both structured and delivered. The need to find efficiencies had 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 comprised of the following functions:

- Trading Standards
- Environmental Health
- Licensing
- Parking Enforcement
- Environmental Enforcement
- Housing Enforcement
- Internal Health and Safety

Sustainability had been created by removing historical boundaries which had in the past seen officers largely remain within the professional disciplines in which they had 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 suitable when there had been 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 could become multi-skilled and by investing in their development the service would create a staffing resource that delivered value for money, gave greater resilience, was more flexible, offered increased capacity, and provided increased career development opportunities for staff. Removing boundaries also helped facilitate consistency, and the development of fewer, leaner processes and procedures. Areas currently being developed were the roles of Civil Enforcement Officers (Parking Officers), Neighbourhood Enforcement Officers, Pollution Control and Housing Officers.

A further opportunity to increase both resilience and capacity was the development of the street leader's scheme whereby volunteers work with officers to tackle community problems, and improved 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 strengthened our position.

By ensuring officers were equipped to utilise the range of regulatory sanctions available to them, as well as possessing the skills to negotiate, persuade and problem solve, they would be able to apply the appropriate measures to address community problems and regulatory breaches. It was proposed to adopt a proportionate approach to regulatory breaches for which a Service wide Enforcement Policy would support decision making. This approach would ensure that a hard line could be taken where necessary while preventing a heavy handed approach where it could be considered inappropriate.

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

Regulatory services had the ability to impact on the environment in many positive ways, for example:

- Air quality monitoring
- Control of polluting processes
- Ensuring effective mitigation was 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

Questions and observations were raised around the following areas:

- A councillor gave an example in his ward where a building was covered in metal shutters. How could vandalism be stopped on those type sorts of buildings if we did not spend any money? *There were a number of buildings like that which gave cause for concern and it was about working with partners, ward councillors and the communities in finding a solution.*
- Roman and Saxon Court in Stanground was owned by Cross Keys Homes but was currently empty, did officers work with Cross Keys in these cases? *They were a key partner and it was about how we could work together by sharing powers to solve problems.*
- Did anyone work outside normal working hours to consider problems such as inconsiderate parking at weekends? *Parking Services did look at these cases and if people were aware of a problem they should send an email so it could be picked up and targeted as an area of concern.*
- Parking on verges was a big problem but Highways had previously said that bollards could be ineffective. *Each location needed to be considered individually including the impact on displacement. The Government had recently reminded us of our powers and they would also be undertaking a review of the burdens of enforcement by lifting bureaucracy.*
- Were people charged if rubbish was cleared from their property? *Yes, a charge was put on the property.*
- What areas of the city were covered by Street Leaders? *There were approximately 80 Street Leaders who were very keen to work with us but the scheme did need to be reinvigorated. It was about empowering people to have pride in their communities.*
- It was important that enforcement was also undertaken outside of normal working hours, especially at the weekends. *The team ensure that someone is available to investigate issues when needed.*
- Was there a way to tackle parking on verges on a city wide basis rather than in small pockets? *We would be looking at Dogsthorpe to see if it would be a suitable approach to take wider across Peterborough.*

## **ACTION AGREED**

That a report is brought to a future meeting in early 2012 to provide details of enforcement performance.

## **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.

The Committee asked for clarification as to what a voluntary partnership agreement for local bus services was. The Team Manager for Passenger Transport Contracts and Planning advised that it was about small value services which supplemented the commercial services and was about getting value for money by bringing better services, vehicles and punctuality.

**ACTION AGREED**

To note the latest version of the Forward Plan.

CHAIRMAN  
7.00 - 9.03 pm

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<b>ENVIRONMENT CAPITAL SCRUTINY COMMITTEE</b>	<b>Agenda Item No. 5</b>
<b>9 JUNE 2011</b>	<b>Public Report</b>

## Report of the Executive Director of Operations

Contact Officer(s) – Leonie McCarthy

Contact Details - 01733 864308 leonie.mccarthy@peterborough.gov.uk

### NORWOOD LANE CARAVAN PARK – ACTION PLAN UPDATE

#### 1. PURPOSE

- 1.1 The Scrutiny Committee on the 9 September 2010 asked for an update on work undertaken on the Norwood Lane Caravan Park, (formerly known as Paston Travellers Site, Norwood Lane) specifically in relation to fly tipping.

#### 2. RECOMMENDATIONS

- 2.1 That the Norwood Lane Caravan Park action plan continues to be delivered and that a further more detailed action plan outlining specific areas of work, agreed with the Travellers from the Park, be implemented in partnership with Community Payback, Travellers from the Park, Neighbourhood Officers, Fire and the Police to renovate, regenerate and make safe the land on and around Norwood Lane Caravan Park.

