

## GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE

MONDAY 5 MARCH 2018  
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 a disclosable pecuniary interest, or other interest, in any of the items on the agenda, unless it is already entered in the register of members' interests or is a "pending notification" that has been disclosed to the Solicitor to the Council. Members must also declare if they are subject to their party group whip in relation to any items under consideration.

3. **Minutes of Growth, Environment and Resources Scrutiny Committee and Joint Scrutiny of the Budget Meetings** 3 - 22

- 10 January 2018 – Growth, Environment and Resources Scrutiny Committee Meeting
- 20 February 2018 – Joint Meeting of the Scrutiny Committees

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 the relevant Scrutiny Committee. If a request for call-in of a decision is received, implementation of the decision remains suspended for consideration by the relevant Scrutiny Committee.



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.

**Did you know? All Peterborough City Council's meeting agendas are available online or via the modern.gov app. Help us achieve our environmental protection aspirations and view this agenda online instead of printing it.**

5.	<b>Air Quality Monitoring Report</b>	<b>23 - 34</b>
6.	<b>Minerals And Waste Local Plan - Preliminary Draft For Consultation</b>	<b>35 - 98</b>
7.	<b>Peterborough Rural (Farms) Estate Action Plan Update</b>	<b>99 - 110</b>
8.	<b>Peterborough City Council Investment Acquisition Strategy And Asset Management Plan</b>	<b>111 - 154</b>
9.	<b>Monitoring Scrutiny Recommendations</b>	<b>155 - 158</b>
10.	<b>Forward Plan of Executive Decisions</b>	<b>159 - 200</b>

#### **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.*

Recording of Council Meetings: Any member of the public may film, audio-record, take photographs and use social media to report the proceedings of any meeting that is open to the public. A protocol on this facility is available at:

<http://democracy.peterborough.gov.uk/ecSDDisplay.aspx?NAME=Protocol%20on%20the%20use%20of%20Recording&ID=690&RPID=2625610&sch=doc&cat=13385&path=13385>

#### **Committee Members:**

Councillors: J Peach (Chairman) K Aitken, R Brown, M Cereste, A Ellis, R Ferris, J A Fox, C Harper (Vice Chairman), D King, S Nawaz, and N Sandford

#### **Co-opted Members:**

Parish Councillor Keith Lievesley  
Parish Councillor Richard Clarke

Substitutes: Councillors: J Goodwin, S Lane and Sylvester

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 THE GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY  
COMMITTEE MEETING  
HELD AT 7PM ON  
WEDNESDAY 10 JANUARY 2018  
BOURGES/VIERSEN ROOMS, TOWN HALL, PETERBOROUGH**

**Committee Members Present:** Councillors Peach (Chairman), K Aitken, R Brown, M Cereste, A Ellis, R Ferris, J A Fox, C Harper, M Jamil, N Sandford  
Parish Councillor Co-opted Member K Lievesley

**Officers Present:**

Andy Tatt	Head of Peterborough Highway Services
Darren Sharpe	Natural & Historic Environment Manager
James Fisher	Wildlife Officer
Richard Whelan	Water Management Engineer
Phil Hylton	Senior Strategic Planning Officer

**36. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor S Nawaz and Councillor King, Councillor Jamil was in attendance as substitute for Councillor Nawaz. Apologies were also received from Parish Councillor Co-opted Member Richard Clarke.

**37. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS**

Agenda item 5. Peterborough Trees and Woodland Strategy

Councillor Sandford declared an interest in that he worked for the Woodland Trust.

**38. MINUTES OF THE GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE AND JOINT SCRUTINY OF THE BUDGET MEETING**

The minutes of the Growth, Environment and Resources Scrutiny Committee meeting held on 1 November 2017 and the Joint Scrutiny of the Budget meeting held on 29 November 2017 were agreed as a true and accurate record.

**39. CALL IN OF ANY CABINET, CABINET MEMBER OR KEY OFFICER DECISIONS**

There were no requests for call-in to consider.

**40. PETERBOROUGH TREES AND WOODLAND STRATEGY**

The Natural and Historic Environment Manager introduced the report which provided the Committee with an opportunity to comment on the draft Trees and Woodland Strategy prior to presentation to Cabinet before presentation to Council for approval.

The Growth, Environment and Resources Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- Since 2012 when the trees and woodland strategy was first introduced there had been significant progress made in its delivery. The new strategy fundamentally remained the same as the existing strategy with a strong emphasis on the council's statutory duties and maintaining the tree resource around the City, whilst being mindful that the strategy needed to be delivered within the severe financial constraints that the Council was currently operating under.
- The strategy also looked to strengthen the framework of policies to maximise the benefits gained from the tree stock in terms of the ecological benefits and quality of life attributes they provided balanced against the challenges faced of having trees in an urban environment with many people living close to them.
- It was suggested that in future, as had been done previously, a cross-party working group could be set up to consider the details of the strategy in depth before it is presented to the Scrutiny committee.
- Members congratulated the officer on the draft strategy and in particular noted the policy TP3: *The removal of trees and woodlands shall be resisted, unless there are sound Health and Safety or arboriculture reasons supported within this strategy.* Members felt this was a strong policy and the overall strategy provided a sound policy framework for officers.
- Members referred to a bar chart showing the age distribution of trees on the city's tree database and noted that there were hardly any over mature trees which indicated that there had been the removal of lots of trees. Assurance was therefore sought that this was not the case. Members were informed that the strategy had been formulated to address uneven age of the tree stock across the city. The Development Corporation had conducted a mass planting of trees and at the time there had not been many mature trees in the city but existing ones had been retained and there was no intention of removing them. There has been much work done along the shelter belts with the intention of keeping and providing more mature trees. Without the proposed strategy there would be an unmanaged, overgrown shelter belt which would not create the quality trees that the City wanted to see in the future.
- Members commented that although in principle the one for one replacement plan sounded fair in reality if a 100 year old tree was replaced with a sapling it would take years to achieve the same bio-diversity benefit. Officers were asked therefore whether PCC had considered replacing one tree with 2 or 3 trees as some other Councils had committed to. Officers responded that in terms of the street scene planning and the consideration of constraints such as the location of services, there often was not the space or scope to plant any more. Within the Local Plan however under the LP29 development strategy, the number of new trees planted depended on the diameter of the one removed eg. for a tree of 75-200mm diameter one tree would be planted but for trees between 200 and 400 mm 4 trees would be planted.
- In wards that had little canopy cover the Council was planning to plant 5,000 trees which was an ambitious target that very few other Local Authorities had set.
- Members acknowledged that 30 years ago in Werrington trees had been planted in the wrong place and so were pleased to see that the new strategy addressed the siting of trees in section 9.2.5, the right tree in the right place.
- Although it was primarily urban focussed, rural locations were referenced in the strategy as that was where the majority of the older tree stock was sited.
- Hedgerows were not directly referred to in the strategy however if trees were situated within the hedgerow environment then the hedgerows would be maintained and preserved in order to protect those trees and the valuable wildlife corridor they often created.
- The Council was a significant partner of the Forest of Peterborough Project and had worked closely with the Peterborough City Environment Trust which ran the project to share data that had been collected about the canopy cover. The analysis of this data enabled them to identify where valuable links between habitats could be created.

- Work had also been done with farmers to create better linkages between habitats. Farmers preferred to collaborate on smaller areas rather than take large areas out of agricultural production and suffer the financial implications of doing so.
- There had been a long term management plan in place for the ancient woodlands in Bretton that had gone through a long and detailed consultation process with the Parish Council and other vested groups. The plan supported by the Forestry Commission, was still in place and acted as a framework for Nene Coppicing and Crafts who helped to maintain this asset.
- There was clear reference within the Local Plan as to what types of trees developers could plant and this was referenced in the Local Plan under Standard 5837 which gave a definition of what a 'suitable' or 'good quality' tree was.
- Epicormic growth removal was carried out annually as 12 months regrowth was allowed before it was cut back.
- There had been some coppicing in Bretton woodland but as the full extent of Ash dieback disease in that location was unknown, it had been scaled back as there was research that showed that young coppiced trees were very susceptible to the disease. The Council had tried to introduce trial coppicing areas to see what the results would be and in an attempt to mitigate any wholesale felling and replacement that might be needed.
- In woodland environments in particular it was a challenge to try and limit each family genus of tree but the Council had started to introduce more oak and hazel trees.

## **AGREED ACTIONS**

The Growth, Environment and Resources Scrutiny Committee considered the report and **RESOLVED** to endorse the Peterborough Trees and Woodlands Strategy to Cabinet for approval.

The Committee also requested that the Natural and Historic Environment Manager include a link and reference to the Standard 5837 in the Local Plan which references suitable trees for planting on developments.

## **41. PCC BIODIVERSITY STRATEGY (DRAFT FOR CONSULTATION)**

The Natural and Historic Environment Manager accompanied by the Wildlife Officer introduced the report detailing the new refreshed biodiversity strategy and its approach to discharging the Council's biodiversity duty.

The Growth, Environment and Resources Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- The Strategy was an update of the current strategy which had been approved in 2010. Although the new strategy had the same vision and approach its development had given officers the opportunity to review actions and to present the strategy in a more straightforward and user friendly way.
- The key areas that the strategy looked at were biodiversity in regard to planning and green infrastructure and the biodiversity on public authority managed land and buildings and on protected sites.
- There were no additional financial implications to this new strategy.
- There were currently eight areas that were on a reduced mowing regime and officers were looking to review and expand that number.
- Officers were also looking to increase the work done with other nature groups such as frog life to improve biodiversity by the more positive management of some of the neglected ponds and corners of wildlife habitat.

- Members agreed with the policies and actions outlined in the strategy but expressed concern about the lack of progress made against targets and wanted to receive more frequent updates.
- Although there had been a small increase in the use of pesticides, up by 4%, there had also been an increase in the amount of land managed by the Council so the increase was in fact negligible.
- Officers welcomed the suggestion of greater citizen science involvement and highlighted that they already worked closely with Peterborough and Cambridgeshire Biodiversity Specialist Group and others such as Peterborough Conservation Volunteers and residents associations to support their greater involvement in the management of Council-managed wildlife sites and informal green-spaces.

## **AGREED ACTIONS**

The Growth, Environment and Resources Scrutiny Committee considered the report and **RESOLVED** to endorse the PCC Biodiversity Strategy (Draft for Consultation) to Cabinet for approval.

The Committee also requested that the Natural and Historic Environment Manager provide a briefing note on the progress of the strategy to the Committee in six months' time.

## **42. PETERBOROUGH GREEN INFRASTRUCTURE AND BIODIVERSITY SUPPLEMENTARY PLANNING DOCUMENT (SPD)**

The report was introduced by the Wildlife Officer and presented the new Green Infrastructure and Biodiversity SPD. This document had been prepared to support the emerging Local Plan and explained how the relevant policies in the Local Plan should be implemented, and would act as a "one stop shop" source of information and advice to developers, planning officers, environmental organisations and community groups

The Growth, Environment and Resources Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- The document provided guidance on green infrastructure and biodiversity issues for developers and expanded on the policies set out in the Local Plan, in particular LP22; *the green infrastructure network* and LP28; *the biodiversity and geological conservation policy*
- The new SPD document replaced the 2007 Green Grid Strategy and brought together a number of biodiversity documents as well as taking into account legislation updates. The natural environment white paper had been taken into account and there had been a greater emphasis on habitat connectivity.
- An updated list of green infrastructure priority projects was included in the document and the most beneficial and deliverable projects for the city had been identified.
- It was the council's intention to use developer contributions and external grants wherever possible to deliver these projects so there would be no additional cost implications to this new document.
- Members commented that as Great Klein had been taken out of the Local Plan there was no longer an imminent development threat to John Clare country. Additionally, the John Clare section should reference the Council's partnership work with Parish councils and the Land Dyke Trust.
- Officers acknowledged that the development and enhancement of biodiversity within the urban area should be made more explicit in the report and would revise Figure 2 on page 15 of the report. Their intention was to increase biodiversity wherever they could and were keen to ensure that projects in the urban area were picked up.

- Members were concerned that the five key focus areas that had been identified did not include the urban areas where 90% of the population of Peterborough lived and Councillor Sandford recommended that the document be referred back to officers for revision.
- A vote was taken with 4 Councillors voting for and 6 Councillors voting against the recommendation and as such the vote was defeated and the document was endorsed to go to Cabinet for approval.
- Councillor Sandford wished for his objection to the approval of the document without revision be noted.

## **AGREED ACTIONS**

The Growth, Environment and Resources Scrutiny Committee considered the report and **RESOLVED** to endorse the Green Infrastructure and Biodiversity Supplementary Planning Document (SPD) to Cabinet for approval.

The Committee also requested that the following points be taken into account within the SPD:

- The biodiversity value of birds and plant species to be listed.
- Mention within the John Clare page that Great Kline had now disappeared.
- Make clearer within the strategy what the Lawton Review is and its principles.
- The John Clare page should include working with Parish Councillors and the Land Dyke Trust.
- Be more explicit with regard to the importance of urban areas and amend the map to ensure it is referenced more clearly.

## **43. PETERBOROUGH FLOOD AND WATER MANAGEMENT SUPPLEMENTARY PLANNING DOCUMENT (SPD)**

The Water Management Engineer introduced the updated Flood and Water SPD report which had been prepared to support the emerging Local Plan and which took into account changes to the Flood and Water Act and National Planning Practice Guidance.

The Growth, Environment and Resources Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- The new document took into account the legislation relating to flood and water management that had come into force since 2012 when the existing SPD had been adopted as part of the Planning Policy Framework.
- There had been a ministerial statement from the Department of Local Communities and Government (DCLG) which required the application of sustainable drainage in new developments to be incorporated into all major planning applications.
- The new document was developed to encourage developers to engage more with the Council and was intended to be easier to understand and navigate. 19 steps outlined in the original document had been reduced to four and there were clearer headings and signposts to navigate through the document rather than having to read it in its entirety.
- In the past retro fitting sustainable urban drainage systems had been too costly to consider but was now something that was being encouraged.
- Members wished to see more reference to the role of natural systems such as flood plain forests and linkage to the Biodiversity and Tree and Woodland Strategies.

## **AGREED ACTIONS**

The Growth, Environment and Resources Scrutiny Committee considered the report and **RESOLVED** to endorse the Peterborough Flood and Water Management Supplementary Planning Document (SPD) to Cabinet for approval.

The Committee also requested that:

- Within Appendix B - Using Sustainable Drainage Systems there should be specific reference to what types of trees could be planted.
- That the officer look at reducing the use of acronyms within the document and look to create a non-technical summary for the document to inform the wider audience of the purpose of the document.

#### **44. DEVELOPER CONTRIBUTIONS SUPPLEMENTARY PLANNING DOCUMENT (SPD) UPDATE**

The Senior Strategic Planning Officer introduced the report which provided the Committee with a draft update to the existing SPD which was adopted in April 2015 and which itself was prepared to coincide with the introduction of the Community Infrastructure Levy in Peterborough. The current 2015 SPD was also linked to the policies of the existing Local Plan and would therefore be out of date when the new Local Plan was adopted in late 2018. The proposed replacement SPD linked into the new Local Plan and updated references to external information where needed so that it remained relevant.

The Growth, Environment and Resources Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- The previous document had been too long at 80 pages so officers had acknowledged this feedback and had now condensed this new SPD and reduced any unnecessary duplication to make it more user friendly. The document retained the same level of coverage of themes including transport, education, affordable housing, health services, open space and green infrastructure, community and leisure, and waste management.
- The Council hoped to speed up planning applications and avoid delays by making the process simpler and clarifying to developers exactly what would be sought by the Council.
- Members referenced a freedom of information request that had been submitted by Radio Cambridgeshire some years ago which showed that there was £8 million of unallocated CIL (Community Infrastructure Levy) monies. Officers were asked to investigate whether in this time of austerity and stretched resources, this level of unallocated funds still existed.
- Members felt that there should be a tie-in with the Trees and Woodland Strategy so that green spaces and trees should be referenced together in the developer contributions SPD document.

#### **AGREED ACTIONS**

The Growth, Environment and Resources Scrutiny Committee considered the report and **RESOLVED** to endorse the Developer Contributions Supplementary Planning Document (SPD) Update to Cabinet for approval.

The Committee requested that:

- The Officer to find out how the developer contributions fund was allocated and spent and provide a briefing note to the Committee.
- The comments on open space which relate to trees to be drawn out further within the document.



#### **45. MONITORING SCRUTINY RECOMMENDATIONS**

The Senior Democratic Services Officer introduced the report which provided the Committee with a record of recommendations made at the previous meeting and the outcome of those recommendations to consider if further monitoring was required.

##### **ACTIONS AGREED**

The Growth, Environment and Resources Scrutiny Committee **RESOLVED** to consider the response from Cabinet Members and Officers to the recommendations made at the previous meeting, as attached in Appendix 1 of the report and agreed that further monitoring of the Sports Strategy recommendation was required.

#### **46. FORWARD PLAN OF EXECUTIVE DECISIONS**

The Committee received the latest version of the Council's Forward Plan of Executive Decisions containing key decisions that the Leader of the Council, the Cabinet or individual Cabinet Members would make during the course of the forthcoming month. Members were invited to comment on the Plan and where appropriate, identify any relevant areas for inclusion in the Committee's Work Programme.

##### **AGREED ACTIONS**

The Growth, Environment and Resources Scrutiny Committee considered the report and **RESOLVED** to note the latest version of the Forward Plan.

#### **47. WORK PROGRAMME**

The Growth, Environment and Resources Scrutiny Committee considered the Committee's Work Programme for 2016/17 and discussed possible items for inclusion.

##### **ACTIONS AGREED**

The Growth, Environment and Resources Scrutiny Committee considered the report and **RESOLVED** to note the latest version of the Work Programme 2017/18.

#### **48. DATE OF NEXT MEETING**

- 8 February 2017 – Joint Scrutiny of the Budget
- 5 March 2018 – Growth, Environment and Resources Scrutiny Committee

CHAIRMAN  
7.00pm – 8.21 pm

This page is intentionally left blank

**DRAFT MINUTES OF THE JOINT SCRUTINY COMMITTEES MEETING  
HELD AT 6.00PM ON  
20 FEBRUARY 2018  
IN THE COUNCIL CHAMBER, TOWN HALL PETERBOROUGH**

**Committee Members Present:** Councillors J Peach (Chairman), K Aitken, A Ali, R Bisby, R Brown, J Bull, G Casey, CAV M Cereste OMRI OSSI, A Dowson, A Ellis, J A Fox, J R Fox, H Fuller, J Goodwin, C Harper, M Hussain, A Iqbal, M Jamil, N Khan, D King, S Lane, S Martin, E Murphy, G Nawaz, S Nawaz, B Rush, N Sandford, L Serluca, N Simons J Whitby

Parish Councillor Co-opted Members: Neil Boyce, Keith Lievesley,  
Co-opted Members: Dr Steve Watson

**Also Present:** Councillor Holdich, Leader of the Council and Member of the Cambridgeshire and Peterborough Combined Authority  
Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health  
Councillor Ayres, Cabinet Member for Education Skills and University  
Councillor Elsey, Cabinet Member for Waste and Street Scene  
Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development  
Councillor Lamb, Cabinet Member for Public Health  
Councillor Seaton, Cabinet Member for Resources  
Councillor Smith, Cabinet Member for Children's Services  
Councillor Walsh, Cabinet Member for Communities  
Councillor Stokes, Cabinet Advisor for Children's Safeguarding and Education  
Councillor Allen, Cabinet Advisor to the Leader

**Officers Present:** Gillian Beasley, Chief Executive  
Peter Carpenter, Service Director, Financial Services  
Marion Kelly, Interim Corporate Director Resources  
Adrian Chapman, Service Director, Communities and Safety  
Fiona McMillan, Interim Director of Law and Governance  
Simon Machen, Corporate Director, Growth and Regeneration  
Wendi Ogle-Welbourn, Executive Director, People and Communities, Cambridgeshire and Peterborough Councils  
Will Patten, Service Director Commissioning  
Dr Liz Robin, Director of Public Health  
Lou Williams, Service Director Children's Services & Safeguarding  
Annette Joyce, Service Director, City Services and Communications  
Jonathan Lewis, Service Director, Education  
Paulina Ford, Senior Democratic Services Officer

## **5. APPOINTMENT OF CHAIRMAN**

The Senior Democratic Services Officer opened the meeting and advised the Committee that in accordance with *Part 4, Section 8 – Scrutiny Committee Procedure Rules, section 13, Joint Meetings of Scrutiny Committees* a Chairman would be required to be appointed from among the Chairmen of the Committees who were holding the meeting. Nominations were sought from those Chairmen present at the meeting which were Councillor Peach, Chairman of Growth Environment and Resources Scrutiny Committee, Councillor Fuller, Chairman of Adults and Communities Scrutiny Committee, Councillor Goodwin, Chairman of Children and Education Scrutiny Committee. Councillor Cereste, Chairman of Health Scrutiny Committee was not in attendance at this point. Councillor Goodwin was nominated by Councillor Murphy and seconded by Councillor Jamil. Councillor Peach was nominated by Councillor Brown and seconded by Councillor Bull. There being no further nominations a vote was taken for each nomination. Councillor Goodwin received 8 votes and Councillor Peach received 13 votes. Councillor Peach was therefore appointed Chairman.

The Chairman welcomed everyone present and explained that the purpose of the meeting was to provide an opportunity for all members of each Scrutiny Committee to scrutinise the Medium Term Financial Strategy, Budget 2018/19 Phase Two Proposals document as part of the formal consultation process before being presented to Cabinet on 26 February 2018 for approval and recommendation to Full Council on 7 March 2018.

## **6. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Over, Councillor Shaheed, Councillor Barkham, Councillor Saltmarsh, Councillor Ferris, Councillor Johnson, and Councillor Mahabadi. Councillor Murphy was in attendance as substitute for Councillor Ferris.

The following co-opted members also sent apologies: Alistair Kingsley, Rizwan Rahmetulla, Parish Councillors Henry Clark, Susie Lucas and Richard Clarke and Education Co-opted members Liz Youngman and Flavio Vettese.

## **7. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS**

There were no declarations of interest or whipping declarations.

## **8. MEDIUM TERM FINANCIAL STRATEGY (MTFS) 2018/19 - 2020/21**

The Cabinet Member for Resources gave a short introduction to the Budget 2018/19 Phase Two proposals document. Reference was made to the 'Stand up for Peterborough' Campaign. The Cabinet Member thanked Members for backing the Campaign.

Each section of the budget was then taken in order according to how it was presented in the Budget Book. The relevant Cabinet Member or Corporate Director were given the opportunity to introduce their section of the budget before taking questions from the Committee.

Questions and observations were made around the following areas:

Item / Section of the Budget	Questions / Comment	Response from relevant Cabinet Member / Corporate Director
<p>Introduction of the Medium Term Financial Strategy 2018/19 to 2020/21 Phase Two Proposals Document</p> <p>Cabinet report dated 9 February (pages 1 to 58) of the Budget 2018/19 Phase Two Proposals Document</p>	<p>Overall Budget Position. At the last meeting held in November consideration was being given to more shared services. How was this progressing in terms of savings?</p>	<p>Shared Services has been looked at with Cambridgeshire County Council and £9M savings would be achieved by year 3.</p> <p>The Shared Services arrangement was being progressed which included working out the Target Operating Model and financial assumptions. Proper reporting arrangements were being worked on and would be discussed with Members within the next few weeks.</p>
	<p>What progress had been made with Central Government on the 'Stand up for Peterborough' Campaign?</p>	<p>The campaign had focused on areas where funding was definitely required like schools funding and shared services transformation work.</p>
	<p>Shared Services arrangements should be looked at with other organisations and not just Cambridgeshire County Council.</p> <p>Members were concerned that shared services arrangements always appeared to be with Cambridgeshire County Council and that this might result in Peterborough merging back into Cambridgeshire.</p>	<p>Shared Services arrangements were already in existence with other authorities which included Fenland District Council, Rutland District Council and the West Country amongst others. The services being shared included legal and planning services.</p> <p>Councillor Holdich confirmed that the work being done with Cambridgeshire County Council would not mean going back to merging with them and Peterborough would retain its own sovereignty and budget.</p>
	<p>Members sought clarification as to how the savings made by sharing services with Cambridgeshire would be split. Would it be on a 50/50 basis or would it be weighted based on population and the</p>	<p>The largest proportion of savings would be on the back office costs.</p> <p>Discussions were being held with regard to how the savings split would be based and whether it would be based on the population</p>

Item / Section of the Budget	Questions / Comment	Response from relevant Cabinet Member / Corporate Director
	<p>two budgets.</p> <p>Were the predicted savings figures provisional dependent on how the split would be decided upon between Cambridgeshire County Council and Peterborough?</p>	<p>size, population need etc.</p> <p>The figures in the budget were predicated on the best knowledge available at the time and were conservative figures but would be refined over time.</p>
<p>The Committee <b>RESOLVED</b> to note this section of the budget.</p>		
<p>Growth and Regeneration <b>Appendix A</b></p> <p>Service Implications <b>(Pages 59 to 60)</b></p> <p>Budget Reductions and Additional Income <b>(Pages 60 to 65)</b></p> <p>Budget Pressures <b>(Page 66)</b></p>	<p>Members referred to the increased charge for brown bins, charging for replacement bins and charging for new bins. Members sought assurance that the increase in charges would not result in an increase in fly tipping.</p> <p>Members sought clarification as to who owned the bin and were concerned that those people who were victims of theft or damage to their bin could end up not being able to afford to replace their bin.</p> <p>Some Members felt that the charge for the brown bin and replacement bins were socially regressive charges.</p> <p>It was noted that the council currently charged households £39 a year for one brown bin but did not charge households a recurring charge for a second brown bin. The council was however charged for both the first and second bin collections. The charge was rising from £35 a year to £45 a year to cover</p>	<p>Research undertaken with other authorities had indicated that an increase in charges and charging for a replacement bin had not resulted in an increase in fly tipping.</p> <p>The Council owned the bin and the charge was to cover production and an administration fee.</p> <p>If a bin was stolen or burnt out and it was reported to the Police a crime number would be issued and then it could be claimed for on their household insurance.</p> <p>It was not accurate to say that the charge would hit those people who could least afford to pay. Most new housing developments had smaller gardens and therefore only required one brown bin. It was difficult to predict who would be affected by the increase in charges.</p> <p>Most local authorities changed for the replacement of bins. Peterborough was currently one of only a few that did not currently charge.</p> <p>The agreement to not charge for</p>

Item / Section of the Budget	Questions / Comment	Response from relevant Cabinet Member / Corporate Director
	<p>this deficit. It therefore appeared that people living in smaller properties with only one brown bin were therefore being penalised whilst those households with two brown bins were not having to cover the deficit for the second brown bin collection.</p> <p>The charge appeared to be hitting people who could lease afford to pay.</p> <p>Members commented that fly tipping had increased in certain areas of Peterborough since the charge for brown bin collection had been introduced.</p> <p>One Member suggested introducing a reduced charge for a second brown bin.</p> <p>It was noted that some households had their bins burnt out on a regular basis and the increased charge for replacement bins would mean they appeared to be victimised twice. The excess on household insurance was often more than the cost of the bin and therefore meant that it would not be worth claiming on their insurance.</p> <p>Members suggested that there should be no charge for bins for new build houses.</p> <p>Councillor Sandford seconded by Councillor Murphy recommended that Cabinet investigate and seek</p>	<p>the collection of a second bin had been agreed by Councillors when the scheme was first brought in.</p> <p>The second brown bin was provided free of charge to encourage people not to use the black bin for garden waste.</p> <p>The Cabinet Member for Waste and Street Scene did not agree that there should not be a charge for the supply of bins for new housing developments owned by private developers.</p> <p>If the property was owned by a housing association then they should bear the charge for the bins and the services provided to their incoming tenants.</p> <p>There was only approximately 10% of the properties in Peterborough that owned a second brown bin and therefore if the charge on the first brown bin was reduced and a charge was placed on the second brown bin there would be a huge gap in the budget.</p> <p>Even with the increase in the charges Peterborough was still in the bottom 20% of charging councils for garden waste collection service in the country.</p>

Item / Section of the Budget	Questions / Comment	Response from relevant Cabinet Member / Corporate Director
	<p>to reduce the amount of the increase in the charge for the collection of the first bin by imposing a charge for the collection of the second bin.</p> <p>A vote was taken on the recommendation (12 for, 15 against, 0 abstentions) the recommendation was defeated.</p>	
	<p>Members were disappointed to see the proposed closure of Bretton Water Park included in the budget proposals and felt that the savings of £18K could be found elsewhere in the budget. The facility was used by all the people of Peterborough.</p> <p>Bretton Parish Council did not have a huge budget and was not there to pick up what the council decide to no longer fund anymore, further more they had not been consulted on the possible closure.</p> <p>Councillor Ellis seconded by Councillor Murphy recommended that Cabinet look at finding the £18K to fund Bretton Water Park and take out of the budget the closure of Bretton Water Park.</p> <p>As Councillor Holdich had confirmed that Cabinet had already decided to take a further look at funding for Bretton Water Park no vote was taken on the recommendation.</p>	<p>The closure of Bretton Water Park had been discussed at the Budget Working Group but it had not been discussed with Bretton Parish Council as the consultation document had not been released then. Bretton Parish Council were a consultee and they learnt about the proposed closure on the day the information was made public.</p> <p>It was noted that the Bretton Parish Clerk had since mentioned on local radio that an option might be to add £1.50 to the precept to fund the Water Park.</p> <p>The Council has had to look at every area of discretionary spending and the Water Park was put forward as a discretionary spend for consideration as a saving.</p> <p>Councillor Holdich advised that Cabinet had agreed to look at all options as to how the Water Park could be funded and remain open.</p>



Item / Section of the Budget	Questions / Comment	Response from relevant Cabinet Member / Corporate Director
	6.49pm – Councillor Judy Fox and Councillor John Fox left the meeting.	
The Committee <b>RESOLVED</b> to note this section of the budget noting that Cabinet had agreed to look at all options for funding of Bretton Water Park to prevent its closure.		
<p>Public Health <b>Appendix B</b></p> <p>Service Implications (Savings/Investments) Budget Reductions and Additional Income <b>(Pages 67 to 68)</b></p>	<p>Clarification was sought as to when the additional funding for Adult Social Care would be confirmed for the year 2020/2021.</p> <p>It was noted that the Healthy Peterborough Campaign was important and had been successful. Members queried why the budget for the campaign had therefore been cut by £30K and what percentage of the budget had been cut.</p>	<p>Adult Social Care funding would not be known until the new deals on funding were released which would not be for another one or two years.</p> <p>There had been an 80% cut in total but it would be mainstreamed and be made more efficient.</p>
	<p>Integrated 0-19 Service. It was noted that there would be no change in services for 2018/2019. Members were concerned as to what would happen after this and the uncertainty it would cause the affected service users. Members felt that the council would need to make its intentions clear as to what would happen sooner rather than later.</p>	<p>The Cabinet Member for Public Health confirmed that there would be no changes to the service this year but it would be carefully looked at after that.</p>
The Committee <b>RESOLVED</b> to note this section of the budget.		
<p>Resources (including Strategic Commissioning and Partnerships) <b>Appendix C</b></p> <p>Service Implications -</p>	<p>Capital Receipts. Where had the additional £1,822K come from and what revised asset sales had driven this receipt.</p> <p>The consultation for the Local Plan concluded this</p>	<p>Members were informed that the detailed information would be circulated to the Committee after the meeting.</p> <p>Members were informed that the Kiosk had been doing less and</p>

Item / Section of the Budget	Questions / Comment	Response from relevant Cabinet Member / Corporate Director
<p><b>(Page 69)</b></p> <p>Budget Reductions and Additional Income <b>(Pages 70 to 76)</b></p> <p>Budget Pressures <b>(Pages 76 to 79)</b></p>	<p>evening 20 February. It was noted that there was a proposal to close the Travelchoice kiosk however the Transport Policy within the Local Plan states that in all aspects of transport planning people would be encouraged to use local transport. Why therefore was the Travelchoice Kiosk which was a major source of public information on local transport enquiries being closed?</p> <p>What approaches had the council made to the bus company to take on the operation of the Kiosk so that the service can continue.</p>	<p>less business as more tickets were being bought online. The Kiosk was also in a very bad state. The majority of the service provided by the Kiosk would be transferred to the Visitor Information Centre including the sale of tickets.</p> <p>Councillor Holdich advised that he did not know but would find out.</p>
	<p>Budget Reductions and Additional Income. It was noted that there would be a £3,700K MRP Re-provisioning in 2018/19. It was also noted that some of the debts had been repaid early and clarification was sought as to whether the debts were due to be repaid or completed in 2018/19 and if not why the saving of £3,700K had not continued until the end of the debt period.</p>	<p>The MRP Policy and how it was applied was looked at last year and in doing that took more MRP for previous years than should have been. This therefore corrects the over MRP provision from previous years and therefore is a one off.</p>
	<p>The Committee <b>RESOLVED</b> to note this section of the budget.</p> <p><b>AGREED ACTIONS</b></p> <ol style="list-style-type: none"> <li>1. The Cabinet Member for Resources to provide further detail on Capital Receipts and where the additional £1,822K had come from and what revised asset sales had driven this receipt.</li> <li>2. The Leader of the Council to provide details of what approaches the council had made to the bus company to take on the operation of the Travelchoice Kiosk so that the service can continue.</li> </ol>	

Item / Section of the Budget	Questions / Comment	Response from relevant Cabinet Member / Corporate Director
<p>Governance <b>Appendix D</b></p> <p>Service Implications <b>(Pages 80 to 81)</b></p>	<p>There were no questions or comments on this section.</p>	
<p>The Committee <b>RESOLVED</b> to note this section of the budget.</p>		
<p>People and Communities <b>Appendix E</b></p> <p>Service Implications <b>(Pages 82 – 83)</b></p> <p>Budget Reductions and Additional Income <b>(Pages 83 to 84)</b></p> <p>Budget Pressures <b>(Page 85)</b></p> <p>Service Change <b>(Page 85)</b></p>	<p>Members noted the proposed service change to stop using the Manor for residential care for children with disabilities and increase outreach. Members requested more information on the alternative provision proposed.</p> <p>Members requested more up to date data be provided as the figures provided were from October 2015, and more information as to why the Manor was being closed</p>	<p>The Cabinet Member for Children’s Services advised that further detail could be found in the Equality Impact Assessment on page 107 of the budget proposals document.</p> <p>There had been a £500,000 income target for the Manor and Cherry Lodge for a number of years. The target had been set when the Health Authority and other local authorities used to purchase a high level of placements. Over the last two year this income had fallen as Health and other authorities had moved to commissioning more support in family’s homes. The proposal was to not use the Manor for residential provision and work was being done with families currently using the Manor to find alternative provision. More link foster carers were also being recruited to provide overnight stays and some users will be able to go to Cherry Lodge for overnight stays if needed.</p> <p>The Manor was currently used 30% of the time for overnight stays and Cherry Lodge for 52% of the time for overnight stays.</p>
<p>The Committee <b>RESOLVED</b> to note this section of the budget.</p>		
<p><b>AGREED ACTIONS</b></p>		
<p>The Committee requested that the Service Director, Children’s Services and Safeguarding</p>		

Item / Section of the Budget	Questions / Comment	Response from relevant Cabinet Member / Corporate Director
provide more up to date data and more information with regard to the proposed closure of The Manor residential home.		
<p>Staffing Implications <b>Appendix F</b></p> <p>Budget Reductions and Additional Income <b>(Pages 86)</b></p> <p>Budget Pressures <b>(Page 87)</b></p>	There were no questions or comments on this section.	
The Committee <b>RESOLVED</b> to note this section of the budget		
<p>Equality Impact Assessments <b>Appendix I</b> <b>(Pages 88 to 112)</b></p>	There were no questions or comments on this section.	
The Committee <b>RESOLVED</b> to note this section of the budget		
<b>General Comments, any overall recommendations and Conclusion</b>		
<p>Members referred to page 37 of the proposals document and noted that the proposal was to increase Corporate Expenditure by approximately £16M which was a considerable amount out of the revised deficit of £19M. What was the detail behind the Corporate Expenditure line?</p>	The Corporate Expenditure line included the use of different things including the use of reserves and capital receipts.	
<p>Members referred to Council Grants, page 44 and sought clarification as to when dedicated figures would be received from government with regard to the Dedicated Schools Grant, Flexible Homelessness Support Grant, Pupil Premium, Sixth Form Funding and Tackling Troubled Families Grant for 2019/2020 and 2020/2021.</p>	A lot of the 2020/2021 figures were still provisional, a lot of the 2018/2019 figures were received towards the end of January / February and it was assumed that they would be the same for future years in a lot of cases.	

There were no further comments, questions or recommendations.

## **SUMMARY OF ACTIONS FOR MEDIUM TERM FINANCIAL STRATEGY (MTFS) 2018/19 - 2020/21 ITEM**

### **Resources (including Strategic Commissioning and Partnerships)**

#### **AGREED ACTIONS**

1. The Cabinet Member for Resources to provide further detail on Capital Receipts and where the additional £1,822K had come from and what revised asset sales had driven this receipt.
2. The Leader of the Council to provide details of what approaches the council had made to the bus company to take on the operation of the Travelchoice Kiosk so that the service can continue.

### **People and Communities**

#### **AGREED ACTIONS**

The Committee requested that the Service Director, Children's Services and Safeguarding provide more up to date data and more information with regard to the proposed closure of The Manor residential home.

## **9. ROLLING MEDIUM TERM FINANCIAL STRATEGY BUDGET PROCESS**

The Service Director, Finance introduced the report which set out the process to implement a rolling Medium Term Financial Strategy (MTFS) budget process, whereby savings and pressures will be agreed by Council on a quarterly basis to enable savings and initiatives to be implemented more quickly.

The Joint Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- Members supported the proposal in principal.
- One Member commented that the London Borough of Wandsworth already followed the proposed process and it had proved to be very efficient and effective.
- By following the new process it would restore power to Full Council over setting the budget of the Council which would be a positive thing.

#### **AGREED ACTIONS**

The Joint Scrutiny Committee noted the report and **RESOLVED** to endorse the proposal to implement a rolling Medium Term Financial Strategy budget process for consideration by Cabinet on 26 February.

The Chairman thanked all members of the Scrutiny Committees for attending the meeting and the Cabinet Members and Directors for attending and responding to the questions on the Budget 2018/19 Phase Two proposals document.

CHAIRMAN

The meeting began at 6.00pm and ended at 7.25 pm

This page is intentionally left blank

<b>GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 5
<b>5 MARCH 2018</b>	<b>PUBLIC REPORT</b>

Report of:	Simon Machen	
Cabinet Member(s) responsible:	Cllr Peter Hiller - Cabinet Member for Growth, Planning, Housing and Economic Development	
Contact Officer(s):	Charlotte Palmer, Group Manager - Transport and Environment	Tel. 01733 453538

**AIR QUALITY MONITORING**

<b>R E C O M M E N D A T I O N S</b>	
<b>FROM:</b> Simon Machen - Director of Growth and Regeneration	<b>Deadline date:</b> N/A
<p>It is recommended that the Growth, Environment and Resources Scrutiny Committee consider the content of the Air Quality Monitoring report and the discussion during the meeting and determine what actions, if any, the Committee recommends should be undertaken by the Council.</p>	

**1. ORIGIN OF REPORT**

1.1 This report follows a request made by Councillor Nick Sandford following a briefing paper that was issued to members of the Growth, Environment and Resources Scrutiny Committee in June 2017. The report is intentionally brief, as agreed at the Groups Representatives meeting in January, because the intention is to have an in depth discussion during the meeting with officers from a range of different service areas in order to address this extensive and cross cutting topic.

**2. PURPOSE AND REASON FOR REPORT**

- 2.1 This report is being presented to provide members of the Growth, Environment and Resources Scrutiny Committee further information on: the Council's existing processes for monitoring air quality and Council activities that influence air quality.
- 2.2 This report is for the Growth, Environment and Resources Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 2.1, Functions determined by Council: Environmental Capital
- 2.3 Air quality is a topic that, to varying degrees, relates to all of the Council's corporate priorities.

**3. TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	<b>N/A</b>
---	-----------	----------------------------------	------------

**4. BACKGROUND AND KEY ISSUES**

4.1 A briefing paper was issued to members of the Growth, Environment and Resources Scrutiny Committee in June 2017. This report follows the briefing paper and intends to introduce the topic, provide further contextual information (Appendix A) and provide the basis for an in-depth

discussion with key officers at the meeting.

#### **4.2 Recommendations for next steps.**

Members are asked to consider the content of this report and the discussion during the meeting to determine what actions, if any, the Committee recommends should be undertaken by the Council. For example the Committee may wish to consider:

The direct links between health, active travel and air quality mean that there is an opportunity for officers working in these specialists areas to share learning and develop opportunities for targeted programmes of work. In order to achieve this members of the committee may wish to make a recommendation to establish an officer group tasked with seeking external funding to deliver monitoring and mitigation projects.

In order to ensure that any major highway infrastructure schemes are considered from an air quality perspective members of the committee may wish to make a recommendation to ask officers to share the plans with air quality colleagues at the inception stage in order to ensure any negative impacts are understood and the appropriate mitigation action taken.

### **5. CONSULTATION**

- 5.1 This report and the associated appendix provide a summary of activity taking place in the city, as such no consultation activity has taken place to date. If any consultation activity is required from resultant recommendations made following this report it will be undertaken in line with the Council's processes.

### **6. ANTICIPATED OUTCOMES OR IMPACT**

- 6.1 It is anticipated that members of the Growth, Environment and Resources Scrutiny Committee consider the content of this report and the discussion during the meeting to determine what actions, if any, the Committee recommends should be undertaken by the council.

### **7. REASON FOR THE RECOMMENDATION**

- 7.1 N/A

### **8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 This report follows a request made by Councillor Nick Sandford following a briefing paper that was issued to members of the Growth, Environment and Resources Scrutiny Committee in June 2017 and as such provides further information on this subject. As such no alternative options have been considered.

### **9. IMPLICATIONS**

#### **Financial Implications**

- 9.1 There are no financial implications as a result of this report. If members of this Committee make any recommendations then they would be subject to further analysis and would be considered as part of the Council's budget setting process.

#### **Legal Implications**

- 9.2 There are no legal implications as a result of this report. If members of this Committee make any recommendations then they would be subject to further analysis and any legal implications identified with key officers.



## **Equalities Implications**

- 9.3 There are no equality implications as a result of this report. If members of this Committee make any recommendations then they would be subject to further analysis and any equality implications identified with key officers.

## **Rural Implications**

- 9.4 There are no rural implications as a result of this report. If members of this Committee make any recommendations then they would be subject to further analysis and any rural implications identified with key officers.

## **10. BACKGROUND DOCUMENTS**

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

- 10.1
- Peterborough City Council's 2016 Air Quality Annual Status Report: <https://www.peterborough.gov.uk/upload/www.peterborough.gov.uk/business/environmental-health/AirQualityAnnualStatusReport2016.pdf?inline=true>
  - Fourth Local Transport Plan. [www.peterborough.gov.uk/ltp](http://www.peterborough.gov.uk/ltp)
  - Proposed submission of the Local Plan. [www.peterborough.gov.uk/localplan](http://www.peterborough.gov.uk/localplan)

## **11. APPENDICES**

- 11.1 Appendix A: Air Quality, contextual information

Appendix B: Briefing paper issued to members of the Growth, Environment and Resources Scrutiny Committee in June 2017. Subject - Air Quality Monitoring / Impact on Health in Peterborough and what actions are being taken to reduce this.

## **Appendix A - Air Quality, contextual information**

### **Existing processes for monitoring air quality**

As detailed in the briefing paper issued to members of the Growth, Environment and Resources Scrutiny Committee in June 2017 (Appendix B) the Environment Act 1995, Part IV, places a statutory obligation on all local authorities for Local Air Quality Management (LAQM) which requires them to review and assess air quality within their area against National Air Quality objectives, usually achieved through screening, modelling and monitoring. If this process identifies that pollutant concentrations are unlikely to meet the Air Quality Objectives the Local Authority is required to declare an Air Quality Management Area (AQMA) and prepare an Air Quality Action Plan (AQAP) setting out the measures it intends to put in place to achieve the objectives.

DEFRA issues technical guidance to support and direct LA's conducting this task. Methodologies and associated tools are provided in the guidance that LA's should use to screen sources of pollution as part of their annual reporting requirements. Screening is undertaken by this process to identify locations at risk of exceeding the prescribed air quality objectives. The screening procedure is to ensure a proportionate, cost-effective process, approved by DEFRA, for Local Authorities to identify air quality impacts over a range of identified locations within a local authority area. Financial and other implications should be fully understood in determining the most appropriate monitoring programme. Screening assessments should provide the information on the likely locations where the air quality objective for the pollutant of concern may be exceeded. This information can be used to identify any monitoring sites requiring detailed studies using automatic monitors.

Screening modelling is quick and inexpensive and screening monitoring for nitrogen dioxide using a diffusion tube costs approximately £250 per site per annum. It is therefore relatively simple to assess a number of locations where air quality may be identified as a concern, and to relocate monitoring activities as required. The screening procedures have not identified any sites within Peterborough requiring Detailed Assessment, which may be undertaken in part by the use of Automatic Analysers. However if such a situation was identified, or further monitoring was required the annual costs, including associated staff and maintenance cost is likely to be between £75k and £121k per site.

The National Air Quality Strategy sets air quality objectives or levels for pollutants such as Nitrogen dioxide (NO<sub>2</sub>) on the basis of scientific and medical evidence on the health effects of each pollutant, and according to practicability of meeting the standards. Standards for NO<sub>2</sub>, the principal pollutant related to traffic emissions, have been adopted as the objectives in the NAQS. Since the air quality standard for NO<sub>2</sub> is a concentration below which effects on human health are expected to be zero or negligibly small at a population level, further reduction below these levels is unlikely to have any recognisable benefit. Nitrogen Dioxide is monitored at 16 sites across Peterborough through diffusion tubes, with locations chosen on a risk based approach. Tube locations are reviewed annually. Levels of NO<sub>2</sub> are within prescribed levels which is likely due to the lower levels of traffic congestion in Peterborough compared to many other cities.

There is no statutory requirement to review and assess fine Particulate Matter (PM<sub>2.5</sub>) as it is recognised there are no absolute safe levels of exposure. As such any improvement in air quality will have positive health consequences. Since there is no recognised safe level for exposure to PM<sub>2.5</sub>, for this pollutant, focusing attention on hotspots only, is not going to generate the maximum improvement in public health for the investment made. DEFRA have therefore adopted an 'exposure reduction' approach for PM<sub>2.5</sub> to seek a more efficient way of achieving further reductions in the health effects of air pollution; by providing a driver to improve air quality everywhere in the UK rather than just in localised hotspot areas. This will act to make policy measures more cost-effective and is more likely to maximise public health improvements across the general population.

As detailed in the 'Transport and Health JSNA dataset - Peterborough' PM<sub>2.5</sub> has the strongest link to health outcomes however the Council do not have a statutory duty to monitor PM<sub>2.5</sub>. Modelled data estimates background level of manmade PM<sub>2.5</sub> across Peterborough to be 8.5µgm<sup>3</sup> which is below the Air Quality Objectives. Further modelling suggests that long term exposure to PM<sub>2.5</sub> in Peterborough contributed to approximately 5% of deaths in 2015, this is similar to England and comparator authorities. It should be noted that in general air pollution contributes a small amount to the cause of death of a large number of exposed individuals, who also have other risk factors (heart disease, lung disease etc), rather

than being the main cause of death.

Peterborough has one AQMA for emissions of Sulphur Dioxide (SO<sub>2</sub>) which is detailed in Appendix A. This relates to brickworks located in the Fenland District Council (FDC) area. FDC are considering liaising with DEFRA to revoke the AQMA due to a significant decrease in activity at the brickworks.

Due to the specific nature of air quality monitoring it is not appropriate to provide comparisons to activity happening in other parts of the country.

### **Council activities that influence air quality**

#### **Links to the Local Plan**

The Local Plan (Proposed Submission version January 2018) objectives link to the Environment Action Plan and looks to reduce reliance on fossil fuels and to minimise pollution which effects human health. The Transport Policy (LP13) also links to the requirements of the Local Transport Plan which looks to reduce the need to travel especially by car. The Biodiversity and Geological Conservation Policy (LP28) looks to address adverse impacts such as air pollution. The following policies also influence air quality:

- Presumption in Favour of Sustainable development (Policy LP1)
- Health and Wellbeing (Policy LP7)
- Trees and Woodland (Policy LP29)

In addition, we are currently looking to add policy requirements on impacts to human health and health impact assessments into the emerging Cambridgeshire and Peterborough Minerals and Waste Local Plan. The nature of minerals and waste management development can have implications relating to the issue of air quality, therefore an appropriate and effective policy framework is required to address this.

#### **Links to Passenger Transport services**

At Full Council in December 2017 it was resolved that Cabinet and Officers would work with Stagecoach, who operate the majority of bus services across the city, and the Combined Authority 'to investigate the feasibility of introducing more hybrid, electric and other ultra-low emission buses in Peterborough'. In addition at Full Council in July 2017 it was resolved that the Council would 'work with the Bus Company to look at the feasibility of relocating the Bus Depot' due to reported issues relating to congestion in this part of the city.

#### **Transport Infrastructure Schemes**

Each year the Peterborough Highway Services department carries out a number of major infrastructure improvement schemes on the highway. For example, public realm improvements at Lower Bridge Street. In order to ensure that air quality is taken into consideration the Council will seek advice on whether air quality monitoring is required on specific schemes. As such processes have been updated to ensure that internal air quality experts are able to view the plans at an early stage in order to ensure any negative impacts are understood and the appropriate mitigation action taken.

#### **Increase levels of active travel**

'Active travel' means walking or cycling as an alternative to motorised transport (notably cars, motorbikes/mopeds etc.) for the purpose of making every day journeys. Public transport can also contribute to levels of physical activity, as people who take public transport are likely to walk further than car users – for example, by walking to and from bus stops. Active travel has an important role to play in improving the health and wellbeing of Peterborough residents by maintaining levels of physical activity. For most people the easiest and most acceptable forms of physical activity are those that can be built into everyday life such as walking and cycling. Studies show that people who cycle for travel purposes (as opposed to leisure purposes) are four times as likely to meet physical activity guidelines as those who do not and that active commuting confers around a 10% reduction in the risk of developing heart disease and stroke.

There is a clear relationship between the amount of physical activity people do and health. While increasing the activity levels of all adults who are not meeting physical activity recommendations is important, targeting those adults who are significantly inactive i.e. engaging in less than 30 minutes of activity per week, will produce the greatest reduction in chronic disease. Research indicates that a combination of distance, perceived safety of walking/cycling routes and individual characteristics such as age, gender and access to a car are the most important influences on walking and cycling behaviour.

The Council receives Integrated Transport Block funding from the Department for Transport via the Cambridgeshire and Peterborough Combined Authority on an annual basis. This funding, (currently £1.407m per year) is used to fund small to medium sized highway improvements. The majority of this funding is used to make walking, cycling and public transport improvements, as well as installing additional electric vehicle charging posts in the city centre. Recent examples include bus stop upgrades, pedestrian crossings and cycleway improvements with more planned in the future. The Council will also match fund businesses (to a maximum of £3,000) who want to install sustainable travel infrastructure such as cycle parking, showers, and electric vehicle charging posts.

In addition to infrastructure, the Council continues to deliver Travelchoice, a local campaign to promote sustainable travel. Travelchoice runs a number of initiatives with businesses and residents. For example, Bikeability training that takes place in primary schools (cycle proficiency training), funding for the Sustrans Bike-It scheme which works directly with primary schools to promote cycling. The Bike-It Officers are currently working on a trial initiative with Queens Drive Infant School to implement an air quality and anti-idling campaign. Dependent on the success of this and available funding the Council will then see whether this can be rolled out to other schools.

### **Tree Canopy Cover Analysis / Tree and Woodland Strategy**

The value of trees, in respect to urban air quality, has been long recognised by the Council. In contrast to grey infrastructure trees provide a comparatively large surface area for deposition of pollutants and thereby remove more PM, NO<sub>2</sub>, and O<sub>3</sub>. Equally at street level trees can help alter the flow of air, leading to the dilution of pollutants and also separating local clean air from less clean regional air.

In 2014 a canopy cover survey was commissioned which involved analysing aerial photography and measuring the area occupied by tree crowns. This found that the average canopy cover in the City is 9.43%. The Council's Trees & Woodland Strategy aims to target increasing canopy cover in those wards with lowest coverage. In addition the Council will, wherever possible, work in partnership with PECT to deliver its aspiration to plant more trees within the Forest For Peterborough project.

### **Idling signage**

Whilst there is no specific statutory duty for the council to enforce against unnecessary vehicle idling the Regulatory Services team have proactively provided air quality educational information to taxi and private hire drivers (available on the Council's website) and installed advisory signs on ranks reminding drivers to switch engines off. However, the ability to enforce this is limited due to financial constraints.

In relation to licensing taxi drivers and vehicles, the council has a duty to ensure the drivers and vehicles it licenses are fit and proper as required by legislation, public safety being the priority. Prior to licensing (plating) our vehicles they must undergo and pass a mechanical test with the measurement of emission levels being part of the assessment criteria. Hackney vehicles, those that are present on ranks and are older than six years are tested every six months and are de-licensed after 15 years. Outside of these testing requirements, where concerns are raised in respect to specific vehicles, officers carry out a full investigation to ensure the vehicle is up to the expected standards and if appropriate will require the vehicle owner to represent the vehicle for further testing.

Officers meet regularly with the Hackney Carriage and Private Hire Federation representatives and raise the issue of idling of vehicles to ensure the message is getting to all drivers. As new technologies develop and appropriate vehicles become available on the market the council will review its vehicle conditions to help promote and enable cleaner low emission vehicles. To date the manufacturers of the most common hackney carriage vehicles have been slow to introduce low emission vehicles into the UK.

### **Commitment to increase charging infrastructure for electric vehicles**

In the proposed submission of the Local Plan, all development requiring parking provision should be designed, where practical, to incorporate facilities for electric plug-in and other ultra-low emission vehicles, or as a minimum the ability to easily introduce such facilities in the future.

The Council has installed five charging posts in the city centre and these are all dual use except Park Rd and City Rd where only one side can be used at a time (therefore eight vehicles can be charging at any one time). These posts are in addition to private car parks that have their own charging posts. For the

charging posts that are owned by the Council there is an app that shows live availability so that drivers can find an empty charging bay and it is free to park in these bays for up to 3 hours. In 2018/19, the Council plans to install an additional eight dual use charging posts. The Council will also match fund businesses (to a maximum of £3,000) who want to install sustainable travel infrastructure including electric vehicle charging posts.

**Appendix B - Briefing paper issued to members of the Growth, Environment and Resources Scrutiny Committee in June 2017.**

**BRIEFING NOTE REQUEST FORM**

<b>SCRUTINY COMMITTEE REQUESTING BRIEFING NOTE</b>	Growth, Environment and Resources Scrutiny Committee
<b>DATE REQUEST MADE</b>	19 May 2017
<b>OFFICER REQUESTED TO PROVIDE BRIEFING NOTE</b>	Peter Gell / Dr Liz Robin
<b>SUBJECT</b>	Air Quality Monitoring / Impact on Health in Peterborough and what actions are being taken to reduce this

**RESPONSE:**

**Impact of Air quality on health**

As recently as the Nineties it was felt that air pollution was no longer a major health issue in the United Kingdom as legislation had made the great smogs of the Fifties a thing of the past.

However, evidence started to emerge that small particles emitted to the air from various sources, such as road transport, industry, agriculture and domestic fires, were still having a considerable effect on health. This type of air pollution is so small that it can't be seen by the naked eye, but can get into our respiratory system<sup>1</sup>.

Other air pollutants, such as nitrogen dioxide and ozone, can also affect our health. Nitrogen dioxide is produced by burning fuel, whilst ozone is formed by chemical reactions in the air.

It is estimated that long term exposure to particulate matter alone has an effect equivalent to 25,000 deaths a year in England by increasing the risk of diseases such as heart disease, stroke, respiratory disease and cancers<sup>2</sup>. In Peterborough in 2015 long term exposure to particulate matter was estimated to contribute towards 4.8% of all deaths over the age of 30 years<sup>3</sup>. It should be noted that in general air pollution contributes a small amount to the cause of death of a large number of exposed individuals, who also have other risk factors, rather than being the main cause of death.

Diesel engine exhaust, outdoor air pollution and particulate air pollution have been classified by the World Health Organization as carcinogenic.

Air pollution can also worsen lung conditions such as Chronic Obstructive Pulmonary Disease (COPD) and asthma. In addition, air pollution can reduce lung development in children, which may increase symptoms in youngsters who develop conditions such as asthma.

Evidence suggest that short-term exposure to air pollution is associated with increased ill health and risk of death among those with pre-existing health conditions e.g. heart disease, stroke and lung disease, although the numbers are thought to be lower than for long-term exposure<sup>4</sup>.

**Air pollutants in the UK**

The main air pollutants in the UK are associated with road traffic emissions. Petrol and diesel-engined motor vehicles emit a wide variety of pollutants, principally carbon monoxide (CO), oxides of nitrogen (NOx), volatile organic compounds (VOCs) and particulate matter (PM), which have an increasing impact on urban air quality. Of particular concern are PM and Nitrogen Dioxide (NO<sub>2</sub>) at locations close to busy, congested roads where people may live, work or shop.

<sup>1</sup> Air Quality A Briefing for Directors of Public Health March 2017

<sup>2</sup> <https://publichealthmatters.blog.gov.uk/2017/06/15/clean-air-day-taking-steps-to-reduce-air-pollution/>

<sup>3</sup> <http://fingertips.phe.org.uk/search/particulate#page/3/qid/1/pat/6/par/E12000006/ati/102/are/E06000031/iid/30101/age/230/sex/4>

<sup>4</sup> [http://www.hpru-ech.nihr.ac.uk/files/2016/12/T2\\_Heaviside\\_Air-pollution\\_health.pdf](http://www.hpru-ech.nihr.ac.uk/files/2016/12/T2_Heaviside_Air-pollution_health.pdf)

## **Particulate matter (PM)**

PM has three sizes that are commonly used as indicators PM10, PM2.5 and PM0.1. PM is made up of a wide range of materials and arise from a variety of sources. Concentrations of PM comprise primary particles emitted directly into the atmosphere from combustion sources and secondary particles formed by chemical reactions in the air. PM derives from both human-made and natural sources (such as sea spray and Saharan dust). In the UK the biggest human-made sources are stationary fuel combustion and transport. Road transport gives rise to primary particles from engine emissions, tyre and brake wear and other non-exhaust emissions. Other primary sources include quarrying, construction and non-road mobile sources. Secondary PM is formed from emissions of ammonia, sulphur dioxide and oxides of nitrogen as well as from emissions of organic compounds from both combustion sources and vegetation.

Primary emissions from road traffic, including the non-exhaust component, make a significant (about 30-50%) contribution to the urban background increment of PM2.5 above rural concentrations. Road traffic can make substantial contributions to PM2.5 concentrations at the kerbside (within 1 m of the kerb) of around a third of total concentrations, but at the roadside (a few metres from the kerb) the contributions are more limited. There is evidence to suggest that domestic and commercial sources make a contribution to concentrations of PM2.5 during the evening period, which may be due to solid fuel combustion and to particles released during cooking.

## **Nitrogen Dioxide**

The gaseous pollutant nitrogen dioxide (NO<sub>2</sub>) is a gas produced along with nitric oxide (NO) by combustion processes and together they are often referred to as oxides of nitrogen (NO<sub>x</sub>). On average around 80% of oxides of nitrogen (NO<sub>x</sub>) emissions in areas where the UK is exceeding NO<sub>2</sub> limit values is due to transport, although urban and regional background non-transport sources are still considerable. The largest source is emissions from diesel light duty vehicles (cars and vans) and there has been significant growth in these vehicle numbers over the last ten years in the UK.

## **What are the duties of a local authority?**

### **Local Air Quality Management (LAQM)**

The Environment Act 1995, Part IV places a statutory obligation on all local authorities for Local Air Quality Management (LAQM) which requires them to review and assess the air quality within their area against National Air Quality Objectives and to report annually to DEFRA by way of Progress Reports, Updating & Screening Assessments or Detailed Assessments. Where this process identifies that pollutant concentrations are unlikely to meet the Air Quality Objectives i.e. exceed to prescribed limit, the Local Authority is required to declare an Air Quality Management Area (AQMA) and prepare an Air Quality Action Plan (AQAP) setting out the measures it intends to put in place to achieve the objectives.

### **Air Quality Objectives and standards**

The EU Directive and the National Air Quality Strategy set air quality objectives for pollutants on the basis of scientific and medical evidence on the health effects of each pollutant, and according to practicability of meeting the standards. The relevant objectives are listed in Appendix 1.

With respect to Particulate Matter (PM) it is recognised that there are no absolute safe levels of exposure. As such any improvement in air quality will have positive health consequences, although PM2.5 is still not incorporated into the LAQM Regulations, and therefore there is no statutory requirement to review and assess PM2.5 for LAQM purposes, there is a specific Public Health Outcome measure for mortality attributable to particulate air pollution. Whilst an increase in PM2.5 monitoring across the UK is desirable given the links to the Public Health Outcomes Framework, it is also recognised that the costs involved can be prohibitive.

The current Government policy framework, and the legislative requirement to meet EU air quality limit values everywhere in the UK, tends to direct our attention to localised hotspot areas of pollution (where the objectives are not met). Monitoring of Nitrogen Dioxide by screening using diffusion tubes has been happening in Peterborough since 1994. There is clear health advice that there is no accepted threshold effect, i.e. no recognised safe level for exposure to fine particles (PM2.5). For this pollutant, focusing attention on hotspots only, is therefore not going to generate the maximum improvement in public health for the investment made, since much more widespread adverse effects on health are likely. DEFRA have

therefore adopted an ‘exposure reduction’ approach for PM2.5 to seek a more efficient way of achieving further reductions in the health effects of air pollution by providing a driver to improve air quality everywhere in the UK rather than just in a small number of localised hotspot areas, where the costs of reducing concentrations are likely to be exceedingly high. This will act to make policy measures more cost-effective and is more likely to maximise public health improvements across the general population.

## What is air quality like in Peterborough?

### Nitrogen Dioxide

There are currently no exceedances of the Nitrogen Dioxide objective in the Peterborough City Council administrative area.

### Particulate Matter (PM2.5)

Based on national modelled monitoring data from DEFRA the population weighted annual mean level of PM2.5<sup>5</sup> in Peterborough is slightly higher than England average (8.5µg/m<sup>3</sup> compared to 8.3µg/m<sup>3</sup> respectively)<sup>6</sup> and average compared to its similar local authorities (see figure 1).

Area	Value	Lower CI	Upper CI
England	8.3	-	-
Thurrock	10.0	-	-
Medway	9.7	-	-
Derby	9.0	-	-
Swindon	9.0	-	-
Luton	8.8	-	-
Coventry	8.8	-	-
Peterborough	8.5	-	-
Milton Keynes	8.4	-	-
Bedford	8.4	-	-
Bolton	7.4	-	-
Oldham	7.3	-	-
Telford and Wrekin	7.1	-	-
Rochdale	7.0	-	-
Bury	7.0	-	-
Calderdale	6.5	-	-
Stockton-on-Tees	6.2	-	-

Source: Defra: various instruments used to derive estimates including Pollution Climate Mapping model, Automatic Urban and Rural Network and National Atmospheric Emissions Inventory. Also makes use of census population estimates (ONS). See [https://uk-air.defra.gov.uk/data/pcm-data#population\\_weighted\\_annual\\_mean\\_pm25\\_data](https://uk-air.defra.gov.uk/data/pcm-data#population_weighted_annual_mean_pm25_data) for more detail.

Figure 1 – Estimated background level of PM2.5 compared to most similar local authorities

### Sulphur Dioxide

Historically, the main air pollution problem in both developed and rapidly industrialising countries has typically been high levels of smoke and sulphur dioxide (SO<sub>2</sub>) emitted following the combustion of sulphur-containing fossil fuels such as coal, used for domestic and industrial purposes. A large proportion of the Peterborough City Council has been declared a Smoke Control Area, which has resulted in significant reductions in levels of smoke and SO<sub>2</sub>.

There is currently one Air Quality Management Area (AQMA) in Peterborough, for emissions of Sulphur Dioxide (SO<sub>2</sub>). The source of these emissions is a brickworks located in the area administered by Fenland District Council. It was proposed in the 2015 Updating and Screening Assessment (USA) to revoke the AQMA, subject to the agreement of DEFRA. However the AQMA is still in force and Peterborough City Council remain in consultation with Fenland District Council about this. Further details of this AQMA can be found on our website at <https://www.peterborough.gov.uk/business/environmental-health/pollution/>.

### What are we doing to improve local air quality?

Actions, local priorities and challenges are summarised in the 2016 Annual Screening Report, the main areas of focus are:

<sup>5</sup> This is based on anthropogenic components (generated by human activity)

<sup>6</sup>



## **Local Transport Plan**

Peterborough City Council has the following priorities with regards to local air quality.

- To reduce the number of trips made by fossil fuelled vehicles.
- To continue to develop a council fleet of electric or low emission vehicles.
- Explore the opportunities to introduce short term measures to reduce exposure to traffic related air pollution.
- To promote sustainable travel modes as a solution for the increasing demand for travel to reduce the impact on local air quality.
- To continue to seek contributions from new developments to implement measures identified in travel plans to support sustainable travel
- To encourage new and existing businesses to embrace the use of an electric vehicle fleet.
- Work with private bus companies to reduce emissions from the public transport fleet
- Consider introducing incentives for low emission vehicles for taxis.
- To develop a fleet of council electric vehicles or other low emission fuels as appropriate
- Various departments across the Council working closely alongside one another to deliver Major Improvement schemes. In addition to reduced exhaust emissions, these schemes will reduce non-exhaust emissions from brake and tyre wear by making traffic flows smoother.

## **Travelchoice**

Travelchoice, the Council's sustainable travel initiative, directly works with businesses, schools and the general public to promote sustainable travel planning. Travelchoice promotes smarter choice measures that make it easier for residents, businesses and visitors in Peterborough to contribute to reducing air pollution and carbon emissions through promoting less dependency on the private car. Examples include:

- Bikeability (cycle proficiency training in primary schools)
- Bike-It (cycling promotions and activities) in schools
- School and business travel planning
- Various Travelchoice campaigns/promotions (Travelchoice is the name of our sustainable travel initiative with branding)
- Electric vehicle charging posts
- Walking and cycling infrastructure improvements
- Business grant scheme (where we match-fund organisations who want to buy an electric vehicle charger, cycle shelters etc.)

Travelchoice was unsuccessful in obtaining further funding for tailored Travelchoice initiatives from the DfT (through the 2017-2020 Access fund) which has reduced its remit and is currently exploring other opportunities for funding, including the combined authority.

## **Air Quality and Planning**

Air quality is considered at the planning stage and for development control. Additionally particulate implications are also considered for individual planning applications, such as those for quarrying activities. Controlled schemes and construction management plans are also required for activities likely to generate emissions during the construction phase of developments

## **Prescribed Processes**

Regular inspections of industrial processes permitted by Peterborough City Council are made. Peterborough City Council continues to work with operators and enforce conditions to control emissions, to ensure the best available techniques are in place to reduce emissions from these installations.

## **Development of an air pollution health summary**

Public health are currently developing an air pollution summary or profile which looks at the health impact of air pollution and actions which can be taken to mitigate.

## **Other actions**

The council encourages taxi drivers not to let their engines idle through displaying no idling signage at taxi ranks and promoting the message through information given to drivers.

## Appendix 1

Pollutant	Air Quality Objective	
	Concentration	Measured as
Nitrogen Dioxide (NO <sub>2</sub> )	200 µg/m <sup>3</sup> not to be exceeded more than 18 times a year	1-hour mean
	40 µg/m <sup>3</sup>	Annual mean
Particulate Matter (PM <sub>10</sub> )	50 µg/m <sup>3</sup> , not to be exceeded more than 35 times a year	24-hour mean
	40 µg/m <sup>3</sup>	Annual mean
Indicative 2010 objectives (from the 2000 strategy and 2003 Addendum) have been replaced by an exposure reduction approach for PM <sub>2.5</sub>		
Sulphur Dioxide (SO <sub>2</sub> )	350 µg/m <sup>3</sup> , not to be exceeded more than 24 times a year	1-hour mean
	125 µg/m <sup>3</sup> , not to be exceeded more than 3 times a year	24-hour mean
	266 µg/m <sup>3</sup> , not to be exceeded more than 35 times a year	15-minute mean

<b>GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 6
<b>5 MARCH 2018</b>	<b>PUBLIC REPORT</b>

Report of:	Simon Machen	
Cabinet Member(s) responsible:	Cllr Peter Hiller - Cabinet Member for Growth, Planning, Housing and Economic Development	
Contact Officer(s):	Richard Kay - Head of Sustainable Growth Strategy Chris Stanek - Planning Officer	Tel. 01733 863795

**MINERALS AND WASTE LOCAL PLAN - PRELIMINARY DRAFT FOR CONSULTATION**

R E C O M M E N D A T I O N S	
<b>FROM:</b> Simon Machen - Director of Growth and Regeneration	<b>Deadline date:</b> Cabinet meeting of 26 March 2018
<p>It is recommended that the Growth, Environment and Resources Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>1. Consider, and make comments as it see fit, in respect of the Cambridgeshire-Peterborough Minerals and Waste Local Plan - Preliminary Draft, prior to its consideration by Cabinet on 26 March 2018.</li> </ol>	

**1. ORIGIN OF REPORT**

- 1.1 The report originates from the Cabinet decision on 10 July 2017 to proceed with a new Minerals and Waste Local Plan, and for that Plan to be prepared jointly with Cambridgeshire County Council (CCC).

**2. PURPOSE AND REASON FOR REPORT**

- 2.1 To meet the Cabinet decision to prepare a new Minerals and Waste Local Plan, a 'preliminary draft' version of that plan needs to be approved by this council prior to a formal round of consultation. A number of future stages will also take place, before the plan is finalised and adopted.
- 2.2 This report is for the Growth, Environment and Resources Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 2.1, Functions determined by Council: *Economic Development and Regeneration including Strategic Housing and Strategic Planning*;
- 2.3 This Reports links in particular to the council's corporate objectives of 'driving growth, regeneration and economic development' as well, to a degree, the 'implement the environment capital agenda' corporate objective.

### 3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	<b>YES</b>	If yes, date for Cabinet meeting	26 March 2018, and other future dates.
Date for relevant Council meeting	To be confirmed - likely in 2019 (final consultation version) and again in 2020 (adoption)	Date for submission to Government Dept. <i>(Please specify which Government Dept.)</i>	Post first Full Council decision

### 4. BACKGROUND AND KEY ISSUES

4.1 On 10 July 2017 Cabinet agreed to proceed with the preparation of a new (joint with CCC) Minerals and Waste Local Plan ('the Plan'), and agreed a timetable (in the form of what is known as a Local Development Scheme (LDS)) for doing so. That LDS timetable was slightly updated on 29 August 2017.

4.2 The agreed timetable, therefore, for preparing the Plan is, in short:

- May 2018 - first round of consultation on the emerging Plan
- March 2019 - second round of consultation
- November 2019 - third and final round of consultation
- March 2020 - 'submission' of Local Plan, in order to commence its independent examination
- November 2020 - adoption

4.3 This report sets out the draft version of the Plan which, subject to Cabinet approval (which itself will be informed by this Committee's views), will meet our commitment to consult in May 2018.

4.4 The council already has a set of joint Minerals and Waste Plans with CCC, all agreed around 2012. Rather than update all those individual documents, it is proposed to bring most, if not all, into a single Minerals and Waste Plan. Again, this has been agreed to be done jointly with CCC (rather than each authority preparing its own Plan).

4.5 At this first stage of Plan consultation, it could perhaps best be described as an issues and options stage. The Plan as attached sets out the proposed approach to the Plan, identifying those elements of the present suite of plans it is intended to be carried forward (and updated as necessary). The Plan does not at this stage set out any draft sites for new Minerals extraction, waste management or any other site allocations - these will all be proposed (and consulted upon) as part of the latter two rounds of consultation. Suggested new sites are, however, sought from operators as part of this first round of consultation.

4.6 In drafting the emerging Plan, some key principles have been in mind:

- Merge existing Minerals and Waste Plans into a single document: this is cheaper to produce and maintain, and more user friendly.
- Minimise content to only that which is necessary: again, making production cheaper and quicker, and making the end product more user friendly.
- Bring all policies up to date and in line with latest national policy and best practice.
- Structure the Plan in a more coherent way than present Plans, so applicants and decision makers can quickly and easily navigate to the important policies relevant to a specific application.

4.7 At this stage the Plan is likely to be relatively non-controversial, and probably only of real interest to those organisations and companies active in the Minerals and Waste markets. This opinion is reached because the Plan, at this stage, is not suggesting any new sites.

- 4.8 However, future Plan stages (or indeed any sites suggested during the upcoming first consultation stage) may well become of considerable public interest, especially so in the broad vicinity of where the site is proposed to be located.
- 4.9 As a snapshot of what is contained in the attached Plan, it contains policies covering matters such as:
- Draft Scale and strategic approach to locating minerals and waste development.
  - Draft policies on dealing with proposals on non-allocated sites.
  - Draft Policies dealing with important matters such as highway impacts and effects on biodiversity.
  - Draft Policies which help protect important minerals and waste operations, or protect future reserves.

Fundamentally, the approach of the Plan is largely to roll forward the principles of the existing adopted Plan, subject to the 'principles' highlighted in para 4.6.

- 4.10 Any comments of this Committee will be made known to Cabinet (especially anything whereby this Committee is seeking changes to the content of the Plan), prior to Cabinet approving the Plan for consultation. The Cabinet recommendation is likely to be as follows:

*It is recommended that Cabinet*

- 1. approve the attached Cambridgeshire-Peterborough Minerals and Waste Local Plan - Preliminary Draft, for the purpose of subsequent public consultation commencing in May 2018.*
- 2. delegate to officers authority to make any minor non-consequential amendments to the Plan as attached, prior to consultation, in order to: correct any typographical errors; improve presentation; or address any minor amendments arising from the Plan's consideration by Cambridgeshire County Council's democratic process.*
- 3. delegate to the Cabinet Member for Growth, Planning, Housing and Economic Development authority to make more substantive changes to the Plan as attached, prior to consultation, provided he should see fit to do so, if it would help to address any more substantive suggested amendments arising from the Plan's consideration by Cambridgeshire County Council's democratic process.*

## **5. CONSULTATION**

- 5.1 The purpose of the report to Cabinet will be to receive approval to undertake public consultation. This consultation will be for 6 weeks, commencing in May 2018. Two further rounds of consultation will follow (both due in 2019). This Committee will receive further reports on the Plan as it emerges, prior to each of the next two consultation stages.
- 5.2 To date, the only consultation taken place has been:
- internal consultation with officers (including CCC officers)
  - focussed technical consultation with certain statutory bodies took place in January-February in relation to the emerging framework for the sustainability appraisal of the Plan (this consultation was a legal requirement).
- 5.3 The Plan, as attached, is also due for consideration by the Planning and Environment Protection Committee on 13 March, and its views (alongside this Committee's views) will also be taken to Cabinet prior to Cabinet decision.
- 5.4 It should be noted that the Plan, it being a joint one with CCC, also needs to be approved by CCC's due democratic process before consultation can commence. Should any major issues arise from one or other party during the respective democratic consideration of the Plan, then it may be necessary for the Plan to be referred back to this Committee prior to consultation. However, more minor to moderate amendments arising via CCC can adequately be addressed

by the recommendations being put to Cabinet.

## **6. ANTICIPATED OUTCOMES OR IMPACT**

6.1 That this Committee will make any comments as it see fit at this stage, which will be reported to Cabinet. Cabinet will then be asked to approve the attached for the purpose of public consultation.

## **7. REASON FOR THE RECOMMENDATION**

7.1 Two main reasons for the recommendation:

- As a 'top tier' authority, the council has a statutory duty to maintain a Minerals and Waste Local Plan.
- The council has agreed to proceed with preparation of an updated Plan.

This report (and subsequent report to Cabinet) ensures the council is meeting its obligations and commitments.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1
1. To not prepare a plan. This option was rejected by Cabinet in July 2017.
  2. Any options relating to not undertaking consultation or not complying with national policy were immediately rejected, as it would be unlawful to do so.
  3. Alternative options for Plan content will be considered (and appraised under the legally required sustainability appraisal framework) as this Plan progresses.

## **9. IMPLICATIONS**

### **Financial Implications**

9.1 Nil arising from this report. Preparation of the Plan can be funded from existing budgets.

### **Legal Implications**

9.2 The Council must follow due legislation in preparing the Plan. Eventually, once the final document is adopted in 2020, the council has a legal duty to determine planning applications in accordance with the Plan.

### **Equalities Implications**

9.3 No anticipated implications

### **Rural Implications**

9.4 No anticipated implications at this stage. However, future versions of the Plan are likely to include new allocations for minerals extraction, and by their very nature such sites will be in rural locations. This will be a matter to consider at future stages of Plan preparation.

## **10. BACKGROUND DOCUMENTS**

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

10.1 Peterborough LDS - August 2017

## **11. APPENDICES**

11.1 Appendix 1 - Cambridgeshire - Peterborough Minerals and Waste Local Plan: Preliminary Draft



# **Cambridgeshire and Peterborough Minerals and Waste Local Plan 2036**

## **Preliminary Consultation Draft May 2018**

# Contents

<b>Introduction</b>	<b>3</b>
Introduction to the Cambridgeshire and Peterborough Minerals and Waste Local Plan	3
How to make comments	4
Approach of this Preliminary Plan	5
Key questions for you to respond to	5
Status of Preliminary Plan May 2018 for Decision Makers	6
Policies Map	7
OS Map - Copyright Note	7
<b>Part One: Policy framework and context</b>	<b>8</b>
Timetable for preparing this new Local Plan (the Local Development Scheme)	8
Statement of Community Involvement	8
Further information about this consultation	9
Vision	9
Aims and Objectives	9
<b>Part Two: The Core Policies</b>	<b>14</b>
Sustainable Development	14
The Spatial Strategy for Minerals	15
Providing for Mineral Extraction	17
The Spatial Strategy for Waste	19
Providing for Waste Management	21
Waste Arising in Cambridgeshire and Peterborough	21
Duty to Co-operate and Waste Management (DtC)	23
Waste Management Capacity	23
Waste Management Facilities on Non-Allocated Sites	26
<b>Part Three: Minerals Development Specific Policy</b>	<b>27</b>
Introduction to Allocations, Safeguarding and Consultation Areas	27
Mineral Allocation Areas (MAAs), Mineral Allocation Consultation Areas (MACAs) and Mineral Safeguarding Areas (MSAs)	28
Borrowpits	30
Recycled and Secondary Aggregates	30
Reservoirs and Other Incidental Mineral Extraction	31
<b>Part Four: Waste Management Specific Policies</b>	<b>33</b>
Waste Allocation Areas (WAAs) and Waste Allocation Consultation Areas (WACAs)	33
Water Recycling Allocation Areas (WRAAs) and Water Recycling Consultation Areas (WRCAs)	34
Landfill and Land Raising	36
Radioactive and Nuclear Waste	36
Landfill Mining and Reclamation	37
Waste Management Needs arising from Residential and Commercial Development	37
<b>Part Five: Policies for Minerals and Waste Management Proposals</b>	<b>39</b>
	1



Transport Infrastructure Allocation Areas (TIAAs) and Transport Infrastructure Consultation Areas (TICAs)	39
Design	40
Amenity Considerations	41
Restoration and Aftercare	42
Mitigation Measures	43
Biodiversity and Geodiversity	43
Heritage Assets	45
Water Resources	47
Traffic, Highways and Rights of Way	47
Sustainable Use of Soils	48
Aerodrome Safeguarding	49
Other Developments Requiring Importation of Materials	49
<b>Part Six: Site Allocations and ‘Call for Sites’</b>	<b>51</b>
Site Assessment Methodology	52
<b>Appendix 1 - Call for Minerals sites</b>	<b>54</b>
Form 1: Suggested Minerals Site (May 2018)	56
<b>Appendix 2 - Call for Waste Management Sites</b>	<b>57</b>
Form 2: Suggested Waste Management Site (May 2018)	58
<b>List of Acronyms</b>	<b>59</b>

# Introduction

## Introduction to the Cambridgeshire and Peterborough Minerals and Waste Local Plan

The Planning and Compulsory Purchase Act 2004 (the 2004 Act) set the requirement for Minerals and Waste Planning Authorities to prepare Minerals and Waste Development Plan Documents (DPDs) for their administrative areas. These DPDs help form the 'Development Plan' for the area<sup>1</sup>. The term 'Local Plan' has in recent years been favoured over the term 'DPD'.