Works to include:

- The creation and development of Community Allotments, which will be run by Travellers from the Park, a community composting programme and introduction of a recycling scheme.
- Litter Picking and Dyke clearance
- New presentation at Entrance
- Traffic calming scheme implemented in partnership with young people from the Park
- Resurfacing of the Lane and pathway
- A Crimestoppers Line

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

- 3.1 The work undertaken through the action plan directly relates to the Sustainable Community Strategy through the Environmental, Social and Cohesion areas of work.

#### 4. BACKGROUND

- 4.1 At a meeting of the Gunthorpe, Paston, Walton and Werrington Community Committee (formally Neighbourhood Council) held on 23<sup>rd</sup> June 2010, a request was made to report to the Environment Capital Scrutiny Committee on issues relating to Paston Caravan Park and fly tipping. The Scrutiny Committee recommended that proposed actions from the Management Plan for Norwood Lane Caravan Park be implemented.

Areas of work undertaken included

- Full clearance of the entrance and length of the Lane
- A maintenance agreement circulated which outlined responsibilities of tenants
- The development of a communications plan
- New sign at the entrance of the lane and new name 'Norwood Lane Caravan Park'
- Work undertaken with the legal department to explore engagement with Magistrates on enforcement opportunities
- A single point of contact for the Travellers living on the Park

- Community development work, including consultation on family, health and welfare issues, the Digital Switchover and completion of the Census.

The neighbourhoods' team have worked with the local Police, Fire and Traveller community to continue to reduce the levels of fly tipping. Initially work was undertaken to clear the lane and regular enforcement checks were undertaken. During this time efforts were made to recruit a member from the Traveller community to manage both the Paston and Oxney Road Park. Unfortunately this proved difficult and we were soon made aware of further and ongoing fly tipping on the Lane. Through ongoing discussions with the Traveller community at Norwood Lane Caravan Park, it was agreed that a security firm would be employed to attend the Lane and surrounding area at various times of the day and night including weekends.

As a result of this a weekly report is submitted by the Security firm, with photographic evidence, which is shared with Neighbourhood Officers and the local police. These reports have enabled us to enforce on many issues including fly tipping, speeding and anti-social behaviour.

In early May a meeting was held with Travellers, the Police, City Council road safety and neighbourhoods' team to assess the current situation at the Park. Whilst members of the community reported that they feel safer, the area is cleaner and that the community feel that they have been listened to by the authorities, the widening of the Lane had led to some speeding and dangerous driving activity.

The meeting agreed a number of activities that were required to be undertaken to ensure that the Park became a safe and pleasant area to live in. It was agreed that a regeneration plan would be developed to address issues raised, where possible, and the Travellers agreed to work with the Police and City Council to assist in addressing those issues.

We have now engaged Community Payback assistance, in agreement with Travellers from the Park, to help us develop pleasant and practical surroundings, including allotments and a play area. We will also be introducing a 'Crimestoppers' Line for the Park to enable us to identify individuals who may be committing acts of fly tipping, vandalism and damage in the area. We will be operating a zero tolerance policy where individuals living on the park who break their licence agreements will be taken through the process for eviction.

A communications strategy will incorporate the above work and help to identify private businesses to help us obtain equipment and resources to help the Travellers, Community Payback and Neighbourhood Officers to deliver the regeneration Plan for Norwood Lane Caravan Park.

## **5. KEY ISSUES**

- 5.1
- An action plan is being delivered by partners and is project managed by the Operations Director through a task and finish group
  - The instances of fly tipping have been reduced resulting in reduced clean up operations on the Park.
  - Improved partnership working with the police and targeted work by on Park Security firm with Neighbourhood Officers, has seen increase in fines and action taken against perpetrators of fly tipping and vehicle crime – 15 cases enforced to date
  - Ongoing police operation relating to anti social behaviour
  - Funding identified to operate covert CCTV at the Park
  - Security company engaged to monitor fly tipping and criminal activity
  - Ongoing exploratory work being undertaken to engage member of the Travelling Community to manage the Park

## **6. IMPLICATIONS**

- 6.1 None

**7. CONSULTATION**

7.1 Ongoing consultation with partners and the Traveller community.

**8. NEXT STEPS**

- 8.1
- Communications Strategy to share relevant information relating to Norwood Lane Caravan Park with the wider public
  - Detailed timetable and project regeneration plan produced in partnership with Community Payback for sustainable work programme
  - Sourcing of equipment and materials to undertake work required

**9. BACKGROUND DOCUMENTS**

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

9.1 None

**10. APPENDICES**

10.1 None

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<b>ENVIRONMENT CAPITAL SCRUTINY COMMITTEE</b>	<b>Agenda Item No. 6</b>
<b>9 JUNE 2011</b>	<b>Public Report</b>

## Report of the Solicitor to the Council

Contact Officer – Paulina Ford, Senior Governance Officer, Scrutiny  
Contact Details – (01733) 452508 or email paulina.ford@peterborough.gov.uk

### REVIEW OF 2010/2011 AND WORK PROGRAMME FOR 2011/12

#### 1. PURPOSE

- 1.1 To provide the Committee with a review of the work undertaken during 2010/11 and to develop a work programme for 2011/12.

#### 2. RECOMMENDATIONS

- 2.1 That the Committee considers the 2010/2011 year in review and makes recommendations on the future monitoring of these items where necessary.
- 2.2 That the Committee determines its priorities, and develops a work programme for the forthcoming year.

#### 3. REVIEW OF 2010/11

- 3.1 The Environment Capital Scrutiny Committee was established by Council at its annual meeting on 18 May 2009. During the year 2010/11, the Committee considered the following issues:

- Tree Pollarding Programme
- Developing the Environment Capital Policy
- Carbon Reduction Commitment Scheme
- Revised Biodiversity Strategy
- Christmas Park and Ride
- Scrutiny Big Debate – Affects of the Economic Downturn and delivery of the sustainable transport elements of the Local Transport Plan.
- Progress on the Environment Capital and Launch of the Home of Environment Capital Initiative
- Biodiversity Strategy Progress Report 2009-10
- Norwood Lane and the Paston Travellers Site
- Trees and Woodland Strategy
- Play Facilities, Playing Fields and Open Spaces
- Review of the Impact of the Charge for Bulky Waste Collection
- Budget 2011/12 and Medium Term Financial Plan to 2015/16
- Review of the Impact of the Bus Service Review
- Criteria for Resurfacing Footpaths
- Long Term Transport Strategy and Local Transport Plan 3
- Local Transport Plan Capital Programme of Works
- Update on the Council's Carbon Reduction Commitment and Carbon Management Action Plan
- Neighbourhood Services Working to Improve the Environment

- 3.2 For the information of the Committee, copies of the recommendations made during the year are attached at Appendix 1.

#### **4. WORK PROGRAMME 2010/11**

4.1 In accordance with the Constitution, the Committee is responsible for setting its own programme in line with the Council's key priorities and the Committee's remit.

4.2 The Committee's remit is:

- (a) To review and scrutinise the delivery of the Sustainable Community Strategy priority of creating the UK's environment capital. This will include reviewing and scrutinising the performance of other public bodies in their activities and performance in the delivery of the Single Delivery Plan targets.
- (b) Hold the Executive to account for the discharge of functions in the following ways:
  - by exercising the right to call-in, for reconsideration, decisions made but not yet implemented by the Executive or key decisions which have been delegated to an officer.
  - by scrutinising key decisions which the Executive is planning to take, as set out in the Forward Plan
  - by scrutinising Executive decisions after they have been implemented, as part of a wider policy review
- (c) To review and scrutinise the planning, decisions, policy development, service provision and performance relating to the following service areas:
  - Environment, Transport and Engineering
  - Waste Strategy and Management
- (d) To assist and advise the Council and the Executive in the development of its budget and policy framework by in-depth analysis of policy issues in relation to the terms of reference of the committee.
- (e) Make recommendations to the Executive and/or Council arising from overview and scrutiny activity.
- (f) Establish ad-hoc Task and Finish Groups to investigate specific topics on behalf of the Committee on a time-limited basis.
- (g) To consider any appeals from petition organisers who are not satisfied with the outcome of the Council's consideration of their petition.

4.3 A draft work programme which shows the items which are currently scheduled along with items carried over from last year is attached at Appendix 2.

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

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

5.1 Minutes of the Environment Capital Scrutiny Committee held on 10 June, 15 July, 9 September, 4 November 2010 and 6 January, 20 January, 15 February, 28 February and 10 March 2011.