Local Plans can be produced jointly by two or more planning authorities. The two Planning Authorities of Cambridgeshire and Peterborough have previously produced the following joint Local Plans:

- Cambridgeshire and Peterborough Minerals and Waste Development Plan **Core Strategy** DPD (adopted July 2011); and
- Cambridgeshire and Peterborough Minerals and Waste Development Plan **Site Specific Proposals** DPD (adopted February 2012)

Those two DPDs remain in force until a new Local Plan replaces them. That is what the two planning authorities intend to do - replace the above two documents with a single new Local Plan, to be known as 'The Cambridgeshire and Peterborough Minerals and Waste Local Plan'.

It is necessary to replace the above two documents because without doing so, they will steadily become out of date. Up to date Local Plans are important, so that all parties (landowners, operators, members of the public etc.) are clear what policies will apply in which locations and for what types of proposals.

Starting in 2017 (and from 6 April 2018, it has become a legal requirement to do so), the two planning authorities carried out a review of the current adopted DPDs and supporting documents, to see which policies were in need of review and which were still relevant, and to determine if a partial or full review of them would be required.

It was decided that, whilst the two DPDs as a whole were still generally sound, some policies (and potentially allocations) were in need of a review. In light of this and changes made to the national planning system since the current plans were adopted, it was agreed that they should be reviewed in full.

Building on the success of previous joint working, both Cambridgeshire County Council and Peterborough City Council agreed to commence preparation of a new joint Minerals and Waste Local Plan. Preparing a joint Local Plan is possible under section 28 of the Planning and Compulsory Purchase Act. The Local Plan will, upon adoption, replace both of the adopted DPDs referred to

---

<sup>1</sup> The Development Plan for Cambridgeshire and Peterborough includes the Minerals and Waste Local Plan, the Local Plans of the Cambridgeshire Districts and Peterborough City Council, and any adopted Neighbourhood Plans or Neighbourhood Development Orders across the plan area.

above. Other supporting documents, such as linked Supplementary Planning Documents (SPDs) are also being reviewed to determine whether they should be retained, amended or revoked alongside this new Local Plan.

For the rest of this document, the phrase Local Plan will be used, rather than DPD, due to its more common usage.

## How to make comments

This is the first opportunity for you to make comments on the emerging Local Plan and we encourage you to take this opportunity to let us know your views.

Peterborough City Council is hosting the consultation exercise, and comments are welcome from anyone, for any area across Cambridgeshire and Peterborough.

The Preliminary Plan can also be viewed at [peterborough.gov.uk/MWLP](http://peterborough.gov.uk/MWLP) where comments can also be made online using the consultation portal.

Alternatively a Comments Form (Form M&W (A)) is available to collect in paper format from the following locations:

Peterborough City Council's customer service centre at:

Bayard Place  
Broadway  
Peterborough  
PE1 1FZ  
Opening hours: 9am to 5pm, Monday to Friday

Cambridgeshire County Council's Office at:

Shire Hall  
Castle Hill  
Cambridge  
CB3 0AP  
Opening hours: 9am to 5pm, Monday to Thursday, 9am to 4.30pm Friday

or a form can be downloaded from the above link and returned by e-mail or post to:

[planningpolicy@peterborough.gov.uk](mailto:planningpolicy@peterborough.gov.uk) or:

Minerals and Waste Local Plan Consultation  
Sustainable Growth Strategy  
Peterborough City Council  
Town Hall  
Bridge Street  
Peterborough  
PE1 1HF

Please clearly let us know exactly which part of the document you are commenting on or what issue it is you wish to raise, by quoting the relevant paragraph number or policy number.

The closing date for all comments is **midnight on xx June 2018**. Please note that all comments will be uploaded to our online consultation portal and will not be confidential (however personal email addresses, telephone numbers and signatures will not be shown). All comments received will be taken into consideration and will help inform the Further Draft Local Plan, due to be published for public consultation in 2019.

## **Approach of this Preliminary Plan**

We are at a very early stage in preparing this new Local Plan. The approach we have taken in this document is to 'kick start' a discussion on it. Overall, our approach is intended to be one which rolls forward, refreshes and consolidates the existing Minerals and Waste Local Plans, rather than a fundamental review of everything from scratch. We are still at the early stages of gathering evidence (and this consultation is part of that process), and we would also like to start the process of gathering suggested new minerals and/or waste management sites from you so that, if we need to allocate more sites, we have a got platform to start from (see Part Six).

This Preliminary Plan consists mainly of proposed non-site specific policies. These are, with a few exceptions, written in detail to a degree which could form the final version of those policies, subject to your views. These are, as it explains in each case, primarily derived from existing adopted policies. We welcome your views on what we have done, and we are very open minded to further adjustments (or, potentially, retaining some of the adopted policies rather than amending them as proposed in this document).

## **Key questions for you to respond to**

At this first consultation stage, we would welcome a wide range of comments to be submitted to us, not necessarily just focussed on what is presented in this document. As such, to assist you, here are some questions that may help you to formulate a response to the consultation:

- (a) Do you have any views on the overarching approach to preparing this Plan? For example, are you content it is a joint Plan? What about the emerging Objectives, and their link to the Sustainability Appraisal process?
- (b) For each draft policy in this emerging Plan, do you agree with the policy wording and supporting text? If not, why not? Are you able to offer any precise wording changes you would like to see?
- (c) Is there a theme or policy area not properly covered? If so, what is it? Do you have any suggestions what that additional theme or policy should cover?
- (d) Are there any designations or allocations in the currently adopted Minerals and Waste Local Plans, that you wouldn't want to see carried over into this new Plan? If so, please be precise what you would like to see changed. This could be an allocation, or the boundary of a site, or the extent of any consultation or safeguarding area. Or perhaps you have a suggestion for a new allocation or designation?

- (e) If you are promoting a site for development, please ensure you complete the site suggestion form (see Part Six).
- (f) Broadly speaking, the two councils are proposing to roll forward the strategy and approach of the current adopted Minerals and Waste Plans (and complementary supporting policies), albeit consolidating the policy and guidance, updating it where appropriate, and making new provision for various matters should the evidence determine we need to. Similarly, as the Plan evolves, evidence may indicate that some elements are not appropriate to be rolled forward (including, potentially, some allocations).

## Status of Preliminary Plan May 2018 for Decision Makers

When reading this Preliminary Plan please note the following information about its status. It has been produced in accordance with the National Planning Policy Framework (NPPF) and other relevant national policy.

The NPPF was issued by Government in March 2012, followed by the 'live' National Planning Practice Guidance (NPPG) from March 2014, and the National Planning Policy for Waste (NPPW) in October 2014. This Preliminary Plan has been written to complement the NPPF and NPPW and to comply with the guidance in the NPPG. Should the NPPF, NPPW, or NPPG be revised in the future, then any references to them in this document should be checked against the latest versions in force at that point in time. This Local Plan does not repeat policies in the NPPF or NPPW; it builds on them when necessary and ensures locally specific issues are covered.

The NPPF clarifies the position on the status of emerging plans. It states:

*Paragraph 216: From the day of publication, decision-takers may also give weight to relevant policies in emerging plans according to:*

- *the stage of preparation of the emerging plan (the more advanced the preparation, the greater the weight that can be given);*
- *the extent to which there are unresolved objections to relevant policies (the less significant the unresolved objections, the greater the weight that may be given); and*
- *the degree of consistency of the relevant policies in the emerging plan to the policies in this Framework (the closer the policies in the emerging plan to policies in this framework the greater the weight that may be given).*

In accordance with NPPF paragraph 216, the policies contained within this emerging plan will be used (alongside the Development Plan and other material considerations) in determining planning applications, especially where it contains 'new' policy not currently found elsewhere in either the Development Plan or the NPPF and NPPW. In helping determine proposals, the amount of weight to be given to the content of this emerging plan in comparison with the amount of weight given to other plans, strategies and material considerations, will be a matter for the decision taker to decide and will vary depending on the specific elements of the proposal. However, at this draft stage of plan preparation, the weight is likely to be very limited.

## **Policies Map**

Any reference to the term Policies Map in the Preliminary Plan relates to the adopted Policies Map (previously referred to as Proposals Map) of the relevant individual District Councils or Peterborough City Council (whom are responsible for identifying Minerals and Waste designations that apply in their administrative area).

At this stage no changes are proposed to the Policies Map. Any proposed changes will be included in the next version of the Local Plan due to be published for consultation in 2019.

## **OS Map - Copyright Note**

Any maps within this document, or supporting evidence, are reproduced from Ordnance Survey Material with the permission of Ordnance Survey on behalf of the controller of Her Majesty's Stationery Office (c) Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings.



If you respond to this consultation or send us your contact details, we will retain your information and inform you of future consultations associated with this plan (unless you ask us not to).

## **Further information about this consultation**

This Preliminary Plan is a formal consultation under Regulation 18 of the The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended). It seeks the views of land owners, their agents, members of the community, parish councils, neighbouring authorities and any other interested party. A further 'Regulation 18' consultation is due to be held in 2019 (the 'Further Draft' stage).

As well as consulting on the content of this Preliminary Plan, the authorities are also seeking land owners and / or their agents to submit their land for future minerals and waste management development. This includes existing allocated sites which do not yet have the benefit of planning permission. For more information on what is required to support your submission, and for a site submission form, please see Part Six.

## **Vision**

At this Preliminary Plan stage, the following sets out our high level vision for minerals and waste management development. It will evolve over the preparation of the plan, especially when we have established more details on needs and proposed allocations. The vision will therefore become more 'locally specific' as the plan evolves:

*Over the plan period to 2036 Cambridgeshire and Peterborough will ensure a steady and sustainable supply of minerals to meet current and projected future need. There will be an increased commitment to the use of secondary and recycled aggregate over land won material, with restoration and aftercare placed at the forefront of planning decisions.*

*As existing communities grow and new communities are formed, a network of waste management facilities will provide for the sustainable management of all wastes to the achievement of net self-sufficiency.*

*A balance will be struck between meeting present and future needs, and maintaining and enhancing the social, environmental and economic vibrancy of the plan area.*

## **Aims and Objectives**

To ensure that the overall vision of the Plan is achieved, that national and european policy is met and that local needs are addressed, a set of aims and objectives have been formed. The Plan has a total of 12 objectives under 8 themes. Each objective has examples as to how the objective could be met. The objectives are the same as in the Sustainability Appraisal framework and are shown in the table below:



[Note for this version of the Plan going through CCC / PCC democratic processes: the objectives listed below reflect the objectives as set out in the published 'Draft Sustainability Appraisal Scoping Report - January 2018'. That Report, as is legally required, is being consulted upon with statutory bodies during January and February 2018. Any changes arising as a result of that consultation will consequently likely result in changes to the Objectives listed below, prior to the Preliminary Plan being published for consultation . This Note will be removed in the version of the Plan to be consulted upon]

Headline Objective		Criteria to help determine whether objective is/could be met.
<b>Sustainable mineral development</b>		
<b>1</b>	Ensure a steady and adequate supply of minerals to support growth whilst ensuring the best use of materials, and protection of land	<ul style="list-style-type: none"> <li>A. determine applications for minerals development without delay</li> <li>B. prevent needless sterilisation of minerals resources through the use of mineral safeguarding areas</li> <li>C. safeguard existing minerals development</li> <li>D. make adequate provision in order to ensure continuity of supply of mineral for the plan area</li> </ul>
<b>Sustainable waste management</b>		
<b>2</b>	Contribute positively to the sustainable management of waste	<ul style="list-style-type: none"> <li>A. manage the waste arising in the plan area over the plan period, with appropriately located and distributed waste management facilities of a high quality in operation and in design</li> <li>B. move treatment of waste up the waste hierarchy</li> <li>C. achieve net waste self-sufficiency</li> <li>D. safeguard existing waste management facilities and infrastructure, including from incompatible development that may prejudice waste use</li> <li>E. promote / allow scope for new technology and innovation in waste management</li> <li>F. ensure that all major new developments undertake sustainable waste management practices (including, where appropriate, the provision of temporary waste management facilities throughout construction)</li> </ul>
<b>Resilience and restoration</b>		
<b>3</b>	Support climate change	<ul style="list-style-type: none"> <li>A. minimise greenhouse gas emissions</li> </ul>

	mitigation and adaptation, and seek to build in resilience to the potential effects of climate change	<p>B. reduce the demand for energy and maximise the use of energy from renewable sources</p> <p>C. minimise the use of virgin mineral by encouraging the efficient use of materials (including the recycling and re-use of waste and the minimisation of construction waste)</p> <p>D. encourage operational practices and restoration proposals which minimise or help to address climate change</p>
4	Protect water resources, mitigate for flood risk from all sources and seek to achieve a reduction in overall flood risk	<p>A. ensure waste development and associated infrastructure are not at risk of flooding</p> <p>B. ensure infrastructure associated with minerals is not at risk of flooding</p> <p>C. ensure minerals and waste development will not affect water resource quantity and quality</p>
5	Safeguard productive land	<p>A. avoid the loss of the best and most versatile agricultural land for waste development and prioritise the location of waste development on previously developed sites over greenfield land</p> <p>B. minimise soil contamination and safeguard soil quality and quantity</p>
<b>Employment and economy</b>		
6	Support sustainable economic growth and the delivery of employment opportunities	<p>A. support the development and growth of sustainable communities and provision of infrastructure within the plan area</p> <p>B. provide training and employment opportunities</p> <p>C. maximise the sustainable economic benefits of minerals operations and waste management in the plan area</p> <p>D. ensure mineral supply for construction</p> <p>E. ensure effective and adequate waste infrastructure for existing and future development</p>
<b>Infrastructure</b>		
7	Reduce road traffic, congestion	<p>A. reduce the reliance on road freight movements of</p>

	and pollution; promote sustainable modes of movement and efficient movement patterns; and provide and maintain movement infrastructure	<p>minerals and waste and seek to increase the efficient use of other modes of movement</p> <p>B. where road transportation is necessary, minimise the total vehicle kilometres travelled and encourage the use of low emission vehicles</p> <p>C. safeguard current and future infrastructure for minerals, waste, concrete batching, coated materials manufacturing, other concrete products and the handling, processing and distribution of aggregate material</p>
<b>Natural environment</b>		
<b>8</b>	Conserve and enhance the quality and distinctiveness of the landscape	<p>A. minimise adverse impacts to local amenity and overall landscape character</p> <p>B. protect designated assets such as designated nature sites, open spaces, parks, gardens, historic landscapes</p>
<b>9</b>	Protect and encourage biodiversity and geodiversity	<p>A. protect and enhance habitats of international, national or local importance</p> <p>B. maintain wildlife corridors and minimise fragmentation of green spaces</p> <p>C. utilise opportunities to enhance biodiversity and geodiversity and achieve net gains</p>
<b>Built and historic environment</b>		
<b>10</b>	Protect and where possible enhance the character, quality and distinctiveness of the built and historic environment	<p>A. retain and enhance the character, distinctiveness and accessibility of townscapes</p> <p>B. ensure minerals and waste development conserves, protects and enhances designated and undesignated heritage assets and their settings</p>
<b>Health and wellbeing</b>		
<b>11</b>	Protect and enhance the health and wellbeing of communities	<p>A. avoid adverse effects on human health and safety or minimise to acceptable levels</p> <p>B. safeguard the residential amenity of new and existing communities</p> <p>C. provide opportunities to improve health and amenity through the restoration and management of former</p>

		<p>minerals and waste sites</p> <p>D. encourage opportunities for education about minerals and waste</p>
12	Minimise noise, light and air pollution	<p>A. minimise noise and light pollution arising from activities associated with waste development, waste management, mineral extraction and mineral movement</p> <p>B. minimise air pollution</p>

# Part Two: The Core Policies

## Sustainable Development

The National Planning Policy Framework (NPPF) was introduced in 2012 and is based around five guiding principles of sustainable development, the presumption in favour of which should be seen as a golden thread running through plan making<sup>2</sup>. The first half of this proposed Policy 1: Sustainable Development is a standard policy found in most Local Plans produced post 2012. It is not presently included in the adopted Minerals and Waste Local Plans. The second half is predominantly a carry-over of adopted policy CS22 Climate Change.

### **Policy 1: Sustainable Development**

When considering Minerals and Waste development proposals, the councils will take a positive approach that reflects the presumption in favour of sustainable development contained in the National Planning Policy Framework. It will seek to work proactively with developers and investors to find solutions which mean that proposals can be approved wherever possible, and to secure development that improves the economic, social and environmental conditions in the area.

Planning applications that accord with the policies in this Local Plan (and, where relevant, with policies in other Local Plans and Neighbourhood Plans) will be approved without delay, unless material considerations indicate otherwise.

Minerals and waste management development proposals, including operational practices and restoration proposals, must take account of climate change for the lifetime of the development. This will be through measures to minimise greenhouse gas emissions, and measures to ensure adaptation to future climate changes.

Proposals should, to the degree proportionate with the scale and nature of the scheme, set out how this will be achieved, such as:

- (a) broadly quantifying the reduction in carbon dioxide and other relevant greenhouse gases e.g. methane, that should be achieved as part of the proposal, and how this will be monitored and addressed in future;
- (b) demonstrating how the location, design, and transportation related to the development will limit greenhouse gas emissions; and take into account any significant impacts on human health and air quality;
- (c) where relevant, setting out how the proposal will make use of renewable energy including opportunities for generating energy from waste for use beyond the boundaries of the site itself, and the use of decentralised and renewable or low carbon energy.

---

<sup>2</sup> NPPF, March 2012, p4

Proposals should consider adopting emissions reduction measures based on the principles of the energy hierarchy. Proposals should also set out how they will be resilient to the changing climate, and may therefore include:

- (d) incorporation of sustainable drainage schemes to minimise flood impacts;
- (e) measures to manage water resources efficiently; and
- (f) measures to adapt to the potential impacts of excess heat and drought.

## The Spatial Strategy for Minerals

Minerals are essential to support sustainable economic growth and our quality of life.

The new Local Plan needs to set out an overarching mineral spatial strategy. This is important in order to guide allocations to be made in the plan, and it would also help should proposals on non-allocated sites subsequently come forward as planning applications.

In developing a mineral spatial strategy, we think the following are key issues to consider:

- (a) whether new extraction should be focussed at existing sites (i.e. make extensions at these sites);
- (b) whether the plan should set out 'Areas of Search' within which there could be specific allocations but also to contain a policy steer to indicate that proposals on non-allocated sites should first look to within those identified Areas of Search;
- (c) to what degree should Heavy Commercial Vehicle (HCV) impacts be taken into consideration, and more generally, the degree to which existing infrastructure capacity is used to steer the spatial strategy;
- (d) to what degree, like the adopted Local Plans, should the potential for biodiversity enhancement steer the spatial strategy;
- (e) how the lack of a mineral (e.g. limestone) being available should steer the strategy;
- (f) the level of support, or not, for temporary workings / borrowpits.

To explain the above in more detail, the current adopted minerals and waste plans make allocations of a site specific nature, and these were generally extensions to existing sites. This approach provides more certainty for local communities. Extensions to existing sites normally also minimise the impact of new mineral working. However, extensions to existing quarries can result in amenity and environmental impacts, which can be cumulative in nature. Whilst the allocations that will be made will be influenced by the nature and number of sites which come forward for consideration through the plan making process, there is a need to consider if preference should be given to certain types (e.g. extensions) of allocations.

An additional or alternative approach could be to not be so site specific in terms of allocations, but include slightly broader areas of search where the principle of some mineral extraction is agreed, subject to the wider policy framework. This is a more flexible approach, but provides less certainty to both communities and the minerals industry.

In terms of HCVs, obviously minerals can only be worked where they occur, and as a result there is often a need to transport them by road. The transport of mineral can give rise to amenity issues if HCVs pass through local communities. The Councils have identified HCV routes and consideration could be given as to whether preference should be given to sites (and/or Areas of Search) which either avoid the use of road travel (e.g. are rail or conveyor based) or are well related to the HCV routes, in order to minimise impact on communities arising from the transport of mineral.

Historically sand and gravel extraction has been located in the Nene and Ouse River Valleys but the existing adopted Local Plans sought to move away from these areas as they are now the focus of other national planning policies which seek to protect and enhance their biodiversity. Sand and gravel extraction has therefore shifted to fen edge deposits where there are significant reserves and which give rise to the opportunity to enhance biodiversity through restoration on a landscape or a local scale. An example of this is Needingworth Quarry where a nationally significant reedbed is being created. Also, the allocation in the adopted Local Plan at Block Fen / Langwood Fen seeks to enhance the internationally important Ouse Washes through the creation of new lowland wet grassland. The question becomes, therefore, whether the spatial strategy should continue to focus extraction at fen edge deposits, and to give preference to potential sites where restoration could contribute to international and national biodiversity objectives.

Where the mineral is located in certain geographical areas the spatial options are more constrained. Some mineral is extracted on a larger industrial scale, such as the brickpits near Whittlesey, and others on a smaller scale such as the high quality industrial chalk at Steeple Morden. National policy requires mineral planning authorities to make provision for industrial and local mineral needs, although this could be achieved through allocations, a criteria based policy or a mixture of the two.

In the case of oolitic limestone, this is located in a small geographical area to the north west of Peterborough and is a diminishing resource. It was not possible to allocate any limestone sites through the current adopted Local Plan, and no sites have come forward through its criteria based policy since. It might therefore be necessary for the minerals spatial strategy to spell out clearly the limited scope for allocations for (or even the anticipated supply of) oolitic limestone.

Mineral (sand and gravel, and engineering clay) for infrastructure projects such as major road improvements could come from existing or allocated mineral workings; or it could come from dedicated mineral workings close to and specific to that project, and which would be temporary in nature. Such 'borrowpits' may reduce the impact of mineral working for those local communities on the routes from existing mineral sites and have a lower carbon impact (due to less mineral miles travelled); but there could also be an impact on communities, the landscape or other matters from borrowpits.

There may also be other issues / options which you think are relevant. Your views on the form of the spatial strategy for mineral development are invited.

## **Policy 2: The Spatial Strategy for Minerals**

*This policy will be developed for the Further Draft Local Plan consultation stage, taking account of views made at this Preliminary Plan stage on the issues discussed in the supporting paragraphs above.*

## Providing for Mineral Extraction

This policy intends to set out the overall scale of mineral extraction in the plan area. It is generally an amalgamation of the following adopted policies:

- CS4 The Scale and Location of Future Sand and Gravel Extraction
- CS6 The Scale and Location of Future Limestone Extraction
- CS8 The Scale and Location of Future Brickclay Extraction
- CS9 The Scale and Location of Future Chalk Marl Extraction
- CS10 The Scale and Location of Future Mineral Extraction for Specialist Uses

We presently intend to make provision for minerals plan wide, though if you have views as to whether the plan should provide a mechanism whereby mineral supply (or the lack of) in one Minerals Planning Authority Area does not prejudice planning decisions in the other, then please let us know. For example, if the supply of a particular mineral is not meeting the policy requirements in one administrative area, but is in the other, should the policy introduce a mechanism to deal with this, or should the plan be simply plan wide?

More detail regarding the principal minerals occurring in the plan area is as follows.

### **Sand and Gravel, and Limestone**

Subject to consultation, the Councils intend to follow national planning policy in planning for a steady supply of sand and gravel and limestone i.e. the aggregates which occur in the plan area. This includes taking the advice of the East of England Aggregates Working Party which, in November 2017, agreed that, in the absence of updated national guidelines on aggregate provision, the methodology contained in the NPPF and Planning Practice Guidance (PPG) would be used for determining aggregate provision for Local Plans.

Therefore the key elements that we think should inform the level of provision for aggregates, and which are indicators of the security of supply and the additional provision that may need to be made, are:

- (a) the rolling average of the past 10 years of aggregate sales data;
- (b) the landbanks and other information contained in the Cambridgeshire and Peterborough Local Aggregates Assessment;
- (c) as assessment of other supply options i.e. the supply of secondary and recycled aggregates and marine dredged material;
- (d) matters relating to mineral supply raised through the duty to cooperate with other mineral planning authorities; and
- (e) local factors e.g. major potential infrastructure projects (such as the Oxford to Cambridge Rail Line); the geological extent of mineral; and any other relevant factors.

Your views are welcomed on the above and any other factors you think should be taken into account, particularly any additional local factors which you think are relevant.

National planning guidance requires a stock of sand and gravel reserves equivalent to at least 7 years supply. For sand and gravel the Local Aggregates Assessment (LAA) records that Cambridgeshire



and Peterborough, at the end of 2016, had permitted reserves of just under 44 million tonnes. The 10 year rolling average of sales was 2.91 tonnes per annum which, when applied to the reserves, would give a 'landbank' of approximately 15 years. Future supply in allocations made in the adopted plan could provide an estimated further 26 million tonnes. However, whether these allocations can and should be carried forward is a matter on which your views are sought through Part Six of this consultation document.

National planning guidance requires a stock of limestone reserves equivalent to at least 10 years supply. The LAA records only two limestone quarries which are currently active. However, only one of these provides material for aggregate use, but the other has been included to enable the release of some statistics. Bearing this in mind, the permitted reserves for both these quarries at the end of 2016 is 2.83 million tonnes; with the 10 year rolling average of sales being 0.29million tones; giving a stock of permitted reserves which results in a land bank of 9.7 years i.e. less than required.

Limestone in the plan area is limited to a small geographical area to the north west of Peterborough and is a diminishing resource. It was not possible to allocate any limestone sites through the currently adopted Local Plan, and no sites have come forward through its criteria based policy since. Given this, the question is raised as to whether it will be possible to maintain a supply of limestone, in line with national policy, through the plan period. Your views are invited; and we will also take into account any response made to the call for sites in Part Six of this document.

### Brick Clay

National planning policy requires that a landbank of brick clay is maintain, in the order of 25 years of supply. There are extensive reserves of brick clay in the plan area, which are close to the Whittlesey brickworks complex. There is a current allocation to ensure the continuity of supply, located in the King's Delph area, which straddles the Peterborough - Cambridgeshire border. It is estimated that this could supply around 500,000 cubic metres of brick clay to the Kings Dyke brickworks for around 20 years, in addition to existing permitted reserves. You views on how to ensure the supply of brick clay are invited.

### Other minerals

Other minerals which occur in the plan area do so to a lesser extent. For example, there are local deposits of high quality chalk used for industrial processes and clay for making handmade tiles i.e. for building restoration. The suggested approach to these minerals is set out in the draft policy below.

#### Policy 3: Providing for Mineral Extraction

##### Sand and Gravel, Limestone and Brick Clay

The Mineral Planning Authorities will facilitate a steady and adequate supply of the following minerals over the plan period (2016-2036) (*figures to be included at the next consultation stage in early 2019*):

	Plan Period 2016-36 (million tonnes)	Annual Average (million tonnes per annum)	Landbank, in years, intended to be maintained at all times
<b>Sand and</b>	Note: At this Preliminary Plan stage, we are not in a position to publish specific		

<b>Gravel</b>	figures. As an indication however, and based on the current ten year rolling averages, it is estimated that 55.29mt of sand and gravel will be required (current permitted reserves are 43.92mt leaving a requirement of 11.37mt) and 5.51mt of limestone (current permitted reserves are 2.83mt leaving a requirement of 2.68mt). How this requirement is met (through existing allocations and/or new sites) will be consulted upon at the Further Draft stage. Further information on brick clay will also be consulted upon at the next stage.
<b>Limestone</b>	
<b>Brick Clay</b>	

In principle, permissions will be granted so as to ensure the above provision can be secured.

Mineral Allocation sites to contribute to meeting the above provision are set out on the Policies Map, and site specific policy requirements are set out in Part Six of this Local Plan (*Note: such allocations/policies are not included at this Preliminary Plan stage*).

Permission for Sand and Gravel, Limestone and Brick Clay will only be granted on:

- (a) Mineral Allocation sites as identified on the Policies Map for that purpose, or
- (b) non-allocated sites (which includes extensions to existing or allocated sites) if the proposal meets all of the following:
  - (i) it does not conflict with the spatial strategy for mineral extraction; and
  - (ii) it is required to maintain a steady and adequate supply of minerals in accordance with the above provision rates and / or the maintenance of a landbank; and
  - (iii) it is required to meet a proven need for materials with particular specifications that cannot reasonably or would not otherwise be met from committed or allocated reserves; and
  - (iv) it will maximise the recovery of the particular reserve whilst minimising waste through operational techniques employed; and
  - (v) it promotes the most appropriate end-use of materials.

**Other Minerals for Specialist Uses**

For other types of minerals not covered by the above, no allocations are made. Any proposals to extract such other minerals will be determined on their merits, including consideration of evidence of a proven need for materials with particular specifications that cannot reasonably or would not otherwise be met from nearby committed or allocated reserves (with ‘nearby’ potentially including beyond the plan area).

**The Spatial Strategy for Waste**

The new Local Plan needs to set out an overarching waste spatial strategy. This is important in order to guide potential allocations to be made in the plan, and it would also help should proposals on non-allocated sites subsequently come forward as planning applications.

In developing a waste spatial strategy, we think the following are key issues to consider:

- (a) the degree of specificity in terms of a spatial strategy, such as focussing facilities only in described and limited geographical areas, or a more spreading of such facilities across the plan area;
- (b) the degree to which the plan should make specific allocations for waste management facilities, or broad locations for such facilities, or simply have criteria based (non-site specific) policies. Or perhaps a blend of all three approaches;
- (c) if allocations are made, the degree to which flexibility is given in terms of the type of waste management facility which will be permitted on each site;
- (d) the degree to which co-location of facilities is encouraged or insisted upon;
- (e) the degree to which facilities are directed to the urban area, or the rural area, or a mix of both;
- (f) whether 'employment allocations' (B-Class) as allocated in district Local Plans and/or other land currently under employment use should be generally acceptable for waste management facilities, or not, as a matter of principle. Or should only named employment allocations/existing employment sites be deemed suitable;
- (g) the degree to which any new settlements should/must incorporate permanent waste management facilities; and
- (h) the degree to which HCV impacts be taken into consideration, and more generally, the degree to which existing infrastructure capacity is used to steer the spatial strategy.

To explain some of the above points in more detail, the current adopted minerals and waste plans seek to establish a network of waste management facilities across the Plan area, and in doing so it includes a large number of allocations, though that strategy is not a particularly 'spatial' one. The current plan is also flexible about the nature of waste management development which could be brought forward on allocated sites. National planning guidance encourages such a flexible approach thereby avoiding a strategy which is too prescriptive and which could stifle waste management development.

The adopted plan provides a mix of allocations but encourages the co-location of facilities, including the establishment of waste management 'eco-parks' in order to capitalise on the synergies between different types of waste management technologies; and to provide an exemplar for such activities.

The adopted plan made sufficient allocations (large and small) in order to meet the level of provision that was identified at that time. However, for example, of the 34 non-landfill allocations only 10 have subsequently come forward and been permitted, whilst proposals have been approved on non-allocated sites. This raises the question of whether the plan should take the same approach again; or whether it should only allocate a few sites (likely strategic sites which are essential to achieving the strategic aims of the plan) and provide a criteria based policy for the consideration of other sites; or allocate no sites at all, and treat each proposal on its merits, using criteria-based policies.

The potential location of any future waste management allocations needs to be considered. Should such development be focused in urban areas (existing and planned); and should waste management development also take place in rural areas? This may be appropriate, for example, where there are synergies with agricultural operations, mineral operations or landfill operations.

Also would it be appropriate to identify existing and allocated general employment land as a suitable location for future waste management development, recognising that waste management development is now often located in buildings and can be indistinguishable from other industrial uses which operate alongside it. If so, this may have to be restricted to only certain types of employment

land (eg B2 or B8 locations), or perhaps even to named sites which have been checked as broadly suitable.

Even if this approach is adopted in some form, there is no guarantee waste management facilities will come forward on employment land because of viability or other locational specific reasons, or simply a lack of available land. For example, such a policy is less likely to work in the Cambridge / South Cambridgeshire area, due to the lack of available land at viable prices. Here, specific allocations are likely necessary or a more flexible approach for bringing facilities forward on other forms of land, otherwise waste management facilities for the whole plan area may cluster in the lower land value areas of the north and west of the plan area, resulting in insufficient facilities close to the locations where waste is generated (e.g. Cambridge).

The adopted plan also seeks to embed waste management facilities in new settlements. However, there has been only limited success in this area with temporary demolition and construction recycling being present through construction phases, but few permanent waste management facilities being located within new communities. This new plan could be an opportunity to enforce this current strategy more strongly.

The movement of waste can also give rise to amenity issues if HCVs pass through local communities. The Councils have identified HCV routes and consideration could be given as to whether preference should be given to sites which are well related to the HCV routes, in order to minimise impact arising from the transport of waste.

There may also be other issues / options which you think are relevant. Your views on the form of the spatial strategy for waste management development are invited.

#### **Policy 4: The Spatial Strategy for Waste**

*This policy will be developed for the Further Draft Local Plan consultation stage, taking account of views made at this Preliminary Plan stage on the issues discussed in the supporting paragraphs above, as well as the findings of the Waste Needs Assessment.*

## **Providing for Waste Management**

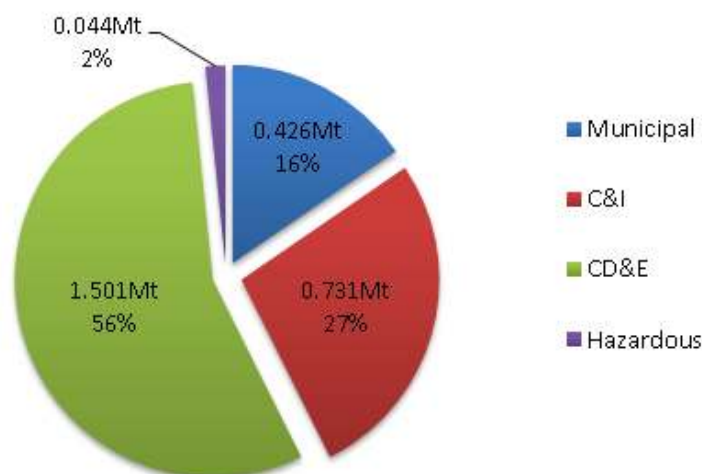
Most forms of development and activities create waste. In planning for sustainable communities it is important to ensure that these wastes are managed appropriately in order to avoid harm to human health and the environment and maximise resource recovery.

## **Waste Arising in Cambridgeshire and Peterborough**

It is estimated that in 2016, waste arisings within the Plan area totalled around 2.702 million tonnes per annum (Mtpa) of various types of waste including municipal, commercial and industrial (C&I), construction, demolition and excavation (CD&E) and hazardous wastes (see figure below). The majority of this waste was recycled or otherwise recovered with disposal to landfill (non-hazardous and inert) accounting for around a third.

Of the total arisings, around half a million tonnes was exported to other authorities for management with less than a tenth disposed of to landfill (non-hazardous and inert). Waste forecasts indicate that waste arisings from within the Plan area could increase to 3.133Mtpa by the end of the plan period (2036). Low-level radioactive waste (LLW) from the nuclear industry is not produced from within the Plan area however a very small amount of LLW is produced from the non-nuclear industry.

**Figure 1: Waste arisings for the Plan area (Cambridgeshire and Peterborough) 2016**



Waste is also imported into the Plan area from other authority areas. In 2016 imports significantly outweighed exports (almost fourfold), with over half of waste imported from other authorities disposed of in landfill (non-hazardous and inert). This indicates that overall the Plan area is a net importer of waste. It also demonstrates that landfill void space within the Plan area serves a wider area and is therefore subject to external pressures.

Waste movements occur as a result of commercial, contractual and operational arrangements as well as geographical convenience. There is a national policy direction for WPAs to increase their waste management capacity to the extent of meeting the needs of their area (i.e. moving towards net self-sufficiency). As such cross-border movements should reduce in the future although some movements will still occur. This is because it is not possible for all waste to be managed within the boundary of the WPA from which it arises due to economies of scale and operational requirements.

In providing for waste management facilities the intention is to set out the identified needs of the Plan area in relation to waste management capacity in order to achieve net self-sufficiency whilst driving waste up the waste hierarchy. The present intent is for such need to be identified for the whole Plan area (i.e. not include a Cambridgeshire-Peterborough split). If the MWLP did drill-down to this level there may be a need to include some mechanism to address how waste management capacity is distributed across the Plan area. Forecast waste arisings are shown in the table below.

## **Duty to Co-operate and Waste Management (DtC)**

Under the Localism Act 2011 and national planning policy, the Council's have a DtC. This duty requires cooperation between local planning authorities and other public bodies to maximise the effectiveness of policies for strategic matters in local plans, including waste management. When the local plan is examined by an independent inspector their role will be to assess whether the plan has been prepared in accordance with the DtC, legal and procedural requirements, and whether it is sound.

National policy requires the Plan to consider the need for additional waste management capacity of more than local significance. The adopted London Plan identifies household and commercial & industrial waste to be exported, and the East of England is specifically listed as the main destination for this waste partly owing to its proximity. Whilst some of London's waste is received at waste treatment facilities within the Plan area, at present the majority is disposed to non-hazardous landfill which is the matter with which the Plan is most concerned given the limited void space and pressures on such capacity.

The adopted London Plan sees household and commercial & industrial waste exports to the East of England reducing from 1.95 million tonnes in 2016, to 1.19 million tonnes by 2021, and ceasing completely in 2026. However, whilst London is moving towards net self-sufficiency in this respect, if the provisions of the adopted London Plan are not taken into account then the DtC would not have been met; and this local plan will most likely be found to be unsound. Thus it is being suggested that some provision for the landfill of some of London's household and commercial & industrial waste be made in the early plan period; albeit that in practice this may be waste which is displaced from other counties in the East of England which are closer to London and which may be the actual destination for London's residual waste.

Whether the Plan should make provision for the management of other areas wastes, in addition to London's waste and by accepting that waste movements will continue to occur in line with contractual and operational arrangements, is a key matter for consideration at this stage and your views are welcome on these points.

## **Waste Management Capacity**

The Plan area benefits from an existing network of waste management facilities with this management capacity significantly contributing towards the identified need. The difference between the existing capacity and identified need is referred to as the capacity gap, or future need. Overall, the Plan area is quite well placed in terms of moving towards achieving net self-sufficiency. At the end of the first quarter of the plan period there is a need for additional non-hazardous recovery (treatment) capacity. There is also a potential need for hazardous waste management capacity, however these wastes tend to be generated in lower quantities and are managed at a wider scale to account for economies of scale and operational requirements.

The existing non-hazardous landfill void space is sufficient to accommodate the Plan areas disposal needs over the plan period with a (very small) surplus potentially to accommodate some of London's non-apportioned household and C&I waste (see above). Although disposal is the least desirable

option there is likely to be an ongoing need for such facilities (e.g. disposal of residues from treatment processes that cannot otherwise be recovered) and so it is one that must be provided for, either within the Plan area or at a wider scale. Close monitoring of this situation will be key in determining timing and quantum of future need.

There is sufficient inert landfill and recovery void space to accommodate the Plan areas needs over the plan period. In addition, some committed and allocated mineral extraction sites may require inert fill to achieve restoration outcomes and so this will create more inert landfill/recovery void space. As such no additional inert landfill or recovery void space is needed over the plan period.

Another key matter for consideration at this stage is how the future need, which can not be accommodated by existing capacity, is addressed through the plan. This could be through identifying site-specific allocations, areas of search and/or criteria based policies. Given that the future need within the whole Plan area is comparatively low and not immediate it may be prudent to take a more flexible approach to allow for emerging technologies to come forward and for changes in industry investment options/market drivers. This may mean identifying broad areas of focus or industrial area and other suitable locations (rather than specific sites) in order to allow for a wider scope of options over the plan period.

It is also important for the Plan to drive the development of a network of facilities with the aim of communities and businesses being more engaged with, and taking more responsibility for, their own waste. Government policy focuses the proximity principle more towards the disposal of waste and recovery of mixed municipal waste. For these, and other waste types, the intention is for the Plan to include the preference for waste development to support sustainable waste management principles, including the proximity principle. This also links through to supporting sustainable transport movements.

The Waste Needs Assessment (WNA) (February 2018) details the current estimated waste arisings, waste forecasts, existing capacity and other information from which the indicative capacity needs over the plan period were determined. The WNA is being consulted on alongside this Preliminary Plan, we welcome your views on the methodology applied.

The proposed policy is broadly an amalgamation of elements of the following adopted policies:

- CS14 The Scale of Waste Management Provision
- CS15 The Location of Future Waste Management Facilities
- CS16 Household Recycling Centres (if necessary)
- CS18 Waste Management Proposals Outside Allocated Areas
- CS19 The Location of Hazardous Waste Facilities – Resource Recovery and Landfill
- CS20 Inert Landfill
- CS21 Non-hazardous Landfill
- CS29 The Need for Waste Management Development and the Movement of Waste

#### **Policy 5: Providing for Waste Management**

The Waste Planning Authorities will seek to achieve net self-sufficiency in relation to the management of wastes arising from within the whole of the Plan area. In addition support will also be given to the provision of additional waste management capacity of more than local significance,

specifically regarding London's non-apportioned household and commercial and industrial waste for export as identified in the MWLP (below), in line with the London Plan.

Proposals for waste development that facilitate delivery of the indicative capacity needs, as set out below, over the plan period will be supported where in compliance with relevant MWLP policies.

			Indicative total waste management capacity needs and future needs (capacity gap), million tonnes				
			2016	2021	2026	2031	2036
Non-hazardous waste management							
Preparing for re-use and recycling	Materials recycling	Mixed - Municipal, C&I	0.582	0.634	0.685	0.732	0.776
	Composting	Mixed - Municipal, C&I	0.171	0.181	0.199	0.213	0.223
	Inert recycling	CD&E	0.106	0.108	0.110	0.110	0.110
Other recovery	Treatment and energy recovery processes	Mixed - Municipal, C&I	0.204	(-0.021)	(-0.113)	(-0.197)	(-0.226)
	Soil treatment	CD&E	0.071	0.073	0.074	0.075	0.075
	Inert recovery (fill)	CD&E	0.725	0.735	0.740	0.742	0.747
Disposal	Inert landfill	CD&E	0.207	0.209	0.209	0.209	0.211
	Non-hazardous landfill*	Mixed - Municipal, C&I	0.592	0.543	0.485	0.430	0.439

Figures in brackets and red (-x.xxx) indicate where there is a future need for capacity – i.e. a capacity gap to be met over the plan period.

The indicative total waste management capacity need is to be delivered through existing commitments, extensions to existing commitments and new facilities in line with the spatial strategy for waste development and other relevant MWLP policies.

The development of new facilities should be focussed at existing commitments or sites/locations allocated/designated for such use, as set out in Part Six of this Local Plan and identified on the Policies Map.



## Waste Management Facilities on Non-Allocated Sites

In addition to the allocated sites, planning applications for waste development may come forward on sites that have not been identified in this Plan. Where this occurs, applicants should demonstrate that their proposals will neither undermine the waste planning strategy nor prejudice movement up the waste hierarchy.

This proposed policy is influenced by Policy CS18 in the adopted plan.

### **Policy 6: Waste Management Facilities on Non-Allocated Sites**

Proposals for waste management facilities on land not specifically allocated for such purposes will be supported, in principle, where it is consistent with the principles established in Policies 1, 4 and 5 and meets (a), (b) and (c) below:

- (a) The Proposal will demonstrably contribute towards sustainable waste management, by moving waste up the waste hierarchy.
- (b) The proposal meets at least one of the following:
  - (i) It is ancillary to and compatible with both the main use of the site and its surrounding neighbourhood; or
  - (ii) If it is not ancillary development, the proposal must demonstrate the quantitative and market need/demand for the development.
- (c) The proposal meets at least one of the following:
  - (i) it is in a suitable location within the urban footprint of a settlement (defined by a 'settlement boundary' or similar, should it exist in the development plan for that location); or
  - (ii) it is located on a farm holding, and the proposal is to facilitate agricultural waste recycling or recovery generated by that farm holding; or
  - (iii) it is located on a medical or research site, and the proposal is to facilitate the suitable management of waste generated by that site; or
  - (iv) it is located on a site allocated for, or in current use as, industrial land (B2 or B8 uses); or
  - (v) it is located on a site which generates waste, and such waste is able to be managed on-site; or
  - (vi) is co-located with an existing complementary activity, such as an existing waste management site.

# Part Three: Minerals Development Specific Policy

## Introduction to Allocations, Safeguarding and Consultation Areas

The adopted Minerals and Waste Local Plan has a number of consultation and safeguarding areas identified, as well as 'Transport Zones'. For example, Mineral Consultation Areas (MCAs) have been defined as a buffer (typically 250 metres) around the edge of all existing sites and associated permitted reserves, unimplemented permitted reserves and site specific allocations. Similarly, Waste Consultation Areas (WCAs) currently normally cover and extend for 250 metres beyond each key waste management site, and Transport Safeguarding Areas (TSA) are defined to cover and extend 250 metres beyond an designated Transport Zone boundary. Waste Water Treatment Works<sup>3</sup> (WWTW) Safeguarding Areas are currently slightly bigger, extending to around 400m beyond the WWTW boundary. Mineral Safeguarding Areas (MSAs) are slightly different again, and are not necessarily linked to a specific allocation or operational site, but are areas with minerals resources of local and national importance.

In all of these cases, the broad purpose is to ensure new development in, or near to, an important site (existing or proposed) or reserve does not prejudice the ongoing or potential operation of that site, sterilize a reserve and/or does not result in amenity issues for occupiers of the new development.

Whilst, in principle, it is proposed that the various Consultation / Safeguarding Areas are retained in the new Minerals and Waste Local Plan (MWLP), we are proposing (subject to your views) the following slightly different approach:

- (a) introducing a single policy for each applicable matter, namely, one each for Minerals, Waste, Water Recycling and Transport.
- (b) within that single policy it will refer to 'Allocation Areas' and 'Consultation Areas'. The meaning of 'Allocation Area' will cover existing operations, sites with planning permission and new allocations i.e. even existing operations will be 'allocated' for that use. The 'Consultation Area' is then around the 'Allocation Area' in each case.
- (c) the term 'Safeguarding Area' will be dropped, except for MSAs. The term is currently used on a confusing and inconsistent basis in the current adopted Plan, sometimes referring to a specific facility, sometimes land around a facility, and different again when relating to minerals.
- (d) MSAs will continue as per the current adopted Plan, which is in line with national understanding of what a Mineral Safeguarding Area is, i.e. known locations of specific mineral resources of local and/or national importance, but not necessarily connected in any way to an allocation, nor to any expectation the mineral will be worked from such areas.
- (e) MCAs, as identified in the adopted Plan, relate to existing operations, sites with planning permission and allocated sites ('Allocation Areas'). The NPPF however refers to MCAs in the context of MSAs only. For the purposes of this Plan therefore, MCAs (as per the NPPF) will be deemed to be coterminous with MSAs and will not relate to 'Allocation Areas'. In respect of minerals, the corresponding 'Consultation Areas' will be called 'Mineral Allocation Consultation Areas' (MACAs).

---

<sup>3</sup> The term Waste Water Treatment Works (used in the current adopted Plan) has been superseded by the term Water Recycling Centre (WRC)

- (f) The term 'Transport Zone' will be dropped, to be replaced by the above terminology (i.e. Transport Infrastructure Allocation Area and Transport Infrastructure Consultation Area).
- (g) We will likely retain the same standard 250m/400m extent of buffer Consultation Areas around the (now termed) Allocation Areas, unless you have views as to why those distances are no longer suitable.
- (h) As at present, only facilities or reserves which make a significant contribution to minerals or waste management in the plan area will have an Allocation or Consultation Area ascribed.
- (i) As well as renaming them, we will review, on a proportionate and evidence led basis, all presently identified boundaries of safeguarding / consultation / transport zone areas to determine whether any should be amended or deleted, or whether new Allocation/Consultation Areas should be identified. However, the presumption will be to retain all Areas unless evidence presents itself to the contrary.

Your views on the above principles, and on the boundaries of any specific existing Safeguarding/Consultation Areas would be most welcome.

The Minerals related policy is below, whilst similar policies for Waste, Waste Water and Transport Infrastructure can be found later in the plan.

## **Mineral Allocation Areas (MAAs), Mineral Allocation Consultation Areas (MACAs) and Mineral Safeguarding Areas (MSAs)**

Mineral Allocation Areas (MAAs) are specific sites identified on the Policies Map. They include existing operational sites, consented sites and land not yet consented but allocated in this plan for future extraction of minerals.

They also will include for the first time existing, planned and potential sites for:

- (a) concrete batching, the manufacture of other coated materials, other concrete products; and
- (b) the handling, processing and distribution of substitute, recycled and secondary aggregate material.

If you have any sites (both existing sites which you think you should be safeguarded and candidate new sites) which currently or will make a significant contribution to either category, and which you therefore think should be allocated on the policies map, please let us know.

Policy 3 sets the policy framework for MAAs.

MACAs are a buffer (currently typically 250 metres) around the edge of MAAs. In defining MACAs, each site is considered individually, and if circumstances suggest the 250 metre 'buffer' from the edge of any site should be varied (e.g. due to mitigation proposals) then this is taken into account.

MSAs are not linked to either MAAs or MACAs. They are identified in order that known locations of specific mineral resources of local and/or national importance are not needlessly sterilised by non-mineral development. The purpose of MSAs is to make sure that mineral resources are adequately taken into account in all land use planning decisions. They do not automatically preclude

other forms of development taking place, but flag up the presence of important mineral so that it is considered, and not unknowingly or needlessly sterilised.

Extensive MSAs are already identified on the Policies Map. It is proposed to retain all such areas, unless evidence arises to delete, amend or add a new MSA. This matter will also be considered in the light of the Methodology for Identifying MSAs (May 2018) which is available as a separate document for comment. Your views on this methodology, and any existing or new MSAs are welcome.

The proposed policy below is a substitute for policies CS26 and CS27 in the adopted plan, though in broad terms it generally contains similar criteria.

**Policy 7: Mineral Allocation Areas, Mineral Allocation Consultation Areas and Mineral Safeguarding Areas**

**Mineral Allocation Areas (MAAs)** are defined on the Policies Map. Within a MAA, only development for which it is allocated for (including, where relevant, its restoration) will be permitted.

**Mineral Allocation Consultation Areas (MACAs)** are identified on the Policies Map, as a buffer around MAAs. The Mineral Planning Authority must be consulted on all planning applications within MACAs except:

- (a) householder applications (minor development works relating to existing property); and
- (b) advertisements.

Development within a MACA will only be permitted where it is demonstrated that the development will:

- (c) not prejudice the existing or future use of the MAA for which the MCA has been designated; and
- (d) not result in unacceptable amenity issues for the occupiers or users of such new development, due to the ongoing or future use of the MAA.

**Mineral Safeguarding Areas (MSAs)** are identified on the Policies Map for mineral resources of local and/or national importance. The Mineral Planning Authority must be consulted on all development proposals in these areas except:

- (e) development which is consistent with an allocation in an adopted Local Plan; and
- (f) minor householder development within the immediate curtilage of an existing residential building; and
- (g) demolition or replacement of residential buildings; and
- (h) temporary structures; and
- (i) advertisements; and
- (j) listed building consent; and
- (k) works to trees or removal of hedgerows.

Development within MSAs which is not covered by the above exceptions will only be permitted where it has been demonstrated that:

- (l) the mineral can be extracted where practicable prior to development taking place; or
- (m) the mineral concerned is demonstrated to not be of current or future value; or
- (n) the development will not prejudice future extraction of the mineral; or
- (o) there is an overriding need for the development (where prior extraction is not feasible).

## Borrowpits

In construction and civil engineering, a borrowpit is an area where material (usually soil, gravel and/or sand) has been dug for use at another location nearby. Borrowpits can be found close to many major construction projects.

This proposed policy is generally a carry over and merge of policies CS11 Sand and Gravel Borrowpits and CS12 Engineering Clay. The borrowpit policy in the current adopted plan also addressed the need for borrowpits for the A14 upgrade. Although the borrowpits required have planning permission under the development consent order for the A14 upgrade, it is expected that other infrastructure schemes could come forward over the plan period, thereby necessitating the retention of a similar policy.

### Policy 8: Borrowpits

Mineral extraction from a borrowpit will only be considered where all of the following are met:

- (a) There is a demonstrated need for the mineral to be extracted from the borrowpit; and
- (b) It will serve a named project only, and it is well related geographically\* to that project; and
- (c) The site will be restored within the same timescale as the project to which it relates; and
- (d) Material will not be imported to the borrowpit other than from the project itself, unless such material is required to achieve beneficial restoration; and
- (e) The quantity of material and timescale for extraction from the borrowpit will not significantly harm existing operational quarries and local markets.

\*in order to pass the 'well related geographically' test, the borrowpit must be significantly geographically better located, when taken as a whole, compared with all other relevant allocated or existing operational sites from which the mineral could otherwise be drawn. Factors taken into account to determine this will include, but not necessarily exhausted by, the following: lorry distance travelled and the associated carbon emission of such travel; amenity impact of lorries on local communities; and impact of lorries on the highway network more generally, such as increasing/decreasing congestion or safety. A borrowpit simply being physically nearer the named project, compared with an existing operational or allocated site, will not in itself pass the test.

## Recycled and Secondary Aggregates

The processing of secondary and recycled aggregates (including inert recycling) represents a potentially major source of materials for construction, helping to conserve primary materials and minimising waste. Sites for the handling, storage and processing of recycled and secondary

aggregates (including recycled inert waste) are therefore required to ensure provision of 'alternative materials'.

This proposed policy replaces policy CS7 in the adopted plan. It carries forward the reference to the priority of recycled and secondary aggregate over landwon aggregate. The current policy CS7 includes reference to Block Fen / Langwood Fen. The continued allocation of that site (or not) will be a matter considered as part of the preparation of the Further Draft Local Plan.

#### **Policy 9: Recycled and Secondary Aggregates**

In principle, the authorities will support proposals which assist in the production and supply of recycled / secondary aggregates, particularly where it would assist in reducing the use of land won aggregates.

Specific sites or areas to facilitate a network of permanent and long term temporary recycling facilities across the plan area are identified in the site allocations part of this Local Plan (*please note that such facilities will be identified in the Further Draft Local Plan*).

Proposals outside of the identified areas, for shorter term temporary recycling facilities, are likely to be suitable on:

- (a) Operational, committed and allocated mineral sites; and
- (b) strategic development sites (during the construction phase).

## **Reservoirs and Other Incidental Mineral Extraction**

Reservoirs and other other forms of development can also give rise to incidental mineral extraction. In these cases the MPAs will be the determining authority for a planning application if the proposal involves taking the extracted mineral off site. Applicants will be required to provide a sound justification for the proposal. When determining any of the above proposals the MPAs will be concerned to ensure that the mineral extracted is used in a sustainable manner. In the case of sand and gravel, for example, this could be achieved by processing the mineral on site or exporting it to a nearby processing plant. Clay, if extracted, could be used for nearby engineering projects

This proposed policy is generally a carry over of adopted policy CS42 Agricultural Reservoirs, Potable Water Reservoirs and Incidental Mineral Extraction with only minor rewording.

#### **Policy 10: Reservoirs and Other Incidental Mineral Extraction**

Proposals for new or extensions to existing reservoirs, or other development involving the incidental extraction and off site removal of mineral (such as lakes, boating marinas or, commercial fish ponds), will only be permitted where it can be demonstrated that:

- (a) there is a proven need for the proposal; and
- (b) any mineral extracted will be used in a sustainable manner; and

- (c) where the proposal relates to a reservoir, the design minimises its surface area by maximising its depth; and
- (d) the minimum amount of mineral is to be extracted consistent with the purpose of the development; and
- (e) the phasing and duration of development adequately reflects the importance of the early delivery of water resources or other approved development

## Part Four: Waste Management Specific Policies

### Waste Allocation Areas (WAAs) and Waste Allocation Consultation Areas (WACAs)

Waste Allocation Areas (WAAs) are specific sites identified on the Policies Map for waste management facilities. It includes existing operational sites (which make a significant contribution to managing any waste stream), committed sites and land not yet with planning permission but identified in the plan for future waste management purposes. Policy 5 sets the policy framework for WAAs.

Waste Allocation Consultation Areas (WACAs) are designated around WAAs to ensure that such sites are protected from development that would prejudice a waste management use or that would be adversely affected by such a use (for example residential development being located close to a waste site and suffering amenity issues).

In line with current policy, it is proposed that WACAs normally extend for 250 metres beyond the WAA. Each site is considered individually, and if circumstances suggest that the 250 metre WACA buffer from the edge of the site should be varied e.g. due to mitigation measures, then this will be taken into account. The WACA is designed to alert prospective developers (and decision takers) to the WAA to ensure adjacent new development is an appropriate neighbouring use. New neighbouring development can impact on waste management sites and make it problematical for them to continue to deliver their important function.

Your views on any existing or the need for new WACAs are welcome.

The proposed policy below is a substitute for Policy CS30 in the adopted plan, though in broad terms it generally contains similar criteria.

#### **Policy 11: Waste Allocation Areas and Waste Allocation Consultation Areas**

**Waste Allocation Areas (WAAs)** are defined on the Policies Map. Within a WAA, development for which it is not allocated for will not be permitted, other than for ancillary development meeting Policy 6.

**Waste Allocation Consultation Areas (WACAs)** are identified on the Policies Map, as a buffer around WAAs. The Waste Planning Authority must be consulted on all planning applications within WACAs except:

- (a) householder applications (minor development works relating to existing property); and
- (b) advertisements.

Development within a WACA will only be permitted where it is demonstrated that the development will:



- (c) Not prejudice the existing or future use of the WAA for which the WACA has been designated; and
- (d) Not result in unacceptable amenity issues for the occupiers or users of such new development, due to the ongoing or future use of the WAA.

In instances where a waste management facility of significance is approved on a non-allocated site, and such a facility will make a significant contribution to managing any waste stream, then the policy principle of a WACA 250m around such a facility is deemed to automatically apply, despite such a WACA for it not being identified on the Policies Map.

## **Water Recycling Allocation Areas (WRAAs) and Water Recycling Consultation Areas (WRCAs)**

It is essential that adequate sewage and waste water infrastructure is in place prior to development taking place in order to avoid unacceptable impacts on the environment, such as sewage flooding residential or commercial properties, or the pollution of land and watercourses. It is also important that the operation of existing facilities can be maintained. As such, all existing Water Recycling Centres (WRCs) with a capacity exceeding 2,000 population equivalent are proposed to be given a Water Recycling Allocation Area (WRAA) in this plan. Any new centres which are allocated in this plan will similarly get such status.

In order to ensure that dwellings, offices and other development, the future occupants of which are likely to be sensitive to odours, are not developed in locations which could be affected by odour nuisance, and to ensure that existing water recycling plants can continue to fully function, Water Recycling Consultation Areas (WRCA) (currently referred to as Safeguarding Areas in the adopted plan) around all WRAAs will continue to apply, in line with existing policy.

The WRCA extends to 400 metres around the boundary of a site. Within these areas there will be a presumption against allowing any new development which is potentially odour sensitive. Odour sensitive development includes buildings normally occupied by people and would include houses, offices, industrial units, sport and recreational buildings.

This policy is generally a carry over of adopted policy CS17 Waste Water Treatment Works and Policy CS31 Waste Water Treatment Safeguarding Areas. The adopted policies makes reference to a new Water Recycling Centre north of Ely. Whether that allocation is carried forward into this new plan will be a matter consulted upon at the Further Draft stage (though comments on this site and on the inclusion of other potential sites would be welcome at this stage).

Cambridge City Council and South Cambridgeshire District Council are preparing an Area Action Plan for the Cambridge Northern Fringe East, which will provide a more detailed policy framework for development in this area. Various policy options are being considered, one of which includes the potential relocation of the Cambridge Water Recycling Centre.

In the event that the relocation of the Cambridge Water Recycling Centre is pursued the adopted Cambridgeshire and Peterborough Minerals and Waste Development Plan provides the statutory local waste policy framework under which any proposals would be considered.

## **Policy 12: Water Recycling Allocation Areas and Water Recycling Consultation Areas**

Water Recycling Centres (WRCs) are essential infrastructure, and those of significance are allocated on the Policies Map as Water Recycling Allocation Areas (WRAAs).

New water recycling capacity, whether on WRAAs or elsewhere, including the improvement or extension to existing works, will be supported in principle, particularly where it is required to meet wider growth proposals identified in the Development Plan. Proposals for such development must demonstrate that:

- (a) there is a suitable water course to accept discharged treated water and there would be no unacceptable increase in the risk of flooding to others; and
- (b) there is a ready access to the sewer infrastructure or area to be served; and
- (c) if a new site or an extension to an existing site is less than 400 metres from existing buildings normally occupied by people, an odour assessment demonstrating that the proposal is acceptable will be required, together with appropriate mitigation measures; and
- (d) adequate mitigation measures will address any unacceptable adverse environmental and amenity issues raised by the proposal, which may include the enclosure of odorous processes.

Water Recycling Consultation Areas (WRCA) are identified on the Policies Map around Water Recycling Allocation sites (a 400m buffer) to prevent the encroachment of sensitive development which would give rise to future amenity issues and impose additional constraints on the operation of the allocated site.

The Waste Planning Authority must be consulted on any planning proposal within a WRCA except:

- (e) householder applications (minor development works relating to existing property); and
- (f) advertisements.

Within the WRCA there is a presumption against allowing development which would:

- (g) be buildings regularly occupied by people; or
- (h) be land which is set aside for regular community use (such as open space facilities designed to attract recreational users, but excluding, for example, habitat creation which is not designed to attract recreational users).

Where such development is proposed within a WRCA the application must be accompanied by an odour assessment report. The assessment must consider existing odour emissions of the WRC at different times of the year and in a range of different weather conditions. Planning permission will only be granted when it has been demonstrated that the proposed development would not be adversely affected by the continued operation (or future planned operation) of the WRC.

Where small scale WRCs exist, but are not designated as a WRAA on the policies map, then a proportionate application of the principles in this policy will apply.

## Landfill and Land Raising

This proposed policy covers a variety of matters relating to landfill and land raising, and broadly incorporates the elements from the following adopted policies:

- CS19 The Location of Hazardous Waste Facilities - Resource Recovery and Landfill (the landfill element)
- CS20 Inert Landfill
- CS21 Non-hazardous Landfill
- CS45 Landraising

### **Policy 13: Landfill and Land Raising**

#### **Inert Waste**

Proposals for the deposit of inert waste to land will only be permitted where required to fulfil a restoration scheme at a mineral extraction site.

#### **Stable Non-Reactive Hazardous Waste**

Proposals for the disposal of Stable Non-Reactive Hazardous Waste for landfill will only be permitted at those sites identified as such on the Policies Map.

#### **Non-Hazardous Waste**

Proposals for non-hazardous waste for landfill on non-allocated sites will not normally be permitted unless:

- (a) supplementary landfill engineering is required for reasons of stability or to address existing / potential pollution risk; or
- (b) complementary landfill is required to maintain the long term viability of a Stable Non-Reactive Hazardous Waste facility.

#### **Hazardous Waste**

*Note at this Preliminary Plan Stage the authorities are currently assessing the need (or not) for facilities to deal with hazardous waste. A draft policy position will be set out by the time of the Further Draft Local Plan consultation stage.*

#### **Landraising**

Landraising will only be permitted in exceptional circumstances where there is a need for a waste disposal facility to accommodate waste arising that cannot be accommodated by any other means or where it forms an essential part of an agreed site restoration scheme.

## Radioactive and Nuclear Waste

The relatively soft, sedimentary nature of the geology of the Plan area is not considered suitable to allow the construction of appropriate structures for the long term storage and disposal of intermediate and higher activity radioactive wastes.

Controlled disposal of low level radioactive waste takes place at authorised landfill sites where limitations are placed on the type of container, the maximum activity per waste container, and the depth of burial below earth or ordinary waste. Limited disposal also takes place at Addenbrookes hospital via incineration.

This proposed policy is a combination of adopted policies CS43 Nuclear Waste and CS44 Low Level Radioactive Waste.

#### **Policy 14: Radioactive and Nuclear Waste**

Whilst no sites are intended at this stage to be identified for such use in this Local Plan, where there is a demonstrated need for low level radioactive waste management facilities, such proposals will be considered on their merits, including demonstration that it represents the most appropriate management option.

Proposals for the treatment, storage or disposal of intermediate or higher activity radioactive and nuclear waste will not be permitted.

### **Landfill Mining and Reclamation**

This proposed policy is generally a carry over of adopted policy CS46 Mining of Landfill Waste but now includes reference to reclamation. It may be viable and beneficial to allow for the reclamation of such sites to enable re-use of land. However, excavating a landfill site close to residential properties may not be acceptable due to amenity issues.

#### **Policy 15: Landfill Mining and Reclamation**

The mining or excavation of landfill waste will only be supported where it can be demonstrated that:

- (a) without the excavation of waste, the site is posing an unacceptable risk to human health, safety or to the environment; or
- (b) removal is required to facilitate other development, provided such other development is in the public interest and the removal would not significantly adversely harm the amenities, temporarily or permanently, of nearby residents or other neighbours.

It must be demonstrated that any waste can be handled without posing additional risk to human health, safety or to the environment.

### **Waste Management Needs arising from Residential and Commercial Development**

The councils will endeavour to ensure that the implications for waste management arising directly from non minerals and waste management development are adequately and appropriately addressed.

This approach is currently taken forward through the Cambridgeshire and Peterborough Waste Partnership (RECAP), and is reflected in the adopted RECAP Waste Management Design Guide Supplementary Planning Document (SPD) (2012). This Guide sets out practical information on the provision of waste storage, waste collection and recycling in residential and commercial developments. It also includes a Toolkit which developers of such proposals are required to complete and submit as part of their planning application. This enables the developer and planners to assess compliance with the SPD; and also to consider what, if any, developer contributions may be required for the provision of bring sites and / or contribution to the Household Recycling Centre service.

In Cambridgeshire the RECAP Guide serves a valuable purpose, and therefore it is proposed that key elements of the Guide, including the Toolkit, will be retained and set out in an Appendix.

In Peterborough separate guidance is now in place, so the following proposed policy will not apply to such development in this area.

Your views on the proposed approach and policy are welcomed. The policy below draws partly on the approach of current policies:

- CS16 Household Recycling Centres
- CS28 Waste Minimisation, Re-use, and Resource Recovery

**Policy 16: Waste Management Needs arising from Residential and Commercial Development**

In Cambridgeshire residential and commercial planning applications must be accompanied by a completed RECAP Waste Management Guide Toolkit, consistent with the guidance set out in Appendix X (*this will be available for consultation at the Further Draft consultation stage*).

Where appropriate, and as determined through an assessment of the RECAP Toolkit submission, such new development will contribute to the provision of bring sites and / or the Household Recycling Centre service.

# Part Five: Policies for Minerals and Waste Management Proposals

## Transport Infrastructure Allocation Areas (TIAAs) and Transport Infrastructure Consultation Areas (TICAs)

Transport Infrastructure Allocation Areas (TIAAs) (currently known as Transport Zones in the adopted plan) will continue to be defined for existing / planned areas where sustainable transport of minerals and / or waste management is, or will be, taking place. This may include railheads, wharves and ancillary facilities.

Transport Infrastructure Consultation Areas (TICAs) (currently known as Safeguarding Areas in the adopted plan) will, it is proposed, continue to be defined to cover and extend 250 metres beyond the TIAA boundary. Within a TICA, the Mineral Planning Authority (MPA) / Waste Planning Authority (WPA) must be consulted on all planning applications with the exception of minor householder applications or advertisement proposals. This is because proposed development in, on the edge of, or in close proximity to a transport facility can prejudice existing or future transport operations.

The following proposed policy also provides, in principle, support for new proposals which contribute to the sustainable transport of materials.

This proposed policy is generally a carry over of adopted policy CS23 Sustainable Transport of Minerals and Waste, though it presently omits reference to Chesterton Sidings, which may or may not be re-included in the Plan following consultation and consideration of all site allocations.

Please also see Policy 25 for wider transport and highway related policy requirements relating to matters such as traffic, highways, Heavy Commercial Vehicles (HCVs) and Public Rights of Way.

### **Policy 17: Transport Infrastructure Allocation Areas (TIAAs) and Transport Infrastructure Consultation Areas (TICAs)**

Certain types of transport infrastructure are essential in order to help facilitate more sustainable transportation of minerals and waste. Those of significance (including future proposals) are allocated on the Policies Map as Transport Infrastructure Allocation Areas (TIAAs). Development which would result in the loss of or reduced capacity of such an Allocation will not be permitted unless it can be demonstrated that either:

- (a) the loss or reduced capacity will have no impact on the ability of minerals or waste to be transported by sustainable means, both now and for accommodating future planned growth; or
- (b) alternative, suitable and sufficient capacity is to be developed elsewhere (and in which case is likely to be required to be implemented before the loss or reduced capacity has occurred).

New relevant transport infrastructure capacity (such as wharves, railheads, conveyor, pipeline and other forms of sustainable transport), whether on TIAAs or elsewhere, including the improvement or extension to existing sites, will be supported in principle, particularly where it is required to meet wider growth proposals identified in a Development Plan.

Transport Infrastructure Consultation Areas (TICA) are identified on the Policies Map as a buffer (generally 250m) around TIAAs. The Mineral / Waste Planning Authority must be consulted on any planning proposal within a TICA except:

- (a) householder applications (minor development works relating to existing property); and
- (b) advertisements

Development within a TICA will only be permitted where it is demonstrated that the development will:

- (c) not prejudice the existing or future use of the TIAA for which the TICA has been designated; and
- (d) not result in unacceptable amenity issues or adverse impacts to human health for the occupiers or users of such new development, due to the ongoing or future use of the TIA site.

In instances where a transport infrastructure facility of significance is approved on a non-allocated site, and such a facility will make a significant contribution to the sustainable transport of minerals and/or waste, then the policy principle of a TICA 250m around such a facility is deemed to automatically apply, despite such a TICA for it not being identified on the Policies Map.

## Design

The following policy is primarily associated with waste management facilities, because such facilities normally includes an element of permanent new build development. Such development must be of a high quality design. Minerals related proposals often do not include new development, or at least not development which is intended to be of permanent use. Nevertheless, should a minerals proposal include some form of built development, then the following proposed policy would apply.

The current 'The Location and Design of Waste Management Facilities' Supplementary Planning Document (SPD) (2011) provides specific guidance on the design of waste management facilities, and has been used to inform the design of waste management facilities in the Plan area. The proposal is to either keep the SPD or for key elements of it to be incorporated into the new Local Plan, as an Appendix. A further alternative would be to revoke the SPD, and rely solely on the proposed design policy below. Your views on this approach would be welcomed.

### **Policy 18: Design**

All waste management development, and where relevant minerals development, should secure high quality design and a good standard of amenity for all existing and future occupants of land and

buildings. The design of built development and the restoration of sites should where appropriate complement and enhance local distinctiveness and character.

New minerals and waste management development should, where appropriate:

- (a) Make effective and efficient use of land and buildings, through the design, layout and orientation of buildings on site and through the prioritising of previously developed land;
- (b) Be durable, flexible and adaptable over its planned lifespan, taking into account potential future social, economic, technological and environmental needs through the structure, layout and design of buildings and places;
- (c) Provide a high standard of amenity for users of new buildings and maintain or enhance the existing amenity of neighbours;
- (d) Be designed to reduce crime, minimise fire risk, create safe environments, and provide satisfactory access for emergency vehicles;
- (e) Create visual richness through building type, height, layout, scale, form, density, massing, materials and colour and through landscape design;
- (f) Retain or enhance important features and assets within the landscape, treescape or townscape and conserve or create key views;
- (g) Provide well designed boundary treatments (including security features) that reflect the function and character of the development and its surroundings;
- (h) Take account of any relevant landscape character assessments and be supported by a landscape enhancement scheme; and
- (i) Provide attractive, accessible and integrated vehicle and cycle parking which also satisfies any parking standard in adopted Local Plans and, unless impractical, incorporates facilities for electric plug-in and other ultra-low emission vehicles.

#### **Further Guidance**

For detailed design guidance relating to waste management proposals, please refer to *The Location and Design of Waste Management Facilities' SPD (2011)* (or in *Appendix X*, if it is determined to remove the SPD and bring elements into the Local Plan)

## **Amenity Considerations**

Minerals and waste management development can have the capacity to adversely impact on the amenity of local residents, business and other users of land. This could be in the immediate vicinity of the development, or for example along transportation routes associated with the development.

Development should aim to ensure that a high standard of amenity is retained and, where possible, enhanced, for all existing and future users of land and buildings which may be affected.

#### **Policy 19: Amenity Considerations**

New development should not result in an unacceptable impact on the amenity of existing occupiers of any land or property, including:

- (a) harm to human health or safety;



- (b) ability of the neighbouring use (or planned neighbouring use) to remain an ongoing operation;
- (c) privacy for the occupiers of any nearby property;
- (d) noise and/or vibration levels resulting in disturbance for the occupiers or users of any nearby property or land;
- (e) loss of light to and/or overshadowing of any nearby property;
- (f) air quality from odour, fumes, dust, smoke or other sources;
- (g) light pollution from artificial light or glare;
- (h) litter; and
- (i) flies, vermin and birds.

Where there is the potential for any of the above impacts to occur, an assessment appropriate to the nature of that potential impact should be carried out, and submitted as part of the proposal, in order to establish, where appropriate, the need for any mitigation.

## Restoration and Aftercare

Most mineral development is of a temporary nature, as is some waste development, notably that related to landfill. Development that is temporary in nature should always have an approved scheme for restoration and an end date by which this will have been implemented.

Achieving the satisfactory restoration of minerals sites and former waste management sites is of paramount importance. Restoration of minerals and waste sites must be done progressively, with sections of the site worked and then restored at the earliest opportunity. It is acknowledged however that the particular after-use of a site should be a matter for discussion on a case by case basis, so the policy should not seek to be too prescriptive, providing instead more general requirements. This proposed policy therefore is generally a carry over of adopted Policy CS25 Restoration and Aftercare of Mineral and Waste Management Sites, with only slight rewording, plus a small element taken from adopted Policy CS22 Climate Change is included.

### **Policy 20: Restoration and Aftercare**

The restoration of mineral workings and waste management sites will be phased to achieve a beneficial after-use, along with appropriate aftercare arrangements. Such proposals must, where appropriate:

- (a) reflect strategic and local objectives for countryside enhancement and green infrastructure, including those set out in relevant Local Plans and Green Infrastructure Strategies;
- (b) contribute to identified water storage needs and / or water supply objectives and incorporate these within the restoration scheme;
- (c) achieve or assist in achieving the creation of priority habitats and / or Plan area Biodiversity Action Plan targets, incorporating the relevant biodiversity after-use within the restoration scheme;
- (d) protect geodiversity and improve educational opportunities by incorporating this element within the restoration scheme, by leaving important geological faces exposed and retaining access to them;

- (e) restore the land back to high grade agricultural use but only if it is clearly demonstrated to be the most suitable after-use (based on the principles of sustainable development); and
- (f) incorporate within the restoration scheme amenity uses, such as formal and informal sport, navigation, and recreation uses.

In the case of mineral workings, restoration schemes which will contribute to addressing or adapting to climate change will, in principle, be supported e.g. through flood water storage, and biodiversity proposals which create habitats which act as wildlife corridors and living carbon sinks. Any site specific restoration and after-care requirements will be set out in the site allocation section of this Local Plan.

## Mitigation Measures

Sometimes, proposals can result in some form of harm, but that harm could be suitably mitigated against. The following proposed policy captures this point, by making it clear when mitigation measures would be suitable and necessary. More specific mitigation measures are also included in other policies, such as Policy 22: Biodiversity and Geodiversity.

This proposed policy is a new one, not currently present in the adopted Minerals and Waste Plan.

### **Policy 21: Mitigation measures**

Where harm is identified, but such harm could not be avoided and/or minimised to an acceptable level, then appropriate mitigation measures will be required.

Any mitigation measures must:

- (a) reduce the impact to an acceptable level; and
- (b) be visually acceptable; and
- (c) have an appropriate maintenance regime agreed; and
- (d) not have an excessive carbon cost, either to implement or to maintain (for example, mechanical ventilation of homes will not be approved as a mitigation measure, except in very exceptional circumstances).

Legal agreements may be required in order to ensure delivery and maintenance of any agreed mitigation measures.

## Biodiversity and Geodiversity

Cambridgeshire and Peterborough have a range of sites recognised for their environmental quality, a number of which have international status. It is considered appropriate to include a comprehensive policy within this Minerals and Waste Local Plan which reflects the authorities proposed approach to biodiversity and geodiversity. This is to, through the development management processes, management agreements and other positive initiatives:

- (a) aid the management, protection, enhancement and creation of priority habitats, including limestone grasslands, woodlands and hedgerows, wet woodlands, rivers and flood meadows;
- (b) promote the creation of an effective, functioning ecological network throughout the plan area, consisting of core sites, buffers, wildlife corridors and stepping stones that link to green infrastructure across the plan area (or potentially in adjoining local authority areas) and to respond to and adapt to climate change;
- (c) safeguard the value of previously developed land where it is of significant importance for biodiversity and/or geodiversity; and
- (d) work with developers and Natural England to identify a strategic approach to great crested newt mitigation, where this is required, on major sites and other areas of key significance for this species.

As such, your views are invited on the proposed approach and the following policy.

## **Policy 22: Biodiversity and Geodiversity**

### **International Sites**

The highest level of protection will be afforded to international sites designated for their nature conservation or geological importance. Proposals having an adverse impact on the integrity of such areas, that cannot be avoided or adequately mitigated to remove any adverse effect, will not be permitted other than in exceptional circumstances. These circumstances will only apply where:

- (a) there are no suitable alternatives; and
- (b) there are imperative reasons of overriding public interest; and
- (c) necessary compensatory provision can be secured.

Development proposals that are likely to have an adverse effect, either alone or in-combination, on European designated sites must satisfy the requirements of the Habitats Regulations, determining site specific impacts and avoiding or mitigating against impacts where identified. Mitigation may involve providing or contributing towards one or more of the following measures:

- (d) Access and visitor management measures within the international site;
- (e) Improvement of existing greenspace and recreational routes;
- (f) Provision of alternative natural greenspace and recreational routes;
- (g) Monitoring of the impacts of new development on international designated sites to inform the necessary mitigation requirements and future refinement of any mitigation measures;
- (h) Other potential mitigation measures to address air pollution impacts e.g. emission reduction measures, on site management measures.