#### **6. Appendices**

6.1 Appendix 1 - Responses to recommendations made during 2010/2011  
Appendix 2 – Draft Work Programme 2011/12

Meeting Date	Item	Recommendations	Referred to	Response
10-Jun-10	Tree Pollarding	That the Cabinet Member for Culture, Recreation and Strategic Commissioning is recommended that consideration is given, during the Lot 3 process, to pollarded trees in one or two streets being left for 3-4 years to see if a longer maintenance regime was reasonable compared to the current two year programme.	Cabinet Member for Culture, Recreation & Strategic Commissioning and Executive Director of Strategic Resources	The recommendation is supported and the bidders will be informed to take this into account within their proposals for Lot 3.
15-Jul-10	Environment Capital - The Next Steps	It is recommended to the Cabinet Member for Environment Capital that before the City Council declares Peterborough as the Environment Capital, agreed criteria should be met and an independent assessment should be undertaken.	Cabinet Member for Environment Capital and the Director of Environment Capital	The most cost effective basis for this comparative work is the Forum for The Future's Sustainable Cities Index. The organisation assessed Peterborough as part of the Jonathan Porritt Master Class in November 2009. It is intended that Forum for the Future assess the city again as part of the 2010 Index later this year. It should be noted that the Index compares Peterborough with a number of much larger UK cities but it is one of only a few, reliable local authority comparators. This is likely to become more of a challenge with the deletion of the National Indicator site.
	Peterborough's Christmas Park and Ride Service 2010	That the Cabinet Member for Housing, Neighbourhoods and Planning decides on the best approach for delivering the Sunday Christmas Park and Ride Service within the ethos of an environment capital.	Cabinet Member for Housing, Neighbourhoods and Planning and the Group Manager for Transport and Sustainable Environment	It has now been confirmed that free parking is not available in the city centre on Sundays and therefore the £1 charge per passenger for the Sunday Park and Ride service has been recommended to the Cabinet Member for Housing, Neighbourhoods and Planning.

Meeting Date	Item	Recommendations	Referred to	Response
	Carbon Reduction Commitment Energy Efficiency Scheme	It is recommended to the Cabinet Member for Environment Capital that the Council completes the registration process for the CRC in line with the legal requirements under the Climate Change Act and CRC Energy Efficiency Scheme Order 2010.	Cabinet Member for Environment Capital and the Climate Change Team Manager	The Cabinet Member for Environment Capital made an Executive Decision on 11 August 2010 to authorise the submission of the application for registration under the CRC Energy Efficiency Scheme.
	Revised Biodiversity Strategy	The Cabinet is recommended to: (i) endorse the revised Biodiversity Strategy prior to its consideration by Council as part of the major policy framework; and (ii) consider the requirement for additional resources during the development of future Council budgets alongside other budget pressures.	Cabinet and Wildlife Officer	The Cabinet endorsed the revised Biodiversity Strategy prior to its consideration by Council.
		The Commercial Services Director is requested: (i) to lead on the development of the draft policy for works during the bird nesting season separately from the Biodiversity Strategy. Support to be provided from the Council's Officer Working Group for Biodiversity as required; and (ii) to bring the final draft of the policy to a future meeting of the Environment Capital Scrutiny Committee when it is completed.	Commercial Services Director	Work is ongoing
09-Sep-10	Norwood Lane and Paston Travellers Site	It is recommended to the Neighbourhood Manager (City Wide) that the Action Plan for Norwood Lane and Paston Travellers Site is amended to include an action point that the Magistrates are requested to take stronger action and deliver stronger penalties for fly tipping. The Neighbourhood Manager to contact the Magistrates to discuss this action and request their support in backing the Council's actions with regard to enforcement.	Neighbourhood Manager (City Wide)	The recommendation has now been included within the Action Plan for Norwood Lane and Paston Travellers Site.

Meeting Date	Item	Recommendations	Referred to	Response
	Biodiversity Strategy	It is recommended to the Wildlife Officer that the Biodiversity Strategy includes some specific indicators to provide quantitative data on flora, fauna and endangered species so the impact of the strategy can be measured.	Wildlife Officer	<p>Carrying out a detailed survey of every green space every year would be very resource intensive. However it would be possible to produce quantitative data for those areas which we are already monitoring. The three examples outlined to the committee in this context were:</p> <ul style="list-style-type: none"> <li>• County Wildlife Sites, we have data on the management of the set of 107 CWS across Peterborough</li> <li>• 4 Spotted Moth, we have data for this species at its key site which lies on the edge of the Urban area. The numbers recorded in any one year are however influenced by the weather condition in that year and the previous year.</li> <li>• Barn Owls, we have data for the barn owl recovery project to the east of Peterborough which could be reported, however it should be appreciated that barn owl numbers have a natural 4 year fluctuation cycle, so it is not possible to compare between years but rather 4 year blocks.</li> </ul>
	Launch of Home of Environment Capital	<p>The Cabinet Member for Environment Capital is recommended to:</p> <p>(i) ensure that the Home of Environment Capital Policy makes reference to all of the other related policies and strategies; and</p> <p>(ii) rewrite the opening paragraph of the Policy to make clearer the intent of the Policy, including that details of the related policies and strategies that are yet to be included.</p>	Cabinet Member for Environment Capital and Director of Environment Capital	Both recommendations have been incorporated into the latest draft of the Policy

Meeting Date	Item	Recommendations	Referred to	Response
04-Nov-10	Play Facilities, Playing Fields and Open Spaces	The Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning is recommended that the Executive proceed as quickly as possible to develop an Open Space Strategy and that it forms part of the Council's Local Development Framework.	Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning	The recommendation has been supported by the Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning.
10-Mar-11	Local Transport Plan Capital Programme of Works 2011/12	The Committee recommends the draft Local Transport Plan Capital Programme 2011/12 to the Cabinet Member for Housing, Neighbourhoods and Planning.	Cabinet Member for Housing, Neighbourhoods and Planning	CMDN approved on 11 April 2011.