### **National Sites**

Development proposals within or outside a Site of Special Scientific Interest (SSSI), likely to have an adverse effect on a SSSI (either individually or in combination with other developments), will not normally be permitted unless the benefits of the development, at this site, clearly outweigh both the adverse impacts on the features of the site and any adverse impacts on the wider network of SSSIs.

### **Local Sites**

Development likely to have an adverse effect on locally designated sites, their features or their function as part of the ecological network, including County Wildlife Sites, Local Geological Sites and sites supporting Biodiversity Action Plan habitats and species, will only be permitted where the need and benefits of the development clearly outweigh the loss and the coherence of the local ecological network is maintained.

### **Habitats and Species of Principal Importance**

Where adverse impacts are likely on the protection and recovery of priority species and habitats, development will only be permitted where the need for and benefits of the development clearly outweigh these impacts. In such cases, appropriate mitigation or compensatory measures will be required.

### **Biodiversity and Geodiversity in Development**

All development proposals should:

- (i) Conserve and enhance the network of habitats, species and sites (both statutory and non-statutory) of international, national and local importance commensurate with their status and give appropriate weight to their importance;
- (j) Avoid negative impacts on biodiversity and geodiversity;
- (k) Deliver a net gain in biodiversity, proportionate to the scale of development proposed, by creating, restoring and enhancing habitats and enhancing them for the benefit of species;
- (l) Where necessary, protect and enhance the aquatic environment within or adjoining the site, including water quality and habitat. For riverside development, this includes the need to consider options for riverbank naturalisation. In all cases regard should be had to the Cambridgeshire Flood and Water SPD or Peterborough Flood and Water SPD (or their successors).

Minerals and Waste Management proposals must be accompanied by a completed biodiversity checklist (see respective planning authority website for details) and must identify features of value on and adjoining the site and to provide an audit of losses and gains in existing and proposed habitat. Where there is the potential for the presence of protected species and/or habitats, a relevant ecological survey(s) must be undertaken by a suitably qualified ecologist. The development proposals must be informed by the results of both the checklist and survey.

### **Mitigation of Potential Adverse Impacts of Development**

Development should avoid adverse impact on existing biodiversity and geodiversity features as a first principle. Where adverse impacts are unavoidable they must be adequately and proportionately mitigated. If full mitigation cannot be provided, compensation will be required as a last resort where there is no alternative.

## **Heritage Assets**

The Minerals and Waste Planning Authorities recognise that the historic environment plays an important role in the quality of life experienced by local communities and the proposed approach is to protect, conserve and seek opportunities to enhance the local area's rich and diverse heritage assets

and their settings, for the enjoyment of current and future generations.

Nationally designated heritage assets within the plan area include Scheduled Monuments, Listed Buildings, Conservation Areas and Registered Parks and Gardens. The designation of heritage assets has largely focused on more tangible or visible interest, and as such there are many areas of archaeological interest which are of national importance that are not scheduled. Designated sites receive statutory protection under heritage protection legislation. However, others that are considered locally significant (such as ridge and furrow) or, that may not yet be identified (such as in the case of archaeological interests), do not. Such assets may present an important resource in terms of place-making and developing an understanding of our history, which if not addressed early may be lost.

Minerals development, more so than waste, is generally quite an intensive activity in relation to potential impacts on the historic environment due to its extractive nature. However, it is acknowledged that both minerals and waste development have the potential to affect different types of heritage assets and their setting.

For this reason, it is important that adequate information and evidence is available to inform the decision making process, ensuring that the potential impact of the proposal on the historic environment and the significance of heritage assets (including undesignated assets) and their setting is understood. In the case of archaeology, such interests are often not identified until the process of assessment or evaluation has begun. Where there is thought to be a risk of such interests being present a phased approach for assessing the significance of heritage assets involving desk-based assessments and / or field evaluations may be required.

It is considered appropriate to include a comprehensive policy within this Minerals and Waste Local Plan. As such, the following is a proposed policy. This proposed policy is a replacement for adopted policy CS36 Archaeology and the Historic Environment.

### **Policy 23: Heritage Assets**

The Councils recognise: the desirability of sustaining and enhancing the significance of heritage assets; the wider social, cultural, economic and environmental benefits that conservation of the historic environment can bring; the desirability of new development making a positive contribution to local character and distinctiveness; and the opportunities to draw on the contribution made by the historic environment to the character of a place.

As such, all minerals and waste management proposals will be subject to the policy requirements set out in the NPPF.

To assist decision makers, all development proposals that would directly affect any heritage asset and its setting (whether designated or non-designated), will need to be accompanied by a Heritage Statement which, as a minimum, should:

- (a) describe and assess the significance of the asset and/or its setting to determine its architectural, historic, artistic or archaeological interest; and
- (b) identify the impact of the development on the special character of the asset (including any cumulative impacts); and

- (c) provide a clear justification for the works, especially if harm would be caused to the significance of the asset or its setting, so that the harm can be mitigated and weighed against public benefits.

The level of detail in the Statement should be proportionate to the asset's significance and sufficient to understand the potential impact of the proposal on its significance and/or setting.

Where appropriate, and particularly for minerals development proposals, the Statement must also consider the hydrological management of the site and the potential effects that variations in the water table may have on known archaeological remains. This assessment may be required to address an area beyond the planning application boundary.

## Water Resources

This policy is generally a carry over of adopted policy CS39 Water Resources and Water Pollution Prevention. Please note that the Cambridgeshire Flood and Water SPD and Peterborough Flood and Water Management SPD referred in the policy below was not formally adopted by the County Council but rather by each individual district council within Cambridgeshire. The County Council has, however, endorsed its contents.

### **Policy 24: Water Resources**

Minerals and waste management development will only be permitted where it can be demonstrated that there would be no significant adverse impact on:

- (a) the quantity or quality of surface or groundwater resources; and
- (b) the quantity or quality of water abstraction currently enjoyed by abstractors unless acceptable alternative provision is made; and
- (c) the flow of groundwater at or in the vicinity of the site; and
- (d) increased flood risk, both on-site and off-site.

All proposed development will be required to incorporate adequate water pollution control and monitoring measures.

Proposals should also have due regard to the latest policies and guidance in the Cambridgeshire Flood and Water SPD and the Peterborough Flood and Water Management SPD (or their successors).

## Traffic, Highways and Rights of Way

This policy is generally a combination of adopted policies CS32 Traffic and Highways and CS37 Public Rights of Way.

In addition to the policy below, site specific policies found in the site allocations of this plan will, where appropriate, set out any known Traffic, Highways and Rights of Way specific matters that will need to be addressed for that particular site.

#### **Policy 25: Traffic, Highways and Rights of Way**

Mineral and waste management development will only be permitted where:

- (a) it is demonstrated that opportunities for the use of alternative methods of transport have been evaluated and the most appropriate pursued;
- (b) access and the highway network serving the site are suitable or could be made suitable and able to accommodate any increase in traffic and / or the nature of the traffic associated with the development;
- (c) any associated increase in traffic or highway improvements would not cause unacceptable harm to the environment, road safety or residential amenity; and
- (d) binding agreements covering lorry backloading, routing arrangements and Heavy Commercial Vehicle (HCV) signage for mineral and waste traffic are agreed.

#### **Use of HCV Route Network**

Where minerals and/or waste is to be taken on or off a site by the highway network, then all proposals must demonstrate how any identified HCV Route Network is, where reasonable and practical to do so, to be utilised (including robust arrangements to ensure that the use of the HCV Route Network takes place and is enforceable). Any non-allocated minerals and waste management facility which would require significant use of the highway must be well related to the HCV Route Network and put in place robust measures to ensure it is used in an enforceable way.

#### **Public Rights of Way**

Proposals must make provision for the enhancement of the public rights of way network where practicable, with a view to providing new routes and links between existing routes. Priority should be given to meeting the objectives of any Rights of Way Improvement Plans. Where development would adversely affect the permanent use of public rights of way (including temporary diversions) planning permission will only be granted where alternative routes are provided that are of equivalent convenience, quality and interest.

## **Sustainable Use of Soils**

Agricultural land is an important national resource, and together Cambridgeshire and Peterborough have a larger proportion of high quality agricultural land than any other area in England.

This proposed policy is a carry over of adopted policy CS38 Sustainable Use of Soils with only minor rewording.

#### **Policy 26: Sustainable Use of Soils**

Minerals or Waste development which affects best and most versatile agricultural land will only be permitted where it can be shown:

- (a) it incorporates proposals for the sustainable use of soils; and
- (b) the proposed restoration can be shown to positively contribute to the long term conservation of soils; and
- (c) (for non-allocated sites) there is a need for the development and an absence of suitable alternative sites using lower grade land has been demonstrated

## **Aerodrome Safeguarding**

The main hazard arising from mineral and waste development which is located close to airports, aerodromes or their flight paths is bird strike. Whilst it would be impossible for all proposals to demonstrate no increase in hazard to air traffic, the word significant in the policy should be interpreted carefully, and it may mean only a slight potential increase in the hazard would constitute a 'significant' occurrence, due to the consequence of the hazard should it materialise.

This proposed policy is a carry over of policy CS40 Airport Safeguarding in the adopted Core Strategy with only minor rewording.

### **Policy 27: Aerodrome Safeguarding**

Mineral and Waste management development within aerodrome safeguarding areas will only be permitted where it can be clearly demonstrated that the development would not constitute a significant hazard to air traffic. Where it cannot be demonstrated, or where the significance of any hazard is uncertain, the proposal will be refused. The preparation and implementation of an approved Bird Management Plan may be required.

## **Other Developments Requiring Importation of Materials**

Some forms of development might not be primarily minerals and waste management related, but may result in the importation of minerals or inert waste as part of the proposals.

### **Policy 28: Other Developments Requiring Importation of Materials**

Proposals for developments (including golf courses and any other significant outdoor recreation facilities) which require the importation of significant quantities of minerals and/or inert waste, will only be permitted where it can be demonstrated that:

- (a) the proposal does not prejudice the restoration of mineral extraction sites, and
- (b) there is a proven need for the material to be imported; and
- (c) any mineral or waste imported will be used in a sustainable manner; and
- (d) the minimum amount of material is imported, consistent with the purpose of the development.



The determination of planning applications will have regard to the objectives of the mineral and waste spatial strategies in this Plan.

## Part Six: Site Allocations and ‘Call for Sites’

As part of the new Minerals and Waste Local Plan, sites for mineral workings and waste management facilities will be identified on the Policies Map, along with other information, such as safeguarding and consultation areas. At this stage of the plan, however, no site allocations are proposed nor any other changes to the Policies Map.

As part of this Preliminary Plan consultation<sup>4</sup>, the councils are asking landowners, their agents and developers to submit sites for future minerals and / or waste management development. This includes existing allocated sites for which planning permission has not yet been granted. No allocation will be automatically taken forward. All sites submitted should complete a site submission form in full, complete with all of the mandatory supporting information.

The existing Core Strategy made three strategic allocations, two of which relate to the Block Fen / Langwood Fen area, in Cambridgeshire. The Block Fen / Langwood Fen allocations seek to take forward a long term vision which extends to around 2050, i.e. beyond the existing plan period and the plan period of the new Local Plan. The allocations are for the extraction of 24 million tonnes of sand and gravel, and for 14 million m<sup>3</sup> of inert landfill.

These exceptional allocations were made having regard to the unique opportunity of the site to contribute, through mineral extraction and restoration, to the creation of around 480 hectares of lowland wet grassland habitat which will enhance the internationally important (but declining) Ouse Washes. The site, as set out in the adopted Plan, also offers the opportunity for the creation of 10 million m<sup>3</sup> of water storage contributing to the delivery of the Environment Agency’s Cranbrook / Counter Drain Strategy. The allocation is also supported by a supplementary planning document which sets out in more detail how the allocations should be delivered.

However, since the allocations were made progress has been less than anticipated (partly due to the economic downturn); and the question of whether the allocations are deliverable in part, or in their entirety, has been raised. This preliminary consultation gives the councils an opportunity to consider if the strategy in the Block Fen / Langwood Fen area should or can be carried forward in the new Plan. This is a significant issue as it will influence the mineral and waste spatial strategies in the new Plan, and the level of provision which is made elsewhere in the Plan area if the allocations are carried forward.

Your views on whether Block Fen / Langwood Fen allocations should be carried forward, in part or in their entirety, would be most welcome, as well as your views as to whether the policy requirements for those allocations also need amending. Please provide evidence to support your view, if at all possible. However, for the avoidance of doubt, all non-consented allocations will be reviewed, not just these strategic allocations, so your views on any site (including its policy requirements) would be welcome.

Site suggestion forms are located at the end of this document (Appendix 1 for Minerals and Appendix 2 for Waste Management) and should be returned to us no later than **midnight xx June 2018**.

---

<sup>4</sup> this stage satisfies Regulation 18 of the The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended)

## Site Assessment Methodology

In order to facilitate delivery of the identified provision rate (for minerals) and capacity needs (for waste management) the plan is likely to need to identify allocations for mineral extraction and may need to identify allocations or areas of search for development of waste management facilities. Such elements that are to be taken forward through the plan-making process should be based upon a robust and credible assessment of deliverability, the suitability of the land and surrounding environment to accommodate the proposed development, as well as the potential contribution towards sustainable development.

In order to ascertain potential impacts arising from the implementation of minerals and waste development (and subsequently those sites/areas that are appropriate to take forward to facilitate delivery of aggregates or waste management capacity and contribute towards the development of sustainable communities) a more focussed assessment method is needed. The site assessment process plugs into both the plan-making and Sustainability Appraisal (SA) processes as it uses key elements of both of these. The key decision making criteria for the Site Assessment Methodology have been derived from a review of the planning policy context, the plan and SA objectives as well as local considerations. In this manner the site assessment process acts as a decision-making tool for the plan-making process and a direct extension of the SA process.

The purpose of the Site Assessment Methodology is to ensure consistency, maintain transparency and provide a sound basis for site assessment and the selection of the preferred options, or potential allocations and designations. The findings of the site assessment process and SA, coupled with consultation throughout the plan-making process, will assist in identifying sites that are appropriate to take forward as allocations/designations.

A review of the policy context will be undertaken to identify the key criteria used to determine site suitability and potential impacts on the receiving environment (site sensitivity). The SA objectives form the base for the development of the assessment criteria.

The site assessment process is not intended to provide an exhaustive listing of decision-making criteria, or to replace the development assessment process. It is also important to note that the level of assessment should be proportionate with respect to the plan-making process. Rather, it seeks to identify those factors that will enable meaningful comparison of site suitability, sensitivity and potential impacts. The cumulative impact of development on the well-being of the local community will be taken into consideration, including any significant adverse economic, social and environmental impacts.

Three levels of assessment are proposed which will complement the plan making and SA processes, these are detailed below:

- **Level 1** will involve an initial screening of the sites/areas in order to determine compliance with key policy considerations, including submission of all mandatory site information, as well as identifying any 'red flags' that may significantly affect site suitability. All sites put forward through the call for sites, including existing allocations not yet permitted, will be subject to this Level 1 assessment.
- **Level 2** will involve a desktop assessment of the sites/areas against the assessment criteria in order to provide an overview of features, constraints, potential impacts and capacity for

avoidance and/or mitigation measures. Only sites determined to be in general compliance with Level 1 criteria will be subject to Level 2 assessment.

- **Level 3** will involve a detailed assessment of specific constraints/issues, this level of assessments will only be undertaken where significant constraints/issues are highlighted through previous levels of assessment and where such assessment is proportionate and will add value to the process. This will assist in determining if the constraints/issues identified could reasonably be expected to be avoided and/or minimised to acceptable levels.

It should be noted that in assessing broader areas for development of waste management facilities the criteria will be applied at a landscape (broader) level as it may not be practical to assess larger general areas in the same amount of detail as individual sites.

The preferred site allocations or broad areas for development will be put forward for consultation at the Further Draft Local Plan stage early next year. At this time we will also publish a Sites Evidence Report which will detail the full site assessment undertaken and state the full reasons for the proposed inclusion of a site or not.

Further details on the Site Assessment Methodology are set out in the separate 'Site Assessment Proposed Methodology - May 2018' report. Views on the methodology are welcomed, and if appropriate, amendments to it will be made following a reviews of any comments submitted.

## Appendix 1 - Call for Minerals sites

The Cambridgeshire and Peterborough Local Aggregates Assessment (LAA December 2017) identifies a landbank of 15.09 years for sand and gravel and 9.7 years for crushed rock. The base date for the LAA is December 2016.

The plan period for the new Minerals and Waste Local Plan runs to 2036, meaning that at the current 10 year sales average of 2.91mtpa for sand and gravel, the authorities will need to identify reserves of at least 55.29mt. The LAA puts current permitted reserves at 43.92mt. The plan places a requirement to identify deliverable reserves of 11.37mt<sup>5</sup>. The current adopted plan has allocations of 27.8mt which are not yet permitted, however there is no guarantee that these sites will be submitted again or be deliverable.

Permitted reserves of crushed rock are 2.83mt, not even sufficient for the minimum 10 year landbank required by the NPPF. The authorities would need to identify reserves of at least 2.68mt<sup>6</sup> to meet the requirements over the plan period. Policies in this plan will support planning applications should any sites come forward, however it is unlikely that new reserves will be identified and allocated, due to the poor quality of this limited resource.

To ensure that the most suitable and deliverable sites are included in the plan, we are asking interested parties to submit land for mineral extraction, including those sites allocated in the adopted plan but which do not have a planning permission, as it is important that we confirm if there is still industry interest in these sites and that they remain deliverable. For your site to be included we will need the following mandatory information to be submitted using the Form 1 below (please use a separate form for each site).

The NPPF requires MPAs to also safeguard existing, planned and potential sites for:

- (a) concrete batching, the manufacture of other coated materials, other concrete products; and
- (b) the handling, processing and distribution of substitute, recycled and secondary aggregate material.

If you have any such sites (both existing sites which you think you should be safeguarded and candidate new sites) which currently or will make a significant contribution to either category, and which you therefore think should be allocated on the policies map, please let us know.

### Mandatory information

- (a) type of mineral development proposed (extraction / processing) and mineral type;
- (b) start date;
- (c) operation life;
- (d) annual production;
- (e) total yield;

---

<sup>5</sup> This is calculated as follows: 2.91 (10 year annual sales average) x 19 (years in plan period) - 43.92 (permitted reserves)

<sup>6</sup> This is calculated as follows: 0.29 (10 year annual sales average) x 19 (years in plan period) - 2.83 (permitted reserves)

- (f) OS map base showing the site boundary in red and other land ownership boundary in blue;
- (g) geological evidence to support the reserve;
- (h) If the site is an extension to or otherwise related to an existing site;
- (i) highways access points;
- (j) location of processing plant;
- (k) details of phasing;
- (l) environmental mitigation; and
- (m) restoration scheme details.

In addition to the above, it would greatly assist in helping us to select the most suitable sites for allocation if you could provide the additional supporting information:

**Additional supporting information**

- (n) proposed working hours;
- (o) details of lorry movements and routes;
- (p) likely number of employees;
- (q) intended use for reject materials include stone, sand and slit; and
- (r) an estimate of the area of best and most versatile agricultural land before and after development.

## Form 1: Suggested Minerals Site (May 2018)

Contact Details:	
<b>Name:</b> ..... <b>Phone number:</b> ..... <b>Email address:</b> .....	<b>Postal address:</b> ..... ..... .....
<b>Please indicate your relationship to the site?</b> If you are not the landowner please provide information to support deliverability. For example, is there an agreement / lease to use the land, etc?	<input type="checkbox"/> landowner <input type="checkbox"/> agent <input type="checkbox"/> operator <input type="checkbox"/> other
Site Information:	
<b>Site name / location:</b> ..... ..... <b>OS reference:</b> .....	<b>Site address:</b> ..... ..... .....
<b>Type of mineral development proposed:</b> Please also state type of mineral.	<input type="checkbox"/> Extraction..... <input type="checkbox"/> Processing..... <input type="checkbox"/> Other.....
<b>Is the site adjacent to an existing operational or allocated site?</b>	<input type="checkbox"/> Yes (details):..... <input type="checkbox"/> No:
<b>Site operational details:</b> Please provide your best estimate for the information opposite.	<ul style="list-style-type: none"> <li>● Start date:.....</li> <li>● Operational life (y):.....</li> <li>● Annual production (t):.....</li> <li>● Total yield (t):.....</li> </ul>
<b>Has the site previously been submitted in previous plans or as a planning application?</b>	<input type="checkbox"/> Yes (details):..... <input type="checkbox"/> No:
<b>Please include with your site submission the mandatory information listed opposite:</b> Please tick the boxes opposite to indicate that you have attached the requested information for consideration	<input type="checkbox"/> OS map base showing site boundary in red and other land in / or likely to be under applicants control, in blue <input type="checkbox"/> geological evidence to support the reserve <input type="checkbox"/> highways access points <input type="checkbox"/> location of processing plant <input type="checkbox"/> environmental mitigation measures <input type="checkbox"/> restoration scheme details
<b>It would assist us in determining the deliverability of your site if you could also include the additional information listed opposite:</b> Please tick which additional information you have provided	<input type="checkbox"/> proposed working hours <input type="checkbox"/> details of lorry movements and routes <input type="checkbox"/> details of phasing <input type="checkbox"/> likely number of employees <input type="checkbox"/> intended use for reject materials including stone, sand and slit <input type="checkbox"/> estimated area of best and most versatile agricultural land before and after development

## Appendix 2 - Call for Waste Management Sites

The Plan aims to identify a network of suitable waste management facilities to meet net waste arisings in the Plan area up to 2036 and beyond. Many allocated waste sites in the current adopted Plan have not come forward as anticipated. Furthermore, waste management sites have come forward on unallocated land.

At the time of writing, the councils are in the process of producing an up to date Waste Needs Assessment (WNA). This will be published alongside this Preliminary Plan for consultation. We encourage you to refer to and comment on the latest figures in the published WNA and the methodology used to derive them.

To ensure that the most suitable and deliverable waste management sites are included in the plan, we are asking interested parties to submit land for possible waste management sites. This includes current allocated sites which do not yet have planning permission. For your site to be included we will need the following mandatory information to be submitted using the Form 2 below.

### Mandatory Information

- (a) type of waste development proposed (i.e. facility type(s));
- (b) waste types;
- (c) start date;
- (d) operational life;
- (e) throughput for each facility intended to be located on the site;
- (f) input from the Plan area;
- (g) OS map showing site boundary in red and other land ownership boundary in blue;
- (h) location of buildings / processing plant (temporary and permanent);
- (i) highways access points;
- (j) details of phasing;
- (k) environmental mitigation measures; and
- (l) restoration scheme details if appropriate.

In addition to the above, it would greatly assist in helping us to select the most suitable sites for allocation if you could provide the additional supporting information:

### Additional information

- (m) proposed working hours;
- (n) details of lorry movements and routes;
- (o) likely number of employees; and
- (p) an estimate of the area of best and most versatile agricultural land before and after development.

The Waste Needs Assessment will determine what sites if any we will need to allocate for waste management provision.



## Form 2: Suggested Waste Management Site (May 2018)

Contact Details:	
<b>Name:</b> ..... <b>Phone number:</b> ..... <b>Email address:</b> .....	<b>Postal address:</b> ..... ..... .....
<b>Please indicate your relationship to the site?</b> If you are not the landowner please provide information to support deliverability. For example, is there an agreement / lease to use the land, etc?	<input type="checkbox"/> landowner <input type="checkbox"/> agent <input type="checkbox"/> operator <input type="checkbox"/> other
Site Information:	
<b>Site name / location:</b> ..... ..... <b>OS reference:</b> .....	<b>Site address:</b> ..... ..... .....
<b>Type of waste development proposed:</b> Include the type of waste management (e.g. transfer, landfill, AD, etc.) as well as the type of waste proposed to be handled (e.g. non-haz, inert, etc.)	..... ..... ..... .....
<b>Is the site adjacent to an existing operational or allocated site?</b>	<input type="checkbox"/> Yes (details):..... <input type="checkbox"/> No:
<b>Site operational details:</b> Please provide your best estimate for the information opposite.	<ul style="list-style-type: none"> <li>● Start date:.....</li> <li>● Operational life (y):.....</li> <li>● Throughput of site (tpa):.....</li> <li>● Input from Plan area (%):.....</li> </ul>
<b>Has the site previously been submitted in previous plans or as a planning application?</b>	<input type="checkbox"/> Yes (details):..... <input type="checkbox"/> No:
<b>Please include with your site submission the mandatory information listed opposite:</b> Please tick the boxes opposite to indicate that you have attached the requested information for consideration	<input type="checkbox"/> OS map base showing site boundary in red and other land in / likely to be under applicants control, in blue <input type="checkbox"/> location of buildings / processing plant (temporary and permanent) <input type="checkbox"/> highways access points <input type="checkbox"/> environmental mitigation measures <input type="checkbox"/> restoration scheme details if appropriate
<b>It would assist us in determining the deliverability of your site if you could also include the additional information listed opposite:</b> Please tick which additional information you have provided	<input type="checkbox"/> proposed working hours <input type="checkbox"/> details of lorry movements and routes <input type="checkbox"/> likely number of employees <input type="checkbox"/> details of phasing <input type="checkbox"/> estimated area of best and most versatile agricultural land before and after development.

## List of Acronyms

AWP - Aggregate Working Party  
C&I Waste - Commercial & Industrial  
CD&E - Construction, Demolition & Excavation  
DPD - Development Plan Document  
DtC - Duty to Cooperate  
HRC - Household Recycling Centre  
LAA - Local Aggregates Assessment  
LDS - Local Development Scheme  
LLW - Low-level Radioactive Waste  
MAA - Minerals Allocation Area  
MACA - Minerals Allocation Consultation Area  
MCA - Minerals Consultation Area  
MPA - Mineral Planning Authority  
MSA - Minerals Safeguarding Area  
Mtpa - Million tonnes per annum  
MWLP - Minerals and Waste Local Plan  
NPPF - National Planning Policy Framework  
PPG - Planning Practice Guidance  
RECAP - Cambridgeshire and Peterborough Waste Partnership  
SA - Sustainability Appraisal  
SCI - Statement of Community Involvement  
SPD - Supplementary Planning Document  
SSSI - Site of Special Scientific Interest  
TIAA - Transport Infrastructure Allocation Area  
TICA - Transport Infrastructure Consultation Area  
WAA - Waste Allocation Area  
WACA - Waste Allocation Consultation Area  
WNA - Waste Needs Assessment  
WPA - Waste Planning Authority  
WRAA - Water Recycling Allocation Area  
WRC - Water Recycling Centre  
WRCA - Water Recycling Consultation Area  
WTAB - Waste Technical Advisory Body  
WWTW - Waste Water Treatment Works

<b>GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 7
<b>5 MARCH 2018</b>	<b>PUBLIC REPORT</b>

Report of:	Simon Machen, Corporate Director, Growth and Regeneration		
Cabinet Member(s) responsible:	Cabinet Member for Resources		
Contact Officer(s):	Bridget Slade: Rural Estate Manager	Tel. 07920160393	

**PETERBOROUGH RURAL (FARMS) ESTATE ACTION PLAN UPDATE**

R E C O M M E N D A T I O N S	
<b>FROM:</b> Rural Estate Manager	<b>Deadline date:</b> N/A
<p>It is recommended that the Growth, Environment and Resources Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>1. Note the progress that has been made on the Peterborough Farm Estate Action Plan</li> <li>2. Agree to receive an annual update in September</li> <li>3. Note the name change from Farms Estate to Rural Estate</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 This report is to update the Scrutiny Committee on progress to date, following the approval of the Strategy for the Management of the Farms Estate approved by Cabinet in July 2015 (the Agreed Management Strategy).

**2. PURPOSE AND REASON FOR REPORT**

- 2.1 The purpose of this report is provide an update on implementation of the Rural Estate Action Plan 2017/18 and the Rural Estate as a whole.
- 2.2 This report is for the Growth, Environment and Resources Scrutiny Committee to consider under its Terms of Reference No.5. Economic Development and Regeneration including Strategic Housing and Strategic Planning.
- 2.3 This report links to the delivery of sustainable growth through the effective management of the Rural Estate.

**3. TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	N/A
---	-----------	----------------------------------	-----

**4. BACKGROUND AND KEY ISSUES**

**4.1 Background:**

Peterborough City Council owns in the region of 3000 acres of agricultural land, which is let to

twenty two tenants on long-term Agricultural Holdings Act tenancies and short and long term Farm Business Tenancies.

The Estate has previously been known as the Farms Estate, but has been updated to the Rural Estate to reflect the fact it is more than just farms. The Rural Estate offers opportunities for rural businesses, farm diversification, and service provision.

The Estate is retained to provide an investment to the Council in the form of rental income, to provide opportunities for new entrants into farming, and to fulfil specific objectives such as education, environment, and social as well as economic benefit to the people of Peterborough. The Rural Estate Action Plan runs in line with the farming year and the tenancy year, from October to October in each year.

4.2

### **Key Updates:**

**The Peterborough Rural Estate Action Plan 2017-2018, written in accordance with the Strategy for Management of the Peterborough Farms Estate has been updated and précised below:**

#### **Vision:**

The vision for the Estate remains the same; to amalgamate smaller holdings into larger holdings which can be financially sustainable, as well as continuing to provide some smaller holdings for new entrants into Farming.

#### **Rent:**

The rent roll stands at £281,221. There have been no rent reviews for five years due to the rise in commodity prices, the poor gross margins and Brexit. Notices were served on all tenants in October 2017 to be completed by October 2018.

#### **Starter Tenants:**

It was agreed that the holdings of Moores and Pepperlake Farm should be amalgamated and let as one holding to provide new entrants with a more viable opportunity. Instead of two 50 acre holdings there will be one 100 acre holding in line with the Agreed Management Strategy.

The tenant of Flood Farm has surrendered his tenancy, and as a result, two opportunities for new entrants are currently being advertised. The policy to inform the selection process will be road tested this year and amended to provide a robust and auditable tool for future new entrant lettings.

Following recommendations both internally and externally, the initial tenancy length for new entrants will start at ten years, rather than five years.

#### **Investment:**

- The bungalow at Moores Farm has been fully renovated. Further repair works to buildings at Moores Farm are now underway as a result of the recent high winds.
- A program of property inspections have been undertaken across the Estate.
- Lists of outstanding repairs have been drawn up and passed on to Amey.
- A drainage scheme has taken place at Lower Willow Farm, the Council has committed not to let land which is not fit for purpose, i.e, not croppable.

The next Action Plan will have a focus on the repair of tracks and roadways, as a response to feedback form the tenants and general public.

There is an obvious requirement for more suitable agricultural buildings on the Estate which is recognised. This will be considered seriously, with regard to the Strategy and amalgamation of holdings to ensure any new buildings are put in suitable and logical locations. This will be looked into further in subsequent Action Plans as the holdings are amalgamated.

#### **Environment:**

This remains an ongoing priority and will be addressed further in the 2017/2018 Action Plan.

**Education:**

Discussions with a number of education providers have been undertaken and will be ongoing in order to meet this objective.

**Lettings:**

Grays Farm and Hill Farm were both let on 10 year FBTs – marketed in 2016 with tenants taking possession in early 2017. These were let on the open market to existing farm businesses in order to maximise rental income. The holdings have since been inspected and the new tenants have undertaken various boundary clearance and drain cleaning before cropping.

Land at Olympia Farm has been let to a diversified business of game bird rearing on a 10 year FBT.

**Sales:**

The Council has committed to retention of the Estate since 2015, but will look to realise windfall sales disposals of redundant farm buildings and small areas of land where they surplus to agricultural requirement and can provide significant capital receipts.

One surplus house, yard and building will be sold to a sitting tenant this year.

**5. CONSULTATION**

- 5.1 The Action Plan has been written by the Rural Estate Manager following consultation with the Peterborough Farm Tenants Association, individual tenants, the Head of Property, the Corporate Director of Growth and Regeneration, and Councillor Seaton, the Cabinet Member for Resources.

The Action Plan was also circulated to the Tenant Farms Association (national) and the National Farmers Union.

**6. ANTICIPATED OUTCOMES OR IMPACT**

- 6.1 The outcome of the publication and approval of the annual Action Plan will be to inform the tenants and other interested parties of the Peterborough Rural Estate of how the Council is delivering the Agreed Management Strategy in practical terms. All management actions will be justified and clarified. This will assist in the maintaining of a good Landlord/Tenant relationship.

**7. REASON FOR THE RECOMMENDATION**

- 7.1 The recommendation to note the update to the 2016/2017 Action Plan has been based on the service provision, delivery of the agreed Strategy and investment return provided by the Rural Estate.

**8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 NA.

**9. IMPLICATIONS****Financial Implications**

- 9.1 No financial implications beyond the usual Rural Estate revenue and capital budget.

**Legal Implications**

- 9.2 No legal implications.

**Equalities Implications**

- 9.3 By giving all tenants a fair size holding in line with the Approved Strategy we are improving the equality in the Rural Estate.

## **Rural Implications**

9.4 Rural implications as outlined above.

9.5 None.

## **10. BACKGROUND DOCUMENTS**

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

10.1 The Strategy for the Management of the Farms Estate (approved Cabinet in July 2015) [Strategy for the Management of the Farms Estate](#)

## **11. APPENDICES**

11.1 Appendix 1 - The Rural Estate Action Plan 2017 – 2018

**PETERBOROUGH**



**CITY COUNCIL**

# PETERBOROUGH RURAL ESTATE ACTION PLAN 2017-2018



Bridget Slade MRICS Reg Val Rural Estate Manager

NPS PETERBOROUGH

## VISION

- The vision is for the estate to consist of 6 full time holdings of approximately 400 acres each. This would leave some 500 acres, about 1/6 of the current estate, available for new entrants into farming as starter farms and for social uses such as education.
- Farms will be amalgamated over the next few years until the vision is achieved.

## INTRODUCTION

This document aims to outline the process by which the Peterborough City Council Rural Estate (hereafter referred to as The Rural Estate) will be managed on a day to day basis for the year October 2017 to October 2018.

The Action Plan is to be read alongside the Strategy for the Management of the Farms Estate (March 2014), as the one informs the other. The Action Plan is divided into objectives as per the Strategy – these are Financial and Investment, Agricultural, and Social & Environmental.

The Action Plan has been written by the Rural Estate Manager following consultation with the Peterborough Farm Tenants Association, individual tenants, the Head of Property, the Corporate Director of Growth and Regeneration, and Councillor Seaton, the Cabinet member for Resources.

## FINANCIAL and INVESTMENT

### Tracks and Roadways

For the year 2017 – 2018, the focus will be on bringing the many tracks and roadways across the Estate up to scratch. A tender process is currently underway in order to establish best value and quality for crushed brick and planings, and surveying and marking up have been undertaken where there is immediate requirement.

The material for roads and tracks will be provided by the Council, and labour will be provided by the Tenants, as is stated in the Tenancy Agreements. Where tracks are shared by tenants then those tenants should agree between themselves how labour will be undertaken.

Any requests for materials must be made to the Rural Estate Manager, in order for materials to be ordered.

### Repairs

Historically, repairs have been undertaken across the Estate in a reactionary manner. It is hoped that in future, a repair and maintenance programme will be developed which will be more proactive, although it is worth noting that as most of the buildings on the Estate were erected in the 1970s, the repairs required are extensive, and in some instances total replacement will be necessary.

Tenants are reminded that under the terms of their tenancy agreements, it is their duty to report repairs to the Landlord. If an item requires immediate attention, please make



this clear when it is reported. Repairs should be reported directly to the Rural Estate Manager.

### **Capital Projects**

A drainage scheme on Willow Drove has been signed off and works are set to be completed in 2017.

Where holdings are so wet as to be uncroppable, despite the best endeavours of the tenant, the Landlord will – within reason – carry the cost of a drainage scheme in order to invest in the asset of the land, and maintain the income earning potential of that asset.

Where a drainage scheme would merely improve poor yields on land which is capable of holding a crop, then the Landlord will enter into a Finance Agreement with the tenant in order to assist the tenant in maintaining the land.

If there are other capital projects that tenants would like the Landlord to consider, then tenants may submit a business case for consideration. This should outline what the capital project is, the financial and agricultural benefits of the project, and the cost of the project. Capital projects will usually be subject to Finance Agreements if they are approved.

### **Rent**

Rents are currently, for the most part, set at fairly modest levels, and, for the most part, have not been subject to rent review for some time. This has been due to the uncertainty before, during and after the proposed Solar scheme and the Brexit vote.

As the Solar scheme was abortive, and the potential loss of subsidies due to Brexit is not an immediate concern, notices for rent review will be served this year for rent reviews to be undertaken across the board in Autumn next year.

Rents will be set at financially sustainable levels. When letting starter holdings this might result in rents at the lower end of the market levels. Where appropriate, non-financial benefits to the Council, environment and community will be taken into account when assessing acceptable rent levels.

### **Disposals**

The Council has no plans to sell off any farm holdings in 2017/2018, and there is nothing identified in the Strategy.

According to the Strategy, small disposals which maximise revenue for the Council will be considered on the Rural Estate. Some land off Gas Lane, and an area of land off Willow Drove may be sold as garden extensions during 2017. Out-dated farm buildings which are obsolete for the purposes of modern agriculture will be considered if they are no longer required. These will provide a capital receipt for the Council.

The disposal of Fletchers Farm Buildings for residential conversion will be explored further in 2017.

In order to achieve the strategic goal of six full-time holdings (plus some opportunity for new entrants) not all of the current residential units will be required where the Council considers properties to be surplus in respect of the strategic goal tenants might be

offered the opportunity to purchase the freehold of those properties subject to independent valuation.

If there are any farm tenants who wish to purchase the rural residential property that they rent from the Council under their agricultural lease, they may request to do so. This will be considered on a case by case basis as the situation is fluid in relation to how we achieve the six full-time holdings plus new entrants' holdings and that each case will be taken on its particular situation and merits.

## **AGRICULTURAL**

### **New Entrants**

An official policy for New Entrants, the selection process, and a tenant specification are being drawn up at present.

Potential starter tenants will be expected to submit a business plan, financial forecast for the first two years, and a record of experience to the Landlord, who will utilise an appropriate scoring matrix in order to process the submissions and shortlist applicants for interview.

Moore's Farm and Pepperlake Farm will be amalgamated to form one holding with a bungalow and buildings, and will be advertised to let shortly after Christmas 2017. Interviews will take place in the spring, and the successful applicant will have ample time to plan for a start date of October 2017.

### **Lettings**

The Council will aim to let land on longer-term agreements when appropriate. A 10-year term will generally be the minimum length considered when reletting land although each letting will be considered on a case-by-case basis.

Various short term FBTs running from October 2016 to October 2017 will be rolled over for a further year until 2018 to allow tenants proper time to plan ahead for their businesses.

From October 2018 short term FBTs will no longer be utilised, except in exceptional circumstances.

Tenants are reminded that under the terms of their tenancies, they must farm the land themselves, and not use contractors for the majority of the operational farming. Failure to farm the land in accordance with the tenancy agreement may result in a notice to quit.

Although Local Authority Agricultural Holdings Act tenancies are not subject to succession rights, successions have historically occurred on the Rural Estate where a tenant's immediate family member has an interest in farming, relevant experience, and wishes to succeed to the tenancy. In future, direct successions will not take place, but where a tenant's son or daughter wishes to farm alongside their father then joint tenancies will be considered, with appropriate terms and rents. These will be form a new Farm Business Tenancy for both parties, to replace the old Agricultural Holdings Act tenancy. If tenants wish to explore this avenue then they are encouraged to inform their landlord; please get in touch with the Rural Estate Manager at your earliest opportunity.

### **Retirement Tenancies**

In the past, it has been the case that tenants on 1986 Act “Retirement Tenancies” have been able to continue to farm their smallholding beyond retirement age. Whilst there is nothing wrong with this, it has led to less land becoming available and fewer opportunities for new entrants to farming, which contradicts the ethos of a County Farms Estate.

In future, it is intended that tenants who hold “retirement tenancies” will be served a Notice to Quit under case A and offered alternative housing when they reach their State retirement age, in order to free up more land for holding amalgamations and new entrants, as per the Strategy.

If you are affected by this or would like to discuss your options please do not hesitate to contact the Rural Estate Manager.

## **Amalgamations**

According to the strategy the future of the Rural Estate involves amalgamations of holdings to form larger more financially viable blocks of roughly 400 acres each, as well as at least two starter holdings. These amalgamations will take place as land becomes vacant.

Whilst this continues to be the vision for the Estate, we will continue to work towards this goal, and it will remain part of the agreed strategy.

## **SOCIAL & ENVIRONMENTAL**

### **Social - Education**

The rural estate has a potential educational value and the Council is in discussion with a number of education providers for use of part of the estate for educational purposes. In the past, Fletchers Farm was considered for educational purposes, but we are now looking elsewhere on the Estate. The use of the Estate for service provision is of great importance to the Council, and tenants’ co-operation with the Council in order to find areas which are perhaps less suited to commercial agricultural operations for education provision is appreciated.

Tenants are encouraged to take part in L.E.A.F’s Open Farm Sunday Initiative in order to promote a greater understanding to the community of how food is produced. Several tenants were present at Park Farm Thorney for Open Farm Sunday 2017, and it is accepted that as Park Farm is set up for public demonstrations and has such a high number of visitors for this event, it would be unfeasible for Council farm tenants to run their own events on this day. I would like to encourage more tenants to show their support for this initiative, either by volunteering on the day, or by attending in a visitor capacity to show support.

We will also be exploring the option of having a Peterborough Rural Estate stand, to showcase who we are and what we do to the local community for Open Farm Sunday 2018.

### **Social – General**

Tenants have suffered in the last couple of years with a rise in rural crime, particularly hare coursing. Tenants have worked together, and worked with the police in order to contain this issue and prevent it from becoming more serious. Tenants are to be commended for this common sense approach, and it is hoped that the efforts will continue and the hare coursers will get the message the Peterborough Rural Estate does not welcome this type of illegal activity.

## Environmental

Tenants' businesses need to be financially as well as environmentally sustainable. As advised by the RSPB in 2010, habitat schemes should generally be directed towards low quality land. The farms estate's priority shall be food production but there is scope for improving wildlife habitat as well as landscape without compromising the agricultural output of the estate.

The estate at Newborough is likely to remain a largely agricultural fenland landscape for the foreseeable future.

Although the Farms Estate encourages environmentally sustainable farming, the onus will be on the tenant to apply for mid and higher tier Countryside Stewardship schemes and to comply with cross compliance, and the Council will accept no liability arising from a tenant's failure to adhere to his or her agreement.

Soil testing is a good way of monitoring farming practice across the Estate, the farms are only as good as their soil, and this must be farmed sustainably and kept healthy for future generations. Four yearly soil testing as part of Farm Assurance schemes is standard on most farms, and tenants are encouraged to share this information with the Landlord for monitoring purposes – some tenants already do this.

Wildlife is in abundance across the Estate; The owl box at Lodge Farm Thorney has had another successful year. Barn owls have been spotted in several fields. Lapwings have been in abundance, particularly in the west of the Estate. A tenant on one holding has reported seeing: Fallow, Muntjac, kingfishers, lesser spotted woodpeckers, buzzards, red kite, skylarks, corn buntings, barn owls and kestrels.

Tenants are encouraged to report wildlife sightings in order to inform our records and show what an environmentally diverse place the Rural Estate is.

<b>2017/18 Summary of Actions – PROVISIONAL ONLY</b>	
<b>Finance and Investment</b>	Repairs and replacements of tracks and roadways across whole estate. Further capital projects to be informed by tenant's agricultural/business requirements.
<b>Lettings</b>	Moores/Pepperlake Farm to be let as one holding to a new entrant, advertised in January 2018 – October start date.
<b>Rents</b>	Rent reviews to be undertaken in 2018. Notices served October 2017.
<b>Disposals</b>	Land at Gas Lane Land at Willow Drove Fletchers Farm Buildings
<b>Social &amp; Environmental</b>	Focus on education, sites to be found on the Estate for various educational uses, timeline Sept 2018.

*If you wish to discuss anything in this Action Plan, please contact the Rural Estate Manager:*

*Bridget Slade*

[Bridget.Slade@nps.co.uk](mailto:Bridget.Slade@nps.co.uk)

07920 160393

NPS Group  
Manor Drive House  
Manor Drive  
Peterborough  
PE4 7AJ

This page is intentionally left blank

<b>GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 8
<b>5 MARCH 2018</b>	<b>PUBLIC REPORT</b>

Report of:	Simon Machen, Corporate Director for Growth and Regeneration	
Cabinet Member(s) responsible:	Councillor David Seaton, Cabinet Member for Resources Councillor Peter Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development	
Contact Officer(s):	Jane McDaid, Head of Property	Tel. 07920 895 970

**PETERBOROUGH CITY COUNCIL INVESTMENT ACQUISITION STRATEGY AND ASSET MANAGEMENT PLAN**

<b>R E C O M M E N D A T I O N S</b>	
<b>FROM:</b> Simon Machen, Corporate Director for Growth and Regeneration	<b>Deadline date:</b> N/A
<p>This Growth, Environment and Resources Scrutiny Committee is asked to:</p> <ol style="list-style-type: none"> <li>Note and comment on the Asset Management Plan at Appendix 1 and the Investment Acquisition Strategy at Appendix 2.</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 This report is submitted to the Growth, Environment And Resources Scrutiny Committee following a request from the Committee.

**2. PURPOSE AND REASON FOR REPORT**

2.1 This report is submitted to the Committee following a review of the Council's Investment Acquisition Strategy and Asset Management Plan. The purpose of this report is for the Committee to note and comment on the Asset Management Plan at Appendix 1 and the Investment Acquisition Strategy at Appendix 2.

2.2 This report is for the Growth, Environment and Resources Scrutiny Committee to consider under its Terms of Reference Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 2.1, Functions Determined by Council:

Economic Development and Regeneration including Strategic Housing and Strategic Planning.

**3. TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	<b>N/A</b>
---	-----------	----------------------------------	------------

**4. BACKGROUND AND KEY ISSUES**

### Asset Management Plan

The Council has an Asset Management Plan (AMP) which forms part of the Financial Strategy under the Medium Term Financial Strategy. The AMP identifies the key strategic policy and resource influences affecting the Council and in response to these sets a broad direction for asset management over the medium term enabling its property portfolio and associated professional support to be optimised to meet identified needs. It facilitates rational property decision making based on Council priorities. The plan has a 5-year horizon with annual reporting on progress, plus revisions or updates according to changes in local or national circumstances. The AMP is restricted to consideration of property assets that the Council owns or uses (excluding residential and school properties) and sets a programme of action over the medium term. It is a practical tool which helps to define, implement and measure how the Council:

- Integrates decision making on property assets with wider Council processes
- Makes its investment decisions
- Enhances the financial value from its property holdings
- Maintains and improves its assets
- Increases the cost effectiveness of its portfolio
- Ensures the property portfolio is 'fit for purpose'
- Promotes innovation and development in asset management
- Supports the Council's aspirations as an environmental city
- Listens and responds to property users evolving needs

A copy of the AMP is attached at Appendix 1

### New Investment Acquisition Strategy

The Council already has an acquisition strategy, but this needs to be refined to meet the current aspiration of the Council to acquire investment properties for the purpose of securing revenue from these investments. Property Consultants, GVA, have been commissioned to write this strategy and their detailed report is included at Appendix 2

The new strategy will advise on and reflect the Council's investment criteria, which are briefly:

Element	Description
<b>Investible Funding</b>	£70 million
<b>Investment Period</b>	To 31 April 2021
<b>Investment Geography</b>	Assets located in areas capable of being effectively managed by Peterborough City Council.
<b>Objectives</b>	To acquire and manage a portfolio of investments capable of providing income returns to support the Council's strategic objectives
<b>Investment approach</b>	Assets acquired and directly held by the Council. Investment through third parties only by exception.
<b>Investment Selection</b>	Acquisitions selected on the basis of: location, tenant covenant, occupier lease length, rental growth potential, building condition.
<b>Investment diversification</b>	Single investments capped at a maximum of 25% of the overall investment committed to the programme. By exception, cap increased to 30% for high scoring acquisitions.
<b>Expected Portfolio Return</b>	5% p.a. net income return on cost (including borrowing costs).
<b>Risk Profile</b>	When fully invested, the risk profile of the portfolio is intended to be <b>MODERATE</b> .
<b>Frequency of Investment Strategy Review</b>	Within the annual Growth and Regeneration Property update.



## **5. CONSULTATION**

- 5.1 Consultation has been undertaken internally through a series of meetings with the relevant Heads of Service and GVA in the development of the strategy. Scrutiny Committee is the final consultation before the report is presented to Cabinet.

## **6. ANTICIPATED OUTCOMES OR IMPACT**

- 6.1 The Recommendations of this report are to review the contents of this report and the appended Asset Management Plan and Investment Acquisition Strategy.

## **7. REASON FOR THE RECOMMENDATION**

- 7.1 N/A

## **8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 N/A.

## **9. IMPLICATIONS**

### **Financial Implications**

- 9.1 N/A

### **Legal Implications**

- 9.2 N/A

### **Equalities Implications**

- 9.3 There are no Equalities Implications

### **Rural Implications**

- 9.4 There are no Rural Implication

## **10. BACKGROUND DOCUMENTS**

- 10.1 Peterborough City Council Medium Term Financial Strategy

## **11. APPENDICES**

- 11.1 1. Asset Management Plan.  
2. Peterborough City Council Investment Acquisition Strategy

This page is intentionally left blank

# Peterborough City Council

## Asset Management Plan

February 2018



# ASSET MANAGEMENT PLAN

## Contents

		<b>Page</b>
	<b>Foreword</b>	<b>1</b>
	<b>Executive Summary</b>	<b>2</b>
<b>1</b>	<b>Introduction</b>	<b>3</b>
1.1	Purpose & Scope of AMP	3
1.2	Overview of the Portfolio	3
1.3	Links to Other Plans	4
<b>2.0</b>	<b>Strategic Context &amp; Direction</b>	<b>4</b>
2.1	Influences for Change	4
2.2	Council & Service Priorities	6
2.3	Service Strategies & Partnerships	8
2.4	Resource Context	8
2.5	Challenges in the Portfolio	8
2.6	Strategic Direction	10
2.7	Key Themes	11
2.8	Making it Happen – A Framework for Action	12
<b>3.0</b>	<b>Asset Management Policy &amp; Practice</b>	<b>16</b>
3.1	Organisational Arrangements	16
3.2	Governance & Decision Making	17
3.3	Consistency with ‘Best Practice’	17
3.4	Supporting Policies & Procedures	17
<b>4.0</b>	<b>The Property Portfolio</b>	<b>18</b>
4.1	Summary Dimensions of the Portfolio	18
4.2	Tenure & Use	18
4.3	Condition & Fitness for Purpose	18
4.4	Value, Cost & Income	19
4.5	Sustainability & Energy	19
4.6	Statutory Compliance	20
<b>5.0</b>	<b>Performance &amp; Monitoring</b>	<b>20</b>
5.1	Key Achievements	20
5.2	Measurement of Portfolio Performance	21
5.3	Review Arrangements	22
	<b>Appendices</b>	
A	Service Strategies & Portfolio Implications	23
B	Consistency with ‘Best Practice’	26
C	Asset Management Policies & Procedures	27
D	Summary of Property Portfolio	28

# ASSET MANAGEMENT PLAN

## Foreword

Local government is re-inventing itself with the whole process of democracy, accountability and service delivery changing. Central to this transformation is the concept of sustainable communities – communities which are vibrant and self-sustaining places in which to live and work. Physical infrastructure, such as buildings are important in creating a sense of place and the property assets which the council owns must make a contribution to creating sustainable communities within Peterborough. This presents the Council with the challenge of critically examining our asset base to ensure that it is optimised in terms of our aspirations, resource efficiency and the contribution it makes to supporting community needs and the Council’s budget.

Property is a key resource of the Council. It has value; costs money to use and maintain, and is a critical component in supporting service delivery. The Council has a vision to improve the economic, environmental and social wellbeing for our communities. To realise this vision we must radically alter our approach to the management of our property portfolio; so that we use it as a catalyst for service improvement and regeneration whilst also ensuring value for money in terms of scarce financial resources. Increasingly we must also exploit the latent value of land and property so that its contribution in supporting the Council’s revenue budget can be maximised. This means treating property as an investment opportunity as well as simply a place through which to provide services; and this in turn will require a more commercial approach to acquiring property assets that can generate revenue.

“This document describes the Council’s asset management policy and practice. It builds upon previous Corporate Asset Management Plans. It is a ‘live’ document subject to review and it is intended to raise awareness of property matters and to seek wide engagement throughout and beyond the Council. It articulates our broad direction to managing our property assets over the medium term and beyond.”

Cllr. Seaton

Cabinet Member for Resources

## Executive Summary

---

Nationally the operating context for public services is changing. These changes are driven by factors such as demographics, rising public expectations and in particular financial pressures. This changing context is promoting a transformation in how public services are provided and also changing the funding basis of these services. Locally Peterborough is a rapidly growing city with the pressure this imposes in terms of housing, infrastructure, employment opportunities and Council services.

The Council has a vision for a bigger and better Peterborough that grows in the right way - improving quality of life for all its communities and creating a sustainable and thriving sub-regional centre as an exciting place to live, work and visit; and which is the environmental capital of the UK. To realise this vision, management of the Council's property must change with a revised direction for asset management focussed *on using property to support growth, inward investment and financial security*. Whereas in the past portfolio changes have been incremental in the future the pace of change needs to accelerate with a need for more radical changes in the size, nature and distribution of the portfolio. The critical elements in this are:-

- Segmentation of the portfolio; so that operational, investment and growth assets are clearly identified and their specific management objectives recognised.
- Providing organisational capacity with adequate resources directed to asset management and day to day management of the portfolios.

In practice this means directing investment towards assets that can generate an improved rental yield or support growth and regeneration with use of capital to support acquisitions to the portfolio. It also means lowering the costs of operational buildings through release of poorly performing assets, rationalisation and targeting discretionary elements of property spend. It means supporting provision of seamless, integrated access to public services through commissioning joint working with partner agencies to create multi-agency facilities where opportunities allow.

The most significant change required is to embrace a more innovative approach to the management of property assets with a strong delivery capability to secure change in a short time. Working with its strategic partners this will allow the Council to enhance its investment and growth portfolios whilst improving the utilisation and cost of the core assets retained in its operational portfolio. This allows asset management to optimise its contribution to the revenue budget and meet the Council's growth and regeneration priorities.

## 1 Introduction

---

### 1.1 Purpose & Scope of AMP

Property is a key resource of the Council. It has value, costs money to use and maintain, and is critical in supporting service delivery. The Council has a vision for a bigger and better Peterborough that grows in the right way - improving quality of life for all its people and communities and creating a sustainable and thriving sub-regional centre which is an exciting place to live, work and visit; and which is the environmental capital of the UK. To realise this vision, the Council's property must be managed to support growth, inward investment and the Council's financial security.

This Asset Management Plan (AMP) identifies the key strategic policy and resource influences affecting the Council and in response to these sets a broad direction for asset management over the medium term enabling its property portfolio and associated professional support to be optimised to meet identified needs. It facilitates rational property decision making based on Council priorities. The plan has a 5-year horizon with annual reporting on progress, plus revisions or updates according to changes in local or national circumstances. The AMP is restricted to consideration of property assets that the Council owns or uses (excluding residential and school properties) and sets a programme of action over the medium term. It is a practical tool which helps to define, implement and measure how the Council:

- Integrates decision making on property assets with wider Council processes
- Makes its investment decisions
- Enhances the financial value from its property holdings
- Maintains and improves its assets
- Increases the cost effectiveness of its portfolio
- Ensures the property portfolio is 'fit for purpose'
- Promotes innovation and development in asset management
- Supports the Council's aspirations as an environmental city
- Listens and responds to property users evolving needs

### 1.2 Overview of the Portfolio

The Council owns a large and diverse property portfolio. These properties are held;

- in support of direct service provision (the operational portfolio),
- primarily to generate income for the Council (the investment portfolio),
- As strategic development sites to support growth and regeneration (the growth portfolio).

More information about these are amplified through Section 4.

## ASSET MANAGEMENT PLAN

### 1.3 Links to Other Plans

The AMP does not exist in isolation but is set against wider corporate and service strategies. The AMP itself is amplified through a range of supporting policies.

## 2 Strategic Context & Direction

---

### 2.1 Influences for Change

There are a range of influences that are driving change in the city and to which the Council must respond through its portfolio management. These can be recognised nationally and regionally and also locally through the Council's own policies.

#### National

In the medium term the national context is shaped by significant national debt which needs to be reduced. This means an era of public spending constraint and a drive for efficiency savings to encourage better use of limited financial resources. This emphasis on efficiency allied with rising public expectations of Council services implies a need for public service transformation and a focus on exploring new ways of delivering services. An implicit assumption through public spending reviews is that property will contribute to efficiency savings through capital receipts from disposals or reduced running costs. There is also a policy drive to promote sustainable communities with an aspiration to create vibrant areas, which are attractive places, to live, work and play. Part of this is concerned with encouraging community participation and place shaping with the Council and community collectively articulating a new vision for the character of the area.

Government's localism agenda has a policy drive around decentralisation – moving resources and decision making towards individuals, communities and councils. Voluntary groups, social enterprises, Parish Councils and others now have a 'community right to challenge' local authorities over their services and in future could compete to provide services. New rights mean communities can ask Councils to list certain assets as being of value to the community. If a listed asset comes up for sale communities have the right to bid to buy it. There is also the potential under Community Asset Transfer (CAT) for the transfer of the management and/or ownership of council land and buildings to a community organisation at less than market value to achieve a local social, economic or environmental benefit.



## ASSET MANAGEMENT PLAN

There is a strong drive for partnership working. At a national level this is seen as both a policy and resource imperative exemplified through the One Public Estate initiative which is focussed on managing collective public property assets in an area as a single portfolio. The aims of the one public estate initiative are to generate receipts, reduce running costs and liabilities; promote growth; support housing development and encourage more optimal use of assets through co-location and sharing arrangements.

### Regional

Under Government's devolution agenda for a Cambridgeshire & Peterborough Combined Authority has been created. The Combined Authority has a directly elected Mayor and new powers and funding including: funding for new homes; for infrastructure (such as roads and rail) plus more discretion on how services are provided. The Combined Authority also encourages public sector reform. The Council is part of the Local Enterprise Partnership that covers Greater Cambridgeshire and Greater Peterborough. The LEP's role is to provide a broad vision for the area which is facing significant growth in population, to explore ways of funding infrastructure and to encourage the development of local skills.

### Local

From 2002 to 2012 the city's population rose by 27,600 to 186,400 at an annual rate of increase of 1.62% which makes the city one of the fastest growing in the UK. Whilst the number of migrants has contributed to this growth the city also enjoys one of the highest birth rates and lowest death rates in the country. This population growth is projected to continue with an estimate of 192,400 by 2021. This growth requires investment in infrastructure, particularly housing and also imposes demands on services such as schools, social care and health. The population growth in the city to a degree reflects growth in the wider sub-region including Cambridgeshire supported in part by its proximity to London with good transport links.

## 2.2 Council & Service Priorities

The Council recognises that in meeting its aspirations for the community it serves it too has to change. These changes need to improve value for money in services, support growth and promote prosperity across the city. The Council's vision is to create a bigger and better Peterborough that grows the right way, and through truly sustainable development and growth:

## ASSET MANAGEMENT PLAN

- Improves the quality of life of all its people and communities, and ensures that all communities benefit from growth and the opportunities it brings
- Creates a truly sustainable Peterborough, the urban centre of a thriving sub-regional community of villages and market towns, a healthy, safe and exciting place to live, work and visit, famous as the environment capital of the UK.

The key priorities underpinning this vision are:

- Growth, regeneration and economic development of the city to bring new investment and jobs. Supporting people into work and off benefits is vital to the city's economy and the wellbeing of the people concerned.
- Improving educational attainment and skills for all children and young people, allowing them to seize the opportunities offered by new jobs and our university provision, thereby keeping their talent and skills in the city.
- Safeguarding vulnerable children and adults.
- Pursuing the Environment Capital agenda to position Peterborough as a leading city in environmental matters, including reducing the city's carbon footprint.
- Supporting Peterborough's culture and leisure trust, Vivacity, to continue to deliver arts and culture.
- Keeping our communities safe, cohesive and healthy.
- Achieve the best health and wellbeing for the city.

There are a range of corporate strategies to which the Council's property portfolio must respond in terms of its size, nature and management. The most significant of these are highlighted briefly below.

- ***People & Communities Strategy*** – The Council will develop new models of service delivery in response to the pressures of a growing city but working within constrained financial resources. In the future the focus will be through targeting services rather than universal support using a commissioning model. There will be a need to re-think service delivery with fewer services provided directly by the Council, increasing 'shared services' with partner agencies and more use of community and voluntary bodies to assist with services. Whilst

## ASSET MANAGEMENT PLAN

the Council will retain a role for regulating and ensuring service standards it in the future is likely to be smaller with less directly employed staff.

- **UK's Environmental Capital** – The Council has a vision to be a sustainable city. Its aspirations are encapsulated in '*Creating the UK's Environmental Capital: Action Plan*'. This sets targets around 10 themes which include: zero carbon energy; sustainable water; land use & wild life; sustainable materials; sustainable local food; waste; transport and heritage. All these will impact to a degree on how the Council manages and uses its property portfolio.
- **Customer Service Strategy** – The council is undergoing a programme of transformation to provide clients greater choice over how they engage with the Council. This will involve improved on-line access through a remodelled web site, access by e-mail or social media and access via 'My Peterborough App'. Whilst there will be a focus on digital access the Council will retain the ability for customers to access the Council by phone or in person through face to face contact. At the heart of this transformation are high service standards with contact provided in the right way, by the right people at the right time.

In response to the challenges identified in above the Council is undertaking a process of transformation. This is focused on better use of scarce resources; re-positioning the Council as a 'commissioner' rather than direct provider of services; streamlining internal processes; working with partner organisations and ensuring responsiveness to client needs. This will provide a blueprint for a leaner Council, with less directly employed staff, use of technology to support self-service and agile working.

### 2.3 Service Strategies & Partnerships

There are a range of existing service strategies and partnerships which directly affect properties to which the AMP will need to respond. These are shown in appendix A.

### 2.4 Resource Context

The Council's budget is set within a national context of continuing uncertainty over public finances. Local government is facing significant funding cuts and the way local authorities are funded will also change. For the Council this means it is facing a rising demand for services whilst at the same time severe reductions in its funding. The Council's priorities continue to be focussed on driving growth and regeneration;

## ASSET MANAGEMENT PLAN

improving educational attainment; safeguarding vulnerable children and adults; implementing the Environmental Capital agenda; supporting the city's culture and achieving health and well-being for the city.

The Council faces a significant funding gap and to respond to this the will need to pursue efficiency savings; explore new forms of service delivery to reduce costs and generate income by operating more commercially. Whilst savings targets for property have yet to be defined there is an expectation of reducing its costs of ownership; and growing income from the investment portfolio. There is also expectation of capital receipts from property disposals, which can be used to support the revenue budget. The Council has capital available and will consider borrowing to acquire properties subject to a robust business case on an asset by asset basis. Within the operational portfolio there will be a need to bear down on costs through better utilisation, asset sharing and a reduction of discretionary costs such as energy.

### 2.5 Challenges in the Portfolio

A number of issues have been identified which need to be addressed to ensure the effective management of the portfolio as they represent risk to the Council in achieving its objectives

- Ageing Portfolio – The operational portfolio is ageing and thus has increasing maintenance and repair needs as well as being not fully 'fit for purpose'. This is a potential liability for the Council and a drain on scarce capital and revenue resources. There is a need to identify and if appropriate dispose of assets with high maintenance costs. Often buildings have a physical life that exceeds their functional life and it becomes increasingly problematic to accommodate service needs in an ageing, inappropriate building stock. As the Council adopts a more 'commissioning' model for services there will be a need to review the portfolio to optimise its utilisation, reduce costs but also seek to support shared use and provide the flexibility that services will need for the future.
- Portfolio balance – Within the investment portfolio there is a need to ensure balance between different assets types (industrial, offices & retail etc.) in order to create a balanced risk profile for the security of financial returns. There is also a need to ensure there is no ambiguity between social or economic purposes for holding these assets; with a presumption that assets within the investment portfolio are only held to optimise financial returns.

## ASSET MANAGEMENT PLAN

- ‘Portfolio Intelligence’ – Whilst the Council has robust data at an individual property level through its Technology Forge database the resource capacity to draw this together to provide strategic oversight of the portfolio is constrained. A lack of ‘portfolio intelligence’ means that strategic opportunities within the portfolio may be currently overlooked.
- Profile of Asset Management – There is a need to assert a corporate, strategic role for asset management both to counteract any perception of service ‘ownership’ of assets and to respond to challenges articulated through this AMP. A clear role for asset management is key to delivery of the actions identified in this AMP; and it will be important to provide clarity of roles of the Council’s client function and its strategic partner, NPS Peterborough Ltd.
- Planned Preventative Maintenance – the Council has a good level of information about the condition of the portfolio, and when totalled, the liability is large. However, a more strategic approach to the actual useful life of individual buildings relating to the actual market value and active liaison about the future requirements of service users or the property place within the growth or investment market will see this liability diminish.
- Change – individual properties will move between the three portfolios at different times as their primary purpose changes. For example, Sand Martin House at Fletton Quays will become an operational building whilst Bayard Place will become an Investment building. Such changes in property categorisation are a direct result of active asset management with the changes implying a different management focus and resources as properties are re-classified.

### 2.6 Strategic Direction

The planning context outlined above implies a revised direction for asset management focussed on *using property to support growth, inward investment and financial security*. In the future asset management needs to:

- Promote greater segmentation of the portfolio. The portfolio is not a homogenous set of assets but a series of portfolios each of which are held for a specific need, with specific objectives requiring a specific management focus and a specific set of skills and expertise. The portfolio needs to be segmented to reflect:

## ASSET MANAGEMENT PLAN

Asset Type	Management Objectives		
<b>Operational</b> – held primarily to support the delivery of council services	Functional suitability	Running cost	condition
<b>Investment</b> – held solely for generating rental income or capital growth	Rate of return	Value	Occupancy rates
<b>Growth</b> – held by the Council to facilitate growth or as a strategic regeneration site.	Planning approval	Development potential	Opportunity cost

- Direct investment towards assets which can generate an improved rental yield for the Council or support strategic developments with the use of ‘ring fenced’ capital to support acquisitions to the Council’s investment and growth portfolios.
- Adopt a robust approach to allocation of scarce capital with investment in planned maintenance directed to supporting Council priorities and to assets which are considered ‘core’ assets which will be retained over the long term.
- Lower the operating costs of property through release of unwanted or poorly performing assets; rationalisation of the operational portfolio and targeting discretionary elements of property spend, such as energy, to lower overall costs.
- Support provision of integrated access to public services through joint working with partners to create multi-agency service facilities where opportunities allow.
- Identify and exploit the latent value of the estate with emphasis on where sites can be more intensively used or where opportunities to generate income / value from alternative uses (commercial and residential) can be realised.
- Minimise future liabilities of the Council by reducing the maintenance backlog of the portfolio or lowering its overall carbon footprint by releasing buildings which are poorly performing in terms of CO<sub>2</sub> emissions or maintenance unless they are service critical; and retro-fitting retained buildings to improve their sustainability.

The nature of the financial pressures facing the Council means that the changes to the portfolio will need to be implemented over a relatively short timescale. This approach will require strong corporate direction in order to drive out potential savings and may also require a greater appetite for risk and reward through strategic investment to enhance the value of the portfolio. Over time this will support a change in the size and nature of the portfolio to one where there is a greater degree of segmentation

## ASSET MANAGEMENT PLAN

between the operational, investment and growth portfolios and with each having specific management objectives and focus. It will also require the Council to improve its overall delivery capacity (working through its partners) to adopt a more commercial approach to its portfolio management.

### 2.7 Key Themes

This future direction for asset management based on *using property to support growth, inward investment and financial security* is underpinned by four broad themes around which future action and resources need to be coordinated. These themes are briefly amplified below:-

- **Enhancing Portfolio Value** – There is an imperative for the Council to improve its rental yield from property to support the revenue budget. This will require acquisitions to grow the investment portfolio in order to generate a reliable and increasing income stream. An acquisitions strategy setting out criteria for acquiring and reviewing investment assets with access to the ‘invest to save’ budget will be required to support growth of the portfolio. This strategy can also support the acquisition of sites for strategic developments including housing. The Council has already created a joint venture to develop housing sites. For operational property there will be a requirement for action to reduce costs and lower maintenance liabilities.
- **Partnership Working** – Increasingly the Council will seek to work with partners to realise its strategic objectives. This includes both public and private sector partners. As part of its transformation programme the Council will need to review its assets base to promote integrated public services through shared asset use. This is a resource and policy imperative to reduce costs and create modern facilities able to support multiples uses and agencies. Similarly there will be a need to secure expertise from the private sector partners, such as that secure through the Peterborough Investment Partnership, to develop strategic growth and regeneration sites and to assist in service delivery.
- **‘Greening’ the Portfolio** – With the Council’s aspiration to be the UK’s environmental capital it will be important where practicable and affordable to take measures to ‘green the portfolio’. New buildings should be developed to highest sustainability standards available within appropriate budgets using locally sourced material with low embodied energy, maximum recycled content and low maintenance needs. It is recognised that progress on this aspiration will be constrained by resources but practical measures should be taken where

## ASSET MANAGEMENT PLAN

financially viable. Where possible existing buildings should be optimised in terms of utilisation and retro-fitted to promote improved sustainability.

- ***Developing Delivery Capability*** – The nature and pace of change implied through the context and response above also requires change to the governance, processes, capacity and culture of the Council and its partners. The most significant change is a need to embrace more innovative and commercial approaches capable of delivering radical change in a short time. A re-balancing of priorities towards active growth and management of the investment portfolio will be required. There is a need to move towards a more systematic and planned consideration of services space needs rather than the current approach of responding to needs in a reactive short term way.

### 2.8 Making it Happen - A Framework for Action

Looking forward there are a number of actions required to respond to the challenges identified above. An action plan is included below. The resource implications and timing of these actions are not identified in any detail. Given the Council's resource constraints it will need to determine the relative priority of each action, the risk of not undertaking it and potential scale of benefits which will be delivered. The identified actions are in addition to existing day to day asset management activities.



## ASSET MANAGEMENT PLAN

Diagram 1 – Summary of Key Actions

KEY ACTIONS <i>Actions identified are strategic initiatives only &amp; are in addition to the normal day to day activities (S) – Short term – with 12 months (M) – Medium Term – 1 to 3 years</i>	KEY THEMES			
	Enhancing Portfolio Value	Partnership Working	‘Greening’ the Portfolio	Developing Delivery Capability
<b>Initial Portfolio Actions</b>				
Segmentation of portfolio into Operational, Investment & Growth portfolios	(S)	●		
Establish a Service Asset Management Forum at Director/Head of Service level	(S)	●		●
Develop and approve an Acquisitions Strategy	(S)	●		
Clarify roles within ‘intelligent client’ and NPS Peterborough	(S)	●	●	●
Complete the H&S organisational responsibilities flow and implement	(M)	●	●	●
Review EPC and DEC requirements in light of forthcoming changes in legislation	(M)		●	
Review Rating services and costs internally and externally across portfolio to reduce costs	(M)	●		●
Assess the leased in Portfolio for possible savings	(M)	●		
Review fire insurance valuations on a rolling programme to ensure costs & risks are managed	(M)	●		
<b>Operational Portfolio</b>				
Implement office rationalisation (Fletton Quays)	(M)	●	●	●
Review to categorise for retention against suitability, maintenance costs, potential for shared use	(M)	●	●	
Develop planned maintenance strategy for ‘core’ retained assets	(M)	●	●	
Ensure current occupiers directorate are included on Technology Forge and review regularly	(M)	●		●
Where assets are not ‘fit for purpose’ - actively look to reuse or replace with new acquisitions	(M)	●	●	
Finalise the Community Asset Transfer strategy on remaining community buildings where possible	(M)	●	●	

129

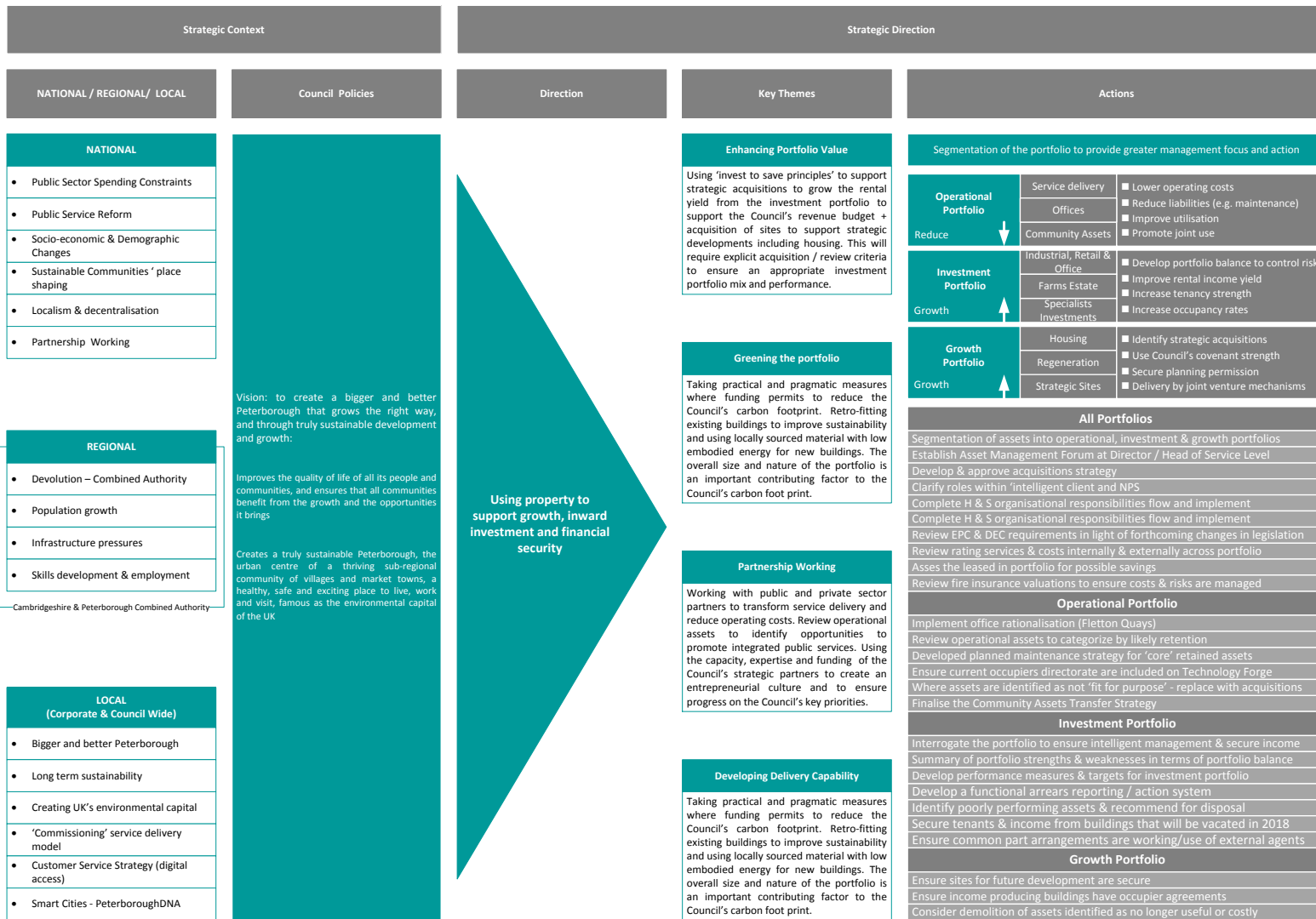
## ASSET MANAGEMENT PLAN

KEY ACTIONS		KEY THEMES			
<i>Actions identified are strategic initiatives only &amp; are in addition to the normal day to day activities (S) – Short term – with 12 months (M) – Medium Term – 1 to 3 years</i>		Enhancing Portfolio Value	Partnership Working	‘Greening’ the Portfolio	Developing Delivery Capability
<b>Investment Portfolio</b>					
Interrogate the portfolio to ensure intelligent management and secure income	(S)	●			●
Prepare a summary of the portfolios strengths and weaknesses in relation to portfolio balance	(S)	●			
Develop performance measures & targets for investment portfolio	(S)	●		●	
Develop and implement a functioning arrears reporting and action system	(S)	●			●
Identify poorly performing assets and recommend for disposal	(M)	●			
Secure tenants and income from buildings that will be vacated in 2018	(M)	●			
Ensure common part financial arrangements are apt & working + consider use of external agents	(M)	●			●
<b>Growth Portfolio</b>					
Ensure sites held for future development are kept secure	(S)	●	●	●	
Ensure buildings capable of being income producing have appropriate occupiers arrangements	(S)	●			
Consider demolition of assets identified as no longer useful / costly to keep to avoid capital spend	(M)	●			

130

# ASSET MANAGEMENT PLAN

Diagram 2 – Summary of Strategic Context & Strategic Direction



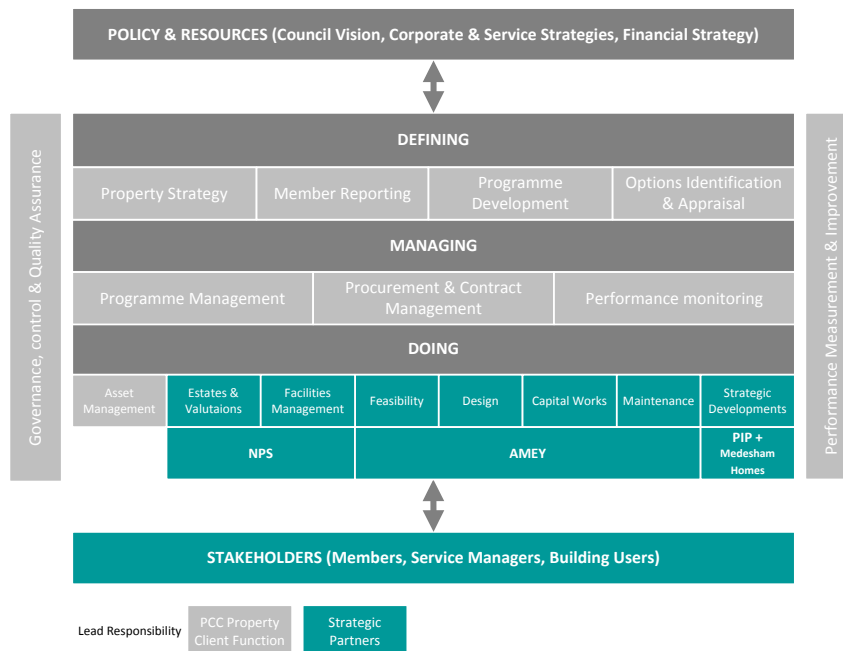
131

## 3 Asset Management Policy & Practice

### 3.1 Organisational Arrangements

The CPO (Corporate Property Officer) role is undertaken by the Corporate Director of Growth and Regeneration. Within the Council there is a ‘thin client’ capacity represented by the Head of Property Services with the related professional property activity undertaken through strategic partnerships – NPS Peterborough Ltd (a joint venture partnership) for the broad range of estates and valuation services and Amey for design, capital works and property maintenance. The Peterborough Investment Partnership (PIP) – a 50/50 joint venture with the private sector established in December 2014 supports growth and regeneration through the development of strategic sites. Medesham Homes is a new joint venture company established by the Council and Cross Key Homes to deliver Housing. The Council also has partnerships with Skanska for highways work and Vivacity for culture and leisure services.