**ENVIRONMENT CAPITAL SCRUTINY COMMITTEE  
WORK PROGRAMME 2011/12**

Meeting Date	Item	Progress
<b>9 June 2011</b> <i>Draft Report 24 May</i> <i>Final Report 31 May</i>	<b>Norwood Lane Caravan Park – Action plan update</b> To scrutinise the impact of the Action Plan on the Norwood Lane and Paston Travellers Site. <b>Contact Officer: Leonie McCarthy</b>	
	<b>Review of 2010/11 and Future Work Programme</b> To review the work undertaken during 2010/11 and to consider the future work programme of the Committee <b>Contact Officer: Paulina Ford</b>	
<b>14 July 2011</b> <i>Draft Report 28 June</i> <i>Final Report 5 July</i>	<b>Overview of Environment Capital Programmes/Projects</b> To receive an update on the Environment Capital Programmes and Projects currently in place. <b>Contact Officer: Teresa Wood</b>	
	<b>Home of Environment Capital Initiative – Progress Report</b> To scrutinise the progress of the Home of Environment Capital Initiative <b>Contact Officer: Teresa Wood / Trevor Gibson</b>	
<b>8 September 2011</b> <i>Draft Report 23 Aug</i> <i>Final Report 30 Aug</i>		
<b>3 November 2011</b> <i>Draft Report 18 Oct</i>		

Meeting Date	Item	Progress
<i>Final Report 25 Oct</i>		
<b>5 January 2012</b> <b>(Joint Meeting of the Scrutiny Committees and Commissions)</b>	<b>Budget 2011/12 and Medium Term Financial Plan to 2015/16</b> To scrutinise the Executive's proposals for the Budget 2011/12 and Medium Term Financial Plan. <b>Contact Officer: John Harrison/Steven Pilsworth</b>	
<b>19 January 2012</b> <i>Draft Report 3 Jan</i> <i>Final Report 10 Jan</i>	<b>Environmental Enforcement Performance</b> To provide an update on enforcement performance. <b>Contact Officer: Peter Gell/Adrian Chapman</b>	Agreed at meeting held on 10 March 2011
<b>22 March 2012</b> <i>Draft Report 6 March</i> <i>Final Report 13 March</i>	<b>Local Transport Plan Capital Programme of Works</b> To consider the draft Capital Programme of Works prior to its consideration by the Executive. <b>Contact Officer: Michael Stephenson</b>  <b>Progress Report on the Carbon Reduction Commitment Energy Efficiency Scheme and Carbon Management Action Plan</b> To receive an annual report on our progress under the Carbon Reduction Commitment Energy Efficiency Scheme and Carbon Management Action Plan. <b>Contact Officer: Charlotte Palmer</b>	annual report  Agreed at meeting held on 10 March 2011



## TO BE PROGRAMMED

Item	Comments
<p><b>Costs of the Waste 2020 Programme</b></p> <p>To consider the costs of the Waste 2020 Programme including the analysis of the figures submitted by Friends of the Earth.</p> <p><b>Contact Officer: Margaret Welton</b></p>	<p>Agreed at Budget meeting in January 2010.</p>
<p><b>Parking on Grass Verges</b></p> <p>To consider approach to parking on grass verges across the City.</p> <p><b>Contact Officer: Paul Phillipson</b></p>	<p>Suggested at Joint Meeting on 28 February 2010.</p>
<p><b>Tree Pollarding</b></p> <p>Monitoring of recommendation on longer tree pollarding regime.</p> <p><b>Contact Officer: TBC</b></p>	<p>Recommendation agreed at meeting on 10 June 2010. Responsibility of Enterprise Peterborough?</p>
<p><b>Surface Water Management Plan</b></p> <p><b>Contact Officer: Julie Chatterton</b></p>	
<p><b>Climate Change Strategy</b></p>	
<p><b>Energy Policy</b></p>	

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<b>ENVIRONMENT CAPITAL SCRUTINY COMMITTEE</b>	<b>Agenda Item No. 7</b>
<b>9 JUNE 2011</b>	<b>Public Report</b>

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

**Report Author** – Paulina Ford, Senior Governance Officer, Scrutiny

**Contact Details** – 01733 452508 or email paulina.ford@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 JUNE 2011 TO 30 SEPTEMBER 2011**

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

During the period from 1 June 2011 To 30 September 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:

**Key Theatre - Phase 3 Extension - KEY/07JUN/11**  
**Termination of Transitions Contract - KEY/08JUN/11**  
**Peterborough Preliminary Flood Risk Assessment (PFRA) - KEY/09JUN/11**  
**Extension of Home to School Contracts - KEY/10JUN/11**  
**Energy Supply Company (ESCO) - KEY/11JUN/11**  
**Local authority Mortgage Scheme - KEY/12JUN/11**  
**Orton Longueville School and Stanground College - KEY/13JUN/11**  
**Manor Drive Managed Service – Procurement through the Services Competitive Dialogue Process - KEY/01SEP/11**  
**Single Equality Scheme - KEY/02SEP/11**

## JUNE

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 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>	<p>June 2011</p>	<p><b>Cabinet Member for Resources</b></p>	<p>Sustainable Growth</p>	<p>Consultation will take place with the Cabinet Member, Ward councillors, relevant internal departments &amp; external stakeholders as appropriate</p>	<p>Sandra Neely Temp Capital Projects Officer Tel: 01733 384541 sandra.neely@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>Security Framework Contract - lot 2 - KEY/09DEC/10</b> 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>	June 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 made
<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>	June 2011	<b>Cabinet Member for Community Cohesion and Safety</b>	Strong and Supportive Communities	Internal and external partners	Karen Kibblewhite Safer Peterborough Manager - Cutting Crime Tel: 01733 864122 karen.kibblewhite@peterborough.gov.uk	A public report will be available from the Governance Team one week before the decision is taken
<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>	June 2011	<b>Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</b>	Environment Capital	Internal and external stakeholders as appropriate	Amy Nebel Recycling Contracts Officer Tel: 01733 864727 amy.nebel@peterborough.gov.uk	A public report will be available from the Governance Team one week before the decision is taken



<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>	June 2011	<b>Cabinet Member for Adult Social Care</b>	Health Issues	Relevant internal and external Stakeholders	Denise Radley Executive Director of Adult Social Services Tel: 01733 758444 denise.radley@peterborough.gov.uk	A public report will be available from the Governance Team one week before the decision is taken.
<p><b>Bayard Place - replacement of air-conditioning system (legislative works) - KEY/03MAR/11</b> To authorise the award of the contract for the replacement of the air-conditioning system at Bayard Place</p>	June 2011	<b>Cabinet Member for Resources</b>	Sustainable Growth	Consultation will take place with relevant internal stakeholders as appropriate	Steven Morris Partnership & Procurement Commissioning Manager Tel: 01733 384657 steven.morris@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>	June 2011	<p><b>Cabinet Member for Community Cohesion and Safety</b></p>	Strong and Supportive Communities	Safer Peterborough Partnership Board; SPP Delivery Board; SPP Adult Joint Commissioning Group for Drugs; local service providers; and the local service user group, SUGA	<p>Karen Kibblewhite Safer Peterborough Manager - Cutting Crime 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>Social Work Practice Pilot - KEY/01APR/11</b> Agree arrangements for the procurement and provision of Social Work Practice Pilots for children in care.</p>	June 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 made.</p>
<p><b>Discovery Primary School Extension - KEY/03APR/11</b> To authorise the award of the contract for the extension to Discovery Primary School.</p>	June 2011	<p><b>Cabinet Member for Education, Skills and University</b></p>	Creating Opportunities and Tackling Inequalities	Consultation will take place with relevant internal stakeholders as appropriate.	<p>Alison Chambers Asset Development Officer  alison.chambers@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>Extension of Organic Waste Composting Contract (Garden Waste) - KEY/04APR/11</b> Approval to extend the current contract for organic waste composting with Organic Recycling Ltd for 1 year</p>	June 2011	<p><b>Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</b></p>	Environment Capital	Consultation will take place with relevant internal stakeholders as appropriate.	<p>Amy Nebel Recycling Contracts Officer Tel: 01733 864727 amy.nebel@peterborough.gov.uk</p>	A public report will be available from the Governance team one week before the decision is taken.
<p><b>Welland Primary School - KEY/01MAY/11</b> To vary the Ormiston Bushfield Academy (OBA) Design and Build Contract with Kier Eastern to allow for the design and build of Welland Primary School.</p>	June 2011	<p><b>Cabinet Member for Education, Skills and University</b></p>	Creating Opportunities and Tackling Inequalities	Executive Director Children Services, Executive Director Resources, Solicitor to the Council, Ward Councillors	<p>Brian Howard PFI Project Manager Tel: 01733 863976 brian.howard@peterborough.gov.uk</p>	A public report will be available from the Governance Team one week before the Decision is taken.
<p><b>Museum Redevelopment Project - part 2 - KEY/02MAY/11</b> To approve the contract award for the fit-out and exhibition display element of the redevelopment works</p>	June 2011	<p><b>Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</b></p>		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>	A public report will be available from the Governance Team one week before the decision is taken