This structure gives the Council’s property activities a clear, senior level of accountability and provides clarity of responsibility over the defining – managing – doing aspects of property. It is intended to promote a strengthened corporate property function, helping to ensure that property helps to deliver Council objectives in an effective manner. Within the structure it will be important to promote and build in the role and profile of asset management as a strategic discipline. The operating model is shown in the diagram below.



### 3.2 Governance & Decision Making

The Cabinet Member for Resources has the lead political role for property matters and acting under delegated powers considers reports on property issues from the CPO. The Cabinet or the Cabinet member acting with the CPO are responsible for decisions on acquisitions, use and disposal of assets and for ensuring asset management policy and actions is consistent with the Council's corporate strategies and objectives.

The prioritisation of projects in the capital programme is undertaken as part of the budget setting process. The responsibility for service buildings and their operating budgets lies with service departments. Service managers can place orders directly with strategic partners, such as Amey without necessarily involving property staff and this may mean at times to times works can be placed without appropriate professional advice. Client managers within the Council oversee the specific contracts and budgets for the various joint ventures that that underpin the delivery of the Council's property activities. This approach will be reviewed.

### 3.3 Consistency with 'Best Practice'

The Council working with East of England LGA undertook a 'health check' of its asset management governance arrangements, processes and practice in 2013; with a further analysis of asset management services in 2015. This review acknowledged the Council's areas of good practice and innovation in asset management but also identified some areas of risk where further development work was required. The Council has made progress in addressing the identified deficiencies. Appendix B provides an updated review of the Council's existing practices against 'best practice' in asset management as a reference point to help clarify further development according to the Council's priorities and resources.

### 3.4 Supporting Policies & Procedures

This AMP is amplified by a range of further property policies and procedures. These are referenced through Appendix C.

## 4 The Property Portfolio

---

### 4.1 Summary dimensions of the portfolio

The Council has a diverse property estate spread throughout its administrative area. The bulk of the estate is operational property used for direct delivery of services for which the Council has a statutory or discretionary responsibility and is predominantly freehold. The broad dimensions of the portfolio are:

- The portfolio comprises 1821 land and property assets
- Is worth £442.0M in terms of book value
- Incurs running costs of 17.5M per annum
- Has a repair requirement of £46.5M

### 4.2 Tenure & Use

The portfolio is predominantly in freehold ownership. Leasehold buildings are a charge against the Council's revenue budget and whilst they can be a flexible option over the short term there is a need to continually assess the tenure mix to ensure an appropriate balance between cost and need. The portfolio has a diverse mix of uses. This is illustrated in a summary of the portfolio in Appendix D.

### 4.3 Condition & Fitness for Purpose

It is important to survey and record the condition of the building stock in order to be aware of immediate health and safety issues in the portfolio, incipient risks and liabilities to the Council and the investment needs associated with ensuring buildings are in a reasonable state of repair - as required by the authority to meet its service delivery obligations and statutory requirements. It is also an important element of 'Best Practice' within current asset management guidance. The relationship between relative levels of expenditure on reactive and preventative provides an indication of the effectiveness of an organisation's overall maintenance strategy. Annual expenditure predominantly on planned maintenance with a stable or reducing backlog trend is indicative of a well maintained portfolio, whereas a high proportion

## ASSET MANAGEMENT PLAN

of spend on reactive maintenance suggests an inadequate budget and maintenance strategy. Currently the Council's maintenance spend is directed predominantly to reactive maintenance. A backlog summary is given in Appendix D.

Buildings need to be suitable ('fit for purpose') in order to support service delivery. A building of the wrong type; in the wrong location can be a major inhibitor to effective service provision. It is important therefore to periodically review the suitability of buildings to see if they are having a beneficial or detrimental effect on services. Suitability assessments for schools have been undertaken; but this has not been extended in a systematic way to the non-schools, operational portfolio.

### 4.4 Value, Cost & Income

There is a recurring cost borne from the revenue budget to own and occupy property. Assuming the portfolio is fit for purpose and in a reasonable state of repair the objective should be to minimise this expenditure in order to release revenue for service priorities. Property running costs represent 3.4% of the Council's gross annual spend with energy costs make up 23% of the annual property running costs.

As well as providing accommodation from which to deliver services, property can also be considered as a 'productive asset' which is capable of releasing value (from property disposals) or generating income (from lettings). This can make a valuable offsetting contribution to capital projects or operating costs. The asset value of the portfolio is £442.0M of which £31.8M is the investment portfolio. The asset value is a 'notional value' required for capital accounting purpose and reported on the Council's Balance Sheet through the annual statement of the accounts. It does not necessarily represent the achievable market value of the portfolio. See Assets Investment Receipts Summary at the end of this report for further details about the capital receipts figures expected in 2018/19 and 2019/20.

Profile of Capital Receipts (£m)							
Achieved				Expected			
13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21
£1.489	£1.769	£1.027	£5,978	£12.738	£2.922	£4.319	Nil

### 4.5 Sustainability & Energy

Energy use in buildings is becoming increasingly important, as organisations lead by example in reducing carbon emissions to meet the UK's national target of reducing carbon emissions by 80% by 2050. The Council also has an aspiration to reduce its carbon emissions and the energy efficiency of Council buildings is important as these represent a significant element of the Council carbon emissions. The Council has entered into an Energy Performance Framework agreement with Honeywell Control Systems with the intention to make energy efficiency improvements to Council properties; with the potential of widening the scheme to other local authorities and partners.

### 4.6 Statutory Compliance

Ensuring the portfolio conforms to statutory obligations is a high priority of the Council. Failure to do so may expose Council staff and clients to health and safety risks or expose the Council to financial risks. The statutory obligations for the portfolio and related professional services are varied and subject to continued revision and therefore need to be monitored closely.

- Asbestos Management - Asbestos surveys of all properties have been undertaken. Asbestos removal work is carried out on a reactive basis as and when required for refurbishment or demolition.
- Display Energy Certificates (DECs) – With changing legislative requirements there will be a need to re-assess DECs over the short to medium term.
- Water Safety – water management testing (including legionella) is undertaken on a systematic basis in accordance with legislative requirements.
- Fire Safety – Fire Risk Assessments are undertaken within the Council's corporate buildings to identify risks, issues and whether mitigation is required. Remedial works to address issues identified from the surveys is undertaken as required. Responsibility for undertaking Fire Risk Assessments is delegated to all schools through the Academies Act and the Education Act. Guidance issued by the Department for Education delegates this to head teachers. However, for community schools the Council, in its capacity as employer has responsibility for ensuring Fire Risk Assessments are in place.



### 5 Performance & Monitoring

---

#### 5.1 Key Achievements

The Council has demonstrated its commitment to asset management through a range of initiatives. Whilst not an exhaustive list some of the more significant achievements include: -

- The placement of the CPO (Corporate Property Officer) role with the Corporate Director of Growth and Regeneration to ensure it becomes an integral part of the Council's Growth Strategy.
- Instigated a joint venture partnership with NPS Property Consultants Ltd to provide estates and facilities management services which could be extended to include Asset Management as a Core Function
- Appointed a Head of Property Services as the client side strategic and day to day lead for property matters and for liaison with NPS as the Council's joint venture partner for estates and facilities management services
- Created a joint venture partnership (Medesham Homes LLP with Cross Key Homes) to deliver housing.
- Completed the acquisition of the former Whitworth Flour Mill which has concluded the land assembly for the Fletton Quays development. This is the final piece of the land assembly jigsaw for Fletton Quays meaning, the Council and Peterborough Investment Partnership can bring forward comprehensive development of this key city centre riverside site in a co-ordinated way.
- Continued to secure capital receipts from property asset disposals to support the Council's budget.

#### 5.2 Measurement of Portfolio Performance

The long-term and multi-faceted nature of property as a resource means it is difficult to measure portfolio performance through a single, simple performance measure. Best Practice in asset management recommends that the adoption of national performance measures where these are available plus the development of local indicators to meet specific local priorities. The Council accepts this approach but with

## ASSET MANAGEMENT PLAN

a pragmatic recognition that with its limited resources and capacity progress in developing and reporting on property performance can only be undertaken on an incremental basis.

The Council could adopt a simple reporting approach which is based on each of the principle asset types and within this a range of performance perspectives:

- Asset types - operational, investment and growth.
- Performance perspectives – physical, financial, legal, and functional

These will concentrate on a small number of indicators chosen to provide a rounded perspective of each portfolio. This will provide a framework for the development of a performance led approach to the management of each portfolio.

### 5.3 Review Arrangements

The AMP is a 'live' document and will be kept under review. The AMP will be reported upon annually to Cabinet and updated periodically with progress reported to Cabinet through the Corporate Director of Growth and Regeneration. These will concentrate on the progress of the specific Key Actions identified in the AMP and more general performance of the individual portfolios. This formal reporting will be in addition to the regular formal and informal reporting on property matters which is on-going.

## ASSET MANAGEMENT PLAN

### Appendix A - Service Strategies and Portfolio Implications

Asset Type	Number Of Assets	Existing & Future Perspectives of the Portfolio
<b>Operational Assets</b>		
Car Parks	24	The Council has 24 designated paying car parking sites, the majority of which as surface car parks. There is a need to review the car parks to assess car parking capacity against current and future demand and to identify whether individual car parking sites may have some strategic development potential.
Offices		Work has progressed on the development of a modern work environment for the Council, along with strategic partners in the form of a new 90,000 approx sqft net office scheme at Fletton Quays. This will be the largest office built in the city for over 20 years. The Council will take a new long term lease, using its covenant strength to support regeneration. This forms a key part of the 17 acre regeneration site adjoining the river, south of the city centres. In addition, it will include a 160 bed hotel, 400 residential units (mainly apartments) a further 60,000 sq. ft. of offices, a 410 space multi-storey car park and 90 space surface car park, new retail units and Listed goods shed which become a distillery and visitor centre. This will be complemented by new public realm including riverside walkways, near public square and improved cycle routes.
Libraries	10	The Council has recently reviewed its library service and implemented Open+ technology enabled facilities which will allow libraries to stay open for longer hours. Libraries are open for a set number of staffed hours with additional hours operating on a self-service basis. The mobile & library at home service has not changed. The Open+ technology is designed to allow libraries to stay open for longer. The future direction for the library service is to encourage greater and more innovative use of the library facilities to promote neighbourhood based multi-use facilities. Reductions in the existing number of libraries are not anticipated.

139

## ASSET MANAGEMENT PLAN

Schools Schools are outside the scope of this AMP but included here and in Appendix D for the sake of completeness. Schools are covered by a separate Schools Asset Management Plan.

Community Assets Community assets are those properties in the Council's ownership which have a community use or from which a community based activity or service is delivered. The Community Asset Transfer Strategy aims to encourage retention of local facilities without the use of Council funds; increase effectiveness of community assets through local community management and to explore innovative ways to enhance existing community facilities. The Strategy sets out the Council's objectives for community assets and the process and criteria around the transfer of assets to community bodies.

### Investment Assets

Farms The Council has developed a strategy for its farm estate which is focussed on retaining it as a viable land holding providing benefits to the people of Peterborough with targeted investment as to repair and improve as required. The strategy promotes twin objectives through the management of the farms estate – in financial terms ensuring viable farming units; maintenance of the rental and capital value of the estate; providing opportunities for new farm entrants and seeking sale of units which are not financially viable – in social terms providing opportunities for the people of Peterborough by integrating non-agricultural uses with the farms estate.

Other With a commitment to grow the investment portfolio there is a need for a robust strategy to guide acquisitions, review and performance. This needs to set clear objectives and targets for the investment portfolio and a clear set of governance arrangements and operating criteria. The assumption is that the Council will seek to create a 'balanced' portfolio with a mix of assets types but with an emphasis on those providing high long term yields.

Growth Assets The focus of developing the Growth portfolio is to retain market awareness of potential opportunities and to intervene where there are strategic opportunities to support the regeneration of the city.

# ASSET MANAGEMENT PLAN

## Appendix B – Consistency with ‘Best Practice’

Demonstrating an effective approach to asset management is important to an organisation’s overall performance. Asset management policy and practice needs to be reviewed regularly to ensure it is consistent with latest guidance and relevant to the organisation’s own priorities. As a key resource property underpins service delivery and increasingly a link is being made between effective asset management and organisational capability and reputation.

Roles & Responsibilities		
The council has a designated corporate property function	1	2
There is Corporate Property Officer with defined responsibilities	2	
Corporate Property Officer reports to a strategic committee	2	
Cross-service forum established on property matters	2	
Property occupiers / users role defined	2	
Group to oversee development of AM practice & AMP	2	
Cabinet member lead on property matters	1	2

Decision Making & Consultation		
Clearly defined decision making processes on property matters	2	
Consultation process on the AMP	2	
Views of service users & occupiers sought	2	
Public consultation on property matters	2	
Full member reporting	2	

Identifying Property Needs		
Defined aims & objectives for asset management	2	
Strategic vision and goals	2	

Capital Programme Management		
Option appraisal / prioritisation / whole life costings	1	2
Outcome targets for capital spend	2	
Processes for identifying projects	1	2
Projects assessed using an agreed methodology	1	2
Authority-wide group to oversee programme	2	
Process for post-project evaluation	2	
Projects completed on time & to budget	1	2

Managing Properties in Use		
Maintenance backlog known & reported to members	1	2
Periodic assessment of building condition	1	2
Maintenance spend prioritised	2	

Review of Need, Utilisation & Cost		
3 – 5 Profile of capital receipts	2	
Systematic review programme	2	
Criteria to challenge retention	1	2
Incentives to release property	2	
Identification of under-utilisation	1	2
Specific organisational focus on property review	2	
Disposal processes monitored	2	
Shared use of buildings promoted	1	2
Framework for assessing action in the portfolio	1	2

Data Management		
Inventory & core data available	1	2

Performance Management		
Reporting on national performance indicators	1	2
Portfolio performance reported to members	2	
pPis related to defined property objectives	1	2
Agreed targets for pPis	1	2
Comparisons made with others	2	
Local pPis in place	2	
Improvement plan (informed by performance data)	1	2

Partnership Working		
Integrated approach to assets with other agencies	1	2
Policy on community asset transfer	2	

Current corporate asset management plan	2	
Corporate AMP linked to corporate objectives	2	
Asset management integrated with service planning	2	
Key areas for change (in the portfolio) defined	2	
Commercial portfolio needs identified	2	
Running cost performance known	2	
Statutory obligations met	2	
Targets set for running costs	2	
Suitability of buildings assessed	2	
Satisfaction with buildings measured	2	
Statement of data needs & priorities	2	
Processes to ensure data quality	2	
Organisational focus for data management	2	
Non-core data available (cost, suitability etc.)	1	2
Information easily available to users	2	
Property IT systems Periodically reviewed	2	

Based on English ‘Best Practice’

1 Audit Commission Key Lines of Enquiry under CPA / CAA

2 Wider ‘Best Practice’ (RICS, DCLG & Practitioner Associations)

# ASSET MANAGEMENT PLAN

## Appendix C – Asset Management Policies & Procedures

	Portfolio		
	Operational	Investment	Growth
<b>Strategies &amp; Policies</b>			
Asset Management Plan	■	■	■
Office Accommodation Strategy	■		
Acquisitions Strategy (to be developed)	■	■	■
Investment Portfolio Strategy (to be developed)	■	■	■
Community Asset Transfer Policy	■		
Farms Estate Strategy		■	
Disposals Strategy (within previous AMP)	■	■	■
Service asset strategies (to be improved)	■		
Carbon Reduction strategy	■	■	■
<b>Protocols, Procedures &amp; Partnerships</b>			
Service Asset Management Forum (to be established)	■	■	■
Corporate Asset Management Group (to be established)	■	■	■
AMEY Strategic Partnership	■		
Skanska Highways Partnership	■		
NPS Peterborough Partnership	■	■	
Cross-Keys Housing Joint Venture Partnership			■
PiP – Peterborough Investment Partnership			■

## ASSET MANAGEMENT PLAN

### Appendix D – Summary of Property Portfolio

Portfolio	Sub-Portfolio	Type / Use	Number
<b>Operational</b>	Operational (excl. Schools)	Car parks Children's Centres Day centres Depots / stores Libraries Sports Centres Play centres Pools Public Conveniences Residential homes Waste / Infill sites Youth Centres	
	Operational (Schools) Administrative Community assets	Offices Allotments Cemeteries Community Centres Community related asset land Open Spaces (incl Section 120) Recreation grounds Community Use	
			<b>744</b>
<b>Investment</b>	Industrial Public Houses Retail		
	Farms Estate	Farms / Agricultural land	
			<b>156</b>
<b>Growth</b>		Options to PIP Dev Partner	<b>3</b>
<b>Miscellaneous</b>		Former housing land Land	<b>838</b>

Summary of Repair Backlog (£000s)					
Condition	Total Value	%	Category	Total Value	%
A-Good	£292.1	0.63	Urgent	£2,812.0	6.05
B-Satisfactory	£8,831.6	18.99	Essential	£11,331.5	24.37
C-Poor	£28,377.3	61.02	Desirable	£23,370.3	50.25
D-Bad	£9,004.4	19.36			
	<b>£46,505.4</b>			<b>£37,513.8</b>	

Note: The backlog figures are based on the assumption that all properties in the portfolio have a useful life of at least 10 years if all works are progressed as scheduled and do not allow for inflation. These assumptions may not be applicable to the existing portfolio and financial budgeting.

## ASSET MANAGEMENT PLAN

### Asset Investment Receipts Summary from 2018 to 2021

Property Description	2018/19	2019/20
162 Cromwell Road	*	
49 Lincoln Road	*	
5 Royce Road	*	
Barn Conversion Farm Estate	*	
Bayard Place	*	
Caretakers House, Barnack	*	
Farm Estate Building F	*	
Farm Estate Bungalow	*	
Fleet Surplus Land	*	
Land at Angus Court - Large Site		
Land at Angus Court - Small Site	*	
Land at Fengate South	*	
Land at Marholm/Lincoln Rd	*	
London Road (gravel car park)	*	
Land at Stanground Academy	*	
Orton Bowling Green	*	
Plot 7 Fletton Quays	*	
Tenterhill/Thistle Drive		*
Land at Bishops Road Car Park		*
Chauffers Cottage		*
Wellington Street Car Park		*
Wirrina Car Park		*
Dickens Street Car Park		*

### **Properties Under Consideration for Disposal**

Community Asset Transfers  
 The Cresset  
 Thorney Church Street  
 Tank Yard Thorney  
 441 Lincoln Road  
 Substations  
 Allotments - various  
 Heltwate/Newark Road  
 Peterscourt  
 Allia Office Building  
 St Botolphs Caretakers House  
 Peterborough Football Ground



Peterborough City Council  
Investment Acquisition Strategy

GVA  
65 Gresham Street  
London  
EC2V 7NQ



DRAFT

## Contents

1.0	SUMMARY TABLE.....	4
2.0	CONTEXT FOR THIS INVESTMENT STRATEGY .....	4
3.0	INVESTMENT STRATEGY OBJECTIVES .....	5
4.0	DELEGATION OF AUTHORITY .....	5
5.0	INVESTMENT PARAMETERS .....	6
5.1	Investment Allocation and Period .....	6
5.2	Geographical Coverage.....	6
5.3	Project selection .....	6
5.4	Financial assessment .....	8
5.5	Strategy to identify and acquire Investments .....	8
6.0	STRUCTURES.....	9
6.1	Direct versus Indirect Investment .....	9
6.2	Exit Provisions .....	9
7.0	RISKS.....	9
7.1	Market forces .....	9
7.2	Liquidity .....	9
7.3	Opportunity .....	9
7.4	Management .....	9
7.5	Reputational risk.....	10
7.6	Regulatory Compliance .....	10
8.0	PERFORMANCE MANAGEMENT.....	10
9.0	PROPERTY MANAGEMENT .....	10

## 1.0 SUMMARY TABLE

This table should be read in conjunction with the full text below.

Element	Description
<b>Investible Funding</b>	£70 million
<b>Investment Period</b>	To 31 April 2021
<b>Investment Geography</b>	Assets located in areas capable of being effectively managed by Peterborough City Council.
<b>Objectives</b>	To acquire and manage a portfolio of investments capable of providing income returns to support the Council's strategic objectives
<b>Investment approach</b>	Assets acquired and directly held by the Council. Investment through third parties only by exception.
<b>Investment Selection</b>	Acquisitions selected on the basis of: location, tenant covenant, occupier lease length, rental growth potential, building condition.
<b>Investment diversification</b>	Single investments capped at a maximum of 25% of the overall investment committed to the programme. By exception, cap increased to 30% for high scoring acquisitions.
<b>Expected Portfolio Return</b>	5% p.a. net income return on cost (before borrowing costs).
<b>Risk Profile</b>	When fully invested, the risk profile of the portfolio is intended to be <b>MODERATE</b> .
<b>Frequency of Investment Strategy Review</b>	Within the annual Growth and Regeneration Property update.

## 2.0 CONTEXT FOR THIS INVESTMENT STRATEGY<sup>1</sup>

The context for this Investment Strategy is set out in the Peterborough City Council: Asset Investment Strategy, Acquisition Strategy, Capital Programme and Disposals 2017/18-2026/27

The documents refers to the requirement for councils to move to a 'self-funding model' reflecting Government changes around reduction in grant funding and future retention of business rates.

The principle of using of property returns to fund front line services is not new with many local authorities actively involved to a greater or lesser degree for many years. However, historically acquisition of investment property by councils has not necessarily been on a structured basis. With the changing operating climate and an imperative to improve income generation there is increasingly a need to adopt more formal approaches to ensure compliance with financial statutes and a focus on the performance of the investment portfolio.

This Investment Acquisition Strategy relates specifically to the Investment Portfolio and sets out the defined strategy and acquisition framework to be adopted in order to allow the Council

<sup>1</sup> Extracted from Peterborough City Council: Asset Investment Strategy, Acquisition Strategy, Capital Programme and Disposals 2017/18-2026/27

to bid competitively, particularly on a timescale basis, in the open market referred to in the Asset Investment Strategy.

The Strategy sets parameters for investment allocation, geography and type of acquisition target.

### **3.0 INVESTMENT STRATEGY OBJECTIVES**

This strategy is an integral part of the Peterborough City Council Medium Term Financial Strategy (MTFS). Over the period of the MTFS, the Council needs Asset Investment to help deliver its priorities.

This strategy is underpinned by Core Principle 1 of the Council's Asset Investment Strategy<sup>2</sup>:

*Principle 1 – Managing the impact of investment decisions on revenue budgets*

- *Ensuring Asset Investment decisions do not place any unnecessary pressure on the MTFS or Council Tax, and they are also within the Council's Prudential Indicators (see the Prudential Code and Treasury Management Strategy and Minimum Revenue Provision Policy).*
- *Promoting Asset Investment which enables invest to save outcomes.*
- *Making sure assets yield maximum return, through effective ongoing asset management, consistent with levels of investment.*

This strategy also aligns with specific aims of the Council Asset Investment Strategy, in that:

- Stakeholders can understand the Council's Asset Investment decisions and the management of its Asset Investment projects;
- Invest to save projects are encouraged;
- The Council works within the Prudential Code framework and demonstrates robust and linked Asset Investment and treasury management;
- Asset Investment spending plans are affordable, financially prudent, sustainable and integrated with the Medium Term Financial Strategy (MTFS)

In order to support the above Strategy and specific aims, the Council intends to:

- Acquire properties that provide long term investment in accordance with corporate objectives
- Maximise return whilst minimising risk through prudential management processes
- Prioritise properties that yield optimal rental growth and stable income at 5% yield net of costs
- Protect capital invested in acquired properties

This Investment Strategy shall be reviewed and revised annually to take into account advice on changing market conditions. In the review, the acquisition and scoring criteria may be amended as required.

### **4.0 DELEGATION OF AUTHORITY**

The arrangements for delegation of authority below are consistent with the Council's Asset Investment Strategy<sup>3</sup>.

---

<sup>2</sup> Peterborough City Council: Asset Investment Strategy, Acquisition Strategy, Capital Programme and Disposals 2017/18-2026/27

<sup>3</sup> Peterborough City Council: Asset Investment Strategy, Acquisition Strategy, Capital Programme and Disposals 2017/18-2026/27

All acquisitions will be undertaken using the Council's existing protocols; but there may also be specific instances where the Council has to act in a speedy and confidential manner because of market circumstances and the need for commercial confidence. Current governance arrangements provide for special urgency provisions, for example to ensure that they allow the Council to participate in the market to acquire assets in a timely, competitive and confidential way.

The Council will acquire assets where it can demonstrate that the agreed criteria are met.

The process for acquisitions will cover the stages outlined below:

1. All acquisitions will be assessed through a robust business case and with particular reference to the investment, returns, portfolio impacts and risks of the transaction and how it relates to the Council's corporate objectives.
2. In all cases, Investment advice and an independent valuation will be obtained from a properly qualified member of The Royal Institution of Chartered Surveyors to ensure that the transaction represents good value. The Council will consider whether to rely on the acquiring agent's advice or procure a third party opinion.
3. Valuation advice will be accompanied by completion of the necessary due diligence including building condition survey and reports on title. The Council will determine whether to procure a panel of surveyors and lawyers to provide this advice.
4. Acquisitions (and disposals) will, under the Council's Rules of Financial Governance require consultation with and agreement of the Section 151 Officer. In all cases, be supported by a financial appraisal providing the financial / budgetary implications. Under the Council's scheme of delegations nominated senior officers along with Corporate Management Team and/or Cabinet can approve acquisitions or disposals subject to a maximum value. These nominated officers shall comprise the "Investment Committee". That Committee shall seek external advice as required.

## **5.0 INVESTMENT PARAMETERS**

The Investment Strategy applies to funds committed by Peterborough City Council to acquire Investment Assets as agreed by Cabinet. Specific parameters to operate within are:

### **5.1 Investment Allocation and Period**

The initial sum allocated to the Investment Strategy is £70m and the Investment Strategy covers the commitment period to 31<sup>st</sup> April 2021.

### **5.2 Geographical Coverage**

Assets will be located within a geographic area where:

- They are in markets that the Council has knowledge
- Are capable of being effectively managed by the Council on a day to day basis
- The economic benefit of those assets will contribute to the economic growth of Peterborough through provision of workspace, retail, leisure and homes whilst providing ongoing income to support core council services.

### **5.3 Project selection**

Investments will be selected by reference to the framework below taking into account a range of attributes of potential acquisition targets.

These attributes fall into three categories:

1. Value for money
2. Inclusion or exclusion criteria
3. Those capable of scoring.

#### A. Value for Money

Attribute	Investment Impact
<b>Price / Yield</b>	<p>Level of income in relation to the cost of the investment and subsequent valuations. As a guide (depending on prevailing market conditions):</p> <ul style="list-style-type: none"> <li>• Prime retail: <b>2-4%</b></li> <li>• Retail / office let to strong covenant tenants with &gt; 10 years lease remaining: <b>4-6%</b></li> <li>• Prime offices or retail within established town centres: <b>6-8%</b></li> <li>• Prime industrial and offices in established locations: <b>6-10%</b></li> <li>• Secondary/tertiary assets – all sectors: <b>10-18%</b></li> </ul>

#### B. Inclusion or Exclusion Criteria

Attribute	Investment Impact
<b>Tenure - must be freehold or virtual freehold (125 year lease)</b>	The basis upon which the Council acquires the asset – freehold (ownership of the land itself and the building) gives the highest level of control to the Council.
<b>Repairing terms – must be full repairing and insuring lease (FRI).</b>	The Council has limited funds to invest in repairs so an obligation on the tenant to maintain the property in good order is required.
<b>Investment size – no less than 5% and no greater than 25% of the investment allocation and by exception up to 30%</b>	Larger investments are more efficient to assemble into a portfolio and total transaction costs are lower. The Council should consider assets up to 30% of investment allocation where those assets are deemed by the Investment Committee to represent good quality assets with low risk.
<b>Sector – certain sectors are unsuitable for public sector investment.</b>	<p>There will be certain sectors that the Council may decide not to invest in. These may include:</p> <ul style="list-style-type: none"> <li>• Gaming</li> <li>• Tobacco</li> <li>• Adult entertainment</li> <li>• Nuclear industries</li> <li>• Defence</li> <li>• Animal testing</li> </ul>

### C. Investment Selection

Attribute	Investment Impact
<b>1. Location</b>	Prime locations are more likely to be resilient in terms of ability to secure stronger tenants and re-let space on good commercial terms if they become let. Prime locations in larger conurbations are most preferable given the depth of market in those areas.
<b>2. Tenant covenant</b>	The ability of the tenant to meet commitments under the lease and the stronger potential for renewal of the lease is something to give a high weighting to. Strongest preference is for properties let to single tenants with a strong financial covenant with multi let properties acceptable if the tenants are of strong covenant.
<b>3. Occupiers lease length remaining</b>	Longer leases are preferred if the tenant has a strong covenant. However, multi let buildings with shorter leases in vibrant markets can generate higher returns. Leases less than four years are likely to be unacceptable.
<b>4. Scope for rental growth</b>	Leases with scope for fixed or inflation-based indexation will maintain real income.
<b>5. Building quality</b>	New or excellent condition property is preferred as this is more likely to attract and retain tenants.

#### 5.4 Financial assessment

Individual properties will be fully financially and physically appraised using industry standard techniques and current market benchmarks to ensure the return is acceptable for the level of overall risk. This will be specific to each and every property proposed for purchase.

Each property will also be assessed by reference to the overall portfolio balance of risk and return (income and capital). Sensitivity analysis will be undertaken to understand how different scenarios impact on the asset and the portfolio.

Further performance measurement, portfolio analysis and valuation will be undertaken during the holding period to allow for buy/sell/hold decision making.

#### 5.5 Strategy to identify and acquire Investments

The Council's Head of Property will act as the "Investment Acquisition Surveyor" to undertake the analysis, presentation and transactional management role.

The Investment Acquisition Surveyor will source suitable opportunities externally from predominantly the investment agency community.



## 6.0 STRUCTURES

### 6.1 Direct versus Indirect Investment

The Strategy proposes a preference for assets to be acquired and directly held by the Council as opposed to acquired and held through a subsidiary or joint venture arrangement with another party or parties.

Indirect arrangements can provide a division of risk and access to scale greater than what is possible with the Council investing alone but also carry additional cost and risk relating to separation from decision making and agreement between the parties.

On balance, the Strategy proposes that other by exception only direct investments are pursued.

### 6.2 Exit Provisions

The Strategy is to assemble and hold a portfolio of assets over the medium term subject to the Investment Strategy terms as reviewed annually. The intention is that assets may be sold and replaced to maintain a balanced portfolio and to optimise returns and balance risk.

At a point in time, the portfolio may be liquidated through sale.

## 7.0 RISKS

The acquisition and management of an Investment Portfolio is subject to a range of risks that are reflected in the returns possible from the portfolio. These are:

### 7.1 Market forces

To limit risk the criteria for purchase and due diligence will be followed for all transactions; however fluctuations in demand and supply of the individual market and the wider economy will see the value of the investment and the income rise and fall, the Council may not recoup the original amount invested in full.

### 7.2 Liquidity

The process of buying and selling commercial property, in relation to some other forms of investment, is complex and can result in transactional delay and uncertainty which carries risk from market shift, abortive transactional costs and in-ability to realise "sale" capital quickly.

This can be managed and improved through good portfolio management and where possible by adopting the IPF's best practice "Readiness for sale - A guide for streamlining commercial property transactions".

### 7.3 Opportunity

The availability of stock is generally limited; there will be times where lack of or lost opportunities through negotiation and competition will frustrate the process. This is often exacerbated by a general lack of transparency and openness in the market creating barriers to entry. It is therefore a possibility that a proportion of the fund remains un-invested during these periods.

To counter this; the role of the manager tasked with acquisitions and portfolio management will be to seek out as many appropriate opportunities as possible, build relationships and communicate to the market the council's requirement and ability to perform.

### 7.4 Management

The portfolio will have the risk of void periods in occupation or tenants may default on payment of rent. The loss of income is a direct result however voids create further holding

(and re-letting) costs which if vacant for a prolonged period of time can be substantial. Active portfolio management will be undertaken during the holding period to reduce such risks where possible.

#### **7.5 Reputational risk**

The Council carries the risk that properties owned by the Council are used in contravention of the Council's sanctions list. The Council will need to include regular property visits as part of its property management arrangements.

#### **7.6 Regulatory Compliance**

The Council should ensure it operates within the applicable regulatory framework and takes steps to review that framework regularly.

Local authorities have powers allowing them to invest and to borrow, for purposes relevant to the performance of any of their functions or generally for the prudent management of their financial affairs (s1 and s12 of the Local Government Act 2003).

They may also acquire property located either inside or outside of their borough for the purposes of any of their functions, including their investment functions, or otherwise for the benefit, improvement or development of their area (s120 of the Local Government Act 1972).

Lastly, they may also take any action (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of any property or rights) which facilitates or required to discharge of any of their functions, which would again include their investment functions (s111 of the Local Government Act 1972).

The council will need to ensure that when utilising its investment and borrowing powers in order to acquire investment properties that any actions are reasonable and proportionate and for proper purposes consistent with the Council's prudential regime and its investment strategy. Investment decisions also need to be taken in light of the council's fiduciary duties to ensure the sound management of the public finances.

Should through the course of on-going asset management the decision be taken to dispose of an asset the on any sale of an investment property the Council will be required to obtain best consideration in accordance with s123 of the Local Government Act 1972.

### **8.0 PERFORMANCE MANAGEMENT**

Asset and Portfolio performance, recording, analysis and reporting will be managed through the Council's existing and evolving performance management systems.

Assets acquired under this strategy will be subject to a Fair Value assessment annually by reference to an external, independent valuation.

### **9.0 PROPERTY MANAGEMENT**

Assets will be managed through existing asset management arrangements in place within the Council.

Assets with service charge arrangements will be managed by an external agent if required.

<b>GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 9
<b>5 MARCH 2018</b>	<b>PUBLIC REPORT</b>

Report of:	Interim Director of Law and Governance	
Contact Officer(s):	Paulina Ford, Senior Democratic Services Officer / Joanna Morley, Democratic Services Officer	Tel. 01733 452508 Tel: 01733 452468

**MONITORING SCRUTINY RECOMMENDATIONS**

<b>R E C O M M E N D A T I O N S</b>	
<b>FROM:</b> Interim Director of Law and Governance	<b>Deadline date:</b> N/A
<p>It is recommended that the Growth, Environment and Resources Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>1. Considers the responses from Cabinet Members and Officers to recommendations made at previous meetings as attached in Appendix 1 to the report and provides feedback including whether further monitoring of each recommendation is required.</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 The Growth, Environment and Resources Scrutiny Committee agreed at a meeting held on 28 June 2017 that a report be provided at each meeting to note the outcome of any recommendations made at the previous meeting held thereby providing an opportunity for the Committee to request further monitoring of the recommendation should this be required.

**2. PURPOSE AND REASON FOR REPORT**

2.1 The report enables the Growth, Environment and Resources Scrutiny Committee to monitor and track progress of recommendations made to the Executive or Officers at previous meetings.

2.2 This report is for the Growth, Environment and Resources Scrutiny Committee to consider under its Terms of Reference No. *Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 3.3:*

*The Scrutiny Committees will:*

- (a) *Review and scrutinise the Executive, Committee and officer decisions and performance in connection with the discharge of any of the Council's functions;*
- (b) *Review and scrutinise the Council's performance in meeting the aims of its policies and performance targets and/or particular service areas;*
- (c) *Question Members of the Executive, Committees and senior officers about their decisions and performance of the Council, both generally and in relation to particular decisions or projects;*
- (d) *Make recommendations to the Executive and the Council as a result of the scrutiny process.*

### 3. **TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	N/A
---	-----------	----------------------------------	-----

### 4. **BACKGROUND**

4.1 Appendix 1 of the report sets out the recommendations made to Cabinet Members or Officers at previous meetings of the Scrutiny Committee. It also contains summaries of any action taken by Cabinet Members or Officers in response to the recommendations.

4.2 The progress status for each recommendation is indicated and if the Scrutiny Committee confirms acceptance of the items marked as completed they will be removed from the list. In cases where action on the recommendation is outstanding or the Committee does not accept the matter has been adequately completed it will be kept on the list and reported back to the next meeting of the Committee. It will remain on the list until such time as the Committee accepts the recommendation as completed.

### 5. **ANTICIPATED OUTCOMES OR IMPACT**

5.1 Timelier monitoring of recommendations made will assist the Scrutiny Committee in assessing the impact and consequence of the recommendations.

### 6. **REASON FOR THE RECOMMENDATION**

6.1 To assist the Committee in assessing the impact and consequence of recommendations made at previous meetings.

### 7. **BACKGROUND DOCUMENTS**

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

7.1 Minutes of the Growth, Environment and Resources Scrutiny meeting held on 1 November 2017.

### 8. **APPENDICES**

8.1 Appendix 1 – Recommendation Monitoring Report

**APPENDIX 1 - RECOMMENDATION MONITORING REPORT**

**GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE**

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
1 November 2017	Leader of the Council and Deputy Mayor of the Cambridgeshire and Peterborough Combined Authority	SPORT STRATEGY	<p>The Growth, Environment and Resources Scrutiny Committee <b>RECOMMEND</b> that the Leader of the Council and Member of the Cambridgeshire and Peterborough Combined Authority look at providing the city of Peterborough with a 50m Olympic size swimming pool.</p> <p>The Committee feel that with the new University being built it would be an appropriate time to reconsider building an Olympic size pool. An Olympic pool would attract more participation in the sport and inward investment through galas and events and attract more interest in Peterborough through advertising and marketing of the facility. A possible location to consider would be behind the existing Lido which would</p>	<p>Update provided on 22 February 2018 by Lisa Roberts, Head of Culture and Leisure</p> <p>The Active lifestyles steering group have reviewed the evidence and advice from Sport England and concluded that there is not enough evidence for a 50 meter pool in the city. The evidence shows that the city is short of one 25 meter pool and that this should be located in the north of the city to support unrepresented users. Progress has been made in reviewing a site in Werrington for a new 25 metre pool and sports facility. The team are working up a business plan which includes funding from Sport England. Sport</p>	Complete

Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
			provide economies of scale with regard to staffing and management costs and would be a central location for use by the public, local schools and a future University. Consideration could also be given to providing heat and power from the nearby Councils Energy from Waste facility.	England will only support projects where there is clear evidence of need, which the Werrington project demonstrates.	

<b>GROWTH, ENVIRONMENT AND RESOURCES SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 10
<b>5 MARCH 2018</b>	<b>PUBLIC REPORT</b>

Report of:	Interim Director of Law and Governance		
Cabinet Member(s) responsible:	Cabinet Member for Resources		
Contact Officer(s):	Paulina Ford, Senior Democratic Services Officer	Tel. 01733 452468	

**FORWARD PLAN OF EXECUTIVE DECISIONS**

R E C O M M E N D A T I O N S	
<b>FROM:</b> Paulina Ford, Senior Democratic Services Officer	<b>Deadline date:</b> N/A
<p>It is recommended that the Growth, Environment and Resources Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>1. Considers the current Forward Plan of Executive Decisions and identifies any relevant items for inclusion within their work programme or request further information.</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 The report is presented to the Growth, Environment and Resources Scrutiny Committee in accordance with the Terms of Reference as set out in section 2.2 of the report.

**2. PURPOSE AND REASON FOR REPORT**

2.1 This is a regular report to the Growth, Environment and Resources Scrutiny Committee outlining the content of the Forward Plan of Executive Decisions.