<p><b>Opportunity Peterborough Business Plan - KEY/01JUN/11</b> To endorse the Opportunity Peterborough Business Plan.</p>	June 2011	<b>Cabinet</b>	Sustainable Growth	All relevant stakeholders as appropriate.	Gillian Beasley Chief Executive Tel: 01733 452302 gillian.beasley@peterborough .gov.uk	A public report will be available from the Governance Team one week before the decision is taken.
<p><b>Refresh of the Statement of Community Involvement (SCI) and links to Neighbourhood Plans and Community Action Plans - KEY/02JUN/11</b> To agree draft revised SCI and issue it for public consultation</p>	June 2011	<b>Cabinet</b>	Sustainable Growth	Internal as appropriate leading up to Cabinet, then public consultation on the draft revised SCI after Cabinet consideration.	Richard Kay Policy and Strategy Manager  richard.kay@peterborough.go v.uk	A public report will be available from the Governance Team one week before the decision is taken.
<p><b>Village Design Supplementary Planning Document - KEY/03JUN/11</b> To adopt the Design and Development in Selected Rural Villages SPD</p>	June 2011	<b>Cabinet</b>	Sustainable Growth / Rural Communities	Internal and External as appropriate	Richard Kay Policy and Strategy Manager  richard.kay@peterborough.go v.uk	A public report will be made available from the governance team one week before the decision is made

<p><b>Draft Housing Strategy - KEY/04JUN/11</b> To approve the draft Housing Strategy 2011-2014 for the purposes of public consultation.</p>	June 2011	<b>Cabinet</b>	Strong & Supportive Communities	Internal and External as appropriate	<p>Richard Kay Policy and Strategy Manager</p> <p>richard.kay@peterborough.gov.uk</p>	A public report will be made available from the governance team one week before the decision is made.
<p><b>Minerals and Waste: The Location and Design of Waste Management Facilities Supplementary Planning Document - KEY/05JUN/11</b> To adopt the Location and Design of Waste Management Facilities SPD.</p>	June 2011	<b>Cabinet</b>	Sustainable Growth	Internal and External as appropriate	<p>Richard Kay Policy and Strategy Manager</p> <p>richard.kay@peterborough.gov.uk</p>	A public report will be made available from the governance team one week before the decision is made.

<p><b>Collaboration agreement with Registered Providers of Affordable Housing - KEY/06JUN/11</b>          Authorise the Chief Executive in consultation with the Cabinet member for Growth, Strategic Planning and Economic Development and the Cabinet member for Housing, Neighbourhoods and Planning to negotiate final terms allowing the Council to enter into a non-binding collaboration agreement with Register Providers of Affordable Housing</p>	June 2011	<p><b>Cabinet Member for Housing, Neighbourhoods and Planning</b></p>	Strong and Supportive Communities	Internal and External Stakeholders as appropriate	<p>Andrew Edwards          Head of Peterborough Delivery Partnership          Tel: 01733 452303          andrew.edwards@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>Key Theatre - Phase 3 Extension - KEY/07JUN/11</b>          To award the contract for the extension to house the following:- changing rooms, office accommodation, storage, rehearsal area and rewire to original building.</p>	June 2011	<p><b>Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</b></p>	Strong and Supportive Communities	With Vivacity, Enterprise and City Council officers	<p>Steven Morris          Partnership &amp; Procurement Commissioning Manager          Tel: 01733 384657          steven.morris@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>Termination of Transitions Contract - KEY/08JUN/11</b>          To terminate the transitions contract due to budget constraints - the total contract value is over £500k.</p>	June 2011	<p><b>Cabinet Member for Children's Services</b></p>	Creating Opportunities and Tackling Inequalities	Consultation has been carried out with the Assistant Director for Education & Resources, Legal Services and the 8-19 service.	<p>Jonathan Lewis          Assistant Director - Resources, Commissioning and Performance            jonathan.lewis@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>Peterborough Preliminary Flood Risk Assessment (PFRA) - KEY/09JUN/11</b> To approve the Preliminary Flood Risk Assessment</p>	June 2011	<b>Cabinet</b>	Sustainable Growth	Relevant stakeholders.	Richard Kay Policy and Strategy Manager  richard.kay@peterborough.gov.uk	A public report will be available from the Governance Team one week before the decision is taken.
<p><b>Extension of Home to School Contracts - KEY/10JUN/11</b> To extend the current home to school contracts.</p>	June 2011	<b>Cabinet Member for Education, Skills and University</b>	Creating Opportunities and Tackling Inequalities	Internal departments as appropriate.	Cathy Summers Team Manager - Passenger Transport Contracts and Planning  cathy.summers@peterborough.gov.uk	A public report will be available from the Governance Team one week before the decision is taken.
<p><b>Energy Supply Company (ESCO) - KEY/11JUN/11</b> To seek approval to establish an ESCO.</p>	June 2011	<b>Cabinet Member for Resources, Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</b>	Environment Capital	Internal and external stakeholders as appropriate	John Harrison Executive Director-Strategic Resources Tel: 01733 452398 john.harrison@peterborough.gov.uk	A public report will be available from the Governance Team one week before the decision is taken.