2.2 This report is for the Growth, Environment and Resources Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 3.3:

The Scrutiny Committees will:

(f) Hold the Executive to account for the discharge of functions in the following ways:

- ii) By scrutinising Key Decisions which the Executive is planning to take, as set out in the Forward Plan of Executive Decisions;

**3. TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	N/A
---	-----------	----------------------------------	-----

#### **4. BACKGROUND AND KEY ISSUES**

- 4.1 The latest version of the Forward Plan of Executive Decisions is attached at Appendix 1. The Forward Plan contains those Executive Decisions which the Leader of the Council believes that the Cabinet or individual Cabinet Member(s) can take and any new key decisions to be taken after 19 March 2018.
- 4.2 The information in the Forward Plan of Executive Decisions provides the Committee with the opportunity of considering whether it wishes to seek to influence any of these executive decisions, or to request further information.
- 4.3 If the Committee wished to examine any of the executive decisions, consideration would need to be given as to how this could be accommodated within the work programme.
- 4.4 As the Forward Plan is published fortnightly any version of the Forward Plan published after dispatch of this agenda will be tabled at the meeting.

#### **5. CONSULTATION**

- 5.1 Details of any consultation on individual decisions are contained within the Forward Plan of Executive Decisions.

#### **6. ANTICIPATED OUTCOMES OR IMPACT**

- 6.1 After consideration of the Forward Plan of Executive Decisions the Committee may request further information on any Executive Decision that falls within the remit of the Committee.

#### **7. REASON FOR THE RECOMMENDATION**

- 7.1 The report presented allows the Committee to fulfil the requirement to scrutinise Key Decisions which the Executive is planning to take, as set out in the Forward Plan of Executive Decisions in accordance with their terms of reference as set out in Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 3.3.

#### **8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 N/A

#### **9. IMPLICATIONS**

##### **Financial Implications**

- 9.1 N/A

##### **Legal Implications**

- 9.2 N/A

#### **10. BACKGROUND DOCUMENTS**

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

- 10.1 None

#### **11. APPENDICES**

- 11.1 Appendix 1 – Forward Plan of Executive Decisions



## **FORWARD PLAN**

### **PART 1 – KEY DECISIONS**

In the period commencing 28 clear days after the date of publication of this Plan, Peterborough City Council's Executive intends to take 'key decisions' on the issues set out below

# **PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS**

161

PUBLISHED: 16 FEBRUARY 2018

in **Part 1**. 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.

If the decision is to be taken by an individual Cabinet Member, the name of the Cabinet Member is shown against the decision, in addition to details of the Councillor's portfolio. If the decision is to be taken by the Cabinet, this too is shown against the decision and its members are as listed below:

Cllr Holdich (Leader); Cllr Fitzgerald (Deputy Leader); Cllr Ayres, Cllr Elsey; Cllr Hiller, Cllr Lamb; Cllr Smith; Cllr Seaton and Cllr Walsh.

This Plan should be seen as an outline of the proposed decisions for the forthcoming month and it will be updated on a fortnightly basis to reflect new key-decisions. Each new Plan supersedes the previous Plan and items may be carried over into forthcoming Plans. 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 [philippa.turvey@peterborough.gov.uk](mailto:philippa.turvey@peterborough.gov.uk), Democratic and Constitutional Services Manager, Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388039). Alternatively, you can submit your views via e-mail to or by telephone on 01733 452460. For each decision a public report will be available from the Democratic Services Team one week before the decision is taken.

### **PART 2 – NOTICE OF INTENTION TO TAKE DECISION IN PRIVATE**

Whilst the majority of the Executive's business at the Cabinet meetings listed in this Plan will be open to the public and media organisations to attend, there will be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. In these circumstances the meeting may be held in private, and on the rare occasion this applies, notice will be given within **Part 2** of this document, 'notice of intention to hold meeting in private'. A further formal notice of the intention to hold the meeting, or part of it, in private, will also be given 28 clear days in advance of any private meeting in accordance with The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

The Council invites members of the public to attend any of the meetings at which these decisions will be discussed (unless a notice of intention to hold the meeting in private has been given).

### **PART 3 – NOTIFICATION OF NON-KEY DECISIONS**

For complete transparency relating to the work of the Executive, this Plan also includes an overview of non-key decisions to be taken by the Cabinet or individual Cabinet Members, these decisions are listed at **Part 3** and will be updated on a weekly basis.

You are entitled to view any documents listed on the Plan, or obtain extracts from any documents listed or subsequently submitted to the decision maker prior to the decision being made, subject to any restrictions on disclosure. There is no charge for viewing the documents, although charges may be made for photocopying or postage. Documents listed on the notice and relevant documents subsequently being submitted can be requested from Philippa Turvey, Democratic and Constitutional Services Manager, Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388038), e-mail to [philippa.turvey@peterborough.gov.uk](mailto:philippa.turvey@peterborough.gov.uk) or by telephone on 01733 452460.

All decisions will be posted on the Council's website: [www.peterborough.gov.uk/executivedeisions](http://www.peterborough.gov.uk/executivedeisions). If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the Democratic and Constitutional Services Manager using the form attached. For your information, the contact details for the Council's various service departments are incorporated within this Plan.

**PART 1 – FORWARD PLAN OF KEY DECISIONS**

**KEY DECISIONS FROM 19 MARCH 2018**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>Approval of Better Care Fund Section 75 agreement – KEY/19MAR18/01</b>                      To approve the revised Better Care Fund Section 75 Agreement between the Council and Clinical Commissioning Group to reflect the 2017-19 Better Care Fund plans and associated financial arrangements</p>	<p><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b></p>	<p><b>March 2018</b></p>	<p>Health Scrutiny Committee</p>	<p>All Wards</p>	<p>N/A</p>	<p>Caroline Townsend,                      Programme Manager Better Care Fund,                      07920 160512,                      caroline.townsend@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published</p>

**PREVIOUSLY ADVERTISED KEY DECISIONS**

<b>KEY DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
164	<b>1. Personal Care and Support (Homecare) in Peterborough – KEY/02MAY16/01</b> To approve the awarding of a contract to an external provider following a competitive tender exercise.	<b>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b>	<b>April 2018</b>	Adult and Communities Scrutiny Committee	All wards	Relevant internal and external stakeholders	Rajnish Ahuja Procurement Project Manager (Interim) Tel: 01733 317471 Email: rajnish.ahuja@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
	<b>2. Peterborough Serco Strategic Partnership Contract Amendments – KEY/28NOV16/02</b> To agree amendments to the Serco Partnership Contract	<b>Councillor David Seaton Cabinet Member for Resources</b>	<b>February 2018</b>	Growth, Environment & Resources Scrutiny Committee	All wards	Relevant stakeholders and Serco.	Peter Carpenter, Service Director – Financial Services Tel: 01733 384564 Email: Peter.carpenter@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
3.	<b>Serco ICT Contract Amendments – KEY/28NOV16/03</b> To agree amendments to the Serco ICT Contract.	<b>Councillor David Seaton Cabinet Member for Resources</b>	<b>February 2018</b>  Growth, Environment & Resources Scrutiny Committee	All wards	Relevant stakeholders and Serco.	Peter Carpenter, Service Director – Financial Services Tel: 01733 384564 Email: Peter.carpenter@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
164. 34.	<b>Affordable Warmth Strategy 2017 – 2019 KEY/17APR17/03</b> Recommendation to approve the Affordable Warmth Strategy 2017 – 2019	<b>Councillor Walsh, Cabinet Member for Communities</b>	<b>February 2018</b>  Adults and Communities Scrutiny Committee	All wards	Relevant internal and external stakeholders.  The draft strategy will be placed on PCC Consultation pages for 3 week consultation period	Sharon Malia - Housing Programmes Manager, Tel: 01733 863764 <a href="mailto:sharon.malia@peterborough.gov.uk">sharon.malia@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  BRE Integrated Dwelling Level Housing Stock Modelling Report July 2016 Housing Renewals Policy 2017 - 2019

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION	
5.	<p><b>Authorise the award of the Nene Bridge Bearings Scheme - KEY/01MAY17/07</b>            Authorise the award of the Nene Bridge Bearings bridge works to Skanksa Construction UK Ltd through the Council's Peterborough Highway Services Contract 2013-</p>	<p><b>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</b></p>	<p><b>February 2018</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Peter Tebb, Network and Traffic Manager, Tel:01733 453519, Email: <a href="mailto:peter.tebb@peterborough.gov.uk">peter.tebb@peterborough.gov.uk</a></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
6.	<p><b>Real Time Passenger Information - KEY/15MAY17/02</b>            Award of the Contract along with the agreement to sign the partnership and data sharing agreements with neighbouring local authorities and bus operators associated with this contract</p>	<p><b>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</b></p>	<p><b>February 2018</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.</p> <p>Consultation has taken place with bus operators in the city and will continue to do so for the duration of the tender process</p>	<p>Peter Tebb Network and Traffic Manager Tel: 01733 453519 Email: <a href="mailto:Peter.tebb@peterborough.gov.uk">Peter.tebb@peterborough.gov.uk</a></p> <p>Amy Pickstone Senior ITS Officer 5 317481 Email:<a href="mailto:amy.pickstone@peterborough.gov.uk">amy.pickstone@peterborough.gov.uk</a></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b></p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>7. <b>Approval to early infrastructure works to facilitate the design and build of two new schools on the Paston Reserve site – KEY/15MAY17/03</b>  There is a requirement for infrastructure works to be undertaken on land identified under a S106 Agreement to accommodate a new 2 form entry primary school and an 8 form entry secondary school at the Paston Reserve site. These works include a new access road into the site from Newborough Road, relocation of overhead power cables and fencing to secure the site upon transfer to the Council. These works must be completed ahead of the programme to deliver the new school.</p>	<p><b>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development in consultation with Councillor Holdich, Leader of the Council</b></p>	<p><b>February 2018</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Gunthorpe</p>	<p>Relevant internal and external stakeholders.</p>	<p>Emma Everitt  Capital Projects and Assets Officer  Tel: 01733 863660  Email:  emma.everitt@pet-erborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>8. <b>Paston Reserve Primary School - New school build project - KEY/15MAY17/04</b> School Organisation Plan 2012-17, EFA Contractors Framework Guidance, Guidance for LAs seeking to deliver free school projects</p>	<p><b>Leader of the Council and Member and Deputy Mayor of the Cambridgeshire and Peterborough Combined Authority</b></p>	<p><b>February 2018</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>Gunthorpe</p>	<p>Relevant internal and external stakeholders.</p> <p>There will be public consultation on the plans for the new school. Ward Cllr consultation</p>	<p>Emma Everitt Capital Projects and Assets Officer Tel: 01733 863660 Email: <a href="mailto:emma.everitt@petborough.gov.uk">emma.everitt@petborough.gov.uk</a></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>9. <b>Paston Reserve Secondary School - New build project - KEY/15MAY17/05</b> Authorise the Director People and Communities to approve the construction of a new secondary school at the Paston Reserve site up to the value of £xm. Authorise the Director to award the design and build contract. Authorise the Director to enter into the 125 year lease of the school site with the Academy Trust.</p>	<p><b>Leader of the Council and Member and Deputy Mayor of the Cambridgeshire and Peterborough Combined Authority</b></p>	<p><b>February 2018</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>Gunthorpe</p>	<p>Relevant internal and external stakeholders.</p> <p>There will be a public consultation on the plans for the new school. Ward Cllr consultation.</p>	<p>Emma Everitt Capital Projects and Assets Officer Tel: 01733 863660 Email: <a href="mailto:emma.everitt@petborough.gov.uk">emma.everitt@petborough.gov.uk</a></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>School Organisation Plan 2012-17. EFA Contractors Framework Guidance. Guidance for LAs seeking to deliver free school projects</p>



<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>10. <b>Approval to award places on the Pseudo DPS for Residential Care Providers - KEY/29MAY17/04</b>            Provide permission for the Council to enter into contractual arrangements with Residential Care Providers following the publication of a PIN notice inviting providers to submit prices and sign up to the Council's Residential Care Terms and Conditions. This ensures compliance with the Public Procurement Regulations 2015 and the Care Act 2014</p>	<p><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b></p>	<p><b>July 2018</b></p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Helene Carr, Head of Commissioning Social Care Tel: 01733 863901, Email: Helene.carr@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>11. <b>Award of Contract - Social Care Platform - KEY/24JULY17/01</b> To approve the award of a contract to develop and implement a technology platform that would sit across the current adult and children's social care IT systems</p>	<p><b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b></p>	<p><b>February 2018</b></p>	<p>Growth, Environment &amp; Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.  N/A</p>	<p>Peter Carpenter, Service Director – Financial Services 01733 384564 <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@peterborough.gov.uk</a></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b></p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
12.	<b>Award of Contract - Social Care e-marketplace – KEY/24JULY17/02</b> To approve the awarding of a contract to provide a social care e-marketplace IT system	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>February 2018</b>  Growth, Environment & Resources Scrutiny Committee	All Wards	Relevant internal and external stakeholders.  N/A	Peter Carpenter, Service Director – Financial Services 01733 384564 <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  <b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
13.	<b>Award of Contract - Social Care Operating Model – KEY/24JULY17/05</b> To approve the awarding of a contract to develop a social care operating model	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>February 2018</b>  Growth, Environment & Resources Scrutiny Committee	All Wards	Relevant internal and external stakeholders.  N/A	Peter Carpenter, Service Director – Financial Services 01733 384564 <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  <b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
14.	<b>Acquisition of Regeneration Site – KEY/24JULY17/06</b> To approve the acquisition of a local regeneration site.	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>February 2018</b> Growth, Environment & Resources Scrutiny Committee	Central	Relevant Internal and External Stakeholders.	Jane McDaid Head of Peterborough Property services Tel: 01733 384540 Email: <a href="mailto:Jane.mcdaid@peterborough.gov.uk">Jane.mcdaid@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  <b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b>
15.	<b>Replacement Social Care System For Adult Social Care – KEY/21AUG17/01</b> Approval for purchase and implementation of replacement social care system for adult social care.	<b>Councillor Fitzgerald,</b> <b>Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b>	<b>February 2018</b> Adults and Communities Scrutiny Committee	All	Relevant internal and external stakeholders.	Caroline Townsend, Programme Manager, Tel. No: 07920 160512, Email: caroline.townsend@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<i>KEY DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>WARD</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
<p>174</p> <p>16. <b>Approval of Entering Into Contracts With Residential and Nursing Home Providers In Accordance With Service User Choice of Home Via The Pseudo Dynamic Purchasing System as recommended by the PCC Legal Department – KEY/21AUG17/02</b> The Pseudo DPS will be opened for 4 years. PCC needs to be able to call off the selected list as/when required for the entire 4 year period that PSEUDO DPS is opened.</p>	<p><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b></p>	<p><b>February 2018</b></p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders. ADASS Eastern Region</p>	<p>Helene Carr, Head of Commissioning Social Care Tel:01733 863901, Email: helene.carr@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published</p>
<p>17. <b>Award of Insurance Contract – KEY/18SEP17/01</b> Evaluation of insurance tenders received to be reviewed and award of contract to be made.</p>	<p><b>Councillor David Seaton Cabinet Member for Resources</b></p>	<p><b>23 February 2018</b></p>	<p>Growth, Environment &amp; Resources Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.  None.</p>	<p>Steve Crabtree, Chief Internal Auditor, 01733 384557, steve.crabtree@Peterborough.gov.uk</p>	<p>Evaluation of insurance tender submissions prepared by the Council's brokers, JLT.</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>18. <b>Continuation of Housing Renewal Policy grants through the Care &amp; Repair Agency – KEY/18SEP17/02</b>            Permission is sought to continue to use the current tendering processes for non framework works funded through Repairs Assistance Grants and Disabled Facility Grants. A full procurement process is being undertaken to introduce frameworks for all of this work which is aimed to be in place by the 1st May 2018. This interim arrangement will allow the capital programme to be continued</p>	<p><b>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</b></p>	<p><b>February 2018</b></p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.             CMDN published on website</p>	<p>Sharon Malia            Housing Programmes Manager            sharon.malia@peterborough.gov.uk</p>	<p>None</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>19. <b>Award of contract for the expansion and partial remodelling of Ken Stimpson Community School – KEY/18SEP17/03</b>  The intention is to expand the school by 2 forms of entry (300 additional pupils plus 150 sixth form) to meet the growing need for secondary school places. A new building block is planned on the site with an extension to the dining hall and minor remodelling to an adjacent building. As part of the remodelling the on site library will be demolished - following its relocation to a suitable site close by.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</b></p>	<p><b>February 2018</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>Werrington</p>	<p>Relevant internal and external stakeholders.</p> <p>Consultation will include: Senior School Management team, Sport England, local residents and the Department For Education</p>	<p>Stuart Macdonald. Schools Infrastructure e. 07715 802 489. <a href="mailto:stuart.macdonald@pet-erborough.gov.uk">stuart.macdonald@pet-erborough.gov.uk</a></p>	<p>School Organisation Plan 2015 -2022</p>



<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>	
20.	<b>Approval of Contract of Generalist Advice Services – KEY/16OCT17/04</b> To approve the contract to deliver general advice services to clients requiring help particularly around welfare benefits, debt and money management.	<b>Councillor Seaton, Cabinet Member for Resources</b>	<b>March 2018</b>	Adults and Communities	City wide service provision	Relevant internal and external stakeholders.  Voluntary sector advice agencies consulted in service design. Market testing of providers has also taken place.	Ian Phillips, Senior Policy Manager ian.phillips@peterborough.gov.uk 863849	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
21.	<b>ICT Infrastructure works for Fletton Quays – KEY/13NOV17/02</b> To agree to the procurement of ICT infrastructure works for Fletton Quays	<b>Cabinet</b>	<b>9 February 2018</b>	Growth, Environment & Resources Scrutiny Committee	N/A	Relevant internal and external stakeholders	Peter Carpenter, Service Director – Financial Services 01733 384564 <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).

177

<i>KEY DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>WARD</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
<b>22. Allocation of grant to provide 29 affordable homes at a site on Midland Road - KEY/11DEC17/02</b> To approve the allocation of grant to provide affordable homes	<b>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</b>	<b>February 2018</b>	Growth, Environment and Resources Scrutiny Committee	Central Ward	Relevant internal and external stakeholders.  None - Ward Cllrs for Central Ward will be consulted	Anne Keogh Housing and Strategic Planning Manager tel: 01733 863815 <a href="mailto:anne.keogh1@peterborough.gov.uk">anne.keogh1@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
<b>23. Expansion and Remodelling of Marshfields School – KEY/11DEC17/03</b> To approve the proposed expansion and remodelling of Marshfields school	<b>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</b>	<b>February 2018</b>	Children and Education Scrutiny Committee	Dogsthorpe Ward	Relevant internal and external stakeholders.  Public Consultation Meeting	Sharon Bishop, Capital Projects & Assets Officer <a href="mailto:Sharon.bishop@peterborough.gov.uk">Sharon.bishop@peterborough.gov.uk</a>	School Organisational Plan

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
24.	<b>Disposal of freehold in North West of the City – KEY/11DEC17/05</b> To delegate authority to the Corporate Director of Growth and Regeneration to sell the property	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>February 2018</b>  Growth, Environment and Resources Scrutiny Committee	Ravensthorpe	Relevant internal and external stakeholders	Jane McDaid Head of Peterborough Property services Tel: 01733 384540 Email: Jane.mcdaid@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  <b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b>

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
25.	<b>Purchase of land and building in the centre of Peterborough – KEY/11DEC17/06</b> To delegate authority to the Corporate Director of Growth and Regeneration to purchase the property	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>February 2018</b> Growth, Environment and Resources Scrutiny Committee	Central	Relevant internal and external stakeholders	Jane McDaid Head of Peterborough Property services Tel: 01733 384540 Email: Jane.mcdaid@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. <b>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</b>
26.	<b>Disposal of freehold in Centre of the City – KEY/11DEC17/07</b> To delegate authority to the Corporate Director of Growth and Regeneration to sell the property	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>February 2018</b> Growth, Environment and Resources Scrutiny Committee	Central	Relevant internal and external stakeholders	Jane McDaid Head of Peterborough Property services Tel: 01733 384540 Email: Jane.mcdaid@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. <b>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</b>

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
27.	<b>Purchase of building in the centre of Peterborough – KEY/11DEC17/08</b> To delegate authority to the Corporate Director of Growth and Regeneration to purchase the property	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>February 2018</b> Growth, Environment and Resources Scrutiny Committee	Central	Relevant internal and external stakeholders	Jane McDaid Head of Peterborough Property services Tel: 01733 384540 Email: Jane.mcdaid@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. <b>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</b>
28.	<b>Purchase of land to the east of the city - KEY/25DEC17/02</b> Delegate authority to the Corporate Director of Growth and Regeneration to purchase the property.	<b>Cabinet Member for Resources, Councillor Seaton</b>	<b>February 2018</b> Growth, Environment and Resources Scrutiny Committee	East	Relevant internal and external stakeholders	Jane McDaid Head of Peterborough Property services Tel: 01733 384540 Email: Jane.mcdaid@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. <b>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</b>

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>	
29.	<b>A605 Whittlesey Access Phase 2 - Stanground Access - KEY/25DEC17/03</b> To approve the design and construction of the A605 Stanground East Junction Improvements for the financial year of 2017/18 - 2018-19 and authorise the associated package of work to be issued to Skanska Construction UK Limited under the Council's existing agreement with SKANSKA dated 18th September 2013 (the Highways Services Agreement).	<b>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</b>	<b>February 2018</b>	Growth, Environment and Resources Scrutiny Committee	Stanground South	Relevant internal and external stakeholders.  The scheme is included in the fourth Local Transport Plan. Further consultation will be undertaken during the design process, including ward Councillors.	Lewis Banks, Principal Sustainable Transport Planning Officer.  Tel: 01733 317465, Email: lewis.banks@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  Fourth Local Transport Plan: <a href="http://www.peterborough.gov.uk">www.peterborough.gov.uk</a> /ltp National Productivity Investment Fund for the Local Road Network Application Form: <a href="https://www.peterborough.gov.uk/upload/www.peterborough.gov.uk/residents/transport-and-streets/A605Application.pdf?inline=true">https://www.peterborough.gov.uk/upload/www.peterborough.gov.uk/residents/transport-and-streets/A605Application.pdf?inline=true</a>

<i>DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>WARD</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
<p>30. <b>Approval of funding allocation for the improvement to open spaces in the CAN Do area of the city as part of the capital regeneration programme for the area - KEY/25DEC17/04</b> Improvement to open spaces in the CAN Do area of the city as part of the capital regeneration programme for the area</p>	<b>Councillor Elsey, Cabinet Member for Waste and Street Scene</b>	<b>February 2018</b>	<b>Growth, Environment and Resources Scrutiny Committee</b>	Central, North & Park wards	<p>Relevant internal and external stakeholders.</p> <p>Community engagement with local residents, businesses &amp; partner organisations</p>	<p>Cate Harding, Community Capacity Manager.</p> <p>Tel: 01733 317497. Email: Cate.harding@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>Budget allocation in MTFP 2017/18</p>
<p>31. <b>Approval of funding allocation for community facility improvements in the CAN Do area of the city as part of the capital Regeneration Programme for the area - KEY/25DEC17/05</b> community facility improvements in the CAN Do area of the city as part of the capital Regeneration Programme for the area</p>	<b>Councillor Seaton, Cabinet Member for Resources</b>	<b>February 2018</b>	<b>Growth, Environment and Resources Scrutiny Committee</b>	Central, North & Park wards	<p>Relevant internal and external stakeholders.</p> <p>Community engagement with residents, groups, businesses and partner organisations</p>	<p>Cate Harding, Community Capacity Manager.</p> <p>Tel: 01733 317497. Email: cate.harding@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>Budget allocation of £4m in MTFP 2017/8</p>

<i>DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>WARD</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
32. <b>Approval of funding allocation for the public realm improvements within the CAN Do area of the city as part of the capital regeneration programme for the area - KEY/25DEC17/06</b> public realm improvements within the CAN Do area	<b>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</b>	<b>February 2018</b>	<b>Growth, Environment and Resources Scrutiny Committee</b>	Central, North & Park wards	Relevant internal and external stakeholders.  Community engagement with local residents, groups, businesses and partner agencies	Cate Harding, Community Capacity Manager.  Tel: 01733 317497. Email: cate.harding@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  Budget allocation £3m in MTFP 2017/18
1833. <b>Approval of the Transport Programme of Capital Works.- KEY/5FEB18/01</b> To Approve The Transport Programme Of Capital Works For The 2018/19 - 2020/21 Financial Years	<b>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</b>	<b>February 2018</b>	Growth, Environment and Resources	All	Relevant internal and external stakeholders	Lewis Banks, Principal Transport Planning Officer, 01733 317465, Lewis.Banks@peterborough.gov.uk	Peterborough Local Transport Plan 4 (2016 – 2021) <a href="http://www.peterborough.gov.uk/ltp">http://www.peterborough.gov.uk/ltp</a>



<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>	
<p>185</p> <p>34.</p>	<p><b>Housing Related Support Grant Agreements 2018/2019 – KEY/5FEB18/02</b>  A decision is required to award specific grants for the funding of Housing Related Support, which will be funded through the Housing Related Support (formerly Supporting People) Programme for the period 1st April 2018 to 31st March 2019</p>	<p><b>Councillor Seaton, Cabinet Member for Resources</b></p>	<p><b>31st March 2018</b></p>	<p>Adults and Communities Scrutiny Committee</p>	<p>N/A</p>	<p>All existing providers of HRS will be consulted</p>	<p>Sharon Malia,  Housing Programmes Manager,  Tel: 01733 863764  sharon.malia@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published</p>

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>196</p> <p><b>35. Healthy Schools - KEY/19FEB18/01</b> Decision required is for Peterborough City Council to enter into an agreement with Cambridgeshire County Council to jointly commission a Healthy Schools programme to be delivered across Peterborough and Cambridgeshire from 01 September 2018. The proposed contract will be for three years with an option to extend by a further two years. The total contract value over a five year period would be £1,100,000. The Peterborough City Council contribution to this total over a five year period would be £310,000.</p>	<p><b>Councillor Lamb, Cabinet Member for Public Health</b></p>	<p><b>February 2018</b></p>	<p>Health Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders. A market testing exercise will be undertaken.</p>	<p>Julian Base Head of Healthy Living Tel: 01733 207180 Email: julian.base@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>36. Adult Social Care Contracts for Placements in Care Homes - KEY/19FEB18/02</b> The Cabinet Member is recommended to authorise the Corporate Director for People and Communities to make residential placements in care homes until November 2018.</p>	<p><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b></p>	<p><b>February 2018</b></p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders. Extensive consultation with the local care homes that focused on the terms and conditions of the service contract the Council will employ.</p>	<p>Gary Jones, Head of Service - Interim Head of Adults Commissioning, Tel- 01733 452450 Email: gary.jones@peterborough.gov.uk;</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>	
37.	<b>Approval of the Council Tax Support Scheme for 2018/19 -KEY/05MAR18/01</b> Approval of the Council Tax Support Scheme for 2018/19 following consideration of any feedback received during the consultation process.	<b>Cabinet</b>	<b>7 March 2018</b>	Growth, Environment And Resources	All	An online consultation document has been made available to respond to the consultation and hard copies are available on request in the Town Hall and Bayard Receptions, and the Central Library. Members' scrutiny was undertaken as part of the scrutiny meeting set aside for phase one budget discussions, including stakeholder consultation meetings. Peterborough Community Assistance Scheme (PCAS) has also been informed about the consultation process.	Chris Yates, Finance Manager (Business Operations), 01733 384552, chris.yates@peterborough.gov.uk	The Council Tax Reduction Schemes (Default Scheme) (England) Regulations 2012. The Council Tax Reduction Schemes (Prescribed Requirements) (England) (Amendment) (No. 2) Regulations 2014. The Council Tax Reduction Schemes (Prescribed Requirements) (England) (Amendment) Regulations 2015. The Housing Benefit (Abolition of the Family Premium and date of claim amendment) Regulations 2015 (S.I. 2015 No. 1857). The Council Tax Reduction Schemes (Prescribed Requirements) (England) (Amendment) Regulations 2016 (S.I. 2016 No. 1262). Council Tax Reduction Schemes (Amendment) (England) Regulations 2017 No. 1305.

**PART 2 – NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE**

**KEY DECISIONS TO BE TAKEN IN PRIVATE**

<i>KEY DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>WARD</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i>
NONE							

**PART 3 – NOTIFICATION OF NON-KEY DECISIONS**

**NON-KEY DECISIONS**

**PREVIOUSLY ADVERTISED DECISIONS**

<i><b>DECISION REQUIRED</b></i>	<i><b>DECISION MAKER</b></i>	<i><b>DATE DECISION EXPECTED</b></i>	<i><b>RELEVANT SCRUTINY COMMITTEE</b></i>	<i><b>WARD</b></i>	<i><b>CONSULTATION</b></i>	<i><b>CONTACT DETAILS / REPORT AUTHORS</b></i>	<i><b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b></i>
<p>1. <b>Vivacity Funding –</b> To fund Vivacity £1278 until March 2017 (via DWP grant funding) to provide digital support for UC claimants to make benefit claims online at Central Library.</p>	<p><b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b></p>	<p><b>February 2018</b></p>	<p>Growth, Environment &amp; Resources Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.</p>	<p>Ian Phillips Social Inclusion Manager Tel: 01733 863849 ian.phillips@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>Service Specification and SLA to jointly commission with Cambridgeshire County Council</p>
<p>2. <b>Delivery of the Council’s Capital Receipt Programme through the sale of Welland House, Dogsthorpe -</b> To authorise the sale of Welland House, Dogsthorpe</p>	<p><b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b></p>	<p><b>February 2018</b></p>	<p>Growth, Environment &amp; Resources Scrutiny Committee</p>	<p>Dogsthorpe Councillors: Ash, Saltmarsh, Sharp</p>	<p>Relevant internal and external stakeholders.</p>	<p>David Gray Capital Projects Officer Tel: 01733 384531 Email: david.gray@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

199

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
3.	<b>Proposal for Loan of Senior Management Staff Under Joint Arrangements</b> – To approve a sharing agreement for senior management staff.	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>February 2018</b>  Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Fiona McMillan Interim Director of Law and Governance Tel: 01733 452361 Fiona.McMillan@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
4.	<b>Funding of Information, Advice and Guidance services within the voluntary sector -</b> To authorise award of grants.	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>February 2018</b>  Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders	Ian Phillips Senior Policy Manager Tel: 01733 863849 Email: ian.phillips@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
5.	<b>Daily cleanse around Gladstone Street and nearby streets -</b> Daily mechanical cleanse in the area focused around Gladstone Street and other nearby streets. This will encompass a mechanical sweeper and operative.	<b>Councillor Elsey,</b> <b>Cabinet Member for Waste and Street Scene</b>	<b>February 2018</b>  Growth, Environment & Resources Scrutiny Committee	Central Ward Cllrs Hussain, Amjad Iqbal, Jamil	Relevant internal and external stakeholders. Cross party task and finish group report which went to the Growth, Environment and Resources Scrutiny Committee. It was also part of the full council decision to implement as part of the budget for 2017-18.	James Collingridge, Amey Partnership Manager, Tel: 01733 864736 Email: james.collingridge@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>	
6.	<p><b>A Lengthmans to be deployed on Lincoln Road Millfield -</b> There will be a daily presence along Lincoln Road, the operative will litter pick, empty bins as well as report fly-tips and other environmental issues.</p>	<p><b>Councillor Eley, Cabinet Member for Waste and Street Scene</b></p>	<p><b>February 2018</b></p>	<p>Growth, Environment &amp; Resources Scrutiny Committee</p>	<p>Central Ward Cllrs Hussain, Amjad Iqbal, Jamil</p>	<p>Relevant internal and external stakeholders.</p> <p>Cross party task and finish group report which went to the Growth, Environment and Resources Scrutiny Committee and it was also approved at Full Council as part of the 2017-18 Budget.</p>	<p>James Collingridge, Amey Partnership Manager, Tel: 01733 864736 Email: james.collingridge@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
7.	<p><b>2017/18 VCS grant funding -</b> Award of grant to VCS organisations to provide Information, Advice and Guidance services</p>	<p><b>Councillor Seaton, Cabinet Member for Resources</b></p>	<p><b>February 2018</b></p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Ian Phillips Senior Policy Manager Tel: 863849 Email: ian.phillips@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>



<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
8.	<b>Draft Developers Contribution Supplementary Planning Document (SPD) -</b> To approve the draft Developers Contribution SPD for public consultation	<b>Cabinet</b>	<b>February 2018</b>	Growth, Environment and Resources	City Wide	Relevant internal and external stakeholders.  This draft document is coming to Cabinet for approval to go out for public consultation	Anne Keogh Housing and Strategic Planning Manager Tel: 01733 863815 <a href="mailto:anne.keogh1@peterborough.gov.uk">anne.keogh1@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
9.	<b>Approval of the Preliminary Draft of the Minerals and Waste Local Plan for Public Consultation – Approval of the Preliminary Draft of the Minerals and Waste Local Plan for Public Consultation</b>	<b>Cabinet</b>	<b>26 March 2018</b>	Growth, Environment and Resources Scrutiny Committee	All	Relevant internal and external stakeholders.  Public consultation will follow approval by Cabinet	Richard Kay, Head of Sustainable Growth Email: richard.kay@peterborough.gov.uk Tel: 01733 863795	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>	
10.	<b>Ability to Budget throughout the year</b> - It is prudent, given the Council's budgetary position, for its governance processes to be amended to allow it to change and update future years budgets, with the associated meetings and scrutiny, throughout the year (a quarterly process).	<b>Cabinet Recommendation to Council</b>	<b>March 2018</b>	Growth, Environment and Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Peter Carpenter, Service Director - Financial Services Tel: Email:peter.carpenter@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
11.	<b>Inclusion of Investment Acquisition Strategy in the Council's Medium Term Financial Strategy (MTFS)</b> - To recommend to Council that the Investment Acquisition Strategy be included in the Medium Term Financial Strategy to enable the Council to acquire investment properties	<b>Cabinet</b>	<b>26 March 2018</b>	Growth, Environment and Resources	N/A	Relevant internal and external stakeholders	Jane.McDaid@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  <b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b>

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>12. <b>Healthy Workplace -</b> Decision required is for Peterborough City Council to enter into an agreement with Cambridgeshire County Council to jointly commission a Healthy Workplace programme to be delivered across Peterborough and Cambridgeshire from 01 April 2018. The proposed contract will be for three years with an option to extend by a further two years. The total contract value over a five year period would be £350,000. The Peterborough City Council contribution to this total over a five year period would be £125,000.</p>	<p><b>Councillor Lamb, Cabinet Member for Public Health</b></p>	<p><b>5 March 2018</b></p>	<p>Health Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.</p> <p>A market testing exercise has been undertaken.</p>	<p>Julian Base Head of Healthy Living</p> <p>Tel: 01733 207180 Email: julian.base@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>13. <b>Grant funding for voluntary organisations –</b> To provide funding for voluntary organisations in Peterborough to carry out essential support for vulnerable people, particularly in relation to welfare benefits assistance and other crisis support.</p>	<p><b>Councillor Seaton, Cabinet Member for Resources</b></p>	<p><b>31 March 2018</b></p>	<p>Adults and Communities Scrutiny Committee</p>	<p>N/A</p>	<p>Relevant internal and external stakeholders.</p>	<p>Ian Phillips Social Inclusion Manager</p> <p>Tel: 01733 863849 Email: lan.Phillips@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<b>14.</b>	<p><b>Discretionary Rate Relief from business rates for charities, similar organisations not established or conducted for profit and rural businesses -</b></p> <p>To approve and reject applications for discretionary rate relief from charities and other similar organisations</p>	<b>Councillor Seaton, Cabinet Member for Resources</b>	<b>Mid February</b>	Growth, Environment and Resources	No impact on wards other than for the charity in that area which will receive a reduced rate bill.	None required	Bruce Bainbridge, 384583, bruce.bainbridge@peterborough.gov.uk	Previous CMDN in September 2017 which approved the bulk of these reliefs, this report being for late applications etc. This CMDN will include one exempt annex in respect of rural relief which includes the names of individuals

**PART 4 – NOTIFICATION OF KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>Termination Of Contracts With Carillion Construction Limited – Relating To Works At Jack Hunt School Expansion Works, Hampton Gardens School And St Michael’s Church School -</b></p> <p>With the approval of the Chairman of the Children and Education Scrutiny Committee Urgency, Special Urgency and waiver of call-in procedures have been invoked to suspend the requirement to advertise the decision for 28 days, publish the decision for 5 days prior to publication, and to suspend the 3 day call-in period.</p>	<p><b>Councillor Ayres, Cabinet Member for Education, Skills and University</b></p>	<p><b>January 2018</b></p>	<p>Children and Education</p>	<p>Ravensthorpe, Stanground South, Hargate and Hempsted</p>	<p>Key stakeholder departments within the Council were briefed on the proposal to terminate. These include Planning Department, Finance, Legal Services and Strategic Property.</p> <p>Ward Councillors</p>	<p>Emma Everitt, Capital Projects and Assets Officer Tel No. 01733 863660</p>	<p>Jack Hunt School Expansion - MAY16/CMDN/29. Hampton Gardens Expansion Contract - KEY/12DEC14/04 St Michael’s Expansion Contract - KEY/06MAR15/07</p>

## **DIRECTORATE RESPONSIBILITIES**

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

City Services and Communications (Markets and Street Trading, City Centre Management including Events, Regulatory Services, Parking Services, Vivacity Contract, CCTV and Out of Hours Calls, Marketing and Communications, Tourism and Bus Station, Resilience)

Strategic Finance

Internal Audit

Schools Infrastructure (Assets and School Place Planning)

Waste and Energy

Strategic Client Services (Enterprise Peterborough / Vivacity / SERCO including Customer Services, ICT and Business Support)

### **PEOPLE AND COMMUNITIES DEPARTMENT Corporate Director's Office at Bayard Place, Broadway, PE1 1FB**

Adult Services and Communities (Adult Social Care Operations, Adult Social Care and Quality Assurance, Adult Social Care Commissioning, Early Help – Adults, Children and Families, Housing and Health Improvement, Community and Safety Services, Offender Services)

Children's Services and Safeguarding (Children's Social Care Operations, Children's Social Care Quality Assurance, Safeguarding Boards – Adults and Children's, Child Health, Clare Lodge (Operations), Access to Resources)

Education, People Resources and Corporate Property (Special Educational Needs and Inclusion, School Improvement, City College Peterborough, Pupil Referral Units, Schools Infrastructure)

Business Management and Commercial Operations (Commissioning, Recruitment and Retention, Clare Lodge (Commercial), Early Years and Quality Improvement)

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

Legal and Democratic Services

Electoral Services

Human Resources (Business Relations, HR Policy and Rewards, Training and Development, Occupational Health and Workforce Development)

Performance and Information (Performance Management, Information Governance, Systems Support Team, Coroner's Office, Freedom of Information)

### **GROWTH AND REGENERATION DEPARTMENT Corporate Director's Office Stuart House, St Johns Street, Peterborough, PE1 5DD**

Development and Construction (Development Management, Planning Compliance, Building Control)

Sustainable Growth Strategy (Strategic Planning, Housing Strategy and Affordable Housing, Climate Change and Environment Capital, Natural and Built Environment)

Opportunity Peterborough

Peterborough Highway Services (Network Management, Highways Maintenance, Street Naming and Numbering, Street Lighting, Design and Adoption of Roads,

Drainage and Flood Risk Management, Transport Policy and Sustainable Transport, Public Transport)

Corporate Property

### **PUBLIC HEALTH DEPARTMENT Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG**

Health Protection, Health Improvements, Healthcare Public Health.

THIS PAGE HAS BEEN LEFT INTENTIONALLY BLANK

This page is intentionally left blank