<p><b>Local authority Mortgage Scheme - KEY/12JUN/11</b> To seek approval to a scheme to enable greater access to the housing market</p>	June 2011	<p><b>Leader of the Council and Cabinet Member for Growth, Strategic Planning, Economic Development and Business Engagement, Cabinet Member for Resources, Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</b></p>	Sustainable Growth	Internal and external stakeholders as appropriate	<p>John Harrison Executive Director-Strategic Resources Tel: 01733 452398 john.harrison@peterborough.gov.uk</p>	A public report will be available from the governance team one week before the decision is taken.
<p><b>Orton Longueville School and Stanground College - KEY/13JUN/11</b> To vary the Ormiston Bushfield Academy (OBA) Design and Build Contract with Kier Regional Ltd (trading as Kier Eastern) to allow for the design and build of Orton Longueville School and Stanground College</p>	June 2011	<p><b>Cabinet Member for Education, Skills and University, Cabinet Member for Resources</b></p>	Creating Opportunities and Tackling Inequalities	Executive Director Children Services, Executive Director Resources, Solicitor to the Council, Ward Councillors	<p>Brian Howard PFI Project Manager Tel: 01733 863976 brian.howard@peterborough.gov.uk</p>	A public report will be available from the governance team one week before the decision is taken

## JULY

There are currently no Key Decisions scheduled for July



## AUGUST

There are currently no Key Decisions scheduled for August

## SEPTEMBER

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<b>Manor Drive Managed Service – Procurement through the Services Competitive Dialogue Process - KEY/01SEP/11</b> To approve contract award to preferred bidder.	September 2011	<b>Cabinet Member for Resources</b>	Sustainable Growth	Internal departments, Unions, Staff	Andrew Cox Senior Category Manager  andy.cox@peterborough.gov.uk	A public report will be available from the governance team one week before the decision is taken
<b>Single Equality Scheme - KEY/02SEP/11</b> To approve the final scheme following consultation	September 2011	<b>Cabinet</b>	Creating Opportunities and Tackling Inequalities.	Public consultation via stakeholders and partnerships.	Denise Radley Executive Director of Adult Social Services Tel: 01733 758444 denise.radley@peterborough.gov.uk	A public report will be available from the governance team one week before the decision is taken.

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

Communications

Strategic Growth and Development Services

Legal and Democratic Services

Policy and Research

Economic and Community Regeneration

Housing Strategy

Drug Intervention Programme and Drug and Alcohol Team

HR Business Relations, Training & Development, Occupational Health & Reward & Policy

**COMMERCIAL SERVICES DEPARTMENT Nursery Lane, Fengate, Peterborough PE1 5BG**

Property Services

Building & Maintenance

Streetscene and Facilities

Finance and Support Services

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

Finance

Internal Audit

Information Communications Technology (ICT)

Business Transformation

Strategic Improvement

Strategic Property

Waste

Customer Services

Business Support

Shared Transactional Services

Cultural Trust Client

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

Safeguarding, Family & Communities

Education & Resources

Children's Community Health

**OPERATIONS DEPARTMENT Bridge House, Town Bridge, PE1 1HB**

Planning Transport & Engineering (Development Management, Construction & Compliance, Infrastructure Planning & Delivery, Network Management)

Commercial Operations (Resilience, Commercial CCTV, Strategic Parking, City Centre, Markets & Commercial Trading, Passenger Transport)

Neighbourhoods (Regulatory Services, Safer Peterborough, Strategic Housing, Cohesion, Social Inclusion)

Operations Business Support (Finance, Economic Participation)

